

**CITY OF BROOKSVILLE  
FINAL BUDGET HEARING  
FISCAL YEAR 2017 BUDGET  
JOSEPH E. JOHNSTON, III COUNCIL CHAMBERS  
201 HOWELL AVENUE  
BROOKSVILLE, FL 34601**

**AGENDA**

**SEPTEMBER 14, 2016**

**5:31 P.M.**

- A. CALL TO ORDER**
- B. INVOCATION AND PLEDGE OF ALLEGIANCE**
- C. PUBLIC HEARINGS - PRESENTATION OF BUDGET FOR FISCAL YEAR 2017 BEGINNING OCTOBER 1, 2016**

- 1. Public Announcement - Ad Valorem Tax Rate**  
Pursuant to Section 200.069, Florida Statutes, "Notice of Proposed Property Taxes" (TRIM NOTICE) the proposed ad valorem rate for the City of Brooksville for Fiscal Year 2017 was advertised through the TRIM Notification process to be a maximum of 7.0000 mills. This millage rate would be a 5.389% increase over the current year's rolled-back rate of 6.6426 mills. The tentative millage rate, considered and adopted during the Tentative Budget Hearing on September 7, 2016, is 6.6426 mills, which is a 0.00% increase over the current year's rolled-back rate.

For this Final Budget Hearing, the City of Brooksville's General Fund budget is balanced utilizing the tentative millage rate of 6.6426 mills, which is a 0.00% increase over the current year's rolled-back rate.

The notice of Final Budget Hearing for this evening's meeting was advertised on Sunday, September 11, 2016, in the Tampa Bay Times.

- 2. Consideration of the Fiscal Year 2017 Budget**  
Review and discussion of the fiscal year 2017 budget.

Presentation:	City Manager
Recommendation:	Discuss Adoption of the Budget as Presented Following Public Input
Attachment:	Memorandum from City Manager dated September 12, 2016; Tentative Budget document

- 3. Public Input**  
This is the public's opportunity to comment and/or ask questions about the FY2017 millage rate and tentative budget for the City of Brooksville being considered for final adoption through Resolution No. 2016-11 and Ordinance No. 866.

FINAL BUDGET HEARING AGENDA – SEPTEMBER 14, 2016

4. **Resolution No. 2016-11 Fiscal Year 2017 Final Ad Valorem Tax Rate** *\*Enter Proof of Publication into the Record*

Consideration of resolution levying a General Fund Ad Valorem Millage Rate of 6.6426 mils, which is a 0.00% increase over the current year's rolled-back rate.

Presentation: Finance Director  
Recommendation: Millage Rate to be adopted upon roll-call vote.  
Attachment: Resolution No. 2016-11

5. **Ordinance No. 866 - Recommended Budget for Fiscal Year 2017** *\*Enter Proof of Publication into the Record*

Consideration of second and final reading of Ordinance No. 866 regarding the budget for fiscal year 2017, effective October 1, 2016.

[FIRST READING 09/07/16]

Presentation: Finance Director  
Recommendation: Approval of Ordinance No. 866 upon **Second Reading** upon roll call vote  
Attachment: Ordinance No. 866

D. **ADJOURNMENT OF CITY COUNCIL BUDGET HEARING**

E. **COMMUNITY REDEVELOPMENT AGENCY BUDGET ADOPTION**

Attachment: CRA Agenda Packet

In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation to participate in this proceeding should contact Lynn Sosa, ADA Coordinator, no later than 48 hours in advance of the meeting at (352) 540-3810. Meeting agendas and supporting documentation are available from the City Clerk's office and on line at [www.cityofbrooksville.us](http://www.cityofbrooksville.us).

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.



## AGENDA ITEM MEMORANDUM

**TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS

**FROM:** T. JENNENE NORMAN-VACHA, CITY MANAGER  
TANNETTE GAYLE, FINANCE DIRECTOR

**SUBJECT:** FINAL BUDGET HEARING FOR ADOPTION OF THE FY2017  
CITY BUDGET

**DATE:** SEPTEMBER 12, 2016

**GENERAL SUMMARY/BACKGROUND:** During the Tentative Budget Hearing on September 7, 2016, the City Council discussed and adopted a Tentative Millage Rate of 6.6426 (Resolution No. 2016-09) and the Tentative Budget for FY2017 (first reading of Ordinance No. 866).

The City Council approved and adopted a Tentative Millage Rate of 6.6426 mils for FY2017. Because this is the current rolled-back millage, there is no increase (0.00%) in the City's Tax Rate for FY2017. City Council did not make any changes to the FY2017 Budget as presented in the City's Tentative Budget document.

With the City Council's adoption of the final FY2017 Budget, staff will finalize the budget document, adding a table of contents, renumber pages, correcting any clerical errors (words/headings/etc.) and the City Manager's Budget Message will be updated/finalized to reflect any changes adopted by the City Council during the Final Budget Hearing.

**STAFF RECOMMENDATION:** We recommend adoption of the FY2017 Final Millage Rate of 6.6426 mils through the adoption of Resolution No. 2016-11. Further, staff recommends the adoption of the FY2017 Final Budget as presented through the adoption of Ordinance No. 866.

**RESOLUTION NO. 2016-11**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BROOKSVILLE, FLORIDA, SETTING THE PROPOSED MILLAGE RATE FOR THE FINAL BUDGET FOR THE FISCAL YEAR 2017 TAXING YEAR PURSUANT TO SECTION 200.065, FLORIDA STATUTES; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Section 200.065, Florida Statutes, sets out the method of fixing millage by the governing body of a taxing authority; and,

**WHEREAS**, Section 200.065(2)(d), Florida Statutes, requires the City Council of the City of Brooksville, Florida, to compute the millage rate to be levied in relation to the "rolled-back rate" computed pursuant to Section 200.065(1), Florida Statutes; and,

**WHEREAS**, the "rolled-back rate" for the City of Brooksville, computed by the Hernando County Property Appraiser, pursuant to Section 200.065(1), Florida Statutes, is 6.6426 mils; and

**WHEREAS**, the City Council of the City of Brooksville must set the proposed millage rate to be used in computing the amount of ad valorem taxes to be raised to fund the tentative budget; and,

**WHEREAS**, pursuant to Section 200.065(2)(c), Florida Statutes, the City Council of the City of Brooksville published notice of and held a public hearing on Wednesday, September 7, 2016, at 5:01 P.M., on the tentative budget and the proposed millage rate, and adopted said tentative budget with a proposed millage rate of 6.6426 mils.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROOKSVILLE, FLORIDA**, as follows:

1. Pursuant to Section 200.065, Florida Statutes, the City Council for the City of Brooksville sets the proposed millage rate of 6.6426 mils, such mils being the same as "rolled-back rate" with a 0% increase. This millage rate of 6.6426 mils is to be used for the purpose of adopting a Final Budget for the City of Brooksville for Fiscal Year 2017.

2. This Resolution shall take effect immediately upon its adoption.

**PASSED AND ADOPTED THIS 14<sup>th</sup> day of September, A.D., 2016.**

SEAL

**CITY OF BROOKSVILLE**  
Resolution No. 2016-11

By: \_\_\_\_\_  
Natalie Kahler, Mayor

ATTEST: \_\_\_\_\_  
Virginia Wright, City Clerk

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

\_\_\_\_\_  
Thomas S. Hogan, Jr., The Hogan Law Firm, LLC  
City Attorney

VOTE OF CITY COUNCIL

Battista \_\_\_\_\_  
Burnett \_\_\_\_\_  
Erhard \_\_\_\_\_  
Kemerer \_\_\_\_\_  
Kahler \_\_\_\_\_

Ordinance No. 866

City Council  
AGENDA ITEM: C5

AN ORDINANCE APPROPRIATING CERTAIN MONIES FOR THE GENERAL OPERATIONS OF THE CITY OF BROOKSVILLE, FLORIDA, FROM ITS SEVERAL FUNDS FOR THE TWELVE MONTH PERIOD BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BROOKSVILLE, FLORIDA, as follows:

I. GENERAL APPROPRIATIONS FOR FISCAL YEAR 2017: That the following sums are hereby estimated as revenues, expenditures and fund balances for the fiscal year beginning October 1, 2016 and ending September 30, 2017.

<b>A. <u>General Fund</u></b>	
Fund Balance October 1	1,056,432
Revenues	6,207,261
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$7,263,693</u></u></b>
General Government	\$623,201
City Council	147,863
Administration Department	317,567
Technology Services	110,000
Human Resources Department	71,806
Business Development	59,658
Community Redevelopment Department	485,796
Finance Department	358,861
Police Department	2,659,599
Fire Department	903,581
Parks & Recreation Department	779,992
Cemetery	127,055
Recreation	0
Department of Public Works	339,269
Street Lighting	0
General Fund Reserves	<u>279,445</u>
<b>TOTAL GENERAL FUND</b>	<b><u><u>\$7,263,693</u></u></b>
<b>B. <u>Special Revenue Funds</u></b>	
Criminal Justice Education Fund (104)	
Fund Balance October 1	\$44,811
Revenues	8,015
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$52,826</u></u></b>
Expenditures	\$12,000
Reserves	<u>40,826</u>
<b>TOTAL APPROPRIATION</b>	<b><u><u>\$52,826</u></u></b>

Transportation Capital-Local Option Gas Tax 1-5 (107)	
Fund Balance October 1	\$0
Revenues	249,165
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u>249,165</u></b>
Expenditures	\$0
Reserves	249,165
<b>TOTAL APPROPRIATION</b>	<b><u>249,165</u></b>
Local Option Gas Tax Fund (108)	
Fund Balance October 1	\$56,028
Revenues	632,949
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u>688,977</u></b>
Expenditures	\$660,668
Reserves	28,309
<b>TOTAL APPROPRIATION</b>	<b><u>688,977</u></b>
Law Enforcement Invest. Trust Fund (109)	
Fund Balance October 1	\$31,220
Revenues	15,021
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u>46,241</u></b>
Expenditures	\$43,000
Reserves	3,241
<b>TOTAL APPROPRIATION</b>	<b><u>46,241</u></b>
Road Impact Fees Fund (110)	
Fund Balance October 1	\$1,963,595
Revenues	24,328
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u>1,987,923</u></b>
Expenditures	\$1,245,223
Reserves	742,700
<b>TOTAL APPROPRIATION</b>	<b><u>1,987,923</u></b>
Law Enfmt. Impact Fees Fund (112)	
Fund Balance October 1	\$14,477
Revenues	1,192
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u>15,669</u></b>
Expenditures	\$14,000
Reserves	1,669
<b>TOTAL APPROPRIATION</b>	<b><u>15,669</u></b>

Public Bldg. Impact Fees Fund (113)	
Fund Balance October 1	\$109,806
Revenues	6,272
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$116,078</b>
Expenditures	\$0
Reserves	116,078
<b>TOTAL APPROPRIATION</b>	<b>\$116,078</b>
Fire/EMS Impact Fees Fund (114)	
Fund Balance October 1	\$62,008
Revenues	2,660
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$64,668</b>
Expenditures	\$56,000
Reserves	8,668
<b>TOTAL APPROPRIATION</b>	<b>\$64,668</b>
Park Impact Fees Fund (115)	
Fund Balance October 1	\$63,318
Revenues	6,986
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$70,304</b>
Expenditures	\$0
Reserves	70,304
<b>TOTAL APPROPRIATION</b>	<b>\$70,304</b>
Law Enforcement Trust Fund (116)	
Fund Balance October 1	\$36,466
Revenues	5,007
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$41,473</b>
Expenditures	\$21,001
Reserves	20,472
<b>TOTAL APPROPRIATION</b>	<b>\$41,473</b>
Justice Assistance Grant (118)	
Fund Balance October 1	\$0
Revenues	20,000
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$20,000</b>
Expenditures	\$20,000
Reserves	0
<b>TOTAL APPROPRIATION</b>	<b>\$20,000</b>

Fire Grants & Donations Fund (122)	
Fund Balance October 1	\$7,793
Revenues	2,008
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u>\$9,801</u></b>
Expenditures	\$2,600
Reserves	7,201
<b>TOTAL APPROPRIATION</b>	<b><u>\$9,801</u></b>
Police Grants & Donations Fund (123)	
Fund Balance October 1	\$8,200
Revenues	2,500
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u>\$10,700</u></b>
Expenditures	\$10,700
Reserves	0
<b>TOTAL APPROPRIATION</b>	<b><u>\$10,700</u></b>
Traffic Camera Fund (128)	
Fund Balance October 1	\$89,316
Revenues	271,000
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u>\$360,316</u></b>
Expenditures	\$319,429
Reserves	40,887
<b>TOTAL APPROPRIATION</b>	<b><u>\$360,316</u></b>
First Tee Fund (129)	
Fund Balance October 1	\$30,452
Revenues	0
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u>\$30,452</u></b>
Expenditures	\$0
Reserves	30,452
<b>TOTAL APPROPRIATION</b>	<b><u>\$30,452</u></b>
The Enrichment Center (The PMF) (139)	
Fund Balance October 1	\$1,302
Revenues	15,000
	<b><u>\$16,302</u></b>
Expenditures	\$12,905
Reserves	3,397
<b>TOTAL APPROPRIATION</b>	<b><u>\$16,302</u></b>

FDOT-Highway Landscaping Grant (140)	
Fund Balance October 1	\$0
Revenues	30,000
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$30,000</b>
Expenditures	\$30,000
Reserves	0
<b>TOTAL APPROPRIATION</b>	<b>\$30,000</b>
Special Fire Assessment Fund (143)	
Fund Balance October 1	\$130,000
Revenues	1,630,687
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$1,760,687</b>
Expenditures	\$1,714,995
Reserves	45,692
<b>TOTAL APPROPRIATION</b>	<b>\$1,760,687</b>

**C. Debt Service Funds**

Bond & Interest Sinking Debt Service Fund (201) (For USDA Revenue Bonds)	
Fund Balance October 1	\$14,293
Revenues	13,188
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$27,481</b>
Expenditures	\$13,188
Reserves	14,293
<b>TOTAL APPROPRIATION</b>	<b>\$27,481</b>
Bond & Interest Sinking Debt Service Fund (202) (For 2011 Fund Balance October 1)	
Fund Balance October 1	\$47,811
Revenues	303,780
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$351,591</b>
Expenditures	\$303,780
Reserves	47,811
<b>TOTAL APPROPRIATION</b>	<b>\$351,591</b>
Bond & Interest Sinking Debt Service Fund (203) (For USDA Revenue Bonds)	
Fund Balance October 1	\$0
Revenues	8,551
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$8,551</b>

Expenditures	\$7,774
Reserves	777
<b>TOTAL APPROPRIATION</b>	<b><u><u>\$8,551</u></u></b>

**D. Capital Projects Funds**

McKethan Capital Projects Fund (302)	
Fund Balance October 1	\$24,292
Revenues	740
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$25,032</u></u></b>

Expenditures	\$8,000
Reserves	17,032
<b>TOTAL APPROPRIATION</b>	<b><u><u>\$25,032</u></u></b>

Transportation Capital Expenditures Fund (308)	
Fund Balance October 1	\$159,204
Revenues	100
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$159,304</u></u></b>

Expenditures	\$112,080
Reserves	47,224
<b>TOTAL APPROPRIATION</b>	<b><u><u>\$159,304</u></u></b>

Capital Improvement Revenue Fund (309)	
Fund Balance October 1	\$0
Revenues	33,508
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$33,508</u></u></b>

Expenditures	\$33,508
Reserves	0
<b>TOTAL APPROPRIATION</b>	<b><u><u>\$33,508</u></u></b>

Bond & Interest Sinking Fund (311)(For 2011 Capt.Impr.Note )	
Fund Balance October 1	\$0
Revenues	303,780
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$303,780</u></u></b>

Expenditures	\$303,780
Reserves	0
<b>TOTAL APPROPRIATION</b>	<b><u><u>\$303,780</u></u></b>

Capital Improvement Revenue Fund (314)	
Fund Balance October 1	\$0
Revenues	8,551
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$8,551</u></u></b>

Expenditures	\$8,551
Reserves	0
<b>TOTAL APPROPRIATION</b>	<b><u><u>\$8,551</u></u></b>

**E. Proprietary Fund Funds**

Public Works - Water & Wastewater (ALL)

Fund Balance October 1	\$6,252,698
Revenues	4,912,700
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$11,165,398</u></u></b>

Expenditures	\$4,795,312
Reserves	6,370,086
<b>TOTAL APPROPRIATION</b>	<b><u><u>\$11,165,398</u></u></b>

Public Works - Solid Waste Collection (403)

Fund Balance October 1	\$774,715
Revenues	1,367,441
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$2,142,156</u></u></b>

Expenditures	\$1,332,530
Reserves	809,626
<b>TOTAL APPROPRIATION</b>	<b><u><u>\$2,142,156</u></u></b>

Public Works - Vehicle Maint. Internal Service Fund (501)

Fund Balance October 1	\$15,000
Revenues	105,738
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$120,738</u></u></b>

Expenditures	\$106,190
Reserves	14,548
<b>TOTAL APPROPRIATION</b>	<b><u><u>\$120,738</u></u></b>

**Vehicle Replacement** Internal Service Fund (502)

Fund Balance October 1	\$872,102
Revenues	329,466
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$1,201,568</u></u></b>

Expenditures	\$95,000
Reserves	1,106,568
<b>TOTAL APPROPRIATION</b>	<b><u><u>\$1,201,568</u></u></b>

**Equipment Replacement** Internal Service Fund (503)

Fund Balance October 1	\$11,031
Revenues	10,004
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u><u>\$21,035</u></u></b>

Expenditures	\$11,900
Reserves	9,135
<b>TOTAL APPROPRIATION</b>	<b>\$21,035</b>

**F. Trust and Agency Funds**

Butterweck Bond Fund (603)

Fund Balance October 1	\$1,199
Revenues	5
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$1,204</b>

Expenditures	\$0
Reserves	1,204
<b>TOTAL APPROPRIATION</b>	<b>\$1,204</b>

Special Cemetery Perpetual Care Fund (605)

Fund Balance October 1	\$395,899
Revenues	10,400
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$406,299</b>

Expenditures	\$0
Reserves	406,299
<b>TOTAL APPROPRIATION</b>	<b>\$406,299</b>

Firefighters' Retirement Fund (607)

Fund Balance October 1	\$6,422,151
Revenues	695,278
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$7,117,429</b>

Expenditures	\$496,147
Reserves	6,621,282
<b>TOTAL APPROPRIATION</b>	<b>\$7,117,429</b>

Employee HRA Funding (609)

Fund Balance October 1	\$6,315
Revenues	64,500
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$70,815</b>

Expenditures	\$60,000
Reserves	10,815
<b>TOTAL APPROPRIATION</b>	<b>\$70,815</b>

Employee Health Insurance Funding (610)

Fund Balance October 1	\$614,123
Revenues	1,191,973
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b>\$1,806,096</b>

Expenditures	\$995,064
Reserves	811,032
<b>TOTAL APPROPRIATION</b>	<b><u>\$1,806,096</u></b>

Policemen's Retirement Fund (613)	
Fund Balance October 1	\$5,734,888
Revenues	652,729
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u>\$6,387,617</u></b>

Expenditures	\$112,220
Reserves	6,275,397
<b>TOTAL APPROPRIATION</b>	<b><u>\$6,387,617</u></b>

Community Redevelopment Agency (615)	
Fund Balance October 1	\$559,859
Revenues	99,303
<b>TOTAL AVAILABLE FOR APPROPRIATION</b>	<b><u>\$659,162</u></b>

Expenditures	\$401,420
Reserves	257,742
<b>TOTAL APPROPRIATION</b>	<b><u>\$659,162</u></b>

**II. TRANSFERS:** Any sum, or sums, appropriated within the various departments and funds of the City of Brooksville, if not required for such purpose may be applied to the expense of the Department to which said sums are appropriated or the fund from which it was appropriated.

**III. EXPENDITURES:** Expenditures authorized under this Ordinance shall be processed with the approval of the City Manager or designee. Payments made shall be by electronic transfer or by check drawn by the Director of Finance and signed by the City Manager or City Clerk and the Mayor or Vice Mayor.

**IV. BUDGET OVER-EXPENDITURES:** Under no circumstances may a Departmental Appropriation be over-expended without the consent and approval of the City Council. Consent and approval of the City Council may be given during duly called and constituted sessions of said Council identifying said budget amendments or adjustments.

**V. ENCUMBRANCES UNDER CONTRACT:** That valid commitments for goods and services which remain uncompleted as of September 30, 2016, shall not lapse, but shall be automatically re-appropriated and incorporated into the final budget of the City for the fiscal year beginning October 1, 2016 and ending September 30, 2017.

**VI. ENCUMBRANCES NOT UNDER CONTRACT:** That City Council approved funds as of September 30, 2016, shall be automatically re-appropriated and incorporated into the final budget of the City for the fiscal year beginning October 1, 2016 and ending September 30, 2017.

**VII. EFFECTIVE DATE:** This Ordinance shall become effective immediately upon the later of its adoption or 12:01 A.M., October 1, 2016, as required by the Code of the City of Brooksville, Florida and applicable State Law.

**VIII. REPEALER:** All Ordinances, or parts of Ordinances, in conflict herewith are hereby expressly repealed.

CITY OF BROOKSVILLE  
ORD No. 866

Attest: \_\_\_\_\_  
Virginia Wright, City Clerk

BY: \_\_\_\_\_  
Natalie Kahler, Mayor

PASSED on First Reading on September 7, 2016 with a 5-0 vote  
NOTICE Published on September 2, 2016 in the Tampa Bay Times  
PASSED on Second Reading \_\_\_\_\_

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

\_\_\_\_\_  
Thomas S. Hogan, The Hogan Law Firm, LLC  
City Attorney

VOTE OF COUNCIL

Battista \_\_\_\_\_  
Burnett \_\_\_\_\_  
Erhard \_\_\_\_\_  
Kahler \_\_\_\_\_  
Kemerer \_\_\_\_\_

**CITY OF BROOKSVILLE  
COMMUNITY REDEVELOPMENT AGENCY (CRA)  
Joseph E. Johnston III Council Chambers  
201 Howell Avenue  
Brooksville, FL 34601**

**AGENDA**

September 14, 2016

5:31 P.M.

**A. CALL TO ORDER**

**B. REGULAR AGENDA**

- 1. CRA Resolution No. 2016-16 Community Redevelopment Agency Budget.  
Ratification of CRA Budget.**

Presentation:	CRA Executive Director
Recommendation:	Approval of CRA Resolution No. 2016-16 upon roll-call vote
Attachments:	Memo from CRA Executive Director 09/14/16; Proposed CRA Resolution; Updated 5-Year CRA Capital Improvement Plan

**C. ADJOURNMENT**

In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation to participate in this proceeding should contact Lynn Sosa, ADA Coordinator, no later than 48 hours in advance of the meeting at (352) 540-3810. Meeting agendas and supporting documentation are available from the City Clerk's office and on line at [www.cityofbrooksville.us](http://www.cityofbrooksville.us).

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.



**COMMUNITY REDEVELOPMENT AGENCY  
AGENDA ITEM  
MEMORANDUM**

**TO:** COMMUNITY REDEVELOPMENT AGENCY MEMBERS

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

**FROM:** BILL GEIGER, CRA EXECUTIVE DIRECTOR

**SUBJECT:** CRA RESOLUTION NO. 2016-16 TO ADOPT THE COMMUNITY REDEVELOPMENT AGENCY BUDGET FOR FY 2017

**DATE:** SEPTEMBER 14, 2016

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**GENERAL SUMMARY:** The Brooksville City Council is adopting a budget on September 14, 2016, which includes the Community Redevelopment Agency (CRA) budget. Florida Statutes require that the CRA formally adopt its budget by resolution. Attached is CRA Resolution No. 2016-16, providing for the adoption of the FY2016-17 budget for the City of Brooksville CRA.

In addition to the budget resolution, the CRA's five-year Capital Improvement Program has been updated and is attached as well.

**BUDGET IMPACT:** Action establishes the CRA budget for 2016-2017 fiscal year.

Reviewed by Finance Department: \_\_\_\_\_

**LEGAL REVIEW:** Adoption of the CRA budget is a matter of Statutory and fiscal policy.

Reviewed by City/CRA Attorney: \_\_\_\_\_

**STAFF RECOMMENDATION:** Approve CRA Resolution No. 2016-16, and acknowledge/approve the updated five-year CRA Capital Improvement Plan.

**ATTACHMENTS:**

1. CRA Resolution No. 2016-16
2. Updated Five-Year CRA Capital Improvement Plan

**RESOLUTION NO. CRA 2016-16**

**A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR THE CITY OF BROOKSVILLE COMMUNITY REDEVELOPMENT AGENCY FOR FISCAL YEAR 2017 BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Community Redevelopment Agency (CRA) of the City of Brooksville, Florida (the "CRA") was created pursuant to Part III, Chapter 163, Florida Statutes; and

**WHEREAS**, the Community Redevelopment Agency is a dependent special district under Chapter 189, Florida Statutes (2006), known as the Uniform Special District Accountability Act (the "Special District Act"); and

**WHEREAS**, the Special District Act requires all special districts, including dependent special districts such as the Community Redevelopment Agency, to adopt a budget for each fiscal year by resolution;

**WHEREAS**, the Community Redevelopment Agency of the City of Brooksville desires to comply with the requirements of the Act and takes this action in order to do so;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BROOKSVILLE COMMUNITY REDEVELOPMENT AGENCY, BROOKSVILLE, FLORIDA, AS FOLLOWS:**

**SECTION 1. Authority.**

The City of Brooksville Community Redevelopment Agency has the authority to adopt this Resolution pursuant to the State of Florida Special District Act.

**SECTION 2. Adoption of Budget.**

The governing body of the City of Brooksville Community Redevelopment Agency does hereby approve and adopt a budget attached hereto as Exhibit "A" for the Community Redevelopment Agency for FY2017; Beginning October 1, 2016 and ending September 30, 2017.

**SECTION 3. Severability.**

If any section, subsection, sentence, clause, phrase or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

**SECTION 4. Effective Date.**

This Resolution shall become effective immediately upon passage and adoption, and the budget adopted and approved by this resolution shall be effective as of October 1, 2016.

PASSED AND ADOPTED this 14<sup>th</sup> day of September, 2016.

**CITY OF BROOKSVILLE**  
**Community Redevelopment Agency**

BY \_\_\_\_\_  
Natalie Kahler, Chair

ATTEST: \_\_\_\_\_  
Virginia Wright, City Clerk

APPROVED AS TO FORM FOR THE  
RELIANCE OF THE CRA ONLY

**VOTE OF BOARD**

Battista \_\_\_\_\_  
Burnett \_\_\_\_\_  
Erhard \_\_\_\_\_  
Kahler \_\_\_\_\_  
Kemerer \_\_\_\_\_

\_\_\_\_\_  
Thomas S. Hogan, Jr., The Hogan Law Firm  
CRA Attorney

## EXHIBIT "A"

### Fund 615 COMMUNITY REDEVELOPMENT AGENCY

**Description:** Brooksville Community Redevelopment Agency

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

**Expenditures:** Contractual Services to City of Brooksville for management and planning services; Facade Grant Program and advertising; Streetscape capital project; Special District Fees and FRA membership & conference

	2014 Actual	2015 Actual	2016 Budgeted	2017 Budget	
<b>INCOME</b>					
Contributions	0	0	0	0	
TIF Funds	87,790	91,131	91,837	98,953	
Interest	410	327	450	350	
Transfers In	0	0	0	0	
Prior Year Carry Forward	<u>478,416</u>	<u>470,492</u>	<u>364,817</u>	<u>559,859</u>	
<b>TOTAL INCOME</b>	<b><u>\$566,616</u></b>	<b><u>\$561,950</u></b>	<b><u>\$457,104</u></b>	<b><u>\$659,162</u></b>	
<b>EXPENDITURES</b>					
Personal Services	0	0	0	0	
Operating Expenditures	44,407	37,125	109,845	131,420	(1)
Capital Expenditures	51,717	2,238	175,000	270,000	(2)
Reserves	<u>470,492</u>	<u>522,587</u>	<u>172,259</u>	<u>257,742</u>	(3)
<b>TOTAL EXPENDITURES</b>	<b><u>\$566,616</u></b>	<b><u>\$561,950</u></b>	<b><u>\$457,104</u></b>	<b><u>\$659,162</u></b>	

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(1) Commercial exterior improvement grants & Downtown Beautiful Program \$50,000; Cultural Program \$10,000; dues & books \$870; City staff service \$27,950; ADA Assessment/Pedestrian & vehicle access study \$10,000; CRA Webpage \$2,000; Consultant services (Bike Facilities & Connection to Trailhead) \$10,000, (Parking Improvement Plan) \$20,000; Advertising Activities \$500; and other current charges \$100.

(2) Downtown Beautification Public Construction Project \$20,000; Downtown Gateway Improvements & Wayfinding signage \$110,000; Consultant Services Main Street Streetscape/Traffic Calming Improvement (Design) \$30,000; and Water Tower Property Improvements (Downtown Beautiful Project) \$110,000

(3) Reserves will be allocated to active project plans within a three year time frame.

**COMMUNITY REDEVELOPMENT AGENCY  
Capital Improvements Program <sup>1</sup>**

<u>Projects</u>	<u>Funding Source</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Downtown Beautiful & Commercial Property Improvement Grant Program (consisting of projects from \$5,000 - \$50,000)	TIF Trust Fund	\$180,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
2 <sup>nd</sup> Phase Streetscape/ Traffic Calming Improvements	TIF Trust Fund	\$30,000	\$ 40,000	\$70,000	-0-	-0-
Downtown Gateway Improvements & Wayfinding Signage	TIF Trust Fund	\$110,000	-0-	-0-	-0-	-0-
Cultural Events Programming	TIF Trust Fund	\$ 7,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Bicycle Facilities & Connection to Good Neighbor Trailhead	TIF Trust Fund	\$10,000	\$10,000	-0-	-0-	-0-
ADA Assessment/Pedestrian & Vehicle Access Study	TIF Trust Fund	-0-	\$10,000	-0-	-0-	-0-
Business Recruitment and Retention Incentive Program	TIF Trust Fund	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
CRA Web Page	TIF Trust Fund	\$ 2,000	-0-	-0-	-0-	-0-
Environmental Stormwater Enhancement (Master Planning & Permitting)	TIF Trust Fund	\$20,000	-0-			
Parking Improvement Plan	TIF Trust Fund	\$20,000	-0-	-0-	-0-	-0-

**Total Capital Improvements Expenditure by Fiscal Year**

\$ 382,000      \$116,000      \$126,000      \$56,000      \$56,000

**Estimated Remaining Funds in Tax Increment Financing (TIF) Trust Fund Account <sup>2</sup>**

**2014-15 FY-end**

\$ 521,472      \$ 197,472      \$139,472      \$71,472      \$73,472      \$75,472

1. The CIP only covers TIF funding, since other funding programs or grants are not yet committed. By the time projects are undertaken, other funding sources may be secured to supplement projected TIF funding.
2. Assumes \$90,000 per year is generated from the TIF revenue program & a \$32,000 annual reduction for non-capital & city operating expenses.
3. All projects are to be completed no later than 30 years after the date this plan is approved.