

**CITY OF BROOKSVILLE
REGULAR CITY COUNCIL MEETING
COUNCIL CHAMBERS
201 HOWELL AVENUE**

AGENDA

OCTOBER 15, 2007

7:00 P.M.

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. CONSENT AGENDA

1. Minutes

July 31, 2007 Joint City/County/School Board Meeting

2. Broad Street Sidewalk Bid CD2007-05 Award

Consideration of awarding the Bid to Atlantis Construction of Tarpon Springs for the not-to-exceed amount of \$42,689. The source of the funds will be the FDOT Transportation Outreach Program (TOP).

CONSENT AGENDA APPROVAL (□)

Recommendation: Approval of Consent Agenda
Action: Motion to Approve
Attachments: 1) Minutes; 2) Memo from Director of Public Works dated 10/02/07

D. CERTIFICATES, PROCLAMATIONS AND PRESENTATIONS

1. Margaret R. Ghiotto Beautification Award - Commercial Award

Recognition of improvements to property of Easy Street Home Decor, owned by Pierre DesJardins and located at 838 E. Jefferson Street.

Presentation: Mayor
Attachments: Award Certificate; Letter from Board dated 03/14/07

2. Proclamation - City of Brooksville Founder's Week

A proclamation in celebration of the 2007 Founder's Week Events October 13-20, 2007.

Presentation: Mayor
Attachment: Proclamation

REGULAR CITY COUNCIL AGENDA - OCTOBER 15, 2007

3. **Florida City Government Week Proclamation**
Proclamation recognizing October 21-27, 2007 as Florida City Government Week.

Presentation: Mayor
Attachments: Proclamation

4. **Proclamation on Disability Mentoring**
Proclamation designating October 18, 2007, as "Disability Mentoring Day".

Presentation: Mayor
Attachments: Proclamation

E. PUBLIC HEARING

1. **Ordinance No. 754 - Firefighters' Pension Plan Amendment**
Consideration of proposed Ordinance amending Section 5, reducing members required contribution amount to the Fund from 4% to 2.97% of their salary.
[First Reading 10/01/07]

Presentation: Director of Finance
Recommendation: Amend to delete proposed changes in Section 5 (1)(B), approval of Ordinance on second reading upon roll call vote
Action: Motion to Approve
Attachments: Memo from Director of Finance dated 09/21/07; Ordinance; Actuarial Report; Letter from Board Attorney dated 06/15/07

F. REGULAR AGENDA

1. **Resolution No. 2007-20 - FY2006/07 Budget Amendments**
Consideration of amendments to FY2006/07 Budget.
- Presentation: Director of Finance
Recommendation: Approval upon roll call vote
Action: Motion to Approve
Attachments: Memo from Director of Finance dated 09/28/07, Resolution
2. **Resolution No. 2007-21 - Regarding St. Johns Water District Plans**
Consideration of resolution opposing the proposed plan to remove water from the Withlacoochee River to benefit the St. Johns Water District.

Presentation: City Manager
Recommendation: Approval upon roll call vote
Action: Motion to Approve
Attachments: Resolution

REGULAR CITY COUNCIL AGENDA - OCTOBER 15, 2007

3. **WRPC Proposal to Complete EAR-Based Comprehensive Plan Amendment**
Consideration to accept the proposal to complete the EAR-based Comprehensive Plan Amendment and authorize staff to initiate a purchase order in the amount of \$36,450 for the WRPC to provide the required services; additionally to consider the optional task of creating a Transportation Concurrency Exception Area (TECA), for an estimated cost of \$50,000, which would require a budget amendment.

Presentation: Director of Community Development
Recommendation: Approval or Direction to Staff
Action: Motion to Approve
Attachments: Memo from Director of Community Development dated 10/02/07

4. **Transportation Outreach Program (TOP) - SR50 Reverse Frontage Road & Utility Project - Drainage Retention Area Easement for Lot 9, David/Manuel Commercial Park Subdivision**
Consideration of approval of Agreement for Grant of Easement and authorize the Mayor to sign the appropriate documentation.

Presentation: Director of Community Development
Recommendation: Approval
Action: Motion to approve
Attachments: Memo from Director of Community Development dated 09/21/07, Agreement

H. **ITEMS BY COUNCIL**

I. **CITIZEN INPUT**

J. **ADJOURNMENT**

CORRESPONDENCE TO NOTE

Meeting agendas and supporting documentation are available from the City Clerk's office, and on line at 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.

Any person desiring to appeal any decision with respect to any matter considered at this meeting, may need a record of the proceedings including the testimony and evidence upon which the appeal is to be based, and therefore must make arrangements for a court reporter to ensure that a verbatim record of the proceedings is made.

JOINT MEETING
CITY OF BROOKSVILLE, BOARD OF COUNTY COMMISSIONERS AND SCHOOL
BOARD
SCHOOL BOARD CHAMBERS

Tuesday, July 31, 2007

3:00 pm

City Council: Mayor David Pugh, Vice Mayor Frankie Burnett, Council Members Lara Bradburn & Richard E. Lewis; T. Jennene Norman-Vacha, City Manager; David LaCroix, City Attorney; Bill Geiger, Community Development Director.

Hernando County: Chair Jeff Stabins, Commissioners Rose Rocco, Chris Kingsley, David Russell & Diane Rowden; Gary Kuhl, County Administrator; Garth Brooks, County Attorney; Paul Wierczorek, Concurrency Coordinator; Ron Pianta, Planning Director.

School Board: Chair Pat Fagan, Vice Chair Sandra Nicholson, School Board Members Jim Malcolm, Diane Bonfield & John Sweeney; Dr. Wayne Alexander, School Superintendent; Paul Carland, School Board Attorney; Ken Pritz, School Facilities Director; Debbie Bruggink, Financial Director.

Members of press were also present.

Chairman Fagan introduced the new representatives to participate in this joint effort meeting structure. Mr. Malcolm reminded everyone of the TWICE effort that started this joint meeting structure years ago and suggested that all governmental entities involved bring up their old records as they attempt to address the new cost cutting issues all agencies are facing, especially in fleet maintenance, parks & recreation and several other arenas. He also encouraged broadening the agenda in the future for discussion of these commonality issues again.

Agenda Item 1 - Comprehensive Plan Public School Facilities Element

Paul Wierczorek led the discussion on how the concurrency issue came up, especially with all the growth that is taking place in the County and City, which led to this element. He further explained that Senate Bill 360 required this cooperative effort for comprehensive plan compliance shortly after the initial discussions began and that there are three major components for implementation. Last August the intergovernmental agreement was reached by all three boards and the 2nd requirement is for the preparation of a Public School Facilities Element, which will be

JOINT MEETING MINUTES - JULY 31, 2007

adopted by the City and County as part of their Comprehensive Plans and has been worked on by staff from each agency since last August and is due by January 2008. The final step will be preparation of the implementing ordinances by the County and the City by June 30, 2008.

Mr. Wierczorek explained the two primary policies and objectives contained in the draft element and there was extensive discussion on the School Board's responsibility in determining concurrency, mitigation and negotiation efforts with developers and their responsibilities to the community and how the two governmental Boards will handle these issues as they are brought forward with new growth requests. It was pointed out that there is a formula in place for determining the proportionate fair share for developer responsibility but denial could be a possibility if negotiations could not be satisfactorily agreed upon but it is the School Board's determination to say whether they have capacity. Council Member Bradburn questioned whether the "may" and "shall" language could be standardized, however, Mr. Wierczorek advised that the language was based on legislative standards; shall is referenced when the intent is to be tested, such as with rezoning, and may when the action is discretionary on the part of the legislative body.

There was also discussion on portables vs. concretables, which is the current permanent structure the School Board has directed for implementation in overcapacity issues. The CSA map was also discussed and how often it will be reviewed/updated (will not be required on annual basis, but updated as needed).

Vice Mayor Burnett pointed out that the three entities need to follow through with things that can be done in working with developers as they are pursuing this new growth, citing placement of sports complexes, etc., and the government bodies should not be letting them slide. Chairman Fagan advised that the County and School Board have been currently working on this with some pending development, however, tax reform has everything at a standstill right now.

Discussion on the cost of operations for transportation as a determination in capacity issues took place and whether it could be incorporated in the cost per student stations.

Mr. Wierczorek advised that approval of the Public School Facilities Element was scheduled for Wednesday, August 8th, which would then be sent to the Dept. of Community Affairs for review

JOINT MEETING MINUTES - JULY 31, 2007

and preparation of their ORC (objections, recommendations and comments) Report back to County. The ORC findings will then be addressed by the three entities' representative staff members before presentation for final adoption. As currently scheduled, the County will be adopting in November or December, dependent upon the ORC report. The School Board and City can make written or oral comments into the process if they choose.

He also provided that the grant the County obtained has provided the funding to prepare this draft and the County must get the work product of this document back to the State by the end of August to meet the grant deadlines. It was suggested by School Board Member Sweeney that "as needed" be taken out of the statement in Policy 11.01(d)(2) to provide a stronger commitment.

School Board Member Malcolm questioned the effect of language in the supporting data and analysis as it related to the recent supreme court ruling which may effect the School Board's busing program and Title XI compliance plan. School Board Attorney Carland recommended that the status quo be maintained at present. City Community Development Director Geiger also advised that the supporting data and analysis can be changed as necessary and is not part of the actual element and comp plan that will be adopted.

Agenda Item 2 - Planner Position

School Board Member Malcolm felt that this was a School Board issue and not a joint one and questioned why it was being discussed. Chair Fagan explained that he asked that it be included to determine how important the issue of a School Board Planner position is at this time.

Ken Pritz explained that he and the School Board staff do not have the background and expertise in evaluating these types of growth projects as they are discussed with County and City staff and he had discussed with the County whether they could fill this function through their staff in an arrangement with the School Board. County Planning Director Pianta advised that he had determined that they could not at present fill this request with their current workload and he felt it is critical for this School Board staff position to make the whole compliancy issue work. Concurrency will be a very complex process and Mr. Wierczorek and Mr. Pianta recommended the School Board get geared up ahead and give the person the opportunity to get acquainted with the issues and represent the School Board as soon as possible.

JOINT MEETING MINUTES - JULY 31, 2007

Additional Items for Discussion

School Board Member Malcolm again suggested broadening the scope of meetings in the future to return back to the TWICE cooperative agreement to meet several objectives, citing sports complexes, parks & recreation, transportation, grounds maintenance, fleet, purchasing, and insurance. He asked fellow elected officials to voice their concurrence and recommend to their respective CEO's to begin discussions and bring back recommendations.

Discussion followed in support and/or citing concerns with the current tax reform issue and the need to at least wait until after January when more is known about the state tax structure before spending a lot of staff time and research. County Administrator Kuhl advised that he was sure the Executive Staff of the respective entities were aware of their Board's intentions and concerns and would continue to meet and will come up with a proposed list and look at some of the easy ones first and plan for future. It was the concurrency among participants to proceed along those lines.

City Council Member Bradburn questioned the status of the School Board's analysis of impact fees project and asked for the completion time line. School Board Finance Officer Bruggink advised that they have been in the process of reviewing tables and providing information to the outside consultant for the past year. She was not aware of the expectations for data that would be required and stated that she anticipates presentation of the draft to the School Board in a month or so and would be happy to provide data to the other entities as soon as available.

The meeting was adjourned at 4:23 pm



City Clerk

Attest: _____

Note: School Board Minutes attached for reference purposes.

Hernando County School Board

Every Person a Teacher Every Teacher a Leader Every Student a Success



School Board Meeting

County Commissioners and City Council
July 31, 2007
Minutes

7-31-07 School Board - County Commissioners - City Council - Minutes

Call To Order

1. Attendance

Minutes:

A Joint Workshop of the Hernando County School Board, the Hernando County Board of County Commissioners and the Brooksville City Council was held on Tuesday, July 31, 2007, at 3:02 P.M. in the offices of the Superintendent of Schools, 919 North Broad Street, Brooksville, Florida, with Mr. Pat Fagan, Chairman, presiding and members, Mrs. Sandra Nicholson, Vice Chairperson, Mrs. Dianne Bonfield, Mr. Jim Malcolm, and Mr. John K. Sweeney present. Board of County Commissioners present were: Jeff Stabins, Chairman; Christopher Kingsley, Vice Chairman; Rose Rocco, 2nd Vice Chairperson, Diane Rowden and Dave Russell, Jr., Commissioners. Brooksville City Council members present were: David Pugh, Mayor; Frankie Burnett, Vice Mayor; Lara Bradburn and Richard E. Lewis. Mr. Joe Bernardini, City Council member was absent. Also present were Dr. Wayne Alexander, Superintendent; Mr. Paul Carland, School Board Attorney; Ken Pritz, Executive Director of Support Operations; Roland Bavota, Director of Facilities; Gary Kuhl, County Administrator; Paul Wiczorek, Concurrence Coordinator; Ron Pianta, Planning Director; Larry Jennings, Deputy County Administrator; Garth Collier, County Attorney; Jennene Norman-Vacha, City Manager; David LaCroix, City Attorney; Bill Geiger, Community Development Director; Karen Phillips, City Clerk/Director of Administration; Mr. Tom Marshall of the St. Petersburg Times; staff and a few citizens. The format used in the completion of these minutes reflects the original agenda item and the action taken.

Review of Public School Facilities Element

2. Review of Public School Facilities Element

Attachment: [CSA.pdf](#)

Attachment: [5yrworkprogram.pdf](#)

Attachment: [CSA-Labels.pdf](#)

Attachment: [1-04C 7-25-07.pdf](#)

Attachment: [8-01E 7-25-07.pdf](#)

Attachment: [Draft Hernando County Public School Element.pdf](#)

Attachment: [6-14-07 Draft Policies.pdf](#)

Attachment: [Cap Imp 7-25-07 2.pdf](#)

Attachment: [Projected School Utilization 6.21.07.pdf](#)

Minutes:

Mr. Malcolm requested that the TWICE (Together We Improve Cooperative Efforts) plan be revisited. The School Board, County Commissioners and City Council gave direction that Dr. Wayne Alexander, Gary Kuhl and Jennene Norman-Vacha meet and discuss how to use the TWICE plan to save money for the School Board, the County and the City.

Paul Wiezorek reviewed the Hernando County Comprehensive Plan - Section A, Chapter 15: Public School Facilities, Policy 11.01. He stated that the Implementing Ordinance establishing policies must be approved by January 1, 2008, and the Intergovernmental Agreement must be approved by June 30, 2008.

Hernando County School Board Planner Position

3. [Coordinator of Planning and Growth Management Job Description](#)
Attachment: [Coordinator of Planning and Growth Management.pdf](#)

Minutes: *This was an informational item only.*

Adjournment

4. [Adjourn](#)

Minutes: *The meeting adjourned at 4:23 P.M.*

Secretary

Chair

CITY OF BROOKSVILLE
MEMORANDUM

To: City Council

Via: T. Jennene Norman-Vacha, City Manager 

From: Emory H. Pierce, Director of Public Works 

Re: **Broad Street Sidewalk Extension Project Bid No. CD 2007-05**

Date: October 2, 2007

Five Bids were received as per the attached memo. We recommend awarding the bid to Atlantis Construction of Tarpon Springs, Fl. for the not to exceed amount of \$42,689.00. which was the lowest amount Bid. Atlantis Construction's references checked out very well and this company did the bulb out project several years ago here in Brooksville.

The source of funds will be the FDOT Transportation Outreach Program (TOP). At the current time after deducting \$339,999.00 for the previously approved. Providence Boulevard and Whitfield Avenue Project and Change Order No. 1 in the amount of \$172,110.74 there is an unencumbered grant fund balance of \$129,411.12. After deducting the low bid amount of \$42,689.00 the TOP grand fund balance will be \$86,722.12.

**BID OPENING MINUTES
BROAD STREET SIDEWALK EXTENSION PROJECT
BID NO. CD2007-05**

September 15, 2007

3:00 p.m.

A Bid Opening was held at approximately 3:00 p.m. on Friday, September 14, 2007, in the City Hall Council Chambers for the **BROAD STREET SIDEWALK EXTENSION PROJECT BID NO. CD2007-05**. Karen M. Phillips, City Clerk, Emory Pierce, Director of Public Works and Janice L. Peters, Deputy City Clerk/Recording Secretary were in attendance.

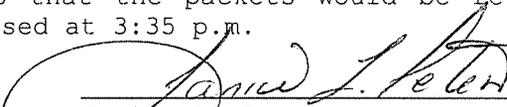
City Clerk Phillips advised that an Invitation to Bid was published in the September 1, 2007, edition of the Hernando Today with a closing date and time set for 3:00 p.m. on Friday, September 14, 2007.

As a result, 5 sets of bids were received, all properly sealed and notated. The bids were to include a Bid Certification Form, Bid Bond or Cashiers Check in the amount of 5%, Public Entity Crime Statement, Drug Free Workplace Form, Product data, shop drawings and samples, Product testing certification documents, Equipment List, Proof of License Certification and one signed original with seven copies and five references for similar work with contact name and numbers.

The following companies submitted bids, which were opened and the results read as follows:

- | | | |
|----|--|--------------------|
| 1. | <u>Atlantis Construction, Tarpon Springs, FL</u>
Drug Program Implemented. Bid Bond Enclosed.
Notice to Proceed 45 Days | <u>\$42,689.00</u> |
| 2. | <u>WDG Construction, Inc., Wesley Chapel, FL</u>
No Drug Program Implemented. Bid Bond Enclosed.
Notice to Proceed 45 Days | <u>\$79,999.98</u> |
| 3. | <u>Bandes Construction Co., Dunedin, FL</u>
Drug Program Implemented. Bid Bond Enclosed.
Notice to Proceed 40 Days | <u>\$79,762.60</u> |
| 4. | <u>J-3 Construction Co. of Central Florida, Wauchula, FL</u>
No Drug Program Implemented. \$2,370.00 Cashiers Check.
Notice to Proceed 30 Days | <u>\$47,400.00</u> |
| 5. | <u>Ressel, Inc., Brooksville, FL</u>
Drug Program Implemented. Bid Bond Enclosed.
Notice to Proceed 45 Days | <u>\$44,015.00</u> |

City Clerk Phillips informed bidders that the packets would be reviewed by staff and the bid opening meeting closed at 3:35 p.m.



Janice L. Peters
Recording Secretary

City of Brooksville



(352) 544-5400 (Phone)
(352) 544-5424 (Fax)
(352) 544-5420 (TDD)

September 26, 2007

Jose L. Calderon, owner
c/o Easy Street Home Decor
838 E. Jefferson Street
Brooksville, FL 34601

Dear Mr. Calderon:

The City of Brooksville Beautification Board is pleased to advise you that you have been selected to receive the monthly Margaret R. Ghiotto Commercial Beautification Award for beautifying your residence at 838 E. Jefferson Street.

The Certificate of Recognition and outdoor sign will be presented to you by a Board Representative at the next regular Council Meeting to be held Monday, October 15, 2007 at 7:00 p.m. in the City Hall Council Chambers at 201 Howell Avenue. Please call the Beautification Board Secretary, Lindsay Morgan, and let her know, no later than Friday, October 12, 2007 by 5:00 p.m. if you will or will not be able to attend this meeting or if you have any further questions, 544-5407 x130.

We extend our appreciation for your outstanding efforts in the improving and beautifying not only your business but the City of Brooksville.

Sincerely,

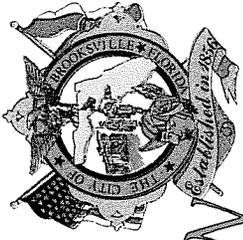
Lou Kavouras, Chairman
Beautification Board

LK/lam

cc: T. Jennene Norman-Vacha, City Manager
Karen M. Phillips, City Clerk/Dir. of Administration ✓
Lindsay A. Morgan, Beautification Board Secretary

G:\Boards\Beautification\Awards\838 E. Jefferson Street - Easy Street Home Decor

Margaret R. Giotto



CERTIFICATE OF RECOGNITION

City Council and the Beautification Board for the City of Brooksville, Florida
recognize and honor the named recipient for improvements and beautification to
their property located within the City

EASV STREET HOME DECOR

838 E. Jefferson Street, Brooksville, Florida 34601

Mayor

Presented this 15th day of October, 2009

City Clerk

PROCLAMATION

WHEREAS, a community originally known as Melendez was established in 1856 and was designated as the county seat of Benton County, now known as Hernando County; and,

WHEREAS, after being renamed in 1871, the town was officially incorporated in 1880 and continues to thrive today as the City of Brooksville; and,

WHEREAS, October 13-20, 2007 has been designated as the opportunity for the residents and businesses of the City to celebrate the 151st Anniversary of the Founding of the community; and,

WHEREAS, the Brooksville Business Alliance, which is a non-profit organization comprised of local merchants, businesses and interested citizens, has joined forces with other organizations, businesses, entities and individuals to organize this week-long anniversary celebration to commemorate this auspicious occasion.

NOW, THEREFORE, ON BEHALF OF THE CITY COUNCIL FOR THE CITY OF BROOKSVILLE, I, DAVID PUGH, MAYOR, do hereby proclaim October 13th through October 20th, 2007 in commemoration of the 151st Anniversary of the City of Brooksville and declare it

" 2007 FOUNDER'S WEEK "

and encourage all citizens, businesses, city government officials and employees to do everything possible to ensure that this week is recognized and celebrated accordingly and to join with visitors to the community to participate in the many outstanding events and festivities scheduled to celebrate and pay tribute to the history and heritage of the City during the celebration.

FURTHER, City Council does applaud the efforts of the Brooksville Business Alliance and the Founder's Week Committee Members who have worked so diligently to organize the activities that will not only commemorate this milestone but also serve as an economic tool to bring more visitors into our community.

ADOPTED in regular session this 15th day of October, 2007.

CITY OF BROOKSVILLE

David Pugh, Mayor

Frankie Burnett, Vice Mayor

Joe Bernardini, Council Member

Lara Bradburn, Council Member

Richard E. Lewis., Council Member

ATTEST: _____
Karen M. Phillips, City Clerk



PROCLAMATION

WHEREAS, city government is the government closest to most citizens, and the one with the most direct daily impact upon its residents; and,

WHEREAS, city government is administered for and by its citizens, and is dependent upon public commitment to and understanding of its many responsibilities; and,

WHEREAS, city government officials and employees have the responsibility to pass along their understanding of public services and their benefits; and,

WHEREAS, the City of Brooksville conducts an annual educational series for Hernando County fifth grade students to provide them with a hands-on training experience to learn more about local government by running mock City Council Meetings, as well as participates with the Schools to partner in several other activities throughout the year, including Red Ribbon Week which will be held on Saturday, October 27, 2007; and,

WHEREAS, Florida City Government Week is a very important time to recognize the important role played by city government in our lives; and,

WHEREAS, this week offers an important opportunity to spread the word to all the citizens of Florida that they can shape and influence this branch of government which is closest to the people; and,

WHEREAS, the Governor and Cabinet of the State of Florida have set aside this week to recognize and honor the efforts of city governments;

NOW, THEREFORE, ON BEHALF OF THE CITY COUNCIL FOR THE CITY OF BROOKSVILLE, I, DAVID PUGH, MAYOR, do hereby proclaim October 21st through October 27th

“FLORIDA CITY GOVERNMENT WEEK”

and encourage all citizens, city government officials and employees to do everything possible to ensure that this week is recognized and celebrated accordingly.

Further, the City of Brooksville does encourage educational partnerships between city government and schools.

Additionally, the City of Brooksville does support and encourage all city governments to actively promote and sponsor “Florida City Government Week.”

IN WITNESS WHEREOF, we have hereunto set our hand and caused the seal of the City of Brooksville to be affixed this 15th day of October, 2007.

CITY OF BROOKSVILLE

David Pugh, Mayor

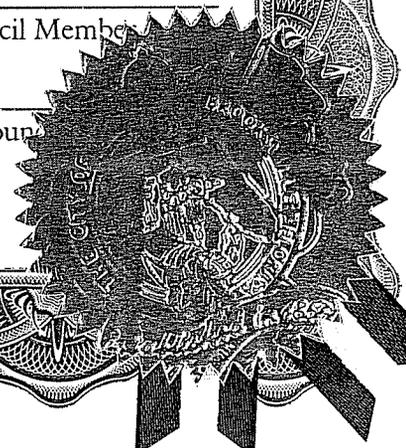
Frankie Burnett, Vice Mayor

Joe Bernardini, Council Member

Lara Bradburn, Council Member

Richard E. Lewis, Council Member

ATTEST: _____
Karen M. Phillips, City Clerk



PROCLAMATION

WHEREAS, more than one million people with disabilities have entered the labor force since the passage of the Americans with Disabilities Act in 1990; and,

WHEREAS, people with disabilities are contributing to our society and to their own fulfillment of the American dream; and,

WHEREAS, new generations of young people with disabilities are growing up in Brooksville, graduating from high school, going to college, and preparing to participate in the workplace; and,

WHEREAS, job seekers with disabilities, regardless of age, are striving to attain economic independence through self-sufficiency and gainful employment; and,

WHEREAS, Disability Mentoring Day provides an opportunity for students and job seekers with all types of disabilities to gain insight into career options by spending part of their day in the workplace "shadowing" an employee as he or she goes through a normal day on the job; and

WHEREAS, these efforts are made possible through a broad partnership with the American Association of People with Disabilities (supported by the U.S. Department of Labor's Office of Disability Employment Policy and a host of private corporations) and a dedicated local team of organizers from businesses, non-profit organizations, school districts, colleges and universities and government agencies.

NOW, THEREFORE, ON BEHALF OF THE CITY COUNCIL FOR THE CITY OF BROOKSVILLE, I, DAVID PUGH, MAYOR, do hereby proclaim October 18, 2007, as:

"DISABILITY MENTORING DAY"

in Brooksville and encourage all citizens to recognize the enormous potential of people with disabilities and to work toward their full integration into the workforce.

IN WITNESS WHEREOF, we have hereunto set our hand and caused the seal of the City of Brooksville to be affixed this 15th day of October, 2007.

CITY OF BROOKSVILLE

David Pugh, Mayor

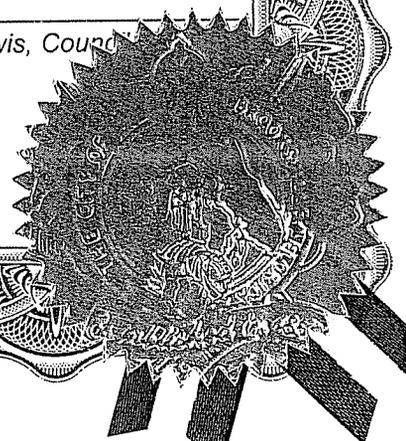
Frankie Burnett, Vice Mayor

Joe Bernardini, Council Member

Lara Bradburn, Council Member

Richard E. Lewis, Council Member

ATTEST: _____
Karen M. Phillips, City Clerk



AGENDA ITEM NO. G-1
10/1/07

AGENDA ITEM NO. E-1
10-15-07

CITY OF BROOKSVILLE FINANCE DEPARTMENT

Date: September 21, 2007

To: Honorable Mayor and City Council Members

VIA: T. Jennene Norman-Vacha, City Manager

From: Stephen J Baumgartner, Finance Director

RE: Firefighters' Retirement Trust Fund Adjustment to Member Contribution

SUMMARY: Attorney (represents City of Brooksville Firefighters' Pension Board) Scott R. Christiansen in his letter dated 6/15/07 has requested that the City Council pass proposed Ordinance to lower the Firefighters' member contribution rate from 4% to 2.97%.

GENERAL INFORMATION: Section 5. B. of the City of Brooksville Firefighters' Retirement Trust Fund Plan governs the member contribution rate. Attorney Christiansen in his 6/15/07 letter to City Manager T. Jennene Norman-Vacha states "the ordinance contains the required adjustment."

BUDGET IMPACT: This has no impact upon the 07/08 budget. The member contribution is from the members themselves. The City's contribution of 20.8% has been incorporated in the 07/08 Budget. This will be effective for the first payroll of the 07 08 fiscal year (10/12/07).

STAFF RECOMMENDATION: Staff recommends approving Ordinance after review by City Attorney to lower Firefighters' member contribution rate to 2.97% from 4%.

sjb

g:\users\mydocs\sbaum\open office\memo Firefighters' Retirement contr 07 08.doc

1st Reading
APPROVED BY BROOKSVILLE
CITY COUNCIL
ON 10/1/07 INITIALS JLB

ORDINANCE NO. 754

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BROOKSVILLE, FLORIDA, AMENDING THE CITY OF BROOKSVILLE FIREFIGHTERS' RETIREMENT TRUST FUND, ADOPTED PURSUANT TO ORDINANCE NO. 525-C, AS SUBSEQUENTLY AMENDED; AMENDING SECTION 5, CONTRIBUTIONS; PROVIDING FOR CODIFICATION; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF BROOKSVILLE, FLORIDA, that:

SECTION 1: The City of Brooksville Firefighters' Retirement Trust Fund, adopted pursuant to Ordinance No. 525-C, as subsequently amended, is hereby further amended to amend Section 5, Contributions, to read as follows:

SECTION 5. CONTRIBUTIONS.

1. Member Contributions.

- A. Amount. Each Member of the System shall be required to make regular contributions to the Fund in the amount of ~~four~~ two and ninety-seven hundredths percent (42.97%) of his Salary. Member contributions withheld by the City on behalf of the Member shall be deposited with the Board immediately after each pay period. The contributions made by each Member to the Fund shall be designated as employer contributions pursuant to §414(h) of the Code. Such designation is contingent upon the contributions being excluded from the Members' gross income for Federal Income Tax purposes. For all other purposes of the System, such contributions shall be considered to be Member contributions.
- B. Adjustment. The increase in the Member contribution rate provided for in Ordinance 525-F from one percent (1%) to three and eight-tenths percent (3.8%) is intended to fund the entire cost of providing the benefit improvements provided for in this ordinance (increase in benefit accrual rate from 3% to 3.1% and providing for normal retirement after 20 years of

service), with no additional funding cost to the City. Accordingly, each fiscal year the actuary shall determine the actual annual cost for providing these additional benefits and the Member contribution rate shall be adjusted so that these benefit improvements are being totally funded by Member contributions and subsection 1.A. shall be amended accordingly.

C. Method. Such contributions shall be made by payroll deduction.

2. State Contributions.

Any monies received or receivable by reason of laws of the State of Florida, for the express purpose of funding and paying for retirement benefits for Firefighters of the City shall be deposited in the Fund comprising part of this System immediately and under no circumstances more than five (5) days after receipt by the City.

3. City Contributions.

So long as this System is in effect, the City shall make quarterly contributions to the Fund in an amount equal to the difference in each year, between the total aggregate Member contributions for the year, plus state contributions for such year, and the total cost for the year, as shown by the most recent actuarial valuation of the System, but in no event shall the City's annual contribution be less than five percent (5%) of the total Salary of Members. The total cost for any year shall be defined as the total normal cost plus the additional amount sufficient to amortize the unfunded past service liability as provided in Part VII of Chapter 112, Florida Statutes.

4. Other.

Private donations, gifts and contribution may be deposited to the Fund, but such deposits must be accounted for separately and kept on a segregated bookkeeping basis. Funds arising from these sources may be used only for additional benefits for Members, as determined by the Board, and may not be used to reduce what would have otherwise been required City contributions.

SECTION 2: Specific authority is hereby granted to codify and incorporate this Ordinance in the existing Code of Ordinances of the City of Brooksville.

SECTION 3: All ordinances or parts of Ordinances in conflict herewith be and the same are hereby repealed.

SECTION 4: That this Ordinance shall become in full force and effect in accordance with the Charter of the City of Brooksville, Florida. This Ordinance shall become effective upon its adoption.

CITY OF BROOKSVILLE

Attest: _____
Karen M. Phillips
City Clerk

By: _____
David Pugh, Mayor

PASSED on First Reading October 1, 2007
NOTICE Published on October 5, 2007
PASSED on Second & Final Reading _____

Approved as to form and content
for the reliance of the City of
Brooksville only:

VOTE OF COUNCIL:
Bernardini _____
Bradburn _____
Burnett _____
Lewis _____
Pugh _____



City Attorney

CITY OF BROOKSVILLE
FIREFIGHTERS' RETIREMENT TRUST FUND

ACTUARIAL IMPACT STATEMENT

April 26, 2007

Attached hereto is a comparison of the impact on the Total Required Contribution (per Chapter 112, Florida Statutes), and the Required City Contributions, resulting from the implementation of the following change:

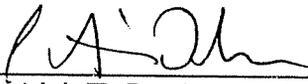
- 1.) Reduce the Member Contribution Rate from 4.0% to 2.97% of Salary.

The cost impact, determined as of October 1, 2006, as applicable to the plan/fiscal year ending September 30, 2008, is as follows:

	<u>Current</u>	<u>Proposed</u>
Total Required Contribution	\$267,307	\$266,713
% of Total Annual Payroll	37.8%	37.7%
Expected Member Cont.	28,270	20,991
Applicable State Contribution	95,088	98,795 *
Balance From City	143,949	146,927
% of Total Annual Payroll	20.4%	20.8%

* The recalculated cost of the 3.1% Benefit Multiplier Rate and the 20 & out Normal Retirement provisions adopted in Ordinance 525-F, after consideration of the original use of the State Monies Reserve and considering the current annual State monies, requires Member Contribution Rate of 2.97% of Payroll.

The changes presented herein are in compliance with Part VII, Chapter 112, Florida Statutes and Section 14, Article X of the State Constitution.

 4/26/07
Patrick T. Donlan, M.A.A.A.
Enrolled Actuary #05-6595

STATEMENT OF PLAN ADMINISTRATOR

The prepared information presented herein reflects the estimated cost of the proposed improvement.

Chairman, Board of Trustees



CITY OF BROOKSVILLE FINANCE DEPARTMENT

Date: September 28, 2007
To: Honorable Mayor and City Council Members
Via: T. Jennene Norman-Vacha, City Manager
From: Stephen J Baumgartner, Finance Director
RE: 06 07 Budget Amendments Recommendations



SUMMARY

The budget amendment Resolution for the 06 07 Fiscal Year is attached. This is the only budget amendments that have been brought forward to City Council for the 06/07 Fiscal Year.

GENERAL INFORMATION

Ordinance No. 722 passed by City Council on 9/20/06 governs the 06 07 Budget and stipulates that consent and approval by City Council is required to adjust budget.

BUDGET IMPACT

The following is a summary of the budget amendments and the reasons why amendment is requested:

Section 1.a thru 1.b.: This amendment expenses additional General Government legal expenses. Approved by City Council on 2/12/07 not to exceed \$15,000.

Section 2.a. thru 2b.: This amendment approves the purchase of the Generators paid through the USDA loan/grant. Due to the covenants of the USDA Bonds, it was determined to purchase through General Fund.

Section 3.a. thru 3.d.: This amendment authorizes payment for broadcasting Council meeting, outside investigator, and Laser Fische software. All were approved by City Council.

Section 4.a. thru 4.b.: This amendment moves \$9,500 to Administrative Contract Labor from Administrative Regular Salaries. This is due to a regular employee leaving and being replaced temporarily by a Contract employee.

Section 5.a. thru 5.b.: This amendment authorizes the purchase of Finance copier approved by City Council.

Section 6.a. thru 6.f.: This amendment authorizes additional expenditures for our Police Department. It includes a settlement to former Police Chief Tincher and purchase of Police copier which were both approved by City Council. See Memorandum dated 8/13/07 from Lt. Hankins outlining reasons for other expenditures.

Section 7.a. thru 7.f.: This amendment authorizes additional funds for our Streets Department. See Memorandum dated 8/13/07 from DPW Director Emory Pierce outlining reason for the expenditures.

Section 8.a. thru 8.e.: This authorizes additional expenditures in the Jerome Brown Center. The kitchen hood was approved by City Council on 8/21/06. The other expenses are attributed to an increase in programs at the Center.

Section 9.a. thru 9.d.: City Council authorized General Fund to reimburse the Solid Waste Fund for dumpsters at the County Fair.

Section 10.a. thru 10.d.: This amendment authorizes transfer of funds from General Fund to the Law Enforcement Investigative Trust for transfer of F450 Truck. See e-mail dated 5/25/07 from former Interim Chief Frank Ross.

Section 11.a. thru 11.b.: This amendment authorizes purchase of audio/video devices for police. This expenditure was approved by City Council on 7/17/06. Part of the equipment was delivered and invoiced in 06/07 Fiscal year which necessitated this amendment. On 8/21/07 City Council authorized radio and radar equipment for 2 patrol cars.

Section 12.a. thru 12.c.: This amendment was approved by Council on 6/5/06 for the fitness center, fencing and playground equipment. Delivery and invoicing of equipment was not until 06/07 fiscal year.

Section 13.a. thru 13.e.: The 2006 USDA Capital Improvement Loan requires the City to set up a special Fund to maintain the Mobile Home Licenses that are the collateral for this loan. This amendment transfers the mobile home revenues to Fund 309 from General Fund and budgets the interest expense.

Section 14.a. Thru 14. d.: This amendment approves revenues received from Developers and SFWMD plus reimbursement back to Developers approved by City Council.

Section 15.a. thru 15.c.: Dental claims in the last August and September 07 have been higher than budgeted. This amendments adjusts those expenditures.

Section 16.a thru 16.d.: This amendment approves the transfer of \$17,195 from Water and Sewer to the Internal Service Fund. This is for the transfer of 2006 Dodge Ram ¾ Ton 4X4 Pickup agreed upon by Interim Chief Frank Ross and DPW Director Emory Pierce. Internal Service purchased the vehicle and therefore are paid for the market value.

STAFF RECOMMENDATIONS

Staff recommends approval of Budget Resolution.

Sjb

RESOLUTION NO.2007-20

A RESOLUTION PROVIDING FOR CERTAIN BUDGET AMENDMENTS
FOR FY 2006-07 BUDGET AND SETTING AN EFFECTIVE DATE.

WHEREAS, on September 20, 2006 City Council adopted Ordinance No. 722 providing a process for making appropriations for the general operations of the City of Brooksville, Florida from its several funds for the twelve month period beginning October 1, 2006 and ending September 30, 2007; and,

WHEREAS, certain budget amendments or adjustments were made throughout the 2006-07 fiscal year that affect the above appropriations; and,

WHEREAS, certain additional modifications are being proposed, appropriations or transfers from various accounts: and

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROOKSVILLE, FLORIDA, that certain budget amendments or appropriations are hereby approved, as follows:

Section 1.a. \$14,000 is budgeted as an increase to General Government Legal Expenses (001 009 510 53100). City Council authorized additional legal expenses not to exceed \$15,000 on 2/12/07.

Section 1.b. \$14,000 is budgeted as a decrease to General Fund Reserves for additional legal expenses.

Section 2.a. \$68,000 is budgeted as an increase to General Government CIP (001 009 510 55650). This is for Generators paid through USDA loan/grant. These funds were budgeted in Storm Readiness in 06 07 Budget, but decision was made to use General Fund. Funds came from USDA loan.

Section 2.b. \$68,000 is budgeted as an increase to Debt Proceeds-(001 000 384 49724) for USDA loan for generators and City Hall work.

Section 3.a. \$2,760 is budgeted as an increase to City Council Other Contractual Services (001 010 511 53400) for payment to Hernando County for broadcasting City Council Meetings. Approved by City Council on 4/2/07.

Section 3.b. \$13,000 is budgeted as an increase to Administrative Operations Other Contractual Services (001 011 512 53400)). City Council approved on 2/12/07 up to \$15,000 for an outside investigator requested by Interim City Manager.

Section 3.c. \$9,475 is budgeted as an increase to Administrative Operations Capital (001 011 512 55640) for Software and training of Laser Fiche Software. This was approved by City Council on 8/21/06 and 05/06 budget amendment was approved by Council on 9/18/07, however work was not completed until 06/07 fiscal year.

Section 3.d. \$25,235 is budgeted as a decrease to General Fund Reserves for expense of Laser Fiche Software, broadcasting meetings, and outside investigator.

Section 4.a. \$9,500 is budgeted as an increase to Administrative Operations Contract Labor (001 011 512 53401) for temporary help after the Assistant to the City Manager resigned.

Section 4.b. \$9,500 is budgeted as a decrease to Administrative Regular Salaries (001 011 512 51200) that was not spent due to resignation of Assistant to the City Manager.

Section 5.a. \$5,310 is budgeted as an increase to Finance Machinery and Equipment (001 012 513 55640) for new copier. Council approved on 1/8/2007.

Section 5.b. \$5,310 is budgeted as a decrease to General Fund Reserves for the purchase of a Finance Copier.

Section 6.a. \$28,000 is budgeted as an increase to Police Other Current Charges (001 013 521 54900). This was funds to pay Chief Ed Tincher per settlement agreement approved by City Council on 5/21/07.

Section 6.b. \$3,000 is budgeted as an increase to Police Automotive Repair Services (001 013 521 54210) due to unexpected repairs on Police Vehicles. Memo dated 9/28/07 from Lieutenant Hankins outlines reasons for increase.

Section 6.c. \$11,000 is budgeted as an increase to Police Automotive Repairs Supplies (in-house) (001 013 521 55253) due to expenditures being over the 06/07 Budget. Memo dated 9/28/07 from Lieutenant Hankins outlines reasons for increase.

Section 6.d. \$13,000 is budgeted as an increase to Police Department Uncapitalized Equipment (001 013 521 55500) for purchase of refurbished laptops (\$3,144); lightbars (\$3,191); and additional radios(6,674). Memo dated 9/28/07 from Lieutenant Hankins outlines reasons for increase.

Section 6.e. \$5,265 is budgeted as an increase to Police Department Machinery & Equipment (001 013 521 55640) for purchase of a copier. Council approved on 4/20/07.

Section 6.f. \$60,265 is budgeted as a reduction to General Fund Reserves for additional expenditures in Police Department.

Section 7.a. \$13,500 is budgeted as an increase to Streets Auto Repairs Supplies (in house) (001 019 541 55253) due to unexpected repairs. Memo dated 8/13/07 from Public Works Director Emory Pierce outlines reasons for increase.

Section 7.b. \$4,000 is budgeted as an increase to Streets Contract Labor (001 019 541 53401). See memo dated 8/13/07.

Section 7.c. \$6,000 is budgeted as an increase to Streets Operating Supplies (001 019 541 55210). See memo dated 8/13/07.

Section 7.d. \$3,500 is budgeted as an increase to Fuels & Lubricants (001 019 541 55250). See memo dated 8/13/07.

Section 7.e. \$4,350 is budgeted as an increase to Streets Training and Education (001 019 541 55410). Reimbursement for contractors class plus other conferences. See memo dated 8/13/07.

Section 7.f. \$31,350 is budgeted as a decrease to General Fund Reserves for additional expenditures in Streets.

Section 8.a. \$8,418 is budgeted as an increase to Jerome Brown Center Machinery and Equipment (001 025 572 55640). This was a complete hood system installed for the Jerome Brown Center kitchen. This was approved by City Council on 8/21/06, however City was not invoiced until 10/6/06 requiring this 06/07 budget amendment.

Section 8.b. \$2,000 is budgeted as an increase to Jerome Brown Center Electric (001 025 572 54300). An increase in programs created additional expenses.

Section 8.c. \$1,450 is budgeted as an increase to Jerome Brown Center Recreational Supplies (001 025 572 54920). An increase in programs created additional expenses.

Section 8.d. \$1,600 is budgeted as an increase to Jerome Brown Center Institutional Supplies (001 025 572 55240). An increase in programs created additional expenses.

Section 8.e. \$13,468 is budgeted as a decrease to General Fund Reserves.

Section 9.a. \$1,456 is budgeted as an increase to Transfers Out from General Fund to Solid Waste (001 009 581 56403). This was approved by City Council on 03/05/07 to pay for County Fair dumpsters.

Section 9.b. \$1,456 is budgeted as a decrease to General Fund Reserves for transfer of funds from General Fund to Solid Waste for Fair dumpsters.

Section 9.c. \$1,456 is budgeted as an increase to Transfers In from General Fund to Solid Waste (403 000 381 49001). This represents funds for Fair dumpsters authorized by City Council 3/5/07.

Section 9.d. \$1,456 is budgeted as an increase to Solid Waste Reserves.

Section 10.a. \$23,500 is budgeted as a Transfer Out from Streets (001 019 581 56109) to Law Enforcement Investigative Trust Fund (Fund 109) for transfer of F450 Truck from Police to Streets. This is requested by former Interim Chief Ross and Public Works Director Emory Pierce. Truck is being used by Streets.

Section 10.b. \$23,500 is budgeted as a decrease to General Fund Reserves for transfer of F450 Truck.

Section 10.c. \$23,500 is budgeted as a Transfer In (109 000 381 49001) from Streets to Law Enforcement Investigative Trust Fund for transfer of F450 Truck from Police to Streets.

Section 10.d. \$23,500 is budgeted as an increase to Law Enforcement Trust Fund Reserves for transfer of F450 Truck to Streets.

Section 11.a. \$42,825 is budgeted as an increase to Fund 112 Law Enforcement Impact Fees Uncapitalized Equipment (112 013 521 55500). On 7/17/06 Council approved purchase of Audio/Video devices for 17 patrol vehicles. Cost was not to exceed \$73,000. Part of order was not invoiced and shipped until October 2006 and therefore making this 06/07 amendment necessary. The amount paid in 2007 was \$34,200. On 8/20/07 City Council authorized the purchase of police radio and radar equipment totaling \$8,625.

Section 11.b. \$42,825 is budgeted as a decrease to Law Enforcement Impact Fees Reserves.

Section 12.a. \$24,700 is budgeted as an increase to McKethan Capital Improvements Other than Buildings (302 000 572 55630) for Tom Varn Park walking trail fitness stations and playground equipment at the Quarry Golf Course between the batting cages and the tennis courts. Approved by Council on 6/5/06 and also approved in Budget Amendment Resolution 2006-24. Equipment was not completed and invoiced until 06/07 Fiscal Year requiring this amendment.

Section 12.b. \$5,500 is budgeted as an increase to McKethan Capital Fund Grants from Other Local Units (302 000 337 47000). Funds reimbursed from Hernando County Health Department for parcource fit center.

Section 12.c. \$19,200 is budgeted as a decrease to McKethan Capital Reserves.

Section 13.a. \$34,000 is budgeted as an increase to Capital Improvement Revenue Fund 309 Mobile Home Licenses (309 000 335 45140). Capital Improvement Revenue Bond Series 2006 (USDA) requires this special fund to be set up since mobile home licenses are collateral for the Bonds.

Section 13.b. \$7,300 is budgeted as Interest (309 009 517 57100). This was the interest cost of the \$258,800 USDA Capital Improvement Loan for Generators and hurricane shutters.

Section 13.c. \$26,700 is budgeted as an increase to Capital Improvement Fund 309 Reserves.

Section 13.d. \$34,000 is budgeted as a decrease to General Fund Mobile Home Licenses (001 000 335 45140). Revenues are being posted in Fund 309 due to requirements in Capital Improvement Revenue Bond Series 2006.

Section 13.e. \$34,000 is budgeted as a decrease to General Fund Reserves.

Section 14.a. \$43,100 is budgeted as an increase to Water & Sewer Fund 409 (SR 50 West Cobb Rd. Expansion) Other Current Charges (409 027 536 54900). This was approved by City Council on 5/21/07 for reimbursement to Hampton Ridge Developers.

Section 14.b. \$411,300 is budgeted as an increase to Fund 409 Grants & Donations-Other Sources (409 000 389 49740) for payment from Hampton Ridge Developers, LLC and based on 7/12/04 Agreement between City of Brooksville and Hampton Ridge, LLC to facilitate cooperative funding provided by SFWMD.

Section 14.c. \$84,350 is budgeted as an increase to Grants from Other Local Units (409 000 337 47000). These are additional funds received from SFWMD for reuse. City received \$325,252 less payment to Hampton Ridge LLC of \$106,683 (Hampton's share approved by City Council on 10/1/07) and previously booked receivable of \$134,240.

Section 14.d. \$452,550 is budgeted as an increase to Fund 409 Water & Sewer Reserves.

Section 15.a. \$3,000 is budgeted as an increase to Fund 608 Self Insured Dental Fund Dental Dependent Claims (608 009 510 52310). We have an unexpected increase in claims in the last 2 months of the year.

Section 15.b. \$6,000 is budgeted as an increase to Fund 608 Self Insured Dental Fund Dental employee claims (608 009 510 52320). We have an unexpected increase in claims in the last 2 months of the year.

Section 15.c. \$9,000 is budgeted as a decrease to Fund 608 Self Insured Dental Fund Reserves.

Section 16.a. \$17,195 is budgeted as an increase to Water & Sewer Transfers Out to the Internal Service Fund (401 021 581 56501). This represents transfer of 2006 Dodge Ram ¾ Ton 4X4 from Police Department to Water & Sewer Fund. Water and Sewer is paying Internal Service Vehicle Replacement Fund for present value of truck agreed upon by Interim Chief Ross and DPW Director Emory Pierce. The vehicle was originally purchased out of Vehicle Replacement Fund for \$25,792.

Section 16.b. \$17,195 is budgeted as a decrease to Water and Sewer Reserves.

Section 16.c. \$17,195 is budgeted as an increase to Internal Service Transfers In from the Water & Sewer Fund (501 000 381 49401) for the transfer of 2006 Dodge Ram ¾ Ton 4X4 from Police Department to Water & Sewer Fund. Section 16.a. for complete details.

Section 16.d. \$17,195 is budgeted as an increase to Internal Service Reserves (for Vehicle Replacement Fund).

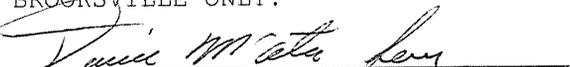
ADOPTED, this 15th day of October, 2007 in regular session.

CITY OF BROOKSVILLE, FLORIDA

By: _____
DAVID PUGH, MAYOR

ATTEST: _____
KAREN M. PHILLIPS, CITY CLERK

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


Thomas S. Hogan, Jr., CITY ATTORNEY

FINAL VOTE OF COUNCIL:

Bernardini _____
Bradburn _____
Burnett _____
Lewis _____
Pugh _____

Section 8.a. thru 8.e.: This authorizes additional expenditures in the Jerome Brown Center. The kitchen hood was approved by City Council on 8/21/06. The other expenses are attributed to an increase in programs at the Center.

Section 9.a. thru 9.d.: City Council authorized General Fund to reimburse the Solid Waste Fund for dumpsters at the County Fair.

Section 10.a. thru 10.d.: This amendment authorizes transfer of funds from General Fund to the Law Enforcement Investigative Trust for transfer of F450 Truck. See e-mail dated 5/25/07 from former Interim Chief Frank Ross.

Section 11.a. thru 11.b.: This amendment authorizes purchase of audio/video devices for police. This expenditure was approved by City Council on 7/17/06. Part of the equipment was delivered and invoiced in 06/07 Fiscal year which necessitated this amendment. On 8/21/07 City Council authorized radio and radar equipment for 2 patrol cars.

Section 12.a. thru 12.c.: This amendment was approved by Council on 6/5/06 for the fitness center, fencing and playground equipment. Delivery and invoicing of equipment was not until 06/07 fiscal year.

Section 13.a. thru 13.e.: The 2006 USDA Capital Improvement Loan requires the City to set up a special Fund to maintain the Mobile Home Licenses that are the collateral for this loan. This amendment transfers the mobile home revenues to Fund 309 from General Fund and budgets the interest expense.

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STAFF RECOMMENDATIONS

Staff recommends approval of Budget Resolution.

Sjb

Memo

To: Steven Baumgartner, Finance Director

From: Richard C. Hankins, Police Lieutenant 

CC: Frank Ross, Police Chief

Date: August 13, 2007

Re: Police Budget Amendments

I have reviewed Sections 8.b through 8.d of the proposed budget amendment that will require City Council approval are provided below.

Section 8.b Object Code 54210 Automobile Repair Service (outside).

This line item is utilized for payment to outside vehicle repair vendors such as Goodyear, Ford, Dodge, etc. Out of (35) purchases made from this year, (23) were made by DPW Maintenance. Richard Stackhouse advised that in addition to patrol vehicle maintenance all BERT vehicle maintenance and repairs are being charged to this fund. One good example is the repair to the Mercedes Unimog was between \$3,000 to \$4,000. These repairs were approved by the previous City Manager.

Section 8.c Object Code 55253 Automobile Repair Supplies (in-house)

In-House police vehicle repairs and maintenance made by DPW staff are charged to this line item. As of July 5, 2007, Richard Stackhouse and staff billed (114) transactions to this fund. We were advised that there have been uncommon repairs needed this fiscal such as a/c work and an abundance of worn tires. Although \$8,500 was budgeted for the 06/07 budget, from a historical aspect we are in line with past fiscals. In 04/05, the actual was 18,841 and in 05/06, the actual was \$19,712.

Section 8.d Object Code 55500 Uncapitalized Equipment

The additional expenses from this fund were utilized to purchase the necessary emergency equipment for the two additional police pursuit vehicles approved in the 06/07 budget. The equipment consisted of light bars, sirens, cages and Motorola 800 MHz radios.

If there are any questions or concerns, I will be happy to assist.

CITY OF BROOKSVILLE
MEMORANDUM

To: Steve Baumgartner, Finance Director

From: Emory H. Pierce, Director of Public Works and the Street Department

Re: **Cost Overruns Budget Amendments**

Date: August 13, 2007



001-019-541-55253 Auto Repairs Supplies (In-house)

One factor contributing to the projected overrun of \$13,500.00 is due to unanticipated repairs/major overhaul done to the street sweeper in the amount of \$11,000+. Since no one item cost over \$5,000 all costs were charged to this account. Additionally the Streets backhoe #657 needed a major overhaul, which was budgeted @ (\$18,000.00) in machinery and equipment (capital) 001-019-541-55640. Originally we intended to have this work done by the local caterpillar dealer but the workload in the shop was such that we decided to order the parts, primarily a rebuilt engine, and do the work in-house. Other parts in the amount of \$2,455.43 were incorporated into the backhoe repair and charged to this account. The rebuilt engine in the amount of \$7,546.24 was the only item charged to the capital account; therefore, there is a net surplus of about \$10,453.76 in the machinery and equipment account that could be applied to this overrun.

The latest actual expense amount for this account is \$20,669.50 versus a budget amount of \$17,500. With so little time left in this current budget year I do not think the overrun could exceed \$5,000 - \$7,000. If something major breaks we can just park it and fix it after Oct. 1

001-019-541-53401 Streets Contract Labor

This projected \$4,000.00 overrun is primarily due to extra help needed to keep bulbouts/City Hall and US 41 landscaping looking good. The latest actual expense data for this account is \$3,927.96 versus a budgeted amount of \$1,000. Since all hiring of day labor in the Streets Department has been stopped the actual cost overrun will not exceed \$3,000.

001-019-541-55210 Streets Operating Supplies

This projected \$6,000.00 overrun is primarily due to the purchase of landscaping supplies (mulch, replacement plants) (\$4,000.00). Additionally, Staff was instructed to repair some small sections of sidewalk, that were not budgeted. Purchases of replacement plants and landscaping supplies has been stopped. The latest actual expense data for this account is \$5666.30 versus a budgeted amount of \$1,500, which makes it unlikely that any cost overrun would exceed \$4,500.

001-019-541-55250 Streets Fuels and Lubricants

This projected \$3,500.00 cost overrun is due to overall price increases. However the latest expense data for this account is \$21,429.04 versus a budgeted amount of \$25,000.

001-019-541-55410 Streets Training and Education

This projected \$4,350.00 cost overrun is primarily due to a \$3,159.00 tuition reimbursement to one employee for obtaining a contractors license and registering same with the City. This was as per a prior arrangement between the subject employee and the former City Manager and Human Resource Director.

In addition to the savings on the backhoe overhaul (\$10,454), Streets Department has had two Worker II positions vacant since July 5, 2007, which should equate to a savings of about \$10,500.00, including benefits, for a total surplus in the amount of \$20,954 which will mostly offset the projected cost overrun amount of \$22,350.

EHP/ko

G:\W_PERFORMOR\08132007\Cost Overruns Budget Amendments.wpd

Steve Baumgartner

From: "Frank Ross" <fross@ci.brooksville.fl.us>
To: "Emory Pierce" <epierce@ci.brooksville.fl.us>; "Jim Delach" <jdelach@ci.brooksville.fl.us>
Cc: "Norm Cartwright" <ncartwright@ci.brooksville.fl.us>; "Rick Hankins" <rhankins@ci.brooksville.fl.us>; "Stephen Baumgartner" <sbaumgartner@ci.brooksville.fl.us>
Sent: Thursday, May 24, 2007 2:37 PM
Subject: Ford F450

Emory: It is my understanding you wish to purchase our Ford F450 for PublicWorks. This vehicle was purchased with Law Enforcement Trust Funds. We will need to replace these funds in the amount of \$23,500 and placed back into Trust Fund 109.

Jim: Would you please make the necessary budget ammendment and remove from our vehicle inventory once the funds have been transferred.

Thanks,
Frank

Frank Ross, Chief of Police
Brooksville Police Dept.
352-754-6800 * 352-754-6809 - fax
fross@ci.brooksville.fl.us

RESOLUTION NO: 2007-21

**A RESOLUTION OF THE CITY OF BROOKSVILLE,
FLORIDA OPPOSING ANY INTER-DISTRICT TRANSFER
OF WATER FROM THE WITHLACOOCHEE RIVER
BASIN AREA; CITING INTENTION TO SUPPORT
SUBSEQUENT LEGAL ACTION; AND PROVIDING FOR
DISTRIBUTION OF RESOLUTION TO APPROPRIATE
PARTIES**

WHEREAS, the St. John's River Water Management District (SJRWMD) has proposed to procure water from sources within and/or abutting the jurisdictional boundaries of the Southwest Florida Water Management District (SWFWMD), and;

WHEREAS, the suggested purpose of this procurement is to draw potable water from SWFWMD surface water sources; specifically, Lake Rousseau, the Withlacoochee River, and the chain of lakes associated therewith, and;

WHEREAS, the City of Brooksville, a formally incorporated Florida Municipality located in Hernando County, Florida, vehemently objects to the SJRWMD plans to procure potable water from the surface waters noted herein and above, and;

WHEREAS, the City of Brooksville has determined that the potable water procurement strategies suggested by the SJRWMD are incompatible with established provisions of the Florida Statutes and the Florida Administrative Code, stated as follows:

- a. The Legislature of the State of Florida, via Section 373.016(4), Florida Statutes, states that Florida's Water Management Districts are to encourage use of water from sources nearest the area of use whenever practicable. The legislature defines sources as all naturally occurring water sources and all alternative sources, including, but not limited to, desalinization, conservation, reuse of non-potable reclaimed water and storm water and aquifer storage and recovery.
- b. Section 373.223(3), Florida Statutes, states that the evaluation of whether the transport and use of ground and surface water across county boundaries is consistent with the public interest should be based on:
 - (a) The proximity of the proposed water source to the area of use or application.
 - (b) All impoundments, streams, groundwater sources, or watercourses that are geographically closer to the area of use or application than the proposed source, and that are technically and economically feasible for the proposed transport and use.

(c) All economically and technically feasible alternatives to the proposed source, including, but not limited to, desalination, conservation, reuse of non-potable reclaimed water and storm water, and aquifer storage and recovery.

(d) The potential environmental impacts that may result from the transport and use of water from the proposed source, and the potential environmental impacts that may result from use of the other water sources identified in paragraphs (b) and (c).

(e) Whether existing and reasonably anticipated sources of water and conservation efforts are adequate to supply water for existing legal uses and reasonably anticipated future needs of the water supply planning region in which the proposed water source is located.

(f) Consultations with local governments affected by the proposed transport and use.

(g) The value of the existing capital investment in water-related infrastructure made by the applicant.

c. The Florida Administrative Code, Rule 62-40.422, "Interdistrict Transfer", states:

The following shall apply to the transfers of surface and ground water where such transfers are regulated pursuant to Part II of Chapter 373, Florida Statutes:

(1) The transfer or use of surface water across District boundaries shall require approval of each involved District. The transfer or use of ground water across District boundaries shall require approval of the District where the withdrawal of ground water occurs.

(2) In deciding whether the transfer and use of surface water across District boundaries is consistent with the public interest pursuant to Section 373.223, F.S., the Districts shall consider the extent to which:

(a) Comprehensive water conservation and reuse programs are implemented and enforced in the area of need;

(b) The major costs, benefits, and environmental impacts have been adequately determined including the impact on both the supplying and receiving areas;

(c) The transfer is an environmentally and economically acceptable method to supply water for the given purpose;

(d) The present and projected water needs of the supplying area are reasonably determined and can be satisfied even if the transfer takes place;

(e) The transfer plan incorporates a regional approach to water supply and distribution including, where appropriate, plans for eventual interconnection of water

supply sources; and;

(f) The transfer is otherwise consistent with the public interest based upon evidence presented.

(3) The interdistrict transfer and use of ground water must meet the requirements of Section 373.2295, Florida Statutes.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROOKSVILLE.

SECTION 1: The City of Brooksville is opposed to any inter-district transfer of water from any point within the Withlacooche River Basin area, including Lake Rousseau, the Withlacoochee River or the chain of lakes included therein, as such a transfer is not in the public interest, dilutes water conservation and reuse efforts, is not proximate to the areas intended to be served, and, more generally, violates both the spirit and the specific provisions of Chapter 373, Florida Statutes and Rule 62-40.422, Florida Administrative Code noted herein, by failing to seek "local sources first" for water supply to the lands governed by the SJRWMD.

SECTION 2: The City of Brooksville intends to cooperate in and with any and all legal action that may be required to prevent the interdistrict transfer of surface water to the SJRWMD as described herein.

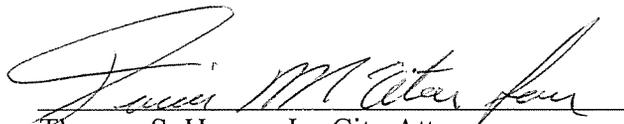
SECTION 3: City of Brooksville Staff shall direct copies of this resolution to SJRWMD, SWFWMD, the Withlacoochee Regional Water Supply Authority, Citrus, Marion and Sumter Counties.

CITY OF BROOKSVILLE

By: _____
David Pugh, Mayor

ATTEST: _____
Karen M. Phillips, City Clerk

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



Thomas S. Hogan, Jr., City Attorney

VOTE OF CITY COUNCIL

Bernardini _____
Bradburn _____
Burnett _____
Lewis _____
Pugh _____

MEMORANDUM

To: Honorable Mayor & City Council Members
Via: T. Jennene Norman-Vacha, City Manager
From: Bill Geiger, Community Development Director *BG*
Subject: WRPC Assistance to complete State-Required Evaluation & Appraisal Report (EAR)-Based Amendment & Consideration of Optional Work to Create a Transportation Concurrency Exception Area (TCEA)
Date: October 2, 2007

GENERAL INFORMATION

The City of Brooksville completed its state-required Evaluation & Appraisal Report (EAR) in December of 2005. In follow-up, the City is required to prepare, transmit to the Department of Community Affairs (DCA) and eventually adopt an EAR-based Comprehensive Plan Amendment (CPA) that will implement the recommendations made in the EAR.

On August 7, 2006, the City hired the WRPC to provide technical assistance in preparing the EAR-based CPA for an amount of \$34,049. Those funds have been exhausted in providing draft work product updates to Data & Analysis portions of the City's Comprehensive Plan. At this time, the WRPC is proposing to complete the EAR-based amendment work products for an additional estimated cost of \$36,450. Planning Council staff have indicated that they could complete the base products within approximately two months. It is imperative that the City move forward with completing the EAR-based amendment, in order to ensure that future amendments may be processed in accordance with state requirements.

Additionally, the City may consider working with the WRPC and their transportation consultant to establish a Transportation Concurrency Exception Area (TCEA). Being a City, there are and will be segments of the transportation network that fall below established level-of-service standards during peak hour volumes. In order to avoid the issue of creating a moratorium for infill and economic development, a TCEA may be established that allows for infill development to continue despite peak hour traffic volume issues. Peak hour traffic volume issues are typical within urban areas. Other cities (such as Inverness) are creating TCEA's to avoid the negative economic impact that a moratorium would have on their communities. The WRPC's estimated cost to prepare an amendment that would create a TCEA within the City of Brooksville is approximately \$50,000.

BUDGET IMPACT

The Withlacoochee Regional Planning Council (WRPC) has submitted a proposal in the estimated amount of \$36,450 to complete the EAR-based CPA requirement. Funds in the amount of \$24,900 to complete this task have been budgeted in the Community Development Department's line item for "Other Contractual Services - Account #001-015-515-53400." The shortfall of \$11,550 may be absorbed within the same line item, depending on the amount of permit activity that occurs in fiscal year 2007-2008. The work would be completed under the existing annual professional services contract that the City has with the WRPC. The EAR-based amendment must be completed by March 2008.

No additional funds have been budgeted for the creation of a TCEA. If authorized to proceed with this scope of work, a budget amendment would be required.

RECOMMENDATION

Staff recommend that City Council accept the proposal to complete the EAR-based CPA, and authorize staff to initiate a purchase order in the amount of \$36,450 for the WRPC to provide the required services.

Additionally, direction is requested with regard to the optional task of creating a TCEA, for an estimated cost of \$50,000.

Enclosure(s): Moehlman-to-Geiger proposal letter (September 27, 2007) & Attachment "A" (Scope of Work/Budget Summary)

MICHAEL R. MOEHLMAN
EXECUTIVE DIRECTOR

1241 S.W. 10th Street
OCALA, FLORIDA 34474-2798

Telephone 352/732-1315
Suncom 667-1315
FAX 732-1319
email: mailbox@wrpc.cc
http://www.wrpc.cc



OFFICERS

VICKI PHILLIPS
CHAIR

RONALD ALLEN
VICE - CHAIRMAN

JOSEPH JOHNSTON III
SECRETARY

September 27, 2007

VIA US MAIL AND E-MAIL

Bill Geiger
Community Development Director
City of Brooksville
201 Howell Avenue
Brooksville, Florida 34601

SUBJECT: Technical Assistance for Comprehensive Plan EAR Based Amendments

Dear Mr. Geiger:

Please accept this revised proposal, on behalf of the Withlacoochee Regional Planning Council (WRPC), to assist the City of Brooksville with the preparation of the City's upcoming EAR Based Amendments.

At this time the WRPC has exhausted the amount of \$34,000 budgeted for this project. This letter includes an estimate of \$36,450 in additional funds needed to complete the Brooksville EAR Based Amendments. I have attached a detailed project budget. Let me assure you that it is the intent of the WRPC neither to make a profit nor to lose money, but seek to provide professional services to our local governments as an extension to their staffs at a reasonable cost. We will continue to bill the City only for services provided. To avoid a cost over-run, the WRPC will notify the City at the time when 75% of the estimated cost is reached. From that point we will meet and form a strategy to complete the EAR.

I would also like to remind you that EAR Based Amendments for a City like Brooksville often exceed \$100,000. If the City wishes to identify and establish a Transportation Concurrency Exception Area (TCEA) the cost can be considerably more. As you can see, this particular state mandate can be expensive

If the City of Brooksville agrees, the WRPC will complete the tasks listed in the attached Scope of Work under the City's professional services contract with the Withlacoochee Regional Planning Council.

Attachment "A" of this letter provides the Scope of Work, and itemization of costs associated with the project.

A new optional task that has been discussed with City staff is the creation of a Transportation Concurrency Exception Area (TCEA) which will require additional transportation consulting costs. We have not received a written cost estimate for creation of the TCEA. The best information we have at this time indicates a cost of approximately \$50,000 for the TCEA. More information and a meeting with the City and the consultant are required to finalize a cost figure.

Sincerely,

A handwritten signature in black ink, appearing to read "M. R. Moehlman", written over a printed name.

Michael R. Moehlman
Executive Director

10/15/07

STAFF REPORT

To: Honorable Mayor and City Council
Via: T. Jennene Norman-Vacha, City Manager 
From: Bill Geiger, Community Development Director 
Subject: Transportation Outreach Program (TOP)- SR 50 Reverse Frontage Road & Utility Project - Drainage Retention Area Easement for Lot 9, David/Manuel Commercial Park Subdivision
Project Area: Near the Southeast Corner of the Intersection of SR 50 (Cortez Blvd.) & SR 50-A (W. Jefferson Street)
Date: September 21, 2007

BACKGROUND

During the 2002 legislative session, the City was awarded a grant in the amount of \$980,000 through the Transportation Outreach Program (TOP). \$675,000 of the grant was targeted to be leveraged with CDBG-ED and City impact fee funds to build the above-referenced frontage road and install related utilities. Additionally, TOP funding was planned to cover the cost of purchasing a new transit bus (\$110,850) and provide pedestrian-related improvements to the downtown area with the balance of funds (\$194,150). A portion of the frontage road network (Whitfield Avenue) was constructed in conjunction with the Tractor Supply Company project using CDBG-ED funds (\$179,958.38). The bus was purchased and transferred to the County pursuant to terms specified within an interlocal agreement, to augment the fixed-route transit system.

At the December 18, 2006 meeting, City Council reduced the scope of the frontage road project and authorized staff to proceed with implementing the construction of only those portions of the project within rights-of-way currently owned by the City. Additionally, City Council directed staff to research the possibility of using surplus TOP funds to do pedestrian-related improvements in the downtown area. On June 18, 2007, City Council awarded a contract to WDG Construction, Inc., to do the reduced-scope frontage road project in the amount of \$339,999.99.

CURRENT STATUS

WDG Construction, Inc., commenced work on the project in mid August. On August 22, 2007, the silt fence contractor, during the installation of silt fencing around the perimeter of the existing DRA on Lot 9 of the David/Manuel Commercial Park subdivision, cut into an underground radial copper wiring system that provides signal enhancement for the existing radio tower on the site. The ground radial system is privately owned and was not identified by the "utility locate" process. Staff met with the property owners of the DRA site (KMS Investment Partnership) on August 23, 2007, to assess the situation. The ground radial system is a web of small (#10) copper wiring that is placed 2-6" underground. The wiring is run in lines that start at the tower base and stretch out to varying distances within the DRA, and as previously mentioned, serve to enhance the signal strength for the broadcast station. During the discussion of the issue concerning the wires that were cut, the issue of needing an easement was brought up. As a point of history, when the David/Manuel Commercial Park plat was approved (April 2002), page two of the plat provided for a restriction that states, "LOT 9 IS RESTRICTED FOR USE AS A DRAINAGE RETENTION AREA (DRA) AND FOR A POTENTIAL COMMUNICATION TOWER SITE. SAID DRA IS DESIGNED TO HANDLE THE DRAINAGE FROM THE "FUTURE DEVELOPMENT" AS

NOTED ON THIS PLAT AS WELL AS THAT PORTION OF THE FUTURE ROAD SECTION DESIGNATED AS TRACT "A" ON THIS PLAT." Although the plat did not formally dedicate an easement, the restriction implies the right to place water from the improved condition of the plat into the DRA.

Since the Providence Boulevard/Whitfield Avenue project includes an area that is located outside the platted subdivision, the engineer designed a portion of the existing pond to be excavated an additional average of 1.5 feet more than its current condition. This is necessary in order to meet SWFWMD permitting requirements for the project, and to continue to maintain the storage/treatment capacity for the area labeled as "FUTURE DEVELOPMENT" on the plat. Since the DRA property is under a fee simple ownership, and the project impact is for more than what the restriction placed with the plat contemplates, the city attorney has indicated that an easement would be required.

Staff have been communicating with the property owners with respect to working through the issues and concerns in granting an easement, including the issue of reimbursement for the repair/replacement of the ground radial system that was and will be further disturbed in excavating the DRA. An "Agreement for Grant of Easement" is in the process of being negotiated as of the time this report is being written. An initial draft of the Agreement that has been transmitted to the owner for consideration is attached.

Time is of the essence, since the TOPS funding is due to expire as of December 31, 2007. The Owner(s) and the City will either need to agree with the terms of an easement agreement, so that the contractor may be authorized to continue with the project, or the City will need to close out the project, and pay the contractor for costs incurred to date as well as for the costs to repair/replace the ground radial system in the DRA.

ADDITIONAL INFORMATION

Treating this issue as an opportunity, Staff are working with the mayor to address the possibility of obtaining the cooperation of other property owners in this area to do a version of the project originally contemplated. With property owner support, the plan is to go back to the FDOT and request an extension to the grant funding, that would allow for a project that provides for road connectivity that would benefit all of the existing road network in this area (as opposed to just building the smaller road segments that won't connect to anything until additional segments are constructed).

BUDGET IMPACT:

The cost to cure easement, based on meetings with the owner to date, is estimated at \$25,000. TOPS Grant funds are anticipated to be used to acquire this easement.

STAFF RECOMMENDATION:

Approve the "Agreement for Grant of Easement," and authorize the mayor to sign the appropriate documentation.

Attachment: Draft Agreement for Grant of Easement

pc: file

G:\Bgeig\Grants\TOPs2002\cc10012007 Providence_Whitfield project.wpd



MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL

FROM: T. JENNENE NORMAN-VACHA, CITY MANAGER 

SUBJECT: **Transportation Outreach Program (TOP) – SR 50 Reverse Frontage Road & Utility Project – Drainage Retention Area Easement for Lot 9. David/Manuel Commercial Park Subdivision**

DATE: **October 8, 2007**

We have received a “draft” of an easement agreement between KMS Investment Partnership and the City of Brooksville for the above referenced agenda item, as of this day, from Robert Bruce Snow, representing KMS Investment Partnership.

We have provided the “draft” agreement to the City Attorney, the Community Development Director and the Public Works Director for review and finalizing. We expect that an agreement can be reached for presentation to the Council on October 15, 2007.

Because timing for the project is important a “final” agreement will follow after the distribution of Council agenda and packet. The “final” agreement will be provided to Council as soon as possible, prior to your meeting of October 15th for consideration.

Thank you for your understanding.

CORRESPONDENCE-TO-NOTE

REGULAR COUNCIL MEETING – October 15, 2007

1. TYPE: Letter
DATE: September 12, 2007
SENT BY: Emory H. Pierce, Public Works Director
ADDRESSED TO: Ms. Debra Dewitt
SUBJECT: Statistics on why speed humps are not warranted at this time on Arnold Avenue.
2. TYPE: Letter
DATE: September 13, 2007
RECEIVED FROM: Clayton H. Wilder, Administrator/Florida Department of Law Enforcement
ADDRESSED TO: Mayor Pugh
SUBJECT: Confirmation/information regarding receipt and acceptance of all financial and programmatic reports applicable to Contract No. 2007-JAGD-HERN-1-P4-112.
3. TYPE: Email
DATE: September 14, 2007
RECEIVED FROM: Cecilia Patella, Hernando County Emergency Management
ADDRESSED TO: Chuck Morton, William Davies, Karen Phillips, Greg Myers and Tom Leto
SUBJECT: Cover for Annual Progress Report for the Local Mitigation Strategy Committee.
4. TYPE: Memorandum
DATE: September 19, 2007
SENT BY: Stephen J. Baumgartner, Finance Director
ADDRESSED TO: T. Jennene Norman-Vacha, Emory Pierce and Will Smith.
(cc: Karen Phillips and Mary Cason)
SUBJECT: Utility rates for 2007/08 based on Resolutions.
5. TYPE: Letter
DATE: September 21, 2007
SENT BY: Stephen J. Baumgartner, Finance Director
ADDRESSED TO: Property Tax Administration Program/'TRIM' Compliance, Tallahassee, FL
SUBJECT: Cover for required City of Brooksville Budget forms DR-487P, DR-487V and DR-420M.
6. TYPE: Final Order
DATE: September 25, 2007
SUBJECT: Details of Code Enforcement rulings regarding Brooksville, FL property owned by William Wright, Jr.

7. TYPE: Letter
DATE: September 26, 2007
SENT BY: Ray Graber, Director of Government & Public Affairs,
Bright House Networks
ADDRESSED TO: Karen Phillips, City Clerk
SUBJECT: Sun Interferences
8. TYPE: Letter
DATE: October 2, 2007
SENT BY: Stephen J. Baumgartner, Finance Director
ADDRESSED TO: Ms. Lynn Skinner, Account Manager, Salem Trust Company,
Tampa, FL
SUBJECT: 2006 Firefighters' Supplemental Trust Fund Distribution
to the City of Brooksville Firefighters' Retirement Trust
Fund.
9. TYPE: Email
DATE: October 3, 2007
RECEIVED FROM: Dawn Easter, Central Healthy Start Coalition
ADDRESSED TO: Mayor Pugh & City Council Members
SUBJECT: Thanks for waiving fees related to the November 3
Pregnancy Party.

Monthly Reports

Administration Department (Advisory Board Statistics)

(September Departmental Monthly Reports will be in November CTN)

Miscellaneous Minutes

City Advisory Boards

Council Rep. Boards

Hernando County Community Anti-Drug Coalition August 29, 2007

NOTE: COPIES OF ALL CORRESPONDENCE ON FILE IN THE OFFICE OF THE CITY CLERK

City of Brooksville



(352) 544-5400 (Phone)
(352) 544-5424 (Fax)
(352) 544-5420 (TDD)

Reply to: Department of Public Works
600 South Brooksville Avenue
Brooksville, Florida 34601-3710
(352) 544-5466 (Phone)
(352) 544-5470 (Fax)

September 12, 2007

Ms. Debra Dewitt
1506 Arnold Avenue
Brooksville FL 34601

Subject: Traffic Volume and Speed Data For Arnold Avenue

On August the 31st we set up a traffic speed / counter on Arnold Avenue halfway between Sabra Drive and Cortez Blvd for a period of 7 days.

The enclosed reports document the following:

1. The average daily volume of traffic was 468 vehicles of different classes.
2. The 85th percentile speed for the 7 days was 30 mph., which is the posted speed limit for this street.
3. The total number of vehicles with speeds in excess of 55 mph. was only 1.

Based on these figures and referencing our speed hump policy, speed humps are not warranted at this time. A copy of the traffic volume and speed data is attached for your information.

Sincerely,

Emory H. Pierce
Public Works Director

cc: City Manager

C:\Cadd Dwgs\Traffic Counter\Arnold Avenue.wpd

CTN 10/15/07
J. H. K.
8



Florida Department of Law Enforcement

Gerald M. Bailey
Commissioner

Office of Criminal Justice Grants
Post Office Box 1489
Tallahassee, Florida 32302-1489
(850) 617-1250
www.fdle.state.fl.us

Charlie Crist, Governor
Bill McCollum, Attorney General
Alex Sink, Chief Financial Officer
Charles H. Bronson, Commissioner of Agriculture

SEP 13 2007

The Honorable David Pugh
Mayor
City of Brooksville
201 North Howell Avenue
Brooksville, FL 34601

Re: Contract No. 2007-JAGD-HERN-1-P4-112

Dear Mayor Pugh:

This letter confirms our receipt and acceptance of all financial and programmatic reports applicable to the referenced project. While this concludes active administration of the subgrant agreement by the Florida Department of Law Enforcement, you are reminded that all supporting records must be maintained for a period of not less than three years from termination date for audit and examination. An audit performed in accordance with OMB Circular No. A-133 must also be conducted and submitted to the Office of Criminal Justice Grants, Florida Department of Law Enforcement, 2331 Phillips Road, Tallahassee, Florida 32308.

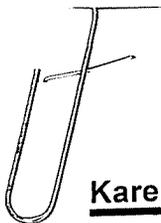
All non-expendable property acquisitions must be accounted for and maintained for as long as the equipment is in service. The Department must be notified prior to any disposition of non-expendable property and must be advised immediately of any lost or stolen items.

PC: Chief Ross / Bill Herkin
Genevieve
Steve
Anton
LAI

9/25/07
js

Committed to
Service • Integrity • Respect • Quality

CTW 10/15/07



Karen Phillips

From: "Cecilia Patella" <cpatella@co.hernando.fl.us>
To: "Morton, Chuck" <swampdad@juno.com>; "Davies, William" <wdavies@springhillfire.com>; "Phillips, Karen" <kphillips@ci.brooksville.fl.us>; "Myers, Greg" <GKM59@aol.com>; "Tom Leto" <tieto@hernandocounty.us>
Sent: Friday, September 14, 2007 11:30 AM
Attach: Progress Report 2007.pdf; Hernando County LMS Project List - 13 Sep 2007 .pdf
Subject: LMS Annual Progress Report

Attached is the annual LMS progress report prepared by Hernando County Emergency Management on behalf of the LMS Committee.

This report is being submitted today to the BoCC and will be posted on the website sometime next week.

Please feel free to call me if you have any questions.

Cecilia Patella
Hernando County Emergency Management
18900 Cortez Boulevard, EOC
Brooksville, FL 34601
Ph: 352-754-4083
Fax: 352-754-4090

<<Progress Report 2007.pdf>> <<Hernando County LMS Project List - 13 Sep 2007.pdf>>

PC: CTW, 10/15/07

3

CITY OF BROOKSVILLE FINANCE DEPARTMENT

Date: September 19, 2006⁷
To: T. Jennene Norman-Vacha, City Manager & Emory Pierce, DPW & Will Smith, Superintendent of Utilities
Cc: Karen Phillips, CMC & Director of Administration & Mary Cason, Utility Accounts Supervisor
From: Stephen J Baumgartner, Finance Director *slms*
RE: Utility Rates for 2007/08 Based on Resolutions

Mary Cason and I calculated the new water and sewer charges based on Resolution 2003-13. These will be effective October 2007. Our customers will see the change in their bills they receive the beginning of November. The CPI has been used annually since 2004 in the Water and Sewer Fund.

The Sanitation charges are based on Resolution 2006-19. Last year was the first rate change in Solid Waste since 2004. Resolution 2006-19 sets the residential curbside and the residential centralized collection rates for 3 fiscal years (September 2006 through September 2009). Starting in October, 2009, the residential rates will be adjusted based on the CPI formula. The Commercial Collection, Special Commercial Curbside, and shared dumpsters are based on the CPI formula. This is the first year we are applying the CPI rates to Sanitation. Last year the rate study assisted staff and Council in establishing the rates in Resolution 2006-19.

See the attached Memos from Mary Cason outlining the new charges.

The CPI increase from this year to last year (rounded) is 5.2%. The increase from 2005 to 2006 was 4.5%. The increase from 2004 to 2005 was 3.44%. The increase from 2003 to 2004 was 2.09%.

sjb

Attachments

U:sbaum/mydocs/open office/memo water & sewer 07/08 rates.doc

CTW 10/15/07

City of Brooksville



08:139966 (352) 544-5400 (Phone)
(352) 544-5424 (Fax)
(352) 544-5420 (TDD)

September 21, 2007

Property Tax Administration Program
"TRIM" Compliance
Post Office 3000
Tallahassee, FL 32315-3000

CERTIFIED MAIL 7000 0520 0016 1779 9026

Re: City of Brooksville DR-487 P, DR-487 V, and DR-420 M

Dear Sir or Madam:

The final 07/08 City of Brooksville budget hearing was held on September 19, 2007. Based on the Property Tax Administration Program's instructions, we have enclosed the following:

DR-487 P Pre-Filing Certification of Compliance
DR-487 V Vote Record for Final Adoption of 2007-2008 Millage Levy
DR-420 M Municipality Maximum Millage Levy Calculation Final Disclosure

We will submit DR-487 Certification of Compliance within 30 days of of final hearing.

If you have any questions, please do not hesitant to call.

Yours very truly,

Stephen J Baumgartner
Finance Director

sjb

enclosures

cc: T. Jennene Norman-Vacha, City Manager, Karen Phillips, CMC, & and Director of Administration

G: users\sbaum\mydocs\open office\TRIM 07 08 Certification of Compliance forms.doc

CTR
10/15/07

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ctw

CITY OF BROOKSVILLE, FLORIDA

CODE ENFORCEMENT HEARING OFFICER

CITY OF BROOKSVILLE, FLORIDA,

Petitioner,

-vs-

WILLIAM WRIGHT, JR.,

Respondent.

}
}
}
}
}
}
}
}

CASE NO. 07-CEH7006846

FINAL ORDER

THIS CASE was heard by the undersigned Hearing Officer on September 25, 2007, at 4:00 p.m., at the City Council Chambers, 201 Howell Avenue, Brooksville, Florida.

The undersigned Hearing Officer finds from the evidence presented in this case:

Findings of Fact:

1. Respondent WILLIAM WRIGHT, JR., was properly served a notice of violation and a notice of hearing of this case.
2. At the time the Notice of Violation was issued, Respondent WILLIAM WRIGHT, JR., owned property within the City of Brooksville, Florida, described as Tax Parcel No. R23 122 19 1220 0000 0030.
3. On and after May 23, 2007, the Respondent maintained on said premises a building that is unsafe for storage or human habitation and unsecure, with significant damage and a roof and roof truss system that has fallen into the building.
4. As of the date of the hearing, September 25, 2007, the unsafe and unsecure building remains on the property.

Conclusions of Law:

5. The Code Enforcement Hearing Officer has jurisdiction of this case and of the Respondent.
6. The above-referenced facts constitute a violation, on or before the date of the Notice

[Handwritten signatures and notes]

 P.C. = B...

 09/25/07

1004 U.S. Highway 92 West
Auburndale, FL 33823

tel 863.965.7733
fax 863.288.2229

10-02-07 A09:52 IN



September 26, 2007

Karen Phillips, City Clerk
City of Brooksville
201 Howell Avenue
Brooksville, FL 34601

Re: Sun Interferences

Dear Ms. Phillips:

It is sun interference time again. Commercial communications satellites are geostationary, and therefore have orbits which lie in the equatorial plane. During the spring and fall equinoxes, the sun also passes behind the satellites once a day. During the time when both the satellite and the sun are in the earth stations' field of view, the RF energy from the sun can overpower the signal from the satellite. It is the loss or degradation of communications traffic from the satellite that is referred to as sun fade, sun transit, solar interference, or sun interference.

This sun interference will begin on September 28, 2007 and end on October 12, 2007. During this period, disruptions in service will occur on almost all channels. Sun interferences manifest themselves as mild to intense power specks, snow and noisy picture, or complete loss of signal. The duration of the disruption will be between 1 and 20 minutes daily for each satellite that provides programming from 1:00 PM to 5:30 PM. Interference will range from mild to moderate to severe, and back again to moderate and then to mild.

Please contact me if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Ray Graber".

Ray Graber
Director of Government & Public Affairs

CRW 10/15/07

City of Brooksville



(352) 544-5400 (Phone)
(352) 544-5424 (Fax)
(352) 544-5420 (TDD)

October 2, 2007

Ms. Lynn Skinner
Account Manager
Salem Trust Company
4890 W. Kennedy Blvd. #160
Tampa, FL 33609

10-03-07 11:49 AM

CERTIFIED MAIL 7000 0520 0016 5840 5498

Re: 2006 Firefighters' Supplemental Compensation Trust Fund
Distribution to City of Brooksville Firefighters'
Retirement Trust Fund

Dear Ms. Skinner:

Please deposit the State of Florida Warrant in the amount of
\$58,654.95 in the Brooksville Firefighters's Retirement Trust
Account No. 80105288.

These funds must be deposited within five days after receipt, as
required by Chapter 175.131, Florida Statutes.

Thank you.

Yours very truly,


Stephen J Baumgartner
Finance Director

enclosures

cc: T. Jennene Norman-Vacha, City Manager
Karen Phillips, City Clerk & Dir. Of Admin
Margaret Bosack, Acting HR Director
Chief Timothy Mossgrrove, Chairman Firefighters' Pension Trust
Susan M. McCrary, Fire Dept.
Jim Delach and Autumn Sullivan, Accounting

U:\My Documents\open office\docs\2006 Firefighters' Supplemental Comp Dist.doc

com 10/15/07

DP
FB
PC-REL

Karen Phillips

From: "Julie Sherraden" <jsherraden@ci.brooksville.fl.us>
To: "Karen Phillips" <kphillips@ci.brooksville.fl.us>
Sent: Wednesday, October 03, 2007 8:58 AM
Subject: Fw: Thanks from Healthy Start

----- Original Message -----

From: Dawn Easter
To: cityhall@ci.brooksville.fl.us
Sent: Tuesday, October 02, 2007 4:42 PM
Subject: Thanks from Healthy Start

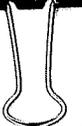
Dear Mayor Pugh & City Council Members;

On behalf of expecting mothers in Hernando county & Healthy Start, we say "thank you very much" for sponsoring the Jerome Brown Community Center for the Nov. 3 Pregnancy Party. With budgets tight, we appreciate the opportunity to add more creative activities.

Respectfully,
Dawn Easter
Community Liaison
Central Healthy Start Coalition
10423 Snowbird Ave
Weeki Wachee, FL 34614
(352) 592-7124
<http://www.healthystartflorida.com/>

NOTE: I misquoted the phone number during the Oct. 1st public meeting - The correct number to call for reservations to the Pregnancy Party is (352) 592-7124.

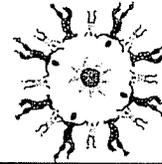
CW 10/3/07



2007 BEAUTIFICATION BOARD ATTENDANCE

<u>Mtg. Date</u>		<u>Taylor</u>	<u>Jackson</u>	<u>Jones</u>	<u>Kavouras</u>		<u>Sperling</u>
January 9 *		Present	Present	Present	Present		Present
	<u>Thompson</u>					<u>Sensale</u>	
February 13 *	Present	Present	Unexcused	Present	Excused	Present	Present
March 12 * (Subcommittee of 3)	Present	Present				Present	
March 13 *	Present	Present	Unexcused	Excused	Present	Present	Present
April 10 no quorum	Excused	Present	Unexcused	Excused	Present	Excused	Present
May 8 *	Present	Present	Unexcused	Unexcused	Present	Present	Present
June 12 *	Present	Present	Excused	Present	Present	Present	Present
(summer recess)							
Sept. 11	Excused	Present	Late	Present	Excused	Present	Present
October 9							
November 13							
December 11							

* Minutes on file



Hernando County Community Anti-Drug Coalition
Meeting Minutes
August 29, 2007

Present: Richard Lewis (City of Brooksville), Ann-Gayl Ellis (HC Health Department), Karen Gidden (HC Health Dept.), Sophia Greiner (YFA), Harry Hill (YFA), Lisa Hammond (BHER Group), Alex Meyer (Chill Smart), Charlie Watson (Chill Smart), Ricardo Ruiz (HCSO/SRO), J.R. Hutchinson (HCSO/SRO Sergeant), Chrissie Parris (The Harbor), Shari Noriega (PTA), Jim Striegel (The Harbor), Tresa Watson (CENAPS)

Meeting called to order at 3:35 p.m. Upon Tresa's request, participants conducted introductions.

Richard presented a motion to accept minutes from the July meeting. Lisa seconded the motion. Motion carried.

Alcohol and Youth Task Force

Tresa stated that Teen Court is screening better for kids being referred to Chill Smart. In the last meeting it was mentioned that some Teen Court referrals were disruptive and pro-drug. The Harbor's pre-treatment substance abuse groups were a more appropriate referral for the more "challenging" kids and this seems to be working well. In the last two meetings Chill Smart had a guest speaker which was a nice change from the curriculum. During the next meeting, Chill Smart will address marijuana due to a concern of one of the Teen Court referral participants.

Kiwanis Kids Day is on September 15 at Tom Barn Park from 10 a.m. – 2 p.m. HCCADC will have a booth set up and all are encouraged to attend.

Alex Meyer and Charlie Watson attended the Florida Youth Prevention Delegation (FYPD) retreat August 8-10 in St. Pete Beach and represented Hernando County. The FYPD meets every 2 months and 2 delegates from every county in Florida attend. It is a state wide youth led organization focusing on prevention issues and redefining social norms. Alex and Charlie presented a power point presentation on their time at the retreat. Activities included an Impassioned Speaker to talk of being passionate about more than just one thing in life, the National Guard spoke about peer pressure and conducted a rope activity, the Live Free/Tampa Coalition presented statistics about Pinellas County, a public speaking speaker, Everest Challenge and Glow in the Dark Volleyball.