

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

AGENDA

April 6, 2009

7:00 P.M.

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. CERTIFICATES, PROCLAMATIONS AND PRESENTATIONS

1. Week of the Young Child - April 13-19, 2008

Proclamation supporting the Week of the Young Child event to be held on April 19th at the Jerome Brown Community Center.

Presentation:	Mayor
Attachment:	Proclamation

D. CITIZEN INPUT

E. CONSENT AGENDA

1. Firefighter's Pension Trust Fund Board

Consideration of reappointment of Regina Martin to an expiring 2-year term of office through February 28, 2011. No other applications were received.

2. Award of Manhole Rehabilitation/Sealing Bid No. UD2009-04

Consideration to approve award of Bid No. UD 2009-04, Manhole Rehabilitation/Sealing, to American Underground Services, Inc. for the not to exceed amount of \$22,150 and to authorize the Mayor to sign an Agreement for Contractor Services when all documents have been reviewed by the City Attorney.

3. FY2008/09 Budget Amendment

Consideration of budget amendment transferring \$72,000 from General Fund to the Multi-Capital Fund (308), which is the savings in General Fund from the reduction in insurance costs for the last 6 months of the fiscal year ending 9/30/09 rounded at \$72,000 after deductions for Workers' Comp.

CONSENT AGENDA APPROVAL (√)

Recommendation:	Approval of Consent Agenda
Action:	Motion to Approve
Attachments:	1) Memo from City Clerk dated 03/16/09; 2) Memo from Director of Public Works dated 03/23/09; 3) Memo from Director of Finance dated 03/24/09;

REGULAR COUNCIL MEETING AGENDA – APRIL 6, 2009

F. REGULAR AGENDA

1. **Audited Financial Statements**

Review and acceptance of Annual Audit for Fiscal Year ended 09/30/08 prepared by Oliver & Joseph Auditors, P.A.

Presentation: Auditors
Recommendation: Acceptance of Audit
Attachments: Audit will be distributed to Council and the general public no later than 04/01/09

2. **Update/Report on “Regional Water Supply Framework”**

Update from the Withlacoochee River Water Supply Authority (WRWSA).

Presentation: Jack Sullivan, Executive Director, WRWSA
Attachments: Memo from Jack Sullivan dated 03/26/09, WRWSA materials on subject

3. **Civil Engineering, Planning and Consulting Services**

Authorization to obtain continuing Civil Engineering, Planning and Consulting Services on an as-needed basis.

Presentation: Community Development Director
Recommendation: Authorize the City Manager to coordinate and execute the necessary paperwork with Hernando County to enable the City to utilize the contracts negotiated with five specified engineering firms in conjunction with Hernando County RFQ NO. 08-055
Attachments: Memo from Community Development Director dated 03/20/09; BCC Agenda Item (updated 12/10/2008 – Helfand); Hernando County RFQ List; Sample of one of the five executed rotating contracts

4. **VFW Unsafe Building Abatement**

Consideration of request for staff to solicit Requests for Proposals to demolish the structure at 20021 VFW Road, for a cost not-to-exceed \$16,000 with funds from the City’s General Fund’s Reserve Contingency.

Presentation: Director of Community Development
Recommendation: Authorize staff to proceed with Requests or Proposals
Attachment: Memo from Director of Community Development dated 03/24/09

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5. Cooperative Efforts – Interlocal Agreement with Hernando County Board of County Commissioners and Public Works Services

Consideration of Interlocal Agreement regarding street sweeping, equipment sharing ditch/swale cleaning, street patching, traffic signage and CDL testing.

Presentation:	Director of Public Works
Recommendation:	Approval of Agreement
Attachment:	Memo from Director of Public Works dated 03/26/09, Letter from Hernando County Public Works Department dated 05/04/00, Previous Agreement, Proposed Agreement

6. Personnel Policy Amendments

Consideration of updates to the Personnel Policy.

- a) Section 7.03 Group Insurance Plan
- b) Section 5.00 Holidays

Presentation:	City Attorney
Recommendation:	Approval and adoption of the proposed policy changes
Attachments:	Memo from City Attorney dated 03/24/09; Policies a-b

G. CITIZENS INPUT

H. ITEMS BY COUNCIL

I. ADJOURNMENT

CORRESPONDENCE TO NOTE

Meeting agendas and supporting documentation are available from the City Clerk's office, and on line at www.cityofbrooksville.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) 540-3810.

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.

PROCLAMATION

WHEREAS, governments, at all levels, are becoming increasingly aware of the importance of providing for the health, safety and welfare of young children; and,

WHEREAS, we all share responsibility for our children's future; and,

WHEREAS, the "Week of the Young Child" has been proclaimed as an annual event to focus attention on the needs of young children and their families; and,

WHEREAS, the Hernando County Interagency Coordinating Council is joining other organizations from across the country including the National Association for the Education of Young Children to build public awareness of the importance of quality early childhood programs in our community.

NOW, THEREFORE, ON BEHALF OF THE CITY COUNCIL FOR THE CITY OF BROOKSVILLE, FLORIDA, I, JOE BERNARDINI, MAYOR, do hereby proclaim the week of April 12-18, 2009, as

"WEEK OF THE YOUNG CHILD"

Further, the City of Brooksville encourages all citizens to attend a festival on Saturday, April 18, 2009, from 10:00 a.m. to 2:00 p.m. at the Jerome Brown Community Center, 99 Jerome Brown Place, Brooksville. The festival is being organized with young children in mind, and will include a wide variety of activities for the enjoyment of everyone.

IN WITNESS WHEREOF, we have hereunto set our hand and caused to be affixed the seal of the City of Brooksville this 6th day of April, 2009.

CITY OF BROOKSVILLE

Joe Bernardini, Mayor

Lara Bradburn, Vice Mayor

Joe Johnston, Council Member

Richard E. Lewis, Council Member

David Pugh, Council Member

ATTEST: _____
Janice L. Peters, City Clerk



Memorandum

To: Honorable Mayor and City Council Members

Via: T. Jennene Norman-Vacha, City Manager

From: Janice L. Peters, City Clerk

Subject: Advisory Board Position

Date: March 16, 2009

The following advisory board position is subject to City Council appointment. The open position is for an expired 2-year position previously held by Regina Martin. The vacancy was posted internally and on the City's website from March 4 through March 25, 2009. Notice was also provided to local media on March 4th, 6th and 19th.

Ms. Regina Martin has submitted her application for consideration of reappointment by City Council. She has been a member of the board since 1997. No other applications were received.

Firefighters Pension Trust Fund Board of Trustees

One (1) position to fill and expired 2-year term of office through February 28, 2011.

Financial Impact

None.

Legal Impact

Council has the authority to appoint advisory board members.

Recommendation

Staff recommends that City Council reappoint Ms. Regina Martin to the Firefighters Pension Trust Fund Board of Trustees for a 2-year term to expire on February 28, 2011.



CITY OF BROOKSVILLE

Application for Volunteer Board Positions

201 Howell Avenue
Brooksville, Florida 34601-2041
Telephone: (352) 544-5407
Facsimile: (352) 544-5424
Web: www.ci.brooksville.fl.us

New Application

Re-application

- Beautification Board (4 year terms - 7 members)
- Brooksville Housing Authority (4 year terms - 7 members)
- Cemetery Advisory Committee (4 year terms - 7 members - city residency or documented tie to Cemetery)
- Firefighters Pension Trust Fund Board of Trustees* (2 year terms - 5 members)
- Parks & Recreation Advisory Board (4 year terms - 7 members & 2 alternates)
- Planning & Zoning Commission* (4 year terms - 5 members & 2 alternates)
- Police Officers Pension Trust Fund Board of Trustees* (2 year terms - 5 members)
- Other _____

Name: Martin, Regina Burchfield
(Last) (First) (Middle)

Address: 1522 Sabra Drive
Brooksville, FL 34601

Mailing Address (if different): _____

Business Address: 1030 North Howell Ave

Brooksville, FL 34601

Occupation: Lunch Room at school, Eastside Real Estate
Real Estate Saleswomen / Property Appraiser
Insurance Agent / DA Teacher Residential

Business Phone: 799-8847 Home Phone: 796-3330
799-3581

Email address: akids@tampabay.rr.com

Do you reside within the City limits? Yes No

Are you a Registered Voter in Hernando County? Yes No Voter ID # 104388312

Please rank your board preference(s):
1. _____
2. _____
3. _____

Have you ever served on a volunteer board or in a volunteer capacity with the City of Brooksville before? Yes No If yes, please indicate name of board and dates of service: 6 terms Firefighters Pension Trust Fund Board of Trustees

* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

Handwritten signature/initials

Why would you like to serve on this board?

I feel it is important To help
our community

What special skills would you bring to this position?

6 Other Terms
AND I have owned an operate
my own business.

List fields of work experience:

Real Estate, Insurance,
Stock, AND Profit AND Loss Balance
Sheets.

List any licenses and/or degrees (location & year):

Teachers Certificate
CDA 1992 To 2008
Real Estate Sales 1973 To 2009 Property Appraiser Trainee
2005 To 2009 Insurance Agent License 2-20
Property AND Casualty License 1979 To 2009

Local References (Please list three (3)):

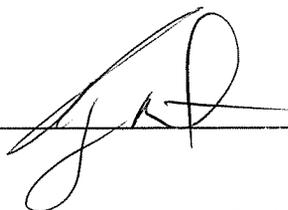
1. Alvin Mazourek
2. Patsy McGee
3. Juanita Sikes

Would you have a problem with the meeting dates and times for the board/agency?

Yes No

If yes, please explain:

Signed:



Date:

3/6/09

SCHEDULE OF BOARD MEETINGS

[Note - Balance of Boards meet quarterly or as needed]

BEAUTIFICATION BOARD
in Council Chambers

2nd TUESDAY @ MONTH - 5:30 PM

BROOKSVILLE HOUSING AUTHORITY
in Council Chambers

3rd TUESDAY @ MONTH - 6:00 PM

PLANNING & ZONING COMMISSION
in Council Chambers

2nd WEDNESDAY @ MONTH - 6:30 PM

* These positions require City Residency and that a Financial Disclosure Statement be filed with the Supervisor of Elections Office within 30 days of appointment and then subsequently on a yearly basis.

CITY OF BROOKSVILLE MEMORANDUM

To: Honorable Mayor and City Council Members
 Via: T. Jennene Norman-Vacha, City Manager
 From: Emory H. Pierce, Director of Public Works
 Date: 3/23/2009
 Re: Award of Bid #UD 2009-04, Manhole Rehabilitation/Sealing



On March 13, 2009 we opened bids for the above named project. Six bids were received (minutes attached). Upon review of the prices and product submittals, it is our recommendation to use Alternate Bid #1 and #2 to seal the manholes. The low bidder in those categories is American Underground Services, Palm City, FL, for a combined Alternate #1 and #2 total of \$22,150.

Bidders:	Base Bid	Alternate #1	Alternate #2
American Underground Services	\$24,150.00	\$17,350.00	\$4,800.00
Reynolds Inliner	\$21,841.00	18,631.00	\$19,831.00
Sewer Rehab Services	\$23,700.00	18,450.00	29,850.00
Chaz Equipment Company	\$41,600.00	No bid	No bid
Dallas 1 Corporation	\$39,900.00	No bid	No bid
Rowland, Inc.	\$27,001.00	No bid	No bid

Financial Impact

The total bid amount for the manhole rehabilitation/sealing is for the not to exceed amount of \$22,150, which is available from remaining grant funds; CIP Acct # 404-000-169-19049.

Legal Impact

After all additional documents are received and reviewed the City will sign an Agreement for Contractor Services with American Underground Services.

Staff Recommendation

Based on the above, staff recommends that Council approve award of Bid No. UD 2009-04, Manhole Rehabilitation/Sealing, to American Underground Services, Inc. for the not to exceed amount of \$22,150, and to authorize the Mayor to sign an Agreement for Contractor Services when all documents have been reviewed by the City Attorney.

5. Dallas 1 Corporation, Thonotosassa, FL \$39,900.00
All required documentation included; Drug Program Implemented
5% Bid Bond included.
Notice to Proceed 60 Days
6. Rowland Inc., Pinellas Park \$27,001.00
All required documentation included; Drug Program Implemented
A representative was present on-site for Bid Opening.
5% Bid Bond included.
Notice to Proceed 90 Days

City Clerk Peters informed bidders that the packets would be reviewed by staff and the bid opening meeting closed at 3:13 p.m.

s/Janice L. Peters
Janice L. Peters
City Clerk

CITY OF BROOKSVILLE FINANCE DEPARTMENT

Date: March 24, 2009

To: Honorable Mayor and City Council Members

VIA: T. Jennene Norman-Vacha, City Manager

From: Stephen J Baumgartner, Finance Director

RE: 08/09 Budget Amendment based on Insurance Savings



SUMMARY

At the March 16, 2009 City Council Meeting, Vice Mayor Bradburn requested and with the verbal consent of the City Council that a 08 09 Budget amendment be brought forward to transfer the savings achieved in the insurance premium reduction and transfer those savings to the Multi-Capital Projects Accumulation Fund (308). The savings in General Fund from the reduction in the insurance costs for the last 6 months of the fiscal year ending 9 30 09 are rounded at \$72,000.

GENERAL INFORMATION

Listed on the next page is the amendment as recommended by staff based on City Council direction:

Department	General Ledger Description	General Ledger Account #	Reduce 08 09 Budget
Council	Workers' Comp.	001-010-511-52400	31
City Mgr. Office	Workers' Comp.	001-011-512-52400	265
HR	Workers' Comp.	001-024-513-52400	43
Comm. Dev	Workers' Comp.	001-015-515-52400	736
Fin	Workers' Comp.	001-012-513-52400	276
Police	Workers' Comp.	001-013-521-52400	9,291
Fire	Workers' Comp.	001-014-522-52400	9,857
Parks & Fac.	Workers' Comp.	001-020-572-52400	3,805
Cem	Workers' Comp.	001-017-539-52400	1,048
Recreation Div	Workers' Comp.	001-025-572-52400	926
Quarry	Workers' Comp.	001-026-572-52400	1,213
Street	Workers' Comp.	001-019-541-52400	3,973
		Subtotal for Worker's Comp.	31,464
Department			
General Govt	General Business	001-009--510-54500	36,648
General Govt	Public Officials	001-009--510-54550	3,888
		Grand Total Insurance Reductions	72,000

Department	Description	General Ledger Account #	Increase 08 09 Budget
General Govt.	Transfers Out to Fund 308	001-009-581-56308	72,000
Fund	Description	General Ledger Account #	
Multi-Capital Proj	Transfers In from Fund 001	308-000-381-49308	72,000

STAFF RECOMMENDATIONS

Recommend approval of Budget amendment to transfer insurance savings to Multi-Capital Project Accumulation for future capital improvements.

AGENDA ITEM NO. F-1
4/06/09

OLIVER & JOSEPH, P.A.
CERTIFIED PUBLIC
ACCOUNTANTS

INTRODUCTORY SECTION

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**CITY OF BROOKSVILLE, FLORIDA
GOVERNMENTAL OFFICIALS**

CITY COUNCIL

MAYOR

JOE BERNARDINI

VICE MAYOR

LARA BRADBURN

COUNCIL MEMBER

JOE JOHNSTON

COUNCIL MEMBER

DAVID PUGH

COUNCIL MEMBER

RICHARD LEWIS

CITY MANAGER

T. JENNENE NORMAN-VACHA

DIRECTOR OF FINANCE

STEPHEN J. BAUMGARTNER

CITY CLERK

JANICE L. PETERS

CITY ATTORNEY

THE HOGAN LAW FIRM

FINANCIAL SECTION

INDEPENDENT AUDITORS' REPORT

City Council
City of Brooksville, Florida

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Brooksville, Florida, as of and for the year ended September 30, 2008, which collectively comprise the City's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City of Brooksville's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Brooksville, Florida as of September 30, 2008, and the respective changes in financial position and where applicable, cash flows thereof and the respective budgetary comparisons for the General and the City of Brooksville Community Redevelopment Agency for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have issued our report dated March 26, 2009 on our consideration of the City of Brooksville's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The management's discussion and analysis on pages 3(A) through 3(R) is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Brooksville's basic financial statements. The combining and individual fund statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining and individual nonmajor fund financial statements and Schedule of Expenditures of Federal Awards and State Financial Assistance have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

OLIVER & JOSEPH, P.A.



March 26, 2009

**CITY OF BROOKSVILLE, FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2008**

The City of Brooksville's (the "City") discussion and analysis is intended to provide a narrative introduction to the basic financial statements and an analytical overview of the City's financial activities for the fiscal year ending September 30, 2008. This is the fifth year the City has prepared financial statements in accordance with the guidelines prescribed in Governmental Accounting Standards Board's (GASB) Statement No. 34.

FINANCIAL HIGHLIGHTS

- The Assets of the City of Brooksville exceeded its liabilities at September 30, 2008 by \$38,001,203 (net assets) and increased \$2,069,147. Of this amount, \$6,863,523 of unrestricted net assets may be used to meet the City's ongoing obligations to citizens and creditors.
- As of September 30, 2008, the City of Brooksville's governmental funds reported combining ending fund balances of \$4,886,722 and increased \$330,676. General Fund represents 32.3% of the governmental funds. City of Brooksville Community Redevelopment Agency and Nonmajor Governmental Funds represented 67.7% of the governmental funds.
- General Fund expenditures and Transfers Out came in under final budget projections by \$660,624.
- The City's Public Safety expenses dropped from 06 07 to 07 08 by \$61,780. On March 3, 2008, City Council approved consolidation of dispatch and communications services with the Hernando County Sheriff's Office. This now provides a single point of contact without transfer for all public safety responses. This fiscal year in order to accomplish the consolidation with the Hernando County Sheriff's Office, the City Police and Fire Departments spent approximately \$80,000 for laptop computers, modems, mobile data antennas, magnetic doors, security systems, exterior lightings and evidence room renovations. After the initial start-up costs paid in 07 08, additional savings are projected to be \$204,500 in the 08/09 Fiscal year due to the elimination of the five full-time Dispatch positions and several part-time Dispatch positions.
- Utility Fund Cash and Cash Equivalents increased from \$4,602,460 at the beginning of the fiscal year to \$4,819,579 at the end of the fiscal year. Of the \$4,819,579 Cash and Cash Equivalents, \$2,923,225 is unrestricted. The Cash & Cash Equivalents for the Sanitation Fund increased from \$480,669 at the beginning of the fiscal year to \$720,125 at the end of the fiscal year.
- Total net assets of the Pension Trust Funds (Police and Fire) decreased by \$616,570 due primarily to the decrease of investment market values. See page 18 of the Audit. Total net assets of the two plans are \$6,169,309.

- The City was obligated on July 23, 2008 for the City of Brooksville, Florida Subordinated Water and Sewer Revenue Note, Series 2008 with Hancock Bank of Florida in the amount of \$1,558,656 maturing August 15, 2008. The fixed loan rate is 3.490% with 40 quarterly payments. This loan paid out the \$2,250,000 City of Brooksville, Florida Subordinated Water and Sewer Revenue Note, Series 2005 with SunTrust Bank which was a Line of Credit. The loan is an obligation of our Water & Sewer Fund and the funds were used primarily for water and sewer improvements west of the City on State Road 50.
- City adopted an electric and propane Public Service Tax effective 1/1/04. In the 07 08 fiscal year the tax brought in \$640,129 in revenues.
- The City of Brooksville complied with the maximum millage levy allowed by Florida Department of Revenue Chapter 2007-321. The City's millage in 2008 was set at 6.0690 mills dropping from 6.3230 mills in 2007.
- City repealed the City Occupational License Tax effective in the 08 09 Fiscal Year.
- The City has committed to reimburse \$2,575,000 of the estimated \$9,000,000 in costs to Hampton Ridge Developers, LLC (Southern Hills Plantation Development) for improvements to the City's Cobb Road Wastewater Treatment Plant. It is expected that the City will pay the Developer the \$2,575,000 by April 2012.
- The City purchased 1.97 acres for \$209,805 from the Hernando County Fair Association which is required by the Development Agreement for the Hampton Ridge Project with the City in order to complete the north-south connector road in the proper alignment. Hampton Ridge Developers, LLC provided \$126,345 and received transportation impact fees credits. The remaining \$83,460 was provided by the Transportation Outreach Funds (TOPS).

CITY HIGHLIGHTS

- The City adopted the millage rate at 6.0690 mills with the prior fiscal year rate at 6.3230 mills. It had been 8.0000 mills for seven consecutive years from 1997 through 2003
- City is receiving State Restoration Projects Grants for rehabilitation of the City's wastewater lines to work on the inflow and infiltration problems of old sewer lines. The Grants to date has funded the testing of all the City's sewer lines (200,000 linear feet) as well as the replacement and relining of about 34,000 linear feet of sewer lines. Since 2000, the City has been awarded State Legislative Appropriations totaling \$4,250,000. In 07 08, the City expended Grant funds totaling \$56,743. Remaining funds totaling \$440,000 are expected to be spent by December 31, 2009.
- The Transportation Outreach Program was used to build sidewalks in strategic locations and was used to purchase right-of way for Governor's Boulevard. Work was done on Providence Boulevard and Whitfield Avenue and a Broad Street sidewalk extension. Grant funds expended in this fiscal year were \$406,692.
- The City's past annexations should create substantial growth in the future; however the economic crisis has slowed new construction substantially.

Southern Hills Plantation has plans for 999 residences in a gated golf community; 10 homes were completed in 2008. In 2007, 28 homes were completed. Cascades at Southern Hills retirement development had plans to build out to 925 units; no homes were completed in 2008. On November 9, 2007 Levitt & Sons Hernando County, LLC filed Chapter 11 Bankruptcy. Levitt & Sons were developing Cascades at Southern Hills. Majesty Oaks near the Brooksville County Club is proposing 900 units.

- In 2008, outside of the Southern Hills development there were 7 single family residential homes completed within the City.
- The old Brooksville Regional Hospital Facility is being renovated to include adult living units and commercial space. The Grande is the new adult living facility with 75 units which are now being leased. The commercial renovations are continuing into 2009 which will have 60,000 of commercial square feet and the project is called Oaks Towne Centre.
- In 2009, a new Beef 'O' Brady's Restaurant opened in the City and a new Express Lube is under construction on Cortez Boulevard.
- In 2006 the City took back the Building Division function from Hernando County after the termination of their agreement. The new office is located at the old City Hall building. The City hired PDCS, LLC as the contractual company to handle the building inspections and the building permits for the City. Hernando County was the prior contractor.
- Within the City's Internal Service Fund, the City has accumulated over \$1,258,000 in reserves to purchase new vehicles. City departments contribute to the Internal Service Vehicle Replacement cash reserves for their future purchases.

USING THIS ANNUAL REPORT

The financial statements focus is on both the City as a whole (government-wide) and on the major individual funds. In this audit report, the financial statements are presented in compliance with pronouncement 34 of the Governmental Accounting Standards Board (GASB 34). The City's basic financial statements are comprised of three components: (1) government wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

Government-wide Financial Statements

The government-wide financial statements are designed to provide the reader with a broad overview of the City's finances, in a manner similar to private-sector statements. The focus is on major funds, rather than fund types.

The Statement of Net Assets presents information on all of the City's assets and liabilities, with the difference between the two reported as net assets. The focus of the Statement of Net Assets (the "unrestricted net assets") is designed to be similar to bottom line results for the City and its governmental and business-type activities. This statement combines and consolidates governmental fund current resources (short-term spendable

resources) with capital assets and long-term obligations. Over time, the increases or decreases in net assets may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities presents information showing how the City's net assets changed during the most recent fiscal year, focusing on both the gross and net costs of various activities, both governmental and business-type, that are supported by the governmental general taxes and other revenues. This is intended to summarize and simplify the user's analysis of the cost of various governmental services and/or subsidy to various business-type activities.

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include general government, public safety, streets, parks and recreation, and transportation for vehicle maintenance and vehicle replacement. The business-type activities of the City consist of the water, sewer, and sanitation services. The business type activities reflect a private sector type of operation where a fee for services covers the cost of operation.

The government-wide financial statements include the City of Brooksville (the primary government) and the component unit, Brooksville Community Redevelopment Agency. The City has formed the Brooksville Fire District, but there were no revenues or expenses this fiscal year.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over the resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The financial transactions of the City are recorded in individual funds and each fund has a self-balancing set of accounts. All of the funds of the City can be divided into three categories: governmental, proprietary, and fiduciary. Traditional users of governmental financial statements will find the fund financial statements presentation more familiar. The City maintains 36 funds. Information is presented separately in the Balance Sheet and in the Statement of Revenues, Expenditures and Changes in Fund Balances for the General Fund, the Brooksville Community Redevelopment Agency, the Utility Fund, and Sanitation Fund, which are considered to be major funds. Data from the nonmajor governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements in this report, immediately following the notes to the financial statements.

The City adopts an annual appropriated budget for its General Fund and other governmental funds. Budgetary comparison statements have been provided for these funds to demonstrate compliance with the budget and are presented as required supplemental information.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial focus is on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the City's near-term financing requirements. The General Fund is the chief operating fund of the City. It is used to account for all financial resources, except those required to be accounted for in another fund.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the City's near-term financing decisions. Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures and Changes in Fund Balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Permanent funds. This fund is the final type of governmental fund .The City maintains one permanent fund type, the Cemetery Perpetual Care Fund. Permanent Funds are used to account for permanent endowments created when a donor stipulates that the principal amount of a contribution must be invested and preserved but earnings on amounts so invested can be used for other public purposes.

The basic governmental fund financial statements can be found on pages 6-8 of this report.

Proprietary funds. The City maintains three proprietary fund types. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for its water and sewer, and sanitation services. Internal service funds are an accounting device used to accumulate and allocate costs internally among a government's various functions. The City utilizes an internal service fund for its fleet operations. Because services accounted for in the internal service fund predominately benefit governmental rather than business-type functions, it has been included within the governmental activities in the government-wide financial statements.

The proprietary fund statements provide the same type of information as the government-wide financial statements, only in more detail.

The proprietary fund financial statements can be found on pages 12-16 of this report

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the City. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the

City's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The four fiduciary funds are Butterweck Bond Fund, Donor Memorial Wall, Police Retirement and the Firefighters' Retirement.

The basic fiduciary fund financial statements can be found on pages 17-18 of this report.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. These notes can be found on pages 19-52 of this report.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain supplementary information concerning budgetary comparisons and the City's progress in its obligation to provide pension benefits to its employees. Combining and individual fund statements can be found on pages 53-82 of this report.

ECONOMIC FACTORS

The City of Brooksville, the County Seat of Hernando County, has experienced a period of substantial growth. The greater Tampa metropolitan area is expanding northward, due in part to limited available land for development in the southern regions and the completion of the Suncoast Parkway toll road which links Tampa with the northern counties of Pasco, Hernando, and Citrus. As a result, new development is taking interest in Brooksville because of its ideal proximity to Tampa (50 miles), Orlando (55 miles), and Ocala (60 miles).

Information obtained from the Florida statistical abstract supports the claim that the Brooksville area will grow significantly over the next 30 years. The annual estimates for the population of Brooksville were identified as being 7,640 as of 4/01/08. The adopted City of Brooksville Comprehensive Plan estimates Brooksville's population to nearly double within the next ten years.

The number of new residential building starts has declined from 2006. Although, the official data from the Hernando County Property Appraisers for 2009 is not yet available it is expected that the City's taxable values could drop as much as 10% to 15% in the City of Brooksville. Hernando County's unemployment rate jumped to 12.4% in January 2009 which reached its highest level in 33 years. The halt in residential and commercial construction hit the County hard. Hernando County has the second-worst job market in the State of Florida behind Flagler County. As an indicator, the City in 2006/07 collected \$183,685 in Building permit revenues. In 07/08 the City collected \$128,932 in Building permits; through February 2009 the City has collected \$33,614 in Building permits.

Amendment One passed by Florida voters in January 2008 raised the homestead from \$25,000 to \$50,000. The Amendment included a Save Our Homes portability feature of up to \$500,000. It created a \$25,000 exemption for all tangible personal property and provided a 10% annual assessment limitation cap for non-homestead real property. The

City must adjust to these new factors mandated by the voters. The City is experiencing a very likely decrease in property values due to the economic turndown and the added decrease in revenues as a result of Amendment One.

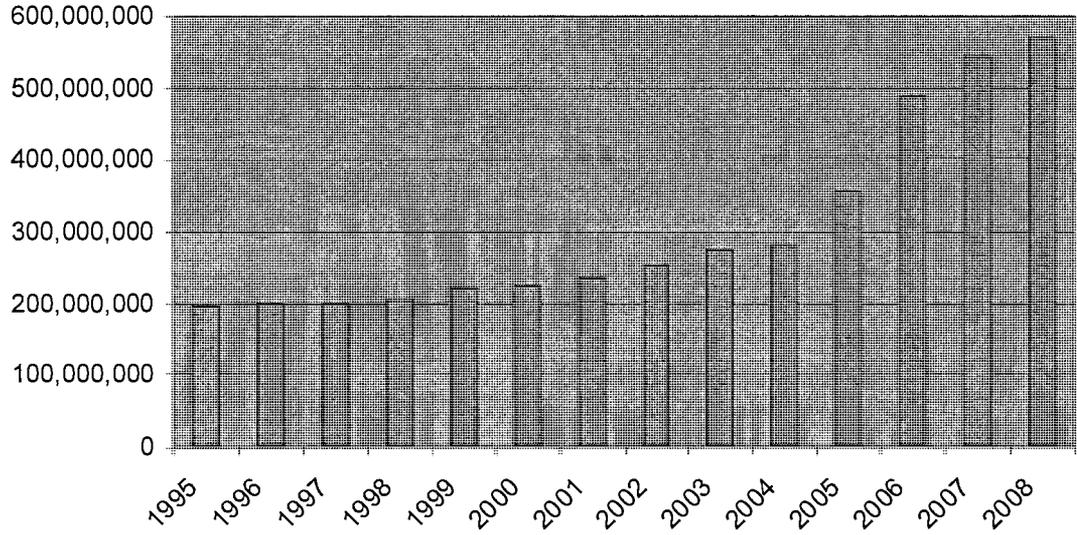
In the last 6 years, the City increased the size of the City from approximately 5 square miles to approximately 10 square miles through voluntary annexations. These annexations increased the acreage of taxable property within City boundaries. The City is also helping improve the taxable property base by encouraging high quality development and redevelopment. Both of these measures should increase the City's future revenue streams that will assist economically for decades to come. The recent economic downturn has impacted the timing of the future revenue streams, however we believe in several years the economic cycle will improve and growth will begin again.

Nationally franchised retail chains are noticing Brooksville's changing demographics and have moved to the area. To assist in promoting business, the City Council repealed the City Occupational License in 2008 and have been lowering the City millage rate. The list of national retailers who are in the City includes Wal-Mart, Sonic Drive Thru, Starbucks, Lowe's Home Improvement, Tractor Supply, Dunkin Donuts and Baskin Robbins, and Walgreen's. Countless other established retailers and small local businesses continue to do business in our City. In 2009, Beef O'Brady's Restaurant is a new addition to the City and an Express Lube is under construction on Cortez Boulevard. Also, the beautiful renovation of the Old Brooksville Regional Hospital to the Grande (75 assisted living units) and commercial square footage space of the Oaks Towne Centre has become a great asset after the vacancy left by the new Hospital facility on State Road 50West.

The City is also being proactive in how it will accommodate new growth by planning in advance to upgrade City facilities. In particular, the City is currently making improvements to its water and sewer transmission lines so that existing and future customers can take advantage of the highest quality services. The City has also established a private-public partnership venture to expand a wastewater treatment facility, which will provide reuse water for irrigation purposes. In addition to infrastructure improvements, the City is expanding and improving public areas like parks and landscaped right-of-ways so as to create an ideal environment for people to live, work and play.

The table on the next page shows the increase in gross taxable values since 1995. In 2009, we expect to see a decline in Gross Taxable Values. The table on 3 I and 3 J highlight some of the more noteworthy development activity that has been planned in and around the City of Brooksville. The growth has slowed, but the City is optimistic that growth will come back with a City that is fiscally sound and offers many amenities to her residents.

City of Brooksville Gross Taxable Values



Project Name	Acreage	Land Use	Units	Comment/Status
Southern Hills Plantation	1,189	Residential w/associated Recreational and Commercial uses	999 residences proposed in Gated Golf Course Community	Annexed May 2003, Infrastructure is complete in Phase 1. Work continues in other approved phases.
The Cascades	414	Residential	925 residences proposed in a age-restricted (senior) gated community	Annexed. Phase 1 infrastructure nearly complete. Property currently in receivership.
Majestic Oaks	428	Residential, Multi-Family, Commercial and Recreational	900 residences proposed	Annexed. CPA approved 2-12-07 Zoning pending.
Brooksville Country Club North end of Majestic Oaks	168 41	Residential Units Townhouse Units	53 SFR 80 MFR Units proposed	Annexed. CPA approved 2/12/07. Zoning pending.
Southern Pines	31	Multi-family Residential	240 Condominiums proposed	Annexed March 2004, first phase under construction
Southern Pines	9	Multi-family Residential	64 Condominiums proposed	2 nd phase - pending
Brook Haven Apartments	16	Multi-Family Residential with amenities	160 units	Project completed in 2006
Vallery Custom Homes Howell Avenue	4	Single Family Residences	12 units proposed	Master Plan Revised – final subdivision approved with modifications
Milk-A-Way Farms 41 and Croom Rd	425	Residential and Commercial	850 residence and 30 acres of commercial proposed	Annexed. Land use, zoning and master plan pending

Project Name	Acreage	Land Use	Units	Comment/Status
Oak Brook Jefferson Street	48	Single Family Residences and Commercial	105 units proposed	Annexed 1984. Const. pending owner decision on phasing.
GGW,LLC/BTM, LLC	75	Single Family Residential	131 units proposed	Annexed. Land use & zoning approved.
Brooksville Assoc. Wiscon Rd	41.165	Townhouses	156 units proposed	Zoning, Master Plan approved.
Villa Rosa (Ty Underwood) North ave	9	Townhouse project changed to senior housing complex. Master Plan Revision went to P&Z on 2-13-08	was 128 units. Now proposing 100 units.	Zoning approved Master Plan Revision approved (2-13-08) Project on hold.
BV Holdings	1	4 Triplexes/1 Duplex	14 units proposed	Rezoning approved
Hometown America (Cloverleaf)	19	Manufactured Housing.	68 lots	Rezoning and Master Plan Approved
State Road 50 West	N/A	Anticipated Commercial development along SR 50 corridor	Expected growth due to Brooksville Regional Hospital which opened Fall 2005	City providing supporting water and sewer on SR 50.
Innovators Investment Group	7.71	Commercial and Professional Development	Undetermined at present time	Land use & zoning approved.
Malouf Enterprises - Horse Lake Rd. & Cortez Blvd.	25	Commercial PDP	Beef O'Brady Restaurant and undetermined additional units	Commercial PDP approved, Beef O'Brady Restaurant under construction.
Metro Bay Development – (Old Hospital Site Redevelopment)	11	Residential and Commercial	75 units and 60,000 s.f. Commercial retail, etc.	Approved Master Plan/Plat September 2009

THE CITY AS A WHOLE

The City's combined net assets as of September 30, 2008 were \$38,001,203. The following Table 1 reflects the condensed Statement of Net Assets for the last two years:

	Governmental Activities		Business Type Activities		Primary Government	
	2008	2007	2008	2007	2008	2007
Current and other assets	6,641,287	6,414,149	5,971,648	5,511,880	12,612,935	11,926,029
Capital Assets, net of deprec.	<u>8,725,037</u>	<u>7,320,241</u>	<u>34,199,360</u>	<u>33,558,570</u>	42,924,397	<u>40,878,811</u>
Unrestricted	<u>15,366,324</u>	<u>13,734,390</u>	<u>40,171,008</u>	<u>39,070,450</u>	<u>55,537,332</u>	<u>52,804,840</u>
Long-Term Liabilities	(1,053,734)	(1,172,204)	(14,483,871)	(13,560,196)	(15,537,605)	(14,732,400)
Other Liabilities	<u>(541,369)</u>	<u>(754,233)</u>	<u>(1,457,155)</u>	<u>(1,386,151)</u>	<u>(1,998,524)</u>	<u>(2,140,384)</u>
Total Liabilities	(1,595,103)	(1,926,437)	(15,941,026)	(14,946,347)	(17,536,129)	(16,872,784)
Net Assets:						
Invested in capital assets	7,674,725	6,147,541	22,065,216	20,222,457	29,739,941	26,369,998
Restricted			850,801	1,320,152	850,801	1,320,152
Unrestricted	<u>6,096,496</u>	<u>5,660,412</u>	<u>1,313,965</u>	<u>2,581,494</u>	<u>7,410,461</u>	<u>8,241,906</u>
Total Net Assets	13,771,221	11,807,953	24,229,982	24,124,103	38,001,203	35,932,056

The largest portion of the City's net assets (78.3%) are its investment in capital assets such as land, buildings, and machinery and equipment, less the outstanding debt used to acquire those assets. The City uses these assets to provide services to citizens; consequently these assets are not available for future spending. It is also important to recognize that other resources will be required to repay the outstanding debt on capital assets. Restricted net assets, representing (2.2%) of total net assets, are subject to external restrictions on how they may be used. The remaining 19.5% are unrestricted net assets. The unrestricted net assets total \$7,410,461 which may be used to meet the City's ongoing obligations to citizens and creditors. The City's overall financial position continues to be healthy.

Table 2 on the following page is the condensed Change in Net Assets for the fiscal year ended September 30, 2008. This schedule compares the revenues and expenses for the primary government for the current and previous fiscal years. Table 2 shows us the cost of governmental activities this fiscal year was \$8,090,845 going up 1% from last year. The cost of Business-type activities was \$4,742,770 (increase of 12% over last year). The City's total Governmental Activities Revenues increased very slightly by .003%. The Business-type accounts Revenues dropped 68% from 2007 to 2008; this was due to the large contribution (over \$8.6 million) of capital improvements by a Developer in 06 07. The City Council lowered the millage rate which contributed to this flat revenue stream. The total Primary Government Expenses were \$12,833,615 which were up \$622,784

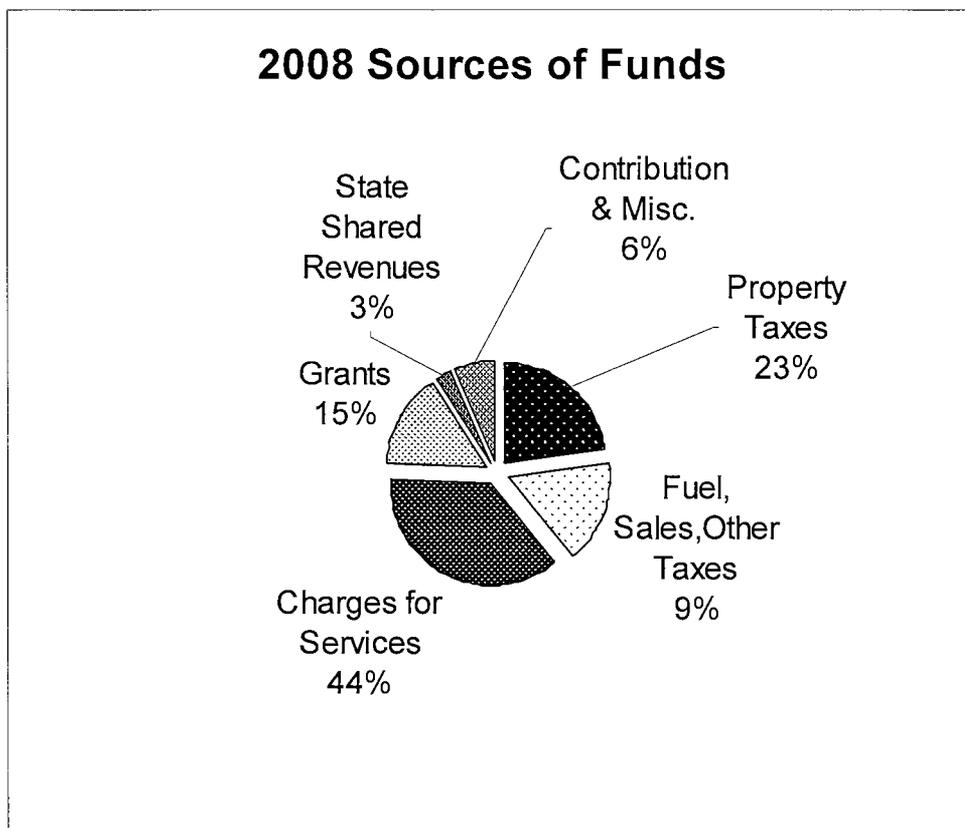
from 2007. Charges for Services Government wide were up about 16% from 2007. Operating and Capital grants totaled \$2,255,369. Taxes brought in to the City totaled \$5,817,209. Approximately 23% of the City's total revenues came from property taxes and 16% from other taxes. Impact Fees accounted for 3% of the City's total revenues.

Table 2
City of Brooksville, Florida's Change in Net Assets

	Governmental Activities		Business-Type Activities		Total Primary Government	
	2008	2007	2008	2007	2008	2007
Revenues						
Charges for Services	1,682,857	775,769	4,894,898	4,898,577	6,577,755	5,674,346
Operating Grants & Contributions	219,434	61,966			219,434	61,966
Capital Grants & Contributions	1,579,673	1,224,160	456,262	10,505,446	2,035,935	11,729,606
Property Taxes	3,394,485	3,604,964			3,394,485	3,604,964
Fuel Taxes	295,914	315,545			295,914	315,545
Sales Taxes	361,789	403,998			361,789	403,998
Other Taxes	640,129	1,689,226			640,129	1,689,226
Impact Fees	382,790	303,474			382,790	303,474
State Shared Revenues	404,209	408,677			404,209	408,677
Investment Earning	209,951	347,965	114,428	188,786	324,379	536,751
Miscellaneous	262,212	352,549	(6,832)	102,290	255,380	454,839
Sale of Capital Assets	(1,309)	4,872	11,872		10,563	4,872
Interfund Transfers	<u>621,979</u>	<u>533,570</u>	<u>(621,979)</u>	<u>(533,570)</u>		
Total Revenues	<u>10,054,113</u>	<u>10,026,735</u>	<u>4,848,649</u>	<u>15,161,529</u>	<u>14,902,762</u>	<u>25,188,264</u>
Expenses						
General Government	2,192,786	2,253,199			2,192,786	2,253,199
Public Safety	3,314,334	3,348,062			3,314,334	3,348,062
Physical Environment	313,534	298,973			313,534	298,973
Transportation	814,668	1,140,617			814,668	1,140,617
Culture & Education	1,413,550	890,227			1,413,550	890,227
Interest on long-term debt	41,973	48,498			41,973	48,498
Utility Fund			3,761,177	3,226,642	3,761,177	3,226,642
Sanitation Fund			<u>981,593</u>	<u>1,004,613</u>	<u>981,593</u>	<u>1,004,613</u>
Total Expenses	<u>8,090,845</u>	<u>7,979,576</u>	<u>4,742,770</u>	<u>4,231,255</u>	<u>12,833,615</u>	<u>12,210,831</u>
Change in Net Assets	1,963,268	2,047,159	105,879	10,930,274	2,069,147	12,977,433
Net Assets, Beginning of Year	<u>11,807,953</u>	<u>9,760,794</u>	<u>24,124,103</u>	<u>13,193,829</u>	<u>35,932,056</u>	<u>22,954,623</u>
Net Assets, End of Year	<u>13,771,221</u>	<u>11,807,953</u>	<u>24,229,982</u>	<u>24,124,103</u>	<u>38,001,203</u>	<u>35,932,056</u>

The Pie Chart on the next page shows the 2008 Sources of Funds Government-wide. Charges for Services provide 44% of our Revenues. Property Taxes provide 23% and Fuel, Sales, and Other Taxes provide 9%. Grants this year provided 15% of the City's revenues. The dependence on revenues, such as sales and use taxes and state revenue sharing limits the City's ability to change or improve revenue streams as part of managing resources. Also, the dependence on property taxes and State revenues create

issues if the City's property values drop and if the State revenue collections drop due to the economic downturn. Also, concerns on how long the economic downturn will continue.



The City's Funds

The City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

Governmental funds are comprised of the general fund, special revenue funds, debt service funds and capital projects funds. Governmental funds use the current financial resources measurement focus that provides information on the near-term inflows, outflows and balances of spendable resources. See page 6 which begins the Governmental Funds detail.

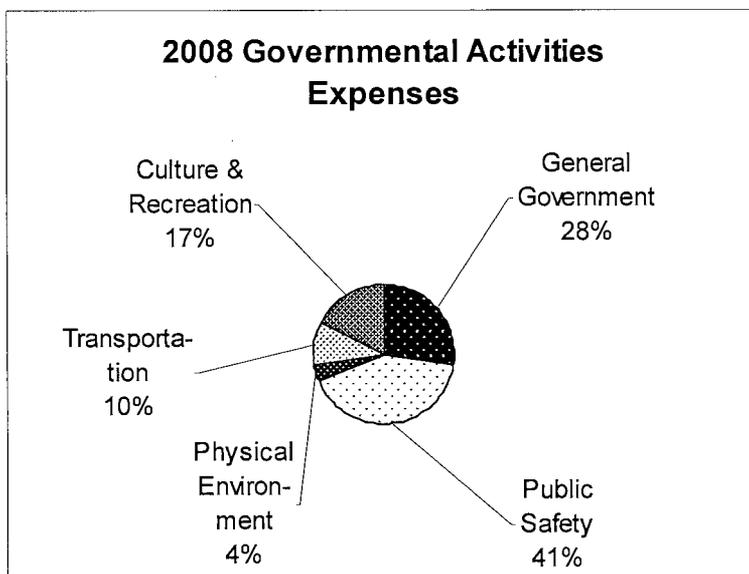
There are two major Funds in the Governmental Fund group. The two are General Fund and Brooksville Community Redevelopment Agency. To determine a Major Fund, GASB 34 requires a two-step process based on 10% and 5% criteria. The General Fund is the chief operating fund of the City. It is used to account for all financial resources,

except those required to be accounted for in another fund. At the end of the fiscal year, the fund balance of the General Fund was \$1,578,833.

The Brooksville Community Redevelopment Agency is considered a Major Fund based on Section 163.387(8) F.S. In meeting the statutory requirements, the CRA Trust Fund must be treated as a Major Fund.

The non-major Governmental Funds, which consist of Special Revenue Funds, Capital Projects Funds, and a Permanent Fund, had a year-end Fund Balance of \$3,263,031. Please see page 6 for the Governmental Funds Balance Sheet. Together the City had approximately \$4.9 million in Fund Balance Reserves as opposed to \$4.6 million in the previous year.

The pie chart below indicates the percentage of dollars spent on governmental activities. Public Safety makes up 41% of the City's Governmental Activities. General Government is 28% of the total Governmental Activities. General Government includes City Manager's Office, Finance, Human Resources, Community Development, and Management Information Services. Streets are 10% and Culture and Recreation activities are 17%.



Proprietary Funds

The City's proprietary funds are comprised of enterprise funds and an internal service fund. An enterprise fund is used to account for activities for which a fee is charged to external users for goods and services. Also, included is the Internal Service Fund, which provides services to other City departments. See page 12 for the beginning of the Proprietary Funds detail.

The Utility Fund represents the City's water and sewer utility. The Fund experienced a change in net assets of (\$60,275). In 06 07, the City had a change in net assets of \$10,839,592 due to the contribution of water and wastewater infrastructure from a developer. As a result of the large capital contribution, depreciation increased in 06 07 from \$720,283 to \$1,241,332 in 07 08. This increase in depreciation expense (non-cash outlay) increases the operating expenses and therefore reduces the net assets. If you add back depreciation expense, the change in net assets would have been a positive \$1,181,057.

The Sanitation Fund sustained change in net assets of \$203,981. In the previous year the change in net assets was \$138,935. The change in net assets indicates a positive increase in the Sanitation Fund net assets. In 05 06, the City had (\$77,157) change in net assets; in the last 2 fiscal years a deteriorating loss has been turned around. The improvement has been assisted by reducing personnel costs and a rate increase in 2007.

The Internal Service Funds reports activities that provide a service to the City's other operations for vehicle maintenance and vehicle replacement. Internal service funds are combined with governmental activities in the government-wide statements since they primarily benefit governmental activities. The presentation below shows the reserves in Vehicle Replacement for each Fund with additional detail presented in General Fund departments:

VEHICLE REPLACEMENT RESERVES

Administration & Finance	73,109
Police	151,559
Fire	632,097
Streets	113,163
Parks	36,429
General Fund Total	1,006,357
Utility Fund	75,898
Sanitation Fund	166,340
Proprietary Funds Total	242,238
Grand Total	1,248,595

Capital Assets

The City's capital assets as of September 30, 2008 reflect an investment of \$42,746,177 on Statement of Net Assets, net of accumulated depreciation. Please refer to Note H beginning on page 42 to review detail of the Capital Asset activity for the fiscal year ended 9/30/08.

In compliance with GASB #34, the City will book future infrastructure assets, such as roads and bridges.

Significant increases in assets or construction in progress this fiscal year include:

- The City booked the cost incurred in the procurement of right of way for the SR50 2-lane collector (aka Governor Blvd. and the North South Road Phase 2). The cost includes \$274,300 for right of way owned by the Developer and \$688,875 in City condemnation costs paid by the Developer to obtain the remaining required right of way.
- The City purchased 1.97 acres for \$209,805 from the Hernando County Fair Association which is required by the Development Agreement for the Hampton Ridge Project with the City in order to complete the north-south connector road in the proper alignment.
- City booked the sidewalks, drainage, and road improvements on Providence Boulevard and State Road 50 and Broad Street in the amount of \$318,497.
- The completion of the retrofitting of City Hall with Hurricane Shutters was booked at a cost of \$158,755 and at the Police Department Hurricane Shutters was capitalized for \$12,859. These improvements were paid for by a USDA loan/grant.
- Capital expenditures in the amount of \$46,991 were allocated for the Police Department Headquarters in order to expedite the change over to Hernando County Dispatch.
- A 2007 Dodge Charger was purchased for the Police Department in the amount of \$25,542.
- Rehabilitation continued on the City's wastewater lines to work on the inflow and infiltration problems. State Restoration Projects Grants paid for the rehabilitation in this fiscal year totaling \$56,743.
- City booked forcemain and water line improvements and land easements on Wiscon to State Road 50 at a cost of \$411,802. Water and Sewer Connections for Brook Haven Apartments were capitalized at a cost of \$73,427.
- The City purchased from the Vehicle Replacement Fund four 2008 Crown Vic Police cruisers at a cost of \$98,402 including equipment.
- Material and equipment in excess of \$1,078,000 was purchased by the City of Brooksville for the Cobb Road WRF Expansion project under contract with Hampton Ridge Development, LLC. This equipment is being stored in anticipation of the expansion of the Cobb Road Wastewater Treatment Plant that is expected to be completed in 2012.

Long-term Debt

General Fund has a loan that refinanced the City Hall Building and purchased the Park Office. The balance on the loan is \$239,620 at 9/30/08 with an interest rate of 3.94% maturing 7/1/2011. Refer to Note G beginning on page 37 for detail on long-term liabilities.

The City purchased a new ladder truck for the fire department on November 10, 2005. Sun Trust Bank issued the loan for \$633,659. The balance on the loan as of September 30, 2008 is \$561,892 with an interest rate of 4.23% maturing May 10, 2021.

The City obtained a \$258,800 Capital Improvement Revenue Bond in November 2006. The loan was financed through USDA and included a grant portion of \$286,000. The loan/grant was to purchase emergency generators and retrofit City Hall and Police Department windows. Refer to Note G on page 38 and 39. The balance as of 9/30/2008 is \$248,800.

The Utility Fund has two Revenue Bonds. Refer to Note D beginning on page 27:

- The 1999 Water and Sewer Revenue Bond have a principal balance due of \$5,972,000 and are due in 2039. The bonds carry interest rates of 3.25%. The funds were used for the construction of the Cobb Road Wastewater Treatment Plant and transmission lines.
- In November 2002, the City issued \$6,610,000 in Water and Sewer Revenue Refunding Bonds to refund outstanding 1988A and 1992 Series bonds. As a result of the refunding, the City reduced their debt service requirements by \$1,257,216. The bonds carry interest rates varying from 2.50% to 4.60%. The principal balance due is \$4,935,000.

The City of Brooksville issued a \$2,250,000 Subordinated Water and Sewer Revenue Note, Series 2005 (Line of Credit) dated April 11, 2005. The issuing Bank was SunTrust. The Line of Credit had a 3-year maturity due April 11, 2008 and was extended by SunTrust Bank until July 23, 2008. The City had drawn \$1,558,656 as of 9/30/07. The proceeds of the Line of Credit financed certain improvements to the City-owned Water and Sewer system. During the fiscal year ending 9 30 08, the Line of Credit was paid off by a Notes Payable to Hancock Bank. The Hancock Bank City of Brooksville, Florida Subordinated Water & Sewer Revenue Notes is in the amount of \$1,558,656 and was issued July 23, 2008. The loan has quarterly installments with 3.49% interest rate maturing August 15, 2018.

The Sanitation Fund has a 3% capital lease for the purchase of a sanitation truck. The lease expires May 5, 2009. The Sanitation Fund has a capital lease issued 9/14/07 in the amount of \$148,000 at 3.98% maturing 9/14/2014. This financed a 2008 Peterbilt Sanitation Truck. The present value of Minimum Lease Payments for both leases totals \$144,450. Refer to Note G on page 41 for further details.

Performance Measured Against Expectations (Budget)

General Fund Revenues were lower than the final budget by \$11,166. Final Budget was very close to actual revenue amounts. General Fund Expenditures were under budget by \$557,252. This is positive indication of the City's ability to plan and manage resources, and illustrates management's commitment to reducing expenditures especially with difficult economic times.

2008 Millage Rate

The City's elected and appointed officials considered many factors when adopting the 2008/09 Annual Budget. The State of Florida under s. 200.185, F.S, required that the City adopt a tax levy permitted under the law. If the City adopted a tax levy that exceeds the maximum tax levy, s. 200.185, F.S. requires that the municipality will lose their half-cent sales tax distribution. By majority vote, the tax authority could levy a maximum millage equal to their rolled-back rate adjusted for the change in per capita Florida personal income (4.15% for 2008). The City of Brooksville's maximum rate by majority vote was 6.8562 mills. A two-thirds vote maximum millage allowed by law was 7.5418 mills. The City of Brooksville complied with the requirements and did not lose their half-cent sales tax distribution. The City lowered the millage from 6.3230 mills (2007) to 6.0690 mills for 2008. The 2008 millage of 6.0690 was 0.7872 mills lower than required by the State of Florida with a majority vote and 1.4728 mills lower than required by the State of Florida with two-thirds vote of the City Council.

Acknowledgements

The preparation of this report could not be accomplished without the dedicated services of the entire staff of the Finance Department. Appreciation is also extended to the Mayor and City Council and the City Manager for their continuous commitment to the highest ethical standards in financial reporting and disclosure.

Requests for Information

This financial report is designed to provide a general overview of the City's finances for all of those with an interest in the government's finances. Questions concerning any of the information should be addressed to the Finance Director, CITY OF BROOKSVILLE, 201 Howell Avenue, Brooksville, Florida 34601.

CITY OF BROOKSVILLE, FLORIDA
STATEMENT OF NET ASSETS
SEPTEMBER 30, 2008

	PRIMARY GOVERNMENT		TOTAL
	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	
ASSETS			
POOLED CASH AND INVESTMENTS	\$ 5,959,925	\$ 3,643,350	\$ 9,603,275
ACCOUNTS RECEIVABLE	199,130	447,487	646,617
ALLOWANCE FOR UNCOLLECTIBLES	0	(38,717)	(38,717)
INTEREST RECEIVABLE	205	0	205
INTERNAL BALANCES	228,086	(228,086)	0
DUE FROM OTHER GOVERNMENTS	127,484	54,949	182,433
INVENTORIES	6,887	151,654	158,541
PREPAID ITEMS	107,601	44,657	152,258
RESTRICTED ASSETS			
CASH AND INVESTMENTS	11,969	1,896,354	1,908,323
CAPITAL ASSETS			
LAND	1,468,193	1,011,351	2,479,544
CONSTRUCTION IN PROGRESS	2,506,054	4,935,399	7,441,453
PROPERTY, PLANT & EQUIPMENT, NET OF ACCUMULATED DEPRECIATION	4,750,790	28,074,389	32,825,179
BOND ISSUE COSTS, NET	0	178,221	178,221
TOTAL ASSETS	\$ 15,366,324	\$ 40,171,008	\$ 55,537,332
LIABILITIES			
ACCOUNTS PAYABLE	\$ 119,084	\$ 164,693	\$ 283,777
ACCRUED INTEREST PAYABLE	0	13,474	13,474
ACCRUED WAGES PAYABLE	53,017	12,510	65,527
ACCRUED PAYROLL LIABILITIES	200	2,752	2,952
DEPOSITS	45,961	0	45,961
UNEARNED REVENUE	8,484	0	8,484
OTHER CURRENT LIABILITIES	169,579	2,599	172,178
PAYABLE FROM RESTRICTED ASSETS			
METER DEPOSITS	0	498,615	498,615
REVENUE BONDS PAYABLE	0	474,000	474,000
ACCRUED INTEREST PAYABLE	0	119,994	119,994
NON-CURRENT LIABILITIES			
DUE WITHIN ONE YEAR			
ACCRUED COMPENSATED ABSENCES	28,400	4,374	32,774
LEASES PAYABLE	0	34,638	34,638
NOTES PAYABLE	110,844	129,506	240,350
BONDS PAYABLE	5,800	0	5,800
DUE IN MORE THAN ONE YEAR			
ACCRUED COMPENSATED ABSENCES	120,066	20,576	140,642
LEASES PAYABLE	0	109,813	109,813
NOTES PAYABLE	690,668	1,429,150	2,119,818
REVENUE BONDS PAYABLE	243,000	10,331,947	10,574,947
OTHER LONG-TERM LIABILITIES	0	2,592,385	2,592,385
TOTAL LIABILITIES	\$ 1,595,103	\$ 15,941,026	\$ 17,536,129
NET ASSETS			
INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT RESTRICTED	7,674,725	22,065,216	29,739,941
RESTRICTED FOR DEBT RETIREMENT	0	0	0
RESTRICTED FOR RENEWAL & REPLACEMENT	0	850,801	850,801
UNRESTRICTED	6,096,496	1,313,965	7,410,461
TOTAL NET ASSETS	\$ 13,771,221	\$ 24,229,982	\$ 38,001,203

SEE ACCOMPANYING NOTES

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF ACTIVITIES
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

FUNCTION/PROGRAM ACTIVITIES	PROGRAM REVENUES				NET (EXPENSE) REVENUE AND CHANGES IN NET ASSETS		
	EXPENSES	CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTAL
GOVERNMENTAL ACTIVITIES							
GENERAL GOVERNMENT	\$ 2,192,786	\$ 1,392,184	\$ 189,585	\$ 0	\$ (611,017)	\$ 0	\$ (611,017)
PUBLIC SAFETY	3,314,334	2,314	19,149	0	(3,292,871)	0	(3,292,871)
PHYSICAL ENVIRONMENT	313,534	850	3,200	406,692	97,208	0	97,208
TRANSPORTATION	814,668	79,972	0	1,172,981	438,285	0	438,285
CULTURE & RECREATION	1,413,550	207,537	7,500	0	(1,198,513)	0	(1,198,513)
INTEREST ON LONG-TERM DEBT	41,973	0	0	0	(41,973)	0	(41,973)
TOTAL GOVERNMENTAL ACTIVITIES	8,090,845	1,682,857	219,434	1,579,673	(4,608,881)	0	(4,608,881)
BUSINESS-TYPE ACTIVITIES							
UTILITY	3,761,177	3,596,967	0	456,262	0	292,052	292,052
SANITATION	981,593	1,297,931	0	0	0	316,338	316,338
TOTAL BUSINESS-TYPE ACTIVITIES	4,742,770	4,894,898	0	456,262	0	608,390	608,390
TOTALS	\$ 12,833,615	\$ 6,577,755	\$ 219,434	\$ 2,035,935	(4,608,881)	608,390	(4,000,491)
GENERAL REVENUES							
PROPERTY TAXES					3,394,485	0	3,394,485
FUEL TAXES					295,914	0	295,914
SALES TAXES					361,789	0	361,789
OTHER TAXES					640,129	0	640,129
IMPACT FEES					382,790	0	382,790
STATE SHARED REVENUE					404,209	0	404,209
INVESTMENT EARNINGS					209,951	114,428	324,379
MISCELLANEOUS					262,212	(6,832)	255,380
GAIN (LOSS) ON SALE OF CAPITAL ASSETS					(1,309)	11,872	10,563
TRANSFERS					621,979	(621,979)	0
TOTAL GENERAL REVENUES AND TRANSFERS					6,572,149	(502,511)	6,069,638
CHANGE IN NET ASSETS					1,963,268	105,879	2,069,147
NET ASSETS, BEGINNING OF YEAR					11,807,953	24,124,103	35,932,056
NET ASSETS, END OF YEAR					\$ 13,771,221	\$ 24,229,982	\$ 38,001,203

CITY OF BROOKSVILLE, FLORIDA
 BALANCE SHEET
 GOVERNMENTAL FUNDS
 SEPTEMBER 30, 2008

	MAJOR FUNDS				TOTAL FUNDS
	CITY OF				
	GENERAL FUND	BROOKSVILLE COMMUNITY REDEVELOPMENT AGENCY	NONMAJOR GOVERNMENTAL FUNDS	GOVERNMENTAL FUNDS	
ASSETS					
POOLED CASH AND INVESTMENTS	\$ 1,240,591	\$ 236,580	\$ 3,223,841	\$	4,701,012
RESTRICTED POOLED CASH AND INVESTMENTS	0	0	11,969		11,969
ACCOUNTS RECEIVABLE	199,130	0	0		199,130
INTEREST RECEIVABLE	0	205	0		205
DUE FROM OTHER FUNDS	67,559	0	149,737		217,296
ADVANCE TO OTHER FUNDS	126,376	0	0		126,376
DUE FROM OTHER GOVERNMENTS	95,399	0	32,085		127,484
INVENTORIES	600	0	3,085		3,685
PREPAID ITEMS	105,037	0	0		105,037
TOTAL ASSETS	\$ 1,834,692	\$ 236,785	\$ 3,420,717	\$	5,492,194
LIABILITIES AND FUND BALANCE					
LIABILITIES					
ACCOUNTS PAYABLE	\$ 109,272	\$ 0	\$ 3,264	\$	112,536
DUE TO OTHER FUNDS	21,369	191,927	4,000		217,296
ACCRUED WAGES PAYABLE	52,055	0	0		52,055
DEPOSITS	45,961	0	0		45,961
UNEARNED REVENUE	0	0	8,484		8,484
OTHER CURRENT LIABILITIES	27,202	0	141,938		169,140
TOTAL LIABILITIES	255,859	191,927	157,686		605,472
FUND BALANCE					
RESERVED FOR ENCUMBRANCES	237,278	0	0		237,278
RESERVED FOR PREPAID ITEMS	105,037	0	0		105,037
RESERVED FOR ADVANCES	126,376	0	0		126,376
RESERVED FOR DEBT RETIREMENT	0	0	11,969		11,969
UNRESERVED: UNDESIGNATED					
GENERAL FUND	1,110,142	0	0		1,110,142
SPECIAL REVENUE FUNDS	0	44,858	2,799,007		2,843,865
CAPITAL PROJECT FUNDS	0	0	145,805		145,805
PERMANENT FUNDS	0	0	306,250		306,250
TOTAL FUND BALANCE	1,578,833	44,858	3,263,031		4,886,722
TOTAL LIABILITIES AND FUND BALANCE	\$ 1,834,692	\$ 236,785	\$ 3,420,717	\$	5,492,194

CITY OF BROOKSVILLE, FLORIDA
 RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE
 STATEMENT OF NET ASSETS
 SEPTEMBER 30, 2008

FUND BALANCES - TOTAL GOVERNMENTAL FUNDS \$ 4,886,722

AMOUNTS REPORTED FOR GOVERNMENTAL ACTIVITIES IN
 STATEMENT OF NET ASSETS ARE DIFFERENT BECAUSE:

CAPITAL ASSETS USED IN GOVERNMENTAL ACTIVITIES ARE NOT FINANCIAL
 RESOURCES AND THEREFORE ARE NOT REPORTED IN GOVERNMENTAL FUNDS.

GOVERNMENTAL CAPITAL ASSETS \$ 12,437,048
 LESS: ACCUMULATED DEPRECIATION (4,004,050) 8,432,998

LONG-TERM LIABILITIES ARE NOT DUE AND PAYABLE IN THE CURRENT PERIOD
 AND THEREFORE ARE NOT REPORTED IN THE GOVERNMENTAL FUNDS.

ACCRUED COMPENSATED ABSENCES (146,337)
 NOTES PAYABLE (801,512)
 BOND PAYABLE (248,800) (1,196,649)

INTERNAL SERVICE FUNDS ARE USED BY MANAGEMENT TO CHARGE
 THE COSTS OF CERTAIN ACTIVITIES TO THE INDIVIDUAL FUNDS.

ASSETS AND LIABILITIES OF THE INTERNAL SERVICE FUNDS THAT
 ARE REPORTED IN THE GOVERNMENTAL ACTIVITIES PORTION OF THE
 STATEMENT OF NET ASSETS. 1,546,440

OPERATING LOSS OF THE INTERNAL SERVICE FUNDS IS ALLOCATED
 BETWEEN GOVERNMENTAL ACTIVITIES AND BUSINESS-TYPE ACTIVITIES.
 INTERNAL SERVICE FUND OPERATING INCOME ALLOCATED TO BUSINESS-TYPE
 ACTIVITIES. 101,710

NET ASSETS OF GOVERNMENTAL ACTIVITIES \$ 13,771,221

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	MAJOR FUNDS				TOTAL GOVERNMENTAL FUNDS
	CITY OF BROOKSVILLE				
	GENERAL FUND	COMMUNITY REDEVELOPMENT AGENCY	NONMAJOR GOVERNMENTAL FUNDS	GOVERNMENTAL FUNDS	
REVENUES					
TAXES	\$ 3,946,451	\$ 88,163	\$ 295,914	\$ 4,330,528	
LICENSES & PERMITS	1,307,850	0	285	1,308,135	
INTERGOVERNMENTAL REVENUE	964,020	3,200	453,604	1,420,824	
CHARGES FOR SERVICES	188,238	0	29,137	217,375	
FINES & FORFEITS	34,271	0	2,314	36,585	
MISCELLANEOUS REVENUES	378,150	7,268	476,911	862,329	
TOTAL REVENUES	6,818,980	98,631	1,258,165	8,175,776	
EXPENDITURES					
CURRENT					
CULTURE & RECREATION	1,275,039	0	17,415	1,292,454	
GENERAL GOVERNMENT	2,102,798	0	42,632	2,145,430	
PUBLIC SAFETY	3,094,133	0	6,736	3,100,869	
PHYSICAL ENVIRONMENT	99,447	28,367	0	127,814	
TRANSPORTATION	711,212	0	94,210	805,422	
CAPITAL OUTLAY	77,983	3,200	603,255	684,438	
DEBT SERVICE	106,136	0	10,000	116,136	
PRINCIPAL	37,549	0	10,676	48,225	
INTEREST	7,504,297	31,567	784,924	8,320,788	
TOTAL EXPENDITURES	(685,317)	67,064	473,241	(145,012)	
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	854,968	0	92,239	947,207	
OTHER FINANCING SOURCES (USES)	(130,875)	0	(340,644)	(471,519)	
TRANSFERS IN	724,093	0	(248,405)	475,688	
TRANSFERS OUT					
TOTAL OTHER FINANCING SOURCES (USES)	38,776	67,064	224,836	330,676	
NET CHANGE IN FUND BALANCES	1,540,057	(22,206)	3,038,195	4,556,046	
FUND BALANCES, BEGINNING OF YEAR	1,578,833	44,858	3,263,031	4,886,722	
FUND BALANCES, END OF YEAR					

CITY OF BROOKSVILLE, FLORIDA
 RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
 FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

NET CHANGES IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS \$ 330,676

AMOUNTS REPORTED FOR GOVERNMENTAL ACTIVITIES IN THE
 STATEMENT OF ACTIVITIES ARE DIFFERENT BECAUSE:
 GOVERNMENTAL FUNDS REPORT CAPITAL OUTLAY AS EXPENDITURES.
 HOWEVER, IN THE STATEMENT OF ACTIVITIES, THE COST OF THOSE
 ASSETS IS DEPRECIATED OVER THEIR ESTIMATED USEFUL LIVES.

EXPENDITURES FOR CAPITALIZED ASSETS \$ 558,928
 LESS: CURRENT YEAR DEPRECIATION (347,006) 211,922

REALIZED GAIN ON DISPOSITION OF CAPITAL ASSETS (1,309)

REPAYMENT OF PRINCIPAL IS AN EXPENDITURE IN THE
 GOVERNMENTAL FUNDS, HOWEVER THE REPAYMENT REDUCES
 LONG-TERM LIABILITIES IN THE STATEMENT OF NET ASSETS. 116,136

SOME EXPENSES REPORTED IN THE STATEMENT OF ACTIVITIES DO
 NOT REQUIRE THE USE OF CURRENT FINANCIAL RESOURCES AND
 THEREFORE ARE NOT REPORTED AS EXPENDITURES IN THE
 GOVERNMENTAL FUNDS. THE AMOUNTS BELOW REPRESENT
 THE CHANGE IN THESE ACCOUNTS.

ACCRUED INTEREST ON LONG-TERM DEBT 6,252
 ACCRUED COMPENSATED ABSENCES (7,406)

REVENUES IN THE STATEMENT OF ACTIVITIES THAT DO NOT
 PROVIDE CURRENT FINANCIAL RESOURCES ARE NOT REPORTED
 AS REVENUES IN THE FUNDS. 1,172,981

INTERNAL SERVICE FUNDS ARE USED BY MANAGEMENT TO CHARGE
 THE COSTS OF CERTAIN ACTIVITIES TO INDIVIDUAL FUNDS. THE
 NET INCOME OF THE INTERNAL SERVICE FUND IS REPORTED
 WITH GOVERNMENTAL ACTIVITIES. (12,275)

TRANSFERS BETWEEN GOVERNMENTAL FUNDS INCLUDING
 INTERNAL SERVICE FUNDS MUST BE ELIMINATED FOR
 PRESENTATION IN THE STATEMENT OF ACTIVITIES. 146,291

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES \$ 1,963,268

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 GENERAL FUND
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	BUDGETED AMOUNTS		ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	ORIGINAL	FINAL		
REVENUES				
TAXES	\$ 3,858,049	\$ 3,858,049	\$ 3,946,451	\$ 88,402
LICENSES & PERMITS	1,385,500	1,385,500	1,307,850	(77,650)
INTERGOVERNMENTAL REVENUE	795,430	967,064	964,020	(3,044)
CHARGES FOR SERVICES	197,085	216,085	188,238	(27,847)
FINES & FORFEITS	36,500	36,500	34,271	(2,229)
MISCELLANEOUS REVENUES	346,348	366,948	378,150	11,202
TOTAL REVENUES	6,618,912	6,830,146	6,818,980	(11,166)
EXPENDITURES				
CURRENT				
CULTURE & RECREATION	1,181,729	1,407,713	1,275,039	132,674
GENERAL GOVERNMENT	2,225,210	2,378,640	2,102,798	275,842
PUBLIC SAFETY	3,171,039	3,210,447	3,094,133	116,314
PHYSICAL ENVIRONMENT	100,701	100,701	99,447	1,254
TRANSPORTATION	695,056	720,690	711,212	9,478
CAPITAL OUTLAY	51,615	99,839	77,983	21,856
DEBT SERVICE				
PRINCIPAL	106,520	106,520	106,136	384
INTEREST	36,999	36,999	37,549	(550)
TOTAL EXPENDITURES	7,568,869	8,061,549	7,504,297	557,252
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(949,957)	(1,231,403)	(685,317)	546,086
OTHER FINANCING SOURCES (USES)				
TRANSFERS IN	879,430	879,430	854,968	(24,462)
TRANSFERS OUT	(207,120)	(234,247)	(130,875)	103,372
TOTAL OTHER FINANCING SOURCES (USES)	672,310	645,183	724,093	78,910
NET CHANGE IN FUND BALANCE	(277,647)	(586,220)	38,776	624,996
FUND BALANCES, BEGINNING OF YEAR	277,647	586,220	1,540,057	953,837
FUND BALANCES, END OF YEAR	\$ 0	\$ 0	\$ 1,578,833	\$ 1,578,833

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 CITY OF BROOKSVILLE COMMUNITY REDEVELOPMENT AGENCY (CRA) FUND
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	BUDGETED AMOUNTS		ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	ORIGINAL	FINAL		
REVENUES				
TAXES	\$ 90,000	\$ 90,000	\$ 88,163	\$ (1,837)
INTERGOVERNMENTAL REVENUE	0	0	3,200	3,200
MISCELLANEOUS REVENUES	4,000	4,000	7,268	3,268
TOTAL REVENUES	94,000	94,000	98,631	4,631
EXPENDITURES				
CURRENT				
PHYSICAL ENVIRONMENT	29,000	29,000	28,367	633
CAPITAL OUTLAY	100,000	100,000	3,200	96,800
TOTAL EXPENDITURES	129,000	129,000	31,567	97,433
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(35,000)	(35,000)	67,064	102,064
NET CHANGE IN FUND BALANCES	(35,000)	(35,000)	67,064	102,064
FUND BALANCES, BEGINNING OF YEAR	35,000	35,000	(22,206)	(57,206)
FUND BALANCES, END OF YEAR	\$ 0	\$ 0	\$ 44,858	\$ 44,858

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF NET ASSETS
 PROPRIETARY FUNDS
 SEPTEMBER 30, 2008

	BUSINESS-TYPE ACTIVITIES			TOTAL	GOVERNMENTAL ACTIVITIES - INTERNAL SERVICE FUND
	UTILITY FUND	SANITATION FUND			
ASSETS					
CURRENT ASSETS					
POOLED CASH AND INVESTMENTS	\$ 2,923,225	\$ 720,125	\$ 3,643,350	\$ 1,258,913	
ACCOUNTS RECEIVABLE	447,487	0	447,487	0	
ALLOWANCE FOR UNCOLLECTIBLES	(38,717)	0	(38,717)	0	
DUE FROM OTHER GOVERNMENTS	54,113	836	54,949	0	
INVENTORIES	151,654	0	151,654	3,202	
PREPAID ITEMS	30,089	14,568	44,657	2,564	
TOTAL CURRENT ASSETS	3,567,851	735,529	4,303,380	1,264,679	
NON-CURRENT ASSETS					
RESTRICTED ASSETS					
CASH AND INVESTMENTS	1,896,354	0	1,896,354	0	
CAPITAL ASSETS, NET					
LAND	964,331	47,020	1,011,351	0	
PROPERTY PLANT & EQUIPMENT	27,697,793	376,596	28,074,389	254,317	
CONSTRUCTION IN PROGRESS	4,935,399	0	4,935,399	37,722	
BOND ISSUE COSTS, NET	178,221	0	178,221	0	
TOTAL NON-CURRENT ASSETS	35,672,098	423,616	36,095,714	292,039	
TOTAL ASSETS	\$ 39,239,949	\$ 1,159,145	\$ 40,399,094	\$ 1,556,718	

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF NET ASSETS
 PROPRIETARY FUNDS
 SEPTEMBER 30, 2008

	BUSINESS-TYPE ACTIVITIES		TOTAL	GOVERNMENTAL ACTIVITIES - INTERNAL SERVICE FUND
	UTILITY FUND	SANITATION FUND		
LIABILITIES				
CURRENT LIABILITIES				
ACCOUNTS PAYABLE	\$ 76,340	\$ 88,353	\$ 164,693	\$ 6,548
ACCRUED INTEREST PAYABLE	13,305	169	13,474	0
ACCRUED WAGES PAYABLE	10,218	2,292	12,510	962
ACCRUED PAYROLL LIABILITIES	2,238	514	2,752	200
LEASES PAYABLE - CURRENT	0	34,638	34,638	0
NOTES PAYABLE - CURRENT	129,506	0	129,506	0
OTHER CURRENT LIABILITIES	2,524	75	2,599	439
TOTAL CURRENT LIABILITIES	234,131	126,041	360,172	8,149
CURRENT LIABILITIES (PAYABLE FROM RESTRICTED ASSETS)				
METER DEPOSITS	498,615	0	498,615	0
REVENUE BONDS PAYABLE	474,000	0	474,000	0
ACCRUED INTEREST PAYABLE	119,994	0	119,994	0
TOTAL CURRENT LIABILITIES (PAYABLE FROM RESTRICTED ASSETS)	1,092,609	0	1,092,609	0
NON-CURRENT LIABILITIES				
ACCRUED COMPENSATED ABSENCES	19,312	5,638	24,950	2,129
ADVANCE FROM OTHER FUNDS	126,376	0	126,376	0
LEASES PAYABLE	0	109,813	109,813	0
NOTES PAYABLE	1,429,150	0	1,429,150	0
REVENUE BONDS PAYABLE	10,331,947	0	10,331,947	0
OTHER LONG-TERM LIABILITIES	2,592,385	0	2,592,385	0
TOTAL NON-CURRENT LIABILITIES	14,499,170	115,451	14,614,621	2,129
TOTAL LIABILITIES	\$ 15,825,910	\$ 241,492	\$ 16,067,402	\$ 10,278
NET ASSETS				
INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT	21,786,220	278,996	22,065,216	292,039
RESTRICTED:				
RESERVED FOR DEBT RETIREMENT	0	0	0	0
RESERVED FOR RENEWAL & REPLACEMENT	850,801	0	850,801	0
UNRESTRICTED	777,018	638,657	1,415,675	1,254,401
TOTAL NET ASSETS	\$ 23,414,039	\$ 917,653	\$ 24,331,692	\$ 1,546,440
ADJUSTMENT TO REFLECT THE CONSOLIDATION OF INTERNAL SERVICE FUND ACTIVITIES RELATED TO ENTERPRISE FUNDS				(101,710)
NET ASSETS OF BUSINESS-TYPE ACTIVITIES				\$ 24,229,982

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
 PROPRIETARY FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	BUSINESS-TYPE ACTIVITIES		TOTAL	GOVERNMENTAL ACTIVITIES - INTERNAL SERVICE FUND
	UTILITY FUND	SANITATION FUND		
OPERATING REVENUE				
CHARGES FOR SERVICES	\$ 3,613,055	\$ 1,319,670	\$ 4,932,725	\$ 169,477
MISCELLANEOUS REVENUES	(5,763)	(1,069)	(6,832)	(5,556)
TOTAL OPERATING REVENUES	3,607,292	1,318,601	4,925,893	163,921
OPERATING EXPENSES				
PERSONAL SERVICES	955,822	263,379	1,219,201	132,994
OTHER SERVICES & CHARGES	1,067,397	645,952	1,713,349	34,935
DEPRECIATION	1,241,332	65,509	1,306,841	81,710
TOTAL OPERATING EXPENSES	3,264,551	974,840	4,239,391	249,639
OPERATING INCOME (LOSS)	342,741	343,761	686,502	(85,718)
NONOPERATING REVENUES (EXPENSES)				
INTEREST EARNINGS	101,276	13,152	114,428	31,108
INTEREST EXPENSE	(496,626)	(6,753)	(503,379)	0
GAIN ON SALE OF FIXED ASSETS	6,692	5,180	11,872	0
TOTAL NONOPERATING REVENUES (EXPENSES)	(388,658)	11,579	(377,079)	31,108
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	(45,917)	355,340	309,423	(54,610)
CONTRIBUTIONS AND TRANSFERS				
CAPITAL GRANTS AND CONTRIBUTIONS	456,262	0	456,262	0
TRANSFERS IN	0	1,602	1,602	147,041
TRANSFERS OUT	(470,620)	(152,961)	(623,581)	(750)
TOTAL CONTRIBUTIONS AND TRANSFERS	(14,358)	(151,359)	(165,717)	146,291
CHANGE IN NET ASSETS	(60,275)	203,981	143,706	91,681
NET ASSETS, BEGINNING OF YEAR	23,474,314	713,672		1,454,759
NET ASSETS, END OF YEAR	\$ 23,414,039	\$ 917,653		\$ 1,546,440
ADJUSTMENT TO REFLECT CONSOLIDATION OF INTERNAL SERVICE FUND ACTIVITIES RELATED TO ENTERPRISE FUNDS.			(37,827)	
CHANGE IN NET ASSETS OF BUSINESS-TYPE ACTIVITIES				\$ 105,979

CITY OF BROOKSVILLE, FLORIDA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	BUSINESS-TYPE ACTIVITIES		TOTAL	GOVERNMENTAL ACTIVITIES - INTERNAL SERVICE FUND
	UTILITY FUND	SANITATION FUND		
CASH FLOWS FROM OPERATING ACTIVITIES				
RECEIPTS FROM CUSTOMERS	\$ 4,989,007	\$ 1,319,670	\$ 6,308,677	\$ 169,477
PAYMENTS TO SUPPLIERS	(1,319,128)	(702,208)	(2,021,336)	(72,332)
PAYMENTS TO EMPLOYEES	(684,754)	(180,404)	(865,158)	(97,947)
OTHER RECEIPTS (PAYMENTS)	(5,763)	(1,905)	(7,668)	(5,556)
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	2,979,362	435,153	3,414,515	(6,358)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES				
TRANSFERS FROM OTHER FUNDS	0	1,602	1,602	147,041
TRANSFERS TO OTHER FUNDS	(470,620)	(152,961)	(623,581)	(750)
NET CASH PROVIDED (USED BY) NONCAPITAL FINANCING ACTIVITIES	(470,620)	(151,359)	(621,979)	146,291
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
PURCHASES OF PROPERTY, PLANT & EQUIPMENT	(1,947,096)	0	(1,947,096)	(98,402)
PROCEEDS FROM SALE OF FIXED ASSETS	6,692	5,180	11,872	0
CAPITAL GRANT RECEIPTS	485,022	0	485,022	0
PROCEEDS OF LONG-TERM DEBT	0	0	0	0
PRINCIPAL PAYMENTS ON LONG-TERM DEBT	(461,000)	(55,653)	(516,653)	0
INTEREST PAYMENTS ON LONG-TERM DEBT	(476,517)	(7,017)	(483,534)	0
NET CASH USED BY CAPITAL AND RELATED FINANCING ACTIVITIES	(2,392,899)	(57,490)	(2,450,389)	(98,402)
CASH FLOWS FROM INVESTING ACTIVITIES				
RECEIPT OF INTEREST AND DIVIDENDS	101,276	13,152	114,428	31,108
NET CASH PROVIDED BY INVESTING ACTIVITIES	101,276	13,152	114,428	31,108
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	217,119	239,456	456,575	72,639
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	4,602,460	480,669	5,083,129	1,186,274
CASH AND CASH EQUIVALENTS, END OF YEAR	4,819,579	720,125	5,539,704	1,258,913
CLASSIFIED AS:				
UNRESTRICTED	\$ 2,923,225	\$ 720,125	\$ 3,643,350	\$ 1,258,913
RESTRICTED	1,896,354	0	1,896,354	0
TOTAL CASH AND CASH EQUIVALENTS	\$ 4,819,579	\$ 720,125	\$ 5,539,704	\$ 1,258,913

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF CASH FLOWS
 PROPRIETARY FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	BUSINESS-TYPE ACTIVITIES		GOVERNMENTAL	
	UTILITY	SANITATION	TOTAL	ACTIVITIES -
	FUND	FUND		INTERNAL
				SERVICE FUND
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES				
OPERATING INCOME (LOSS)	\$ 342,741	\$ 343,761	\$ 686,502	\$ (85,718)
ADJUSTMENTS TO RECONCILE OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:				
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:				
DEPRECIATION EXPENSE	1,241,332	65,509	1,306,841	81,710
(INCREASE) DECREASE IN				
ACCOUNTS RECEIVABLE	(64,002)	0	(64,002)	0
DUE FROM OTHER GOVERNMENTS	0	(836)	(836)	0
INVENTORIES	32,659	0	32,659	(2,977)
PREPAID ITEMS	(17,040)	(13,910)	(30,950)	0
INCREASE (DECREASE) IN				
ACCOUNTS PAYABLE	4,043	42,355	46,398	5,069
ADVANCE FROM OTHER FUNDS	(6,651)	0	(6,651)	0
ACCRUED WAGES PAYABLE	4,962	757	5,719	221
ACCRUED PAYROLL LIABILITIES	880	176	1,056	(36)
OTHER CURRENT LIABILITIES	(106,148)	45	(106,103)	(430)
METER DEPOSITS	(3,970)	0	(3,970)	0
ACCRUED COMPENSATED ABSENCES	(56)	(2,704)	(2,760)	(4,197)
OTHER LONG-TERM LIABILITIES	1,550,612	0	1,550,612	0
TOTAL ADJUSTMENTS	2,636,621	91,392	2,728,013	79,360
NET CASH PROVIDED BY OPERATING ACTIVITIES	\$ 2,979,362	\$ 435,153	\$ 3,414,515	\$ (6,358)

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF FIDUCIARY NET ASSETS
 SEPTEMBER 30, 2008

	PRIVATE PURPOSE TRUST FUNDS	PENSION TRUST FUNDS	AGENCY FUNDS
ASSETS			
POOLED CASH	\$ 0	\$ 427,770	\$ 26,044
INVESTMENT IN DEBT SECURITIES	9,295	2,376,402	0
INVESTMENT IN MARKETABLE EQUITY SECURITIES	0	3,331,950	0
ACCOUNTS RECEIVABLE	0	33,187	0
TOTAL ASSETS	\$ 9,295	\$ 6,169,309	\$ 26,044
LIABILITIES AND FUND BALANCE			
LIABILITIES			
ACCOUNTS PAYABLE	\$ 0	\$ 0	\$ 4,108
OTHER CURRENT LIABILITIES	0	0	21,936
TOTAL LIABILITIES	0	0	26,044
NET ASSETS			
HELD IN TRUST FOR RETIREMENT AND OTHER PURPOSES	9,295	6,169,309	
TOTAL NET ASSETS	\$ 9,295	\$ 6,169,309	

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	PRIVATE PURPOSE TRUST FUNDS	PENSION TRUST FUNDS
ADDITIONS		
CONTRIBUTIONS		
EMPLOYER	0 \$	165,510
PLAN MEMBERS	0	31,429
OTHER	0	328,483
TOTAL CONTRIBUTIONS	0	525,422
INVESTMENT EARNINGS		
NET INCREASE (DECREASE) IN FAIR VALUE	(132)	(1,231,246)
GAIN (LOSS) ON SALE OF INVESTMENTS	0	256,123
INTEREST/DIVIDENDS	274	206,703
TOTAL INVESTMENT EARNINGS	142	(768,420)
MISCELLANEOUS REVENUES	0	426
TOTAL ADDITIONS	142	(242,572)
DEDUCTIONS		
BENEFIT PAYMENTS	0	280,554
ADMINISTRATIVE EXPENSES	0	93,444
TOTAL DEDUCTIONS	0	373,998
CHANGE IN NET ASSETS	142	(616,570)
NET ASSETS, BEGINNING OF YEAR	9,153	6,785,879
NET ASSETS, END OF YEAR	9,295 \$	6,169,309

CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008

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**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE A – REPORTING ENTITY

The City of Brooksville is an incorporated municipality, established in 1880, when the officers of the Town of Brooksville adopted ordinances declaring administrative and criminal laws. In 1931 the legislature of the State of Florida approved the Proposed Home Rule Charter for the City of Brooksville as contained in Chapter 15103 of the 1931 Acts of Florida. This chapter legalized and validated the charter election, which was held in the City on April 21, 1931. The City operates under a City Council-Manager form of government and provides the following municipal services: general administrative, public safety, permitting and zoning, development, public improvements, recreation, water and sewer, sanitation and cemetery services.

The accompanying financial statements are prepared in accordance with generally accepted accounting principles (GAAP) applicable to governmental units, as prescribed by the Governmental Accounting Standards Board (GASB). The more significant of the City's accounting policies are described below.

As required by the Governmental Accounting Standards Board (GASB), these financial statements include the Council (the primary government) and its component units, entities for which the Council is considered to be financially accountable. The Council is financially accountable if (a) it appoints a voting majority of the organization's governing board and (1) it is able to impose its will on the organization or (2) there is a potential for the organization to provide specific financial benefit to or impose specific financial burden on the Council; (b) the organization is fiscally dependent upon the Council; or (c) it would cause the financial statements to be misleading by excluding the organization.

The reporting entity's financial statements should allow users to distinguish between the primary government (the Council) and its component units. However, some component units, because of the closeness of their relationships with the Council should be blended as though they were part of the City. Otherwise, component units should be discretely presented. To accomplish this goal, the City's financial statements present the fund types of the City, including component units that have been blended.

City of Brooksville Community Redevelopment Agency

The City of Brooksville Community Redevelopment Agency (CRA), a public body corporate and politic created pursuant to Florida Statutes, Section 163.356 was created to oversee and implement the City's redevelopment plan and to supervise and control the expenditures of tax increment financing funds placed in the Community Redevelopment Area Trust Fund. The members of the City Council serve as the members of the CRA Board and approve the annual budget. The CRA satisfies the criteria in GASB 14 for blending and is reported as a Special Revenue Fund of the City. The CRA must be treated as a major fund, pursuant to Florida Statutes, Section 163.387(8). Separate financial statements are not prepared.

Brooksville Housing Authority

The Brooksville Housing Authority has not been included as part of the City for financial statement purposes. The governing board is selected by the City Council, but then the governing board is responsible for the hiring and firing of management; the budget, which is then approved by the federal government; and all fiscal matters. The City has no responsibility for any surplus or deficits of the Brooksville Housing Authority.

Brooksville Fire District

The Brooksville Fire District was created by action of City Council on November 15, 2004. The members of the City Council serve as the members of the Brooksville Fire District Board. However, at this time the Fire District is not assessing fees to District residents. No annual budget has been approved and no revenues or expenses have occurred since the creation of the District.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basic Financial Statements – Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The City's basic financial statements include both government-wide (reporting the City as a whole) and fund financial statements (reporting the City's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. The City's police and fire protection, parks, public works, and general administrative services are classified as governmental activities. The City's water, sewer, and sanitation services are classified as business-type activities.

In the government-wide Statement of Net Assets, both the governmental and business-type activities columns (a) are presented on a consolidated basis by column, and (b) are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The City's net assets are reported in three parts – invested in capital assets, net of related debt; restricted net assets; and unrestricted net assets. The City first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports functional categories of programs provided by the City and demonstrates how and to what degree those programs are supported by specific revenue. The "Expenses" column reports direct expenses that are clearly identifiable with a specific function or program. "Program Revenues" are directly attributable to a specific function or program and are categorized as charges for services, operating grants and contributions, and capital grants and contributions. The net of program expenses less program revenues reflects the net cost of each function or program. The general revenues section includes revenues that are not program specific such as taxes and investment earnings.

As a general rule, the effect of interfund balances and transfers have been removed from the government-wide financial statements, except for the residual amounts between governmental and business-type activities reported as "internal balances", which are eliminated in the total column. These statements distinguish between governmental and business-type activities of the City. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

This government-wide focus is more on the sustainability of the City as an entity and the change in the City's net assets resulting from the current year's activities.

Fund Financial Statements

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures (or expenses), as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The funds of the City are divided into three categories: governmental, proprietary and fiduciary.

The emphasis in fund financial statements is on the major funds, as defined by GASB, in either the governmental or business-type activities categories. The nonmajor funds are combined in a column in the fund financial statements.

The City operates the following major governmental funds:

Government Funds

Government funds are used to account for all or most of a government's general activities. The City operates the following major governmental funds:

- The **General Fund** is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Financial Statements (Continued)

Government Funds (Continued)

- The **City of Brooksville Community Redevelopment Agency**, a special revenue fund, accounts for expenditures associated with oversight and implementation of the City's redevelopment plan and control of the expenditures of tax increment financing funds placed in the City of Brooksville Community Redevelopment Agency.

Proprietary Funds

Proprietary funds are used to account for a government's ongoing activities, which are similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration.

The City reports the following major proprietary funds:

- The **Water and Sewer Utility Fund** accounts for the fiscal activity of providing water and wastewater services to residential and commercial customers.
- The **Sanitation Fund** accounts for the fiscal activity of providing collection and disposal of solid waste to residential and commercial customers.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's enterprise funds and of the internal service fund are charges to customers for sales and services. Operating expenses for enterprise funds and the internal service fund include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The City's internal service fund is presented in the proprietary funds financial statements. Because the principal users of the internal service (vehicle maintenance) are the City's governmental activities, the financial statement of the internal service fund is consolidated into the governmental column when presented in the government-wide financial statements. The cost of these services is reported in the appropriate functional activity.

Fiduciary Funds

Fiduciary Funds are used to report assets held in a trustee or agency capacity for others and therefore are not available to support City activities or obligations. As a result, they are excluded from the government-wide financial statements.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The City applies all applicable Financial Accounting Standards Board (FASB) pronouncements issued before November 30, 1989 in accounting and reporting for its governmental activities, business-type activities and proprietary operations, but has elected not to apply FASB pronouncements issued after November 30, 1989.

Basis of accounting refers to when revenues and expenditures, or expenses, are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

The modified accrual basis of accounting is followed by governmental funds. Under the modified accrual basis of accounting, revenues are recorded when they become measurable and available to pay liabilities of the current period. Expenditures are recorded when the related fund liability has been incurred except for (1) principal and interest on long-term debt, which is recorded when due, and (2) the noncurrent portion of accrued vacation and sick leave.

All proprietary funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. Net Assets is segregated into three components: invested in capital assets, net of related debt; restricted net assets and unrestricted net assets. Proprietary fund type operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in net assets.

The Fiduciary Funds consist of pension trust, private-purpose trust and agency funds. Pension trust and private-purpose trust funds are prepared on a full accrual basis, which is a flow of economic resources measurement focus. Agency funds are also prepared on a full accrual basis, but do not have a measurement focus.

Budgets and Budgetary Accounting

The City follows these procedures, which comply with legal requirements, in establishing the budgetary data reflected in the financial statements:

1. All funds have legally adopted annual budgets. Prior to the inception of the fiscal year, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing October 1. The operating budget includes proposed expenditures and the means of funding them.
2. Public hearings are conducted to obtain taxpayer comments.
3. Prior to October 1, the budget is legally enacted through passage of an ordinance.
4. The City Manager is authorized to transfer budget amounts within departments; however, any revisions that alter the total expenditures of any department or fund must be approved by the City Council. City policy permits amendments to the budget during the fiscal year and subsequent to year-end.
5. Budgets for the General Fund, Special Revenue Funds and Capital Projects Funds are principally prepared on the modified accrual basis of accounting. Encumbrances, which do not lapse at the end of a fiscal year, are carried over to the next fiscal year.

Encumbrance Accounting

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in all funds. Encumbrances outstanding at year-end are reported as reservations of fund balances since they do not constitute expenditures or liabilities under generally accepted accounting principles.

Cash and Cash Equivalents

Cash and cash equivalents are stated at cost, which approximates market.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Allowances For Uncollectibles

The City calculates its allowances for uncollectibles using historical collection data, specific account analysis and management's judgment.

Investments

All investments, except non-participating investments, (i.e., certificates of deposits, and repurchase agreements), and investments in the "2a-7 like external investments pools" are reported at fair value.

Inventories

Supplies inventories are valued at cost on a first-in, first-out basis. Supplies inventory consists of supplies held for consumption that are expensed at the time of consumption, rather than at the time a liability is incurred.

Confiscated property inventory is valued at estimated fair market value at the date confiscated. Confiscated property inventory consists of tangible property confiscated from persons due to the properties' connection to alleged illegal activity.

Prepaid Items

Payments made to vendors in the governmental funds for services that will benefit periods beyond September 30th are recorded as prepaid items. Prepaid expenses in the enterprise funds are reported on the accrual basis and are expensed as the related benefits expire.

Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements as well as the proprietary fund financial statements.

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value on date of donation. Capital assets in the Proprietary Funds are stated at cost for all assets purchased subsequent to June 30, 1971. For those fixed assets purchased prior to June 30, 1971, an appraisal of the estimated cost of these assets was performed as of that date. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided using the straight-line method. The estimated useful lives are as follows:

Buildings	40 years
Utility Plant in Service	20 – 40 years
Equipment	5 – 10 years
Infrastructure	10 – 50 years

The City is not required to report infrastructure assets acquired prior to October 1, 2003. Infrastructure assets include roads, bridges, underground pipe (other than related to utilities), traffic signals, etc. As infrastructure is added, the assets are capitalized and depreciated appropriately.

Compensated Absences

City employees accumulate vacation pay in varying amounts as services are provided. All outstanding vacation time is payable upon termination of employment.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Compensated Absences (Continued)

Additionally, City employees accumulate sick leave in varying amounts as services are provided. Effective with the first pay period each October, employees are given the option to convert up to fifty percent (50%) of the unused sick leave earned for the previous twelve (12) months to cash payment based upon the employee's then current rate of pay. The remaining balance is accrued for the employee's use. Upon separation or retirement of employment with the City, the balance of unused sick leave has no value.

The cost of accumulated vacation and sick leave pay expected to be paid in the future are accounted for as a liability in the government-wide financial statements.

Restricted Net Assets

In accordance with applicable covenants of certain enterprise fund bond issues, cash and other assets have been appropriately restricted. Cash has also been restricted to the extent of customers' deposits and unexpended bond proceeds. Net Assets have been reserved for the excess of restricted assets over related liabilities where appropriate.

Reserved and Designated Fund Balance

Fund balance reserves are used to indicate that portion of the fund balance that is not available for expenditures or is legally segregated for a specific future use. Designations of portions of the fund balance are established to indicate tentative plans for financial resource utilization in a future period.

Statement of Cash Flows

For purposes of the statements of cash flows, the City has included checking accounts, certificates of deposit, and cash on hand as part of cash and cash equivalents. Cash equivalents are defined as those with original maturities of 90 days or less.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates, and those differences could be material.

NOTE C – CASH AND INVESTMENTS

Cash Deposits

As of September 30, 2008, the City's cash deposits were entirely covered by federal depository insurance or by the banking network provided by Chapter 280 of the Florida Statutes. Florida Statutes provide for collateral pooling by banks and savings and loans, and limit local government deposits to "authorized depositories." Therefore, all cash deposits held by banks can be classified as fully insured.

Restricted Cash

Customer deposits, renewal and replacement and debt retirement funds are shown as restricted cash due to the legal limitations imposed on them.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE C – CASH AND INVESTMENTS (CONTINUED)

Investments

The City's investment policy allows the City to invest surplus money in instruments provided by Florida Statutes Chapter 218.40 – 218.415. Among them are:

- a. The Local Government Surplus Funds Trust Fund or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperative Act, as provided in Section 163.01, Florida Statutes;
- b. Savings accounts in state-certified qualified public depositories, as defined in Section 280.02, Florida Statutes;
- c. Certificates of deposit in state-certified qualified public depositories, as defined in Section 280.02, Florida Statutes;
- d. Direct obligations of the U.S. Treasury;
- e. Federal Agencies and instrumentalities;
- f. Repurchase Contracts secured by U.S. Treasury or U.S. Government Agency Securities when market value shall be not less than 5% more than the amount of the contract. The 5% margin shall be maintained for the term of the contract. If the market value falls below the 5% margin, the issuer of the contract shall pledge additional collateral to restore the margin.

City ordinance authorizes investments for the pension trust funds, as follows:

- a. Annuity and life insurance contracts;
- b. Time and savings accounts of National Bank and a State of Florida bank insured by FDIC;
- c. Obligations of the United States;
- d. State and local government bonds (as restricted); and
- e. Corporate stocks and bonds (as restricted).

Pension trust fund investments are made up primarily of trust company and equity funds (bank common funds). The investments are insured or registered securities that are held by the City or its agent, in the City's name. As of September 30, 2008, pension trust fund investments totaled \$6,136,122.

The following schedule reflects cash, demand deposits and investments on hand at September 30, 2008:

	Statement of Net Assets	Statement of Fiduciary Net Assets	Total
Unrestricted			
Cash	\$ 4,175	\$ 0	\$ 4,175
Checking Accounts	415,413	26,044	441,457
Certificate of Deposit	27,922	0	27,922
Local Government Surplus Trust Fund	4,151,444	9,295	4,160,739
Federated	4,992,418	0	4,992,418
Savings Account	<u>11,903</u>	<u>0</u>	<u>11,903</u>
Total	<u>\$9,603,275</u>	<u>\$35,339</u>	<u>\$9,638,614</u>

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE C – CASH AND INVESTMENTS (CONTINUED)

	Statement of Net Assets	Statement of Fiduciary Net Assets	Total
Restricted			
Checking Accounts	\$ 463,819	\$ 0	\$ 463,819
Local Government Surplus Trust Fund	<u>651,944</u>	<u>0</u>	<u>651,944</u>
	1,115,763	0	1,115,763
U.S. Government Agencies	<u>792,560</u>	<u>0</u>	<u>792,560</u>
Total	<u>\$1,908,323</u>	<u>\$ 0</u>	<u>\$1,908,323</u>

Investments listed above as U.S. Government Agencies consist of variable rate bonds held with the Florida Municipal Investment Trust. As of September 30, 2008, the fair value and maturities of these securities are as follows:

	Fair Value	Maturity 1-5 Years
U.S. Government Agencies	<u>\$792,560</u>	<u>\$792,560</u>

Interest Rate Risk

To mitigate interest rate risk, the City's investment policy requires that the investment portfolio structure maturities to the City's cash needs for ongoing operations and that operating funds be invested primarily in short-term securities. Of the City's investments outstanding at year-end, all of them have maturities of less than one year. The City's policy requires that investments have maturities no greater than five years.

Credit Risk

To mitigate credit risk, the City primarily invests in U.S. government securities and the State of Florida local government surplus trust fund pool. Money market accounts are held with qualified public depositories who meet the State of Florida requirements.

Custodial Risk

To mitigate custodial risk, broker/dealers must meet established capital requirements as set forth by the Securities Exchange Commission, be registered in the State of Florida, provide proof of registration, complete a broker/dealer questionnaire, certify understanding of the City's investment policy, and provide a copy of most recent audit report.

Concentration of Credit Risk

The City's investment policy requires that investments be diversified by security type and institution. Approximately 7% of the City's investments are in Florida Municipal Investment Trust, which are currently rated as AAA by the Standard & Poor's (S&P) and Fitch's rating agencies. Approximately 47% of the City's investments are in Federated Investors, Inc., which are currently rated as AAA by the S&P and Fitch's rating agencies and Aaa by Moody's Rating Agency.

The Local Government Surplus Funds Trust Fund Investment Pool (the "LGIP") is considered a SEC 2a7-like fund, thus the account balance is considered the fair value of the investment. The LGIP is currently rated AAA by S&P Rating Agency.

The Fund B Surplus Funds Trust Fund (the "Fund B") is accounted for as a fluctuating and net asset value pool. The Fair Value factor for September 30, 2008 was .798385. The account balance is multiplied by the factor to calculate the fair value of your investment in Fund B. The fund B is not currently rated by any nationally recognized statistical rating agency.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE D – UTILITY FUND

Revenue Bonds Payable

In February 1992, the City issued \$6,915,000 in Water and Sewer Refunding Bonds to advance refund the outstanding 1988B and 1988C Series bonds.

In December 1999, the City issued \$6,680,000 in Water and Sewer Revenue Bonds for the purpose of providing a part of the funds required to retire a non-revolving credit line. The City had used the proceeds from the non-revolving credit line to provide part of the funding for the construction of a new wastewater treatment plant and transmission lines.

In November 2002, the City issued \$6,610,000 in Water and Sewer Revenue Refunding Bonds to currently refund all outstanding 1988A and 1992 Series bonds, to finance the costs of issuance and pay insurance premiums for a municipal bond insurance policy as well as a reserve insurance policy.

The Series 1999 bonds are payable solely from and secured by the Net Revenues of the Water and Sewer System. The Series 2002 bonds are payable from and secured by a first lien upon and pledge of the Net Revenues of the Water and Sewer System. The Series 2002 lien is on a parity and equal status with the Series 1999 bonds.

Interest on the 1999 bonds is payable annually on September 1 of each year. The bonds carry an interest rate of 3.25%. Bonds maturing on or before September 1, 2008, are not subject to redemption prior to their respective dates of maturity. Bonds maturing September 1, 2009, and thereafter may be redeemed prior to maturing on September 1, 2008, or any subsequent interest date, at the option of the City at par plus accrued interest. If the bonds are redeemed on September 1, 2008 to September 2009, or September 1, 2010 to September 1, 2011, 2% or 1% premiums, respectively, will be added to the redemption price.

Interest on the 2002 bonds is payable semi-annually, on April 1 and October 1 of each year. The bonds carry interest rates varying from 2.50% to 4.60%, depending upon maturity date. Bonds maturing prior to October 1, 2013 shall not be subject to redemption prior to maturity. Bonds maturing on October 1, 2013 or thereafter may be redeemed prior to maturing on October 1, 2012, or any date thereafter, at the option of the City at a stated redemption price plus accrued interest.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE D – UTILITY FUND (CONTINUED)

The following is a summary of the required debt service payments for the fiscal years ended September 30:

	<u>1999 Issue</u>		<u>Total</u>
	<u>Principal</u>	<u>Interest</u>	
2009	\$ 114,000	\$ 194,090	\$ 308,090
2010	118,000	190,385	308,385
2011	121,000	186,550	307,550
2012	127,000	182,618	309,618
2013	131,000	178,490	309,490
2014	134,000	174,233	308,233
2015	139,000	169,878	308,878
2016	144,000	165,360	309,360
2017	147,000	160,680	307,680
2018	153,000	155,903	308,903
2019	158,000	150,930	308,930
2020	163,000	145,795	308,795
2021	168,000	140,498	308,498
2022	173,000	135,038	308,038
2023	179,000	129,415	308,415
2024	186,000	123,598	309,598
2025	191,000	117,553	308,553
2026	198,000	111,345	309,345
2027	205,000	104,910	309,910
2028	211,000	98,248	309,248
2029	218,000	91,390	309,390
2030	225,000	84,305	309,305
2031	231,000	76,993	307,993
2032	238,000	69,485	307,485
2033	246,000	61,750	307,750
2034	254,000	53,755	307,755
2035	263,000	45,500	308,500
2036	271,000	36,953	307,953
2037	279,000	28,145	307,145
2038	289,000	19,078	308,078
2039	<u>298,000</u>	<u>9,685</u>	<u>307,685</u>
Totals	<u>\$5,972,000</u>	<u>\$3,592,556</u>	<u>\$9,564,556</u>

CITY OF BROOKSVILLE, FLORIDA
 NOTES TO THE FINANCIAL STATEMENTS
 SEPTEMBER 30, 2008

NOTE D – UTILITY FUND (CONTINUED)

Revenue Bonds Payable (Continued)

	2002 Issue		Amortization of Deferred Loss	Total
	Principal	Interest		
2009	\$ 360,000	\$ 201,339	\$ 19,632	\$ 580,971
2010	370,000	188,101	19,632	577,733
2011	385,000	173,464	19,632	578,096
2012	410,000	157,564	19,632	587,196
2013	425,000	140,439	19,632	585,071
2014	440,000	122,164	1,634	563,798
2015	460,000	103,039	0	563,039
2016	485,000	82,654	0	567,654
2017	510,000	60,825	0	570,825
2018	535,000	37,568	0	572,568
2019	<u>555,000</u>	<u>12,765</u>	<u>0</u>	<u>567,765</u>
Totals	<u>\$4,935,000</u>	<u>\$1,279,922</u>	<u>\$ 99,794</u>	<u>\$6,314,716</u>

The deferred loss on early retirement of debt represents the unamortized balance of the bond discount and bond issuance costs of the retired debt. As of the date of refunding, this unamortized total was \$215,947. The deferred amount is reflected in the accompanying financial statements as a decrease in the book value of the new debt. As required by generally accepted accounting principles, the deferral will be amortized over the original remaining life of the old debt on a straight-line basis. For the year ended September 30, 2008, amortization of \$19,632 has been charged to interest expense, leaving an unamortized balance of \$99,794.

The following is a reconciliation of total principal due on the Utility Revenue fund's bonds as of September 30, 2008 per the balance sheet and the preceding amortization schedule.

1999 Bonds – Principal Per Amortization Schedule	\$ 5,972,000
2002 Bonds – Principal Per Amortization Schedule	4,935,000
Unamortized Discount as of September 30, 2008	(1,259)
Unamortized Deferred Loss on Early Retirement of Debt as of September 30, 2008	<u>(99,794)</u>
Total Principal	10,805,947
Current Portion	<u>(474,000)</u>
Long-Term Portion	<u>\$10,331,947</u>

Bond debt activity for the fiscal year ended September 30, 2008:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Revenue bonds payable	\$11,368,000	\$ 0	\$461,000	\$10,907,000	\$474,000
Less: deferred amounts:					
For issuance premiums (discounts)	(1,385)	0	(126)	(1,259)	0
On refunding – gain (loss)	<u>(119,424)</u>	<u>0</u>	<u>(19,632)</u>	<u>(99,794)</u>	<u>0</u>
Total bonds payable	<u>\$11,247,191</u>	<u>\$ 0</u>	<u>\$441,242</u>	<u>\$10,805,947</u>	<u>\$474,000</u>

**CITY OF BROOKSVILLE, FLORIDA
 NOTES TO THE FINANCIAL STATEMENTS
 SEPTEMBER 30, 2008**

NOTE D – UTILITY FUND (CONTINUED)

Subordinated Water and Sewer Revenue Note, Series 2005

During the fiscal year ended September 30, 2005, City Council approved Resolution 2005-05 resulting in the execution of a Subordinated Water and Sewer Revenue Note, Series 2005. The Revenue Note is in the form of a Line of Credit, not to exceed a principal balance of \$2,250,000. The proceeds of the Line of Credit were used to fund acquisition, construction and installation of certain improvements and extensions to the combined water and sewer system owned and operated by the City.

The repayment of the Line of Credit was secured by the proceeds of the issuance of permanent, fixed rate financing and lien on the net revenues of the water and sewer system which is subordinate to the lien on the net revenues of the water and sewer system in favor of the Water and Sewer Revenue Bonds, Series 1999 A&B and Water and Sewer Revenue Refunding Bonds, Series 2002. Subordination approval was obtained from the United States Department of Agriculture, Rural Development Office as required.

The Line of Credit was non-revolving and set to mature in three years on April 1, 2008. Interest was to be paid quarterly on January 1, April 1, July 1 and October 1 of each year, commencing April 1, 2005. The interest rate was set on the first business day of the month each quarter, based on the following formula: (67% of 3 Month LIBOR) + 0.50%.

Amounts were drawn on the Line of Credit on an as needed basis as determined by the City. Amounts drawn were in increments of \$5,000, with a minimum draw of \$50,000. During the year ended September 30, 2008, the Line of Credit was paid off with proceeds of the Hancock Note; see details below. Prior to payoff, the City paid \$22,677 in interest on the line during the current fiscal year.

Notes Payable

The notes payable included in Note G - Long-Term Liabilities as of September 30, consist of the following:

	<u>2008</u>
3.49% note payable to Hancock Bank; secured by and payable from the pledged funds; principal and interest payable in quarterly installments beginning November 15, 2008 until August 15, 2018	<u>\$1,558,656</u>

Below is a summary of scheduled debt service charges until maturity for the note payable.

<u>Year Ended</u> <u>September 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2009	\$ 129,505	\$ 56,218	\$ 185,723
2010	137,634	48,089	185,723
2011	142,500	43,223	185,723
2012	147,539	38,184	185,723
2013	152,756	32,967	185,723
2014 and Thereafter	<u>848,722</u>	<u>79,889</u>	<u>928,611</u>
	<u>\$1,558,656</u>	<u>\$298,570</u>	<u>\$1,857,226</u>

**CITY OF BROOKSVILLE, FLORIDA
 NOTES TO THE FINANCIAL STATEMENTS
 SEPTEMBER 30, 2008**

NOTE E – TRUST FUNDS

Firefighters’ Retirement Trust Fund

The City provides a retirement plan covering substantially all full time firefighters employed by the City. The plan was amended and restated by Ordinance 525, adopted by City Council October 20, 2003. The plan is a defined benefit plan with actuarial valuations performed annually. The most recent valuation was done as of October 1, 2007.

Membership in the plan as of the date of the valuation was as follows:

Active employees	24
Service retirees	12
Beneficiaries	0
DROP retirees	0
Terminated Vested	7
Disability retirees	<u>1</u>
Total participants	<u>44</u>

Following is a schedule of the City’s and the State of Florida’s annual contributions for the most recent valuation years:

<u>Year Ended September 30</u>	<u>Annual Required Contribution</u>	<u>City Contribution</u>	<u>State Contribution</u>	<u>Percentage Contributed</u>
2007	\$225,402	\$136,406	\$95,088*	102.70%
2006	199,876	120,301	95,088*	107.76%
2005	193,387	99,914	93,473	100.00%
2004	146,006	60,422	87,158*	101.08%
2003	102,122	26,884	85,243*	109.80%
2002	95,889	61,596	85,243*	153.13%
2001	89,562	25,878	80,419	118.69%

*"Frozen" per Chapter 175, Florida Statutes.

**CITY OF BROOKSVILLE, FLORIDA
 NOTES TO THE FINANCIAL STATEMENTS
 SEPTEMBER 30, 2008**

NOTE E – TRUST FUNDS (CONTINUED)

Firefighters' Retirement Trust Fund (Continued)

The following is a summary of eligibility, contribution methods, and benefit provisions.

Eligibility	Employees who are classified as full-time and volunteer firefighters shall participate in the System as a condition of employment.
Vesting Schedule	100% after 10 years of credited service
Member Contributions	2.97% of earnings
Contribution rates as of September 30, 2007	
City	23.8%
Employee	2.97%
Normal Retirement Date	Earlier of age 60; age 55 and 10 years of Credited Service; or 20 years of Credited Service regardless of age
Benefit	3.1% of average final compensation times credited service
Form of Benefit	Ten year certain and life annuity (options available)
Early Retirement Eligibility	Age 50 and 10 years of credited service
Benefit	Accrued benefit, reduced 3% per year

Significant actuarial assumptions used to determine the pension benefit obligation include the following:

Investment rate of return	8.0%
Projected salary increase*	6.5%
*Includes inflation at	3.0%
Post retirement cost of living adjustment (age 55 to 65)	3.0%
Administrative expenses	\$20,088 annually

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE E – TRUST FUNDS (CONTINUED)

The funding activity of the Firefighters' Retirement Trust Fund for the current and preceding two years is as follows:

	September 30 2007	September 30, 2006	September 30 2005
Annual required contribution:	\$130,314	\$104,788	\$ 99,914
Interest on net pension obligation (asset)	(4,238)	(2,973)	(3,006)
Adjustment to annual required contribution	<u>3,232</u>	<u>2,679</u>	<u>3,418</u>
Annual pension cost	129,308	104,494	100,326
Contributions made	<u>136,406</u>	<u>120,301</u>	<u>99,914</u>
Change in net pension obligation (asset)	(7,098)	(15,807)	412
Net pension obligation (asset)			
Beginning of year	<u>(52,969)</u>	<u>(37,162)</u>	<u>(37,574)</u>
Net pension obligation (asset) end of year	<u><u>\$(60,067)</u></u>	<u><u>\$(52,969)</u></u>	<u><u>\$(37,162)</u></u>

The following represents funding progress for the Firefighter's Retirement Trust Fund for the current and each of the three most recent actuarial valuations:

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL) - Entry Age	Unfunded AAL (UAAL)	Funded Ratio	Annualized Covered Payroll	UAAL as a Percentage of Covered Payroll
10/01/07	\$4,335,385	\$5,071,858	\$736,473	85.48%	721,491	102.08%
10/01/06	4,029,916	4,672,236	642,320	86.25%	676,103	95.00%
10/01/05	3,790,259	4,497,765	707,506	84.27%	603,701	117.19%
10/01/04	3,638,910	4,212,509	573,599	86.38%	447,703	128.12%
10/01/03	3,558,913	4,059,601	500,688	87.67%	520,010	96.28%
10/01/02	3,529,952	3,839,675	309,723	91.93%	490,491	63.15%
10/01/01	3,472,481	3,837,065	364,584	90.50%	449,732	81.07%

Police Retirement Chapter 185

The City Council adopted Ordinance No. 552 on December 18, 1995, providing for the establishment of a Chapter 185 Local Law Municipal Police Officers' Pension Trust Fund effective for all police officers hired after January 1, 1996. The plan was amended by Ordinance No. 552-A on July 1, 1996. The plan is a defined benefit plan.

Membership of the plan consisted of the following at October 1, 2008, the date of the latest actuarial valuation:

Retirees and beneficiaries receiving benefits	0
Terminated Vested	1
Active plan members	<u>20</u>
Total	<u>21</u>

**CITY OF BROOKSVILLE, FLORIDA
 NOTES TO THE FINANCIAL STATEMENTS
 SEPTEMBER 30, 2008**

NOTE E – TRUST FUNDS (CONTINUED)

Police Retirement Chapter 185 (Continued)

Following is a schedule of the City's annual contributions:

Year Ended September 30	Annual Required Contribution	Percentage Contributed
2008	\$188,896	100% (a)
2007	180,894	100% (a)
2006	138,387	100% (a)
2005	145,651	100% (a)
2004	133,457	100% (a)
2003	99,188	100% (a)

(a) Plan drew required contribution from the surplus contribution account. This account now totals \$1,339,513.

The following is a summary of eligibility, contribution methods, and benefit provisions.

Eligibility: All full-time police officers when hired shall become a participant after the effective date.

Vesting Schedule: 100% after 6 years of credited service

Member Contributions: All participants contribute 1% (after-tax) of salary.

Contribution rates as of
 September 30, 2008:

City	0.0%
Plan Members	1.0%

Normal Retirement

Date The first day of the month coincident with or next following attainment of age 55 and 6 years of service or earlier attainment of 20 years of service.

Benefit The monthly retirement benefit shall be equal to the number of years of credited service multiplied by 4% and multiplied by final monthly compensation.

Form of Benefit The normal form of benefit is a ten (10) year certain and life annuity.

Early Retirement

Date A member shall retire on his early retirement date that shall be the first day of any month coincident with or next following attainment of age 50 and 6 years of service.

Benefit The amount of accrued benefits will be reduced a maximum of 3% for each year before the Normal Retirement Age.

Description of Valuation Method for Required Contribution:

The valuation method used to determine the required contribution is known as the "Aggregate Actuarial Cost" funding method. Under this method of actuarial valuation, the present value of benefits, less all assets, are equated to the present value of future employer contributions, and of future employee contributions, if any. The required contribution is then expressed as a percentage of current payroll.

**CITY OF BROOKSVILLE, FLORIDA
 NOTES TO THE FINANCIAL STATEMENTS
 SEPTEMBER 30, 2008**

NOTE E – TRUST FUNDS (CONTINUED)

Police Retirement Chapter 185 (Continued)

Significant actuarial assumptions used to determine the pension obligation include the following:

Investment rate of return	7.5%
Projected salary increases*	Graduated
*Includes inflation at	3.75%
Post retirement cost of living adjustment (age 55 to 65)	3%

The funding activity of the Police Retirement for the current and preceding two years is as follows:

Year Ending	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
9/30/08	8,596	100%	0
9/30/07	594	100%	0
9/30/06	0	100%	0

For more information pertaining to the Firefighters’ Retirement Plan and the Police Retirement Plan refer to the City of Brooksville, Florida’s stand alone financial statements for each plan, which can be obtained by contacting the City of Brooksville, Finance Department, 201 Howell Avenue, Brooksville, Florida 34601-2041.

Self-Insured Dental Plan

Effective October 1, 2007, the City contracted with Blue Cross Blue Shield of Florida Combined Life for dental insurance. The City was no longer self-insured for employee dental claims after September 30, 2007. During the 2007 - 08 fiscal year, the City closed out the claims pertaining to the Self-Insured Dental Plan for 2006 - 07 and the 2007 - 08 Budget was amended to reflect the change from self-insurance to Blue Cross, however the premiums for 2007 – 08 were transferred from the City Departments and paid to Blue Cross from the Self-Insured Dental Fund. Effective October 1, 2008, the Self-Insured Dental Plan Fund was closed.

Donor Memorial Wall Trust Fund

In fiscal year 1993, a Donor Memorial Wall Trust Fund was established by Brooksville City Council action. This fund was established to account for the construction of a wall at the Brooksville Cemetery that would allow individuals and groups to memorialize deceased individuals by having the deceased individual’s name permanently engraved upon the wall. The fund was designed so that all contributions collected for the memorializing of a deceased individual would be used only for construction and engraving cost. Any excess funds are to be classified as corpus and to remain perpetually intact, with interest income thereon going to the general fund.

During the fiscal year ended September 30, 2008 no money was collected for construction and engraving, nor was any money expended.

Cemetery Perpetual Care Fund

This Fund is used for the future maintenance and improvement of the Brooksville Cemetery. Since 2000 the City has budgeted an annual \$10,000 Transfer from our Cemetery Department to the Cemetery Perpetual Care Fund. In 2006 – 07, the General Fund borrowed \$29,460 to construct a Columbarium at the Cemetery. As of September 30, 2008, the balance remaining is \$21,369. The borrowed funds are being paid back via Columbarium sales.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE F – RETIREMENT SYSTEM

Pursuant to Chapter 95-338, Laws of Florida, the City of Brooksville declared as its policy and purpose, a revocation of election to participate in the Florida Retirement System for all employees or officers hired on or after January 1, 1996. Effective January 1, 2002, the City elected to again participate in the Florida Retirement System for general employees and officers.

I. Plan Description

The Florida Retirement System (FRS) is a cost-sharing multiple-employer retirement plan. Benefit provisions are established under Chapter 121, Florida Statutes, which may be amended by the Florida Legislature. Beginning in 2002, a defined contribution plan alternative to the existing defined benefit plan known as the Public Employee Optional Retirement Program or the FRS Investment became available to FRS members.

II. Funding Policy

The FRS funding policy provides for monthly employer contributions at actuarially determined rates that, expressed as percentages of annual covered payroll, are adequate to accumulate sufficient assets to pay benefits when due (See below for current rates). Level percentage of payroll employer contribution rates, established by state law, are determined using the entry-age actuarial cost method. If an unfunded actuarial liability reemerges as a result future plan benefit changes, assumption change, or methodology changes, it is assumed any unfunded actuarial liability would be amortized over 30 years, using level dollar amounts. Except for gains reserved for rate stabilization, it is anticipated future actuarial gains and losses are amortized on a rolling 10% basis, as a level dollar amount. Actuarial assumptions included (1) 7.75% investment rate of return; (2) 6.25% projected salary increases; and (3) 0.00% payroll growth.

Following is the schedule of funding progress for the entire FRS, presented for each of the three most recent actuarial valuations (000 omitted):

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability(AAL)	Unfunded AAL (UAAL)	Funded Ratio	Annualized Covered Payroll	UAAL as a Percentage of Covered Payroll
July 1, 2006	117,159,615	109,519,043	(7,640,572)	107%	25,327,922	(30%)
July 1, 2007	125,584,704	117,359,375	(8,225,329)	107%	26,385,768	(31%)
July 1, 2008	130,720,547	122,532,299	(8,188,248)	107%	26,891,340	(30%)

The City is required to contribute the following percentages of covered employees' gross earnings: 9.85% for regular employees; 20.92% for special risk employees; 16.53% for elected officials; 13.12% senior management service; and 9.11% for participants in the deferred retirement option ("DROP") program. These rates are established on a statewide basis and reflect changes effective July 1, 2008. Following is a summary of the City's annual contribution for the current and two preceding years; for each year, the City's actual contributions were equal to the required contributions.

2007-08	\$330,492
2006-07	\$370,080
2005-06	\$309,882

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE G –LONG-TERM LIABILITIES

The following is a summary of changes in Long-Term Liabilities:

Governmental Activities:

	Balance October 1, 2007	Additions	Deductions	Balance September 30, 2008	Amounts Due Within One Year
Notes Payable	\$ 907,648	\$ 0	\$106,136	\$ 801,512	\$110,844
Bonds Payable	258,800	0	10,000	248,800	5,800
Accrued Compensated Absences	<u>145,255</u>	<u>36,190</u>	<u>32,979</u>	<u>148,466</u>	<u>28,400</u>
TOTAL	<u>\$1,311,703</u>	<u>\$36,190</u>	<u>\$149,115</u>	<u>\$1,198,778</u>	<u>\$145,044</u>

Included as part of the above totals for governmental activities are compensated absences for the internal service fund in the amount of \$2,129. For governmental activities, claims and judgments are typically liquidated by the general fund.

Business-Type Activities:

	Balance October 1, 2007	Additions	Deductions	Balance September 30, 2008	Amounts Due Within One Year
Notes Payable	\$ 0	\$1,558,656	\$ 0	\$ 1,558,656	\$129,506
Bonds Payable	11,368,000	0	461,000	10,907,000	474,000
Line of Credit	1,558,656	0	1,558,656	0	0
Capital Leases	200,103	0	55,652	144,451	34,638
Other Long-Term Liabilities	0	1,387,976	0	1,387,976	0
Accrued Compensated Absences	<u>27,710</u>	<u>3,323</u>	<u>6,083</u>	<u>24,950</u>	<u>4,374</u>
TOTAL	<u>\$13,154,469</u>	<u>\$2,949,955</u>	<u>\$2,081,391</u>	<u>\$14,023,033</u>	<u>\$642,518</u>

Other long-term liabilities represent uncollected impact fees owed to Developer for contribution of capital improvements.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE G –LONG-TERM LIABILITIES (CONTINUED)

Bonds Payable

In November 2006, the City issued \$258,800 in Capital Improvement Revenue Bonds, Series 2006 for the purpose of providing a part of the funds required to finance a part of the cost of acquiring and installing certain capital improvements to the City Hall Building and wastewater utility lift stations. The City established an advance between the General Fund and the Utility Fund for the Utility Fund's portion due for the cost of improvements at the wastewater utility lift stations. The balance of the advance at September 30, 2008 was \$126,376.

Interest on the 2006 bonds is payable annually on September 1 of each. The bonds carry an interest rate of 4.125%. Bonds maturing on or before September 1, 2015 are not subject to redemption prior to their respective stated dates of maturity. Bonds maturing September 1, 2016 and thereafter shall be redeemable, at the option of the Issuer, in whole or in part, in inverse numerical and maturity order, on September 1, 2015 or on any interest payment date thereafter at par and accrued interest, plus the following premiums, expressed as percentages of the par value of the Bonds so redeemed, if redeemed in the following years:

- 5% if redeemed on September 1, 2015 or thereafter, to and including September 1, 2018;
- 4% if redeemed on September 1, 2019 or thereafter, to and including September 1, 2022;
- 3% if redeemed on September 1, 2023 or thereafter, to and including September 1, 2026;
- 2% if redeemed on September 1, 2027 or thereafter, to and including September 1, 2030;
- 1% if redeemed on September 1, 2031 or thereafter, to and including September 1, 2034;

Without premium, if redeemed on September 1, 2035 or thereafter, but prior to maturity.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE G –LONG-TERM LIABILITIES (CONTINUED)

The following is a summary of the required debt service payments for the fiscal years ended September 30:

	<u>2006 Issue</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2009	\$ 5,800	\$10,676	\$16,476
2010	5,000	10,436	15,436
2011	6,000	10,230	16,230
2012	6,000	9,983	15,983
2013	6,000	9,735	15,735
2014	6,000	9,488	15,488
2015	7,000	9,240	16,240
2016	7,000	8,551	15,551
2017	7,000	8,663	15,663
2018	7,000	8,374	15,374
2019	8,000	8,085	16,085
2020	8,000	7,755	15,755
2021	8,000	7,425	15,425
2022	9,000	7,095	16,095
2023	9,000	6,724	15,724
2024	9,000	6,353	15,353
2025	10,000	5,981	15,981
2026	10,000	5,569	15,569
2027	11,000	5,156	16,156
2028	11,000	4,704	15,704
2029	11,000	4,249	15,249
2030	12,000	3,795	15,795
2031	12,000	3,300	15,300
2032	13,000	2,805	15,805
2033	13,000	2,269	15,269
2034	14,000	1,733	15,733
2035	15,000	1,155	16,155
2036	<u>3,000</u>	<u>536</u>	<u>3,536</u>
Totals	<u>\$248,800</u>	<u>\$180,065</u>	<u>\$428,865</u>

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE G –LONG-TERM LIABILITIES (CONTINUED)

Notes Payable

The notes payable included in long-term liabilities as of September 30, consist of the following:

	<u>2008</u>
3.94% note payable to SunTrust Bank; secured by electric franchise fees; interest payable in semiannual installments beginning January 1, 2004 until July 1, 2011; principal payable in annual installments beginning July 1, 2004 until July 1, 2011.	\$239,620
4.23% note payable to SunTrust Bank; interest only payable for the first two quarters; principal and interest payable quarterly beginning July 26, 2007 until May 10, 2021; used to purchase a 2006 Sutphan Fire Aerial Platform Truck with a book value of \$619,577.	<u>561,892</u>
TOTAL	<u>\$801,512</u>

Below is a summary of scheduled debt service charges until maturity for the notes payable.

<u>Year Ended September 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2009	\$110,844	\$ 32,674	\$143,518
2010	115,333	28,185	143,518
2011	120,004	23,514	143,518
2012	38,616	18,653	57,269
2013	40,276	16,994	57,269
2014 and Thereafter	<u>376,439</u>	<u>66,974</u>	<u>443,414</u>
	<u>\$801,512</u>	<u>\$186,994</u>	<u>\$988,506</u>

**CITY OF BROOKSVILLE, FLORIDA
 NOTES TO THE FINANCIAL STATEMENTS
 SEPTEMBER 30, 2008**

NOTE G –LONG-TERM LIABILITIES (CONTINUED)

LEASES PAYABLE

Business-Type Activities – Sanitation Fund

The following is a summary of Capital Leases Payable at September 30, 2008:

3.00% lease for a sanitation truck with cost basis of \$141,926 and accumulated depreciation of \$62,994; lease expires May 2009; quarterly payments are \$7,668.

3.98% lease for a Peterbilt fire truck with cost basis of \$148,470 and accumulated depreciation of \$16,084; lease expires September 2014; quarterly payments are \$6,082.

Minimum future lease payments as of September 30, 2008 are as follows:

Year Ended September 30	Total
2009	\$ 39,665
2010	24,329
2011	24,329
2012	24,329
2013	24,329
2014	<u>24,330</u>
Total Minimum Lease Payments	161,311
Less Amount Representing Interest	<u>(16,860)</u>
Present Value of Minimum Lease Payments	<u>\$144,451</u>

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE H – CAPITAL ASSETS

Capital Asset activity for the year ended September 30, 2008 is as follows:

	<u>Balance October 1, 2007</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance September 30, 2008</u>
Governmental Activities:				
Non-Depreciable:				
Land	\$1,258,388	\$ 209,805	\$ 0	\$1,468,193
Construction in Progress	1,504,004	964,328	0	2,468,332
Construction in Progress (I/S Fund)	<u>37,722</u>	<u>0</u>	<u>0</u>	<u>37,722</u>
Total Non-Depreciable	<u>2,800,114</u>	<u>1,174,133</u>	<u>0</u>	<u>3,974,247</u>
Depreciable:				
Buildings	2,421,336	218,626	0	2,639,962
Improvements Other Than Buildings	3,042,878	318,497	0	3,361,375
Machinery & Equipment	2,516,432	45,602	62,847	2,499,187
Machinery & Equipment (I/S Fund)	<u>828,184</u>	<u>98,404</u>	<u>0</u>	<u>926,588</u>
Total Machinery & Equipment	<u>3,344,616</u>	<u>144,006</u>	<u>62,847</u>	<u>3,425,775</u>
Total Depreciable	<u>8,808,830</u>	<u>681,129</u>	<u>62,847</u>	<u>9,427,112</u>
Less Accumulated Depreciation				
Buildings	946,083	72,414	0	1,018,497
Improvements Other Than Buildings	1,274,799	136,101	0	1,410,900
Machinery & Equipment	1,477,879	138,491	41,716	1,574,654
Machinery & Equipment (I/S Fund)	<u>590,560</u>	<u>81,711</u>	<u>0</u>	<u>672,270</u>
Total Machinery & Equipment	<u>2,068,439</u>	<u>220,202</u>	<u>41,716</u>	<u>2,246,925</u>
Total Accumulated Depreciation	<u>4,289,321</u>	<u>428,717</u>	<u>41,716</u>	<u>4,676,322</u>
Net Book Value	<u>4,519,509</u>	<u>252,412</u>	<u>21,131</u>	<u>4,750,790</u>
Governmental Activities Capital Assets, Net	<u>\$7,319,623</u>	<u>\$1,426,545</u>	<u>\$21,131</u>	<u>\$8,725,037</u>

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE H – CAPITAL ASSETS (CONTINUED)

	<u>Balance October 1, 2007</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance September 30, 2008</u>
Business-type Activities (includes Utility & Sanitation)				
Non-Depreciable				
Land	\$ 717,092	\$ 294,259	\$ 0	\$ 1,011,351
Construction in Progress	<u>3,453,900</u>	<u>1,481,499</u>	<u>0</u>	<u>4,935,399</u>
Total Non-Depreciable	<u>4,170,992</u>	<u>1,775,758</u>	<u>0</u>	<u>5,946,750</u>
Depreciable				
Buildings	256,002	0	0	256,002
Improvements Other Than Buildings	37,687,761	190,970	0	37,878,731
Machinery & Equipment	<u>2,810,351</u>	<u>0</u>	<u>174,510</u>	<u>2,635,841</u>
Total Depreciable	<u>40,754,114</u>	<u>190,970</u>	<u>174,510</u>	<u>40,770,574</u>
Less Accumulated Depreciation				
Buildings	138,552	5,730	0	144,282
Improvements Other Than Buildings	9,479,380	1,164,382	0	10,643,762
Machinery & Equipment	<u>1,945,922</u>	<u>136,729</u>	<u>174,510</u>	<u>1,908,141</u>
Total Accumulated Depreciation	<u>11,563,854</u>	<u>1,306,841</u>	<u>174,510</u>	<u>12,696,185</u>
Net Book Value	<u>29,190,260</u>	<u>(1,115,871)</u>	<u>0</u>	<u>28,074,389</u>
Business-Type Activities Capital Assets, Net	<u>\$33,361,252</u>	<u>\$ 659,887</u>	<u>\$ 0</u>	<u>\$34,021,139</u>

Depreciation expense was charged to the functions of the primary government as follows:

General Government	\$ 47,217
Public Safety	192,684
Physical Environment	56,378
Culture and Recreation	114,336
Transportation	<u>17,862</u>
Total depreciation for governmental activities	<u>\$428,717</u>
Business-type activities:	
Utility Fund	\$1,241,332
Sanitation Fund	<u>65,509</u>
Physical Environment	<u>\$1,306,841</u>

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE I – INTERFUND TRANSACTIONS

Due from Other Funds

The balances due from other funds were as follows at September 30, 2008:

General Fund	\$ 67,559
Nonmajor Governmental Funds	<u>149,737</u>
TOTAL	<u>\$217,296</u>

Due to Other Funds

The balances due to other funds were as follows at September 30, 2008:

General Fund	\$ 21,369
City of Brooksville Community Redevelopment Agency	191,927
Nonmajor Governmental Funds	<u>4,000</u>
Total	<u>\$217,296</u>

The balance advanced to other funds was as follows at September 30, 2008:

Advance to Other Funds	
General	<u>\$126,376</u>

The balance advanced from other funds was as follows at September 30, 2008:

Advance from Other Funds	
Utilities	<u>\$126,376</u>

Interfund receivables and payables represent recurring activities between funds as well as temporary deficit cash balances. All interfund payables are expected to be repaid within one year, with the exception of the advance due between the General and Utility Fund is scheduled to be repaid over the next twenty years. During October 2008, the advance due from the City of Brooksville Community Redevelopment Agency (CRA) fund was forgiven by the City Council. See Note U for details.

Interfund Transfers In/Transfers Out

Individual interfund transfers were as follows for the fiscal year ended September 30, 2008:

	Transfer In	Transfers Out
	<u> </u>	<u> </u>
General Fund	\$ 854,968	\$ 130,875
Utility Fund	0	470,620
Sanitation Fund	1,602	152,961
Nonmajor Governmental Funds	92,239	340,644
Internal Service Fund	<u>147,041</u>	<u>750</u>
Total Transfers In/Transfers Out	<u>\$1,095,850</u>	<u>\$1,095,850</u>

Transfers between funds are primarily to move unrestricted revenues collected in funds to finance various programs accounted for in other funds in accordance with budgetary authorizations.

**CITY OF BROOKSVILLE, FLORIDA
 NOTES TO THE FINANCIAL STATEMENTS
 SEPTEMBER 30, 2008**

NOTE J – CURRENT YEAR DEFICITS

OPERATING DEFICITS

For the year ended September 30, 2008, expenditures/expenses and other financing uses exceeded revenues and other financing sources in the following funds:

	<u>Amount of Excess</u>
<u>Utility Funds</u>	\$60,275
<u>Special Revenue</u>	
Park and Recreation Transport	261
Local Option Gas Tax	2,157
Law Enforcement Trust Fund	15,126
Justice Assistance Grant	29
Police Special Communications	4,457
Friends of the Children	3,203
Tops Grant	574
Self Insured Dental	7,848
<u>Capital Project Funds</u>	
Multi-Year Capital Project Accumulation	92,819
Capital Improvement Revenue Bond Fund	217
<u>Pension Trust Funds</u>	
Fireman's Retirement	487,599
Police Retirement	128,971

NOTE K – PROPERTY TAXES

Property tax collections, sales, and liens are governed by Chapter 197 of the Florida Statutes.

Assessed Value is established by the Property Appraiser as of January 1 for the subsequent fiscal year of the County for Tax Roll Preparation. Taxable Value is computed after deducting from Assessed Value various exemptions including governmental, educational, religious, health care and scientific properties and qualified exemptions. It is a Florida Constitutional Benefit that reduces a taxpayer's Assessed Value up to \$50,000. The \$50,000 is divided into two parts. The original \$25,000 Homestead applies to the first \$25,000 applies to the Assessed Value and is deducted from all applicable Tax Authorities. The additional \$25,000 applies to the Assessed Value between \$50,000 and \$75,000 and is deducted from all applicable Taxing Authorities except the School District. There are also added exemptions if a taxpayer is a widow or disabled.

All property taxes are levied and become due and payable on November 1 of each year, and are delinquent on April 1 of the following year. Discounts are allowed for early payment of 4%, 3%, 2% and 1% in November through February, respectively. Delinquent taxes on real property may be paid after the date of delinquency but prior to the sale of a tax certificate by paying all taxes, costs, advertising charges, and interest of 18% per annum. For all real property with delinquent taxes, the Tax Collector advertises as required by Statute and sells tax certificates. All unsold certificates are issued to the County.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE K – PROPERTY TAXES (CONTINUED)

Any persons owning real property upon which a tax certificate has been sold may redeem the property by paying the Tax Collector the face amount of the tax certificate plus interest and costs associated with the sale of the certificate.

After taxes have been delinquent (April 1) for two years, the owner of a tax certificate may file an application for tax deed sale. The County is able to do the same two years after taxes were due (November 1). All taxes imposed on any property become a first lien; superior to all other liens, as of January 1, of the year the taxes are levied.

NOTE L – SEGMENT INFORMATION FOR ENTERPRISE FUNDS

The City operates two enterprise funds. One provides water and sewer services (Utility Fund), and one provides solid waste disposal services (Sanitation Fund). The City's Enterprise Funds are presented as major funds in the Basic Financial Statements. For this reason, segment information is not provided. Notes D and G provide details of the bonds and other long-term liabilities of the Enterprise Funds.

NOTE M – RESTRICTED ASSETS

As of September 30, 2008 restricted assets in the enterprise funds were held for the following purposes:

Utility Fund	
Debt Retirement	\$ 546,938
Renewal and Replacement	850,801
Customers' Meter Deposits	<u>498,615</u>
Total Utility Fund	<u>\$1,896,354</u>

NOTE N – FRANCHISE FEES

The City of Brooksville receives franchise fees from each of the following sources, which are included in licenses and permits of the General Fund. Revenues received for the year ended September 30, 2008 were as follows:

Electricity: Florida Power	\$594,958
Telephone: Florida Telecommunication Franchise	\$524,381

NOTE O – RISK MANAGEMENT

The City's risk management activities are spread through several funds including the General, Utility, and Sanitation funds. Significant losses are covered by commercial insurance, workers' compensation, unemployment, and disability insurance. For insured programs, there have been no significant reductions in insurance coverage. Settlement amounts have not exceeded insurance coverage for the current year or prior three years.

**CITY OF BROOKSVILLE, FLORIDA
 NOTES TO THE FINANCIAL STATEMENTS
 SEPTEMBER 30, 2008**

NOTE P – WATER AND SEWER FUND OPERATIONS

As of September 30, 2008, the Utility Fund had 7,399 residential and commercial water connections including 665 that were inactive. They also had 5,705 residential and commercial sewer connections including 421 that were inactive.

The City carries such insurance as is ordinarily carried by private or public corporations owning and operating similar utilities. The City, in addition to general liability and personal liability for auto accidents and property damage of autos, buildings and equipment, carries an umbrella policy for an additional \$1,000,000. The City does not carry insurance against loss or damage to the Utility Fund’s water meters, fire hydrants or water and sewer lines, but self-funds these expenses.

NOTE Q – IMPACT FEES

On September 20, 2005 the Hernando County Board of County Commissioners voted to extend the prepayment of impact fees from one (1) to three (3) years. County property owners were allowed to prepay their impact fees prior to an increase on July 5, 2005. County property owners who prepaid impact fees were given until June 2, 2008 to obtain a building permit. If a building permit was not pulled by June 2, 2008, the increased impact fees will be charged. Through Interlocal Agreement, the City opted to assess the same impact fees for roads, public buildings, police, fire, parks, and schools as Hernando County. As of September 30, 2008, the City has the following in prepaid impact fees: Road Impact Fees \$6,569; Public Building Impact Fees \$711; Police Impact Fees \$469; Fire Impact Fees \$307; and Parks Impact Fees \$428. The amounts are reflected as unearned revenues in the accompanying financial statements.

NOTE R – INTERNAL SERVICE FUND

The Internal Service Fund is used for two major purposes. The first is the Fleet Maintenance division. The Fleet Maintenance Division provides maintenance and repairs to the City’s vehicles and equipment. The second purpose within the Internal Service Fund is the Vehicle Replacement Division. The Vehicle Replacement Division reserves cash to purchase the City’s future vehicle requirements. The total Vehicle Replacement Division reserves total \$1,258,913 as of September 30, 2008. The remainder of the Reserves in the Internal Service Fund belong to the Fleet Maintenance Division.

The cash reserves are allocated among the City as follows:

General Fund	\$1,016,675
Utility Fund	75,898
Sanitation Fund	<u>166,340</u>
Total	<u>\$1,258,913</u>

The Utility and Sanitation Funds began participating in the Vehicle Replacement Program during the fiscal year ended September 30, 2004.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE R – INTERNAL SERVICE FUND (CONTINUED)

The General Fund cash reserves are allocated among the following departments:

Administration and Finance	\$ 73,109
Police	151,559
Fire	632,097
Streets	113,163
Parks	36,429
Contingency	<u>10,318</u>
Total	<u>\$1,016,675</u>

NOTE S – PRIOR YEAR COMPARISON INFORMATION

The following prior year comparison information is specifically provided for the use of the United States Department of Agriculture Rural Development Area Office located in Tavares, Florida.

<u>General Fund</u>	<u>2008</u>	<u>2007</u>
Total Assets	\$1,834,692	\$1,783,411
Total Liabilities	255,859	243,354
Total Fund Balance	1,578,833	1,540,057
Total Revenues	6,818,980	7,120,238
Total Expenditures	7,504,297	7,657,070
Excess (Deficiency) of Revenues Over (Under) Expenditures	(685,317)	(536,832)
Total Other Financing Sources/(Uses)	724,093	818,024
Net Change in Fund Balance	38,776	281,192

Proprietary Funds

Enterprise Funds

Includes Utility and Sanitation Funds

	<u>2008</u>	<u>2007</u>
Total Current Assets	\$ 4,303,380	\$ 3,886,053
Total Non-Current Assets	36,095,714	35,381,307
Total Assets	40,399,094	39,267,360
Total Current Liabilities	360,172	290,501
Total Current Liabilities (Payable from Restricted Assets)	1,092,609	1,089,567
Total Non-Current Liabilities	14,614,621	13,699,306
Total Liabilities	16,067,402	15,079,374
Total Net Assets	24,331,692	24,187,986
Total Operating Revenues	4,925,893	5,040,839
Total Operating Expenses	4,239,391	3,699,431
Operating Income	686,502	1,341,408
Total Nonoperating Revenues (Expenses)	(377,079)	(343,038)
Income before Contributions and Transfers	309,423	998,370
Total Contributions and Transfers	(165,717)	9,970,157
Change in Net Assets	143,706	10,968,527

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE S – PRIOR YEAR COMPARISON INFORMATION (CONTINUED)

<u>Internal Service Fund</u>	<u>2007</u>	<u>2006</u>
Total Current Assets	\$1,264,679	\$1,189,063
Total Non-Current Assets	292,039	275,345
Total Assets	1,556,718	1,464,408
Total Current Liabilities	8,149	3,325
Total Non-Current Liabilities	2,129	6,326
Total Liabilities	10,278	9,651
Total Net Assets	1,546,440	1,454,757
Total Operating Revenues	163,921	178,160
Total Operating Expenses	249,639	252,898
Operating (Loss) Income	(85,718)	(74,738)
Total Nonoperating Revenues (Expenses)	31,108	53,280
Income (Loss) before Contributions and Transfers	(54,610)	(21,458)
Total Contributions and Transfers	146,291	240,110
Change in Net Assets	91,681	218,652

NOTE T – COMMITMENTS AND CONTINGENCIES

Cobb Road Wastewater Treatment Plant Expansion and Commitment from Southern Hills Plantation/Hampton Ridge Developers LLC

The City has committed to reimburse \$2,575,000 of the estimated \$9,000,000 in costs to Southern Hills Plantation/Hampton Ridge Developer, LLC (“the Developer”) for improvements to the City’s Cobb Road Wastewater Treatment Plant, also known as the Water Reclamation Facility (WRF) with about \$6,000,000 in sewer related costs being eligible for sewer impact fee credits. The Developer and the City agreed to construct additional waste water treatment capacity by doubling the size of the City’s Cobb Road Plant from 1.5 to 3.0 mgd. The Development Agreement amendments revised the original plan to build a .5 mgd plant on South Broad Street and instead to expand the existing Cobb Road facility. The Cobb Road WWTP expansion will also increase the reuse capacity from the earlier proposal amount of 0.5mgd to 3.0mgd. It is expected that the City will pay \$2,575,000 to the Developer by April 2012 when the Plant is expected to be completed. The Developer and the City are making direct purchases of equipment for the Wastewater Treatment Plant that will be stored until actual construction begins.

Southern Hills Plantation/Hampton Ridge Developers, LLC Impact Fee Credits

Acceptance of the Southern Hills Plantation roads, right-of-ways, and water and sewer improvements are ongoing as various phases are completed. At present, only potable water main phase I in the amount of \$521,859 is acceptable for the booking of water impact fee credits and the start of the Developers’ official one year maintenance period. Completed sewer improvements eligible for the booking of sewer impact fee credits now total \$1,598,117. The completed sewer work includes a regional lift station and force mains along US 41 South to Wiscon Road, thence along Mobley Road, across State Road 50 West and thence to Cobb Road WRF. Transportation impact fee credits have also been booked/granted in the amount of \$2,125,489 for improvements related to Southern Hills Boulevard access to US 41 and related drainage work, plus work on the SR 50 2-lane Collector Road.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE T – COMMITMENTS AND CONTINGENCIES (CONTINUED)

Water, Sewer and Reuse Service Expansion

The expansion of the City's Sewer and Reuse systems continues with the completion of the Mobley/Wiscon Road Project. This approximately 10,000 linear foot project included the over sizing of the reuse main from 12" to 18"; so that the City could serve additional customers. The over sizing was at a cost of \$210,673. The City has received reimbursements from the South West Florida Water Management District in the amount of \$113,870 to date. An additional 10% retainage in the amount of \$12,640 will be paid to the City after project completion in April 2012.

A 12" sewer forcemain was also installed simultaneously along this same route, for which the Developer will receive sewer impact fee credits estimated at \$614,800.

Wellfield Projects

The City continues to improve its water supply by making improvements to its wells as funds are available. For fiscal year 2008 – 09, the City plans to install pumps, and make other improvements, in a previously drilled well shaft at its Hope Hill Wellfield with a \$19,900 matching grant from the Withlacoochee Water Supply Authority partially offsetting the estimated total expenditure of \$175,000.

Water Advisory Panel Grant/Legislative Appropriation

The Water and Sewer Department through the original Water Advisory Panel (WAP) Grants and subsequent Legislative Appropriations continue to work on the inflow and infiltration problems of our old sewer lines. About 44% of the City's sewers are made of clay pipe. Since 2000, the City has been awarded Water Advisory Panel Grants (State Legislative Appropriations) totaling \$4,250,000. To date the City has smoke tested all of the City's sewer lines (200,000 linear feet); also, the City has replaced and relined about 34,000 linear feet of sewer lines. The remaining grant funds of approximately \$600,000 will be spent on repairing sewer laterals and manholes. This work is expected to be completed by December 31, 2009.

In 2008, the City has requested \$2,731,000 for continued sewer rehabilitation and \$1,600,000 Water System Improvement Project to repair or replace and upgrade aging undersized potable water lines in the Historic sections of the City. Also, to extend the water system to property located within the Enterprise Zone, in our CBIR through the Hernando County Legislation Delegation. The City was awarded \$190,000 and previously in the 2007 legislative session, the Water System Improvement Project was awarded \$250,000, which will be spent to up-size potable water lines in the downtown area. Of this total amount of \$440,000 about \$309,000 has been encumbered by a Purchase Order and the remainder amount will be spent by December 31, 2009.

Transportation Outreach (TOPS)/CDBG-Economic Development Grant

This project originally included the purchase of a bus for the County Transit system, and the construction of a portion of a reverse frontage road and utilities along SR50 and installation of pedestrian safety improvements downtown. The City scaled this project back at the end of 2006 due to prohibitive road work costs and further scaled it back in 2007 due to a conflict with land easements. At this time the project has been modified to build sidewalks in strategic locations and will be used to purchase right-of-way for Governor's Boulevard. The Grant was closed out May 2, 2008.

Good Neighbor Trail

The City has been awarded a Florida Recreation Development Assistant Program (FRDAP) Grant in the amount of \$130,000 to construct the Parson's Brook Path and related trailhead improvements. These funds are being leveraged with \$75,000 in Metropolitan Planning Organization (MPO) Enhancement Program funding and land that the City acquired from the Museum Association and funds received through a CSX settlement. The FRDAP money must be spent by August 2009. Currently, the bathroom portion of the project has been bid and the construction (funded by MPO enhancement funds) may start as soon as April 2009. The balance of trailhead improvements are expected to be bid in March 2009 with construction starting by June 2009 and completed by August 2009.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE T – COMMITMENTS AND CONTINGENCIES (CONTINUED)

Additionally, the City was awarded a Florida Recreation Development Assistant Program (FRDAP) Grant in the amount of \$200,000 to pave the first phase of the Good Neighbor Trail from the trailhead to Jasmine Drive. These funds were expected to be leveraged with \$230,000 of Metropolitan Planning Organization (MPO) Enhancement Program funding. The FRDAP grant money was to be expended by April 30, 2008. The City gave the \$200,000 Grant back to the funding agency due to scheduling issues with the leveraged funding source (MPO). Currently, the MPO recently bid this trail project and awarded a contract (within their current budget) to construct it. Construction should occur by June 2009 and be complete by August 2009.

City-wide Installation of “Radio Read” Meters

In the 2008 - 09 Budget, the City Council authorized the replacement or retrofitting of 4,241 water meters from manual read meters to “radio read” meters. The City has a commitment from USDA for the financing. The cost is estimated at \$1,200,000 in the 2008 - 09 Budget. This will improve the efficiency and accuracy of meter readings from manual reads to “radio read” meter throughout our water delivery system.

NOTE U – SUBSEQUENT EVENTS

Valuation Adjustment Board Re-Certification

On February 10, 2009, the City received the Re-Certification of the 2008 Taxable Values of the City of Brooksville. Values were adjusted -1.7517% from \$568,431,915 (October 3, 2008) to \$558,474,395 (February 10, 2009) after the conclusion of the Value Adjustment Hearings. The Valuation Board’s adjustments will lower the City’s Ad Valorem revenues by \$60,432 (at 100%). The reduction in Ad Valorem revenues is based on the 2008 City Millage rate of 6.0690 mills per \$1,000 times \$9,957,520 which was the decrease in Taxable Values.

Property Values expected to Decline

Due to the economic world-wide downturn including in the United States and Florida, the City expects a significant drop in taxable values for the 2009 and beyond tax years. As of this date, 2009 projections have not been received from the Hernando County Property Appraiser. We expect the City’s taxable values to drop as much as 15% to 20%.

State Revenues expected to Decline

Due to the economic downturn, State revenues are expected to decline in the 2008-09 Fiscal Year and beyond. The City received revised State revenue projections in December 2008, however those projections are not in total below our 2008-09 Budget that are always projected at 95% of the State’s Budget available projections. However, if the economic downturn continues the State of Florida’s projections may be revised lower again in the future.

Lawsuit filed January 2008 against Westchester Fire Insurance Company

In January 2008, the City filed suit in Circuit Court against Westchester Fire Insurance Company. Westchester is the surety on performance bonds obtained by Levitt & Sons of Hernando County, the developer for the Cascades at Southern Hills Planned Development Project, as a condition of final plat approval to secure certain public work infrastructure improvements. Levitt & Son’s of Hernando County filed for Chapter 11 Bankruptcy in November 2007 and failed to complete the required improvements. The City and Westchester entered into a Forbearance Agreement; and the City voluntarily dismissed its state court litigation. In November 2008, the City gave notice of its intent to terminate the Forbearance Agreement effective January 19, 2009. Prior to the City re-filing its litigation, Westchester filed a Complaint for Declaratory Judgment in U.S. District Court for the Middle District of Florida. The City has filed a counterclaim in U.S. District Court against Westchester to foreclose on the performance bonds for a total of \$5,366,454.75 in damages plus interest, attorney’s fees and costs.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2008**

NOTE U – SUBSEQUENT EVENTS (CONTINUED)

Internal Service Fund Split between Maintenance and Vehicle Replacement

Based on the 2008-09 approved City of Brooksville Budget, the City split the Internal Service Fund into the Maintenance Fund and Vehicle Replacement Fund. As of October 1, 2009, \$1,248,595 was moved into the Vehicle Replacement Fund. The Maintenance Fund is funded by the City Departments for maintenance of our vehicle fleet. The Vehicle Replacement Fund is used to fund the future replacement of City vehicles.

Forgiveness of Brooksville Community Redevelopment Agency Debt by City of Brooksville

In the adopted Fiscal Year 2008-09 City of Brooksville Budget, the City Council approved the forgiveness of the debt that the Brooksville Community Redevelopment Agency (CRA) owed to the General Fund No. 001 totaling \$63,559 and to the CDBG Redevelopment Fund No. 131 totaling \$128,368. The entries were entered in the City's and the CRA's financial records in October 2008. The CRA debt represented monies owed to the City for a grant match for the downtown revitalization project that was being paid back over twenty years.

SUPPLEMENTARY INFORMATION

CITY OF BROOKSVILLE, FLORIDA
 COMBINING BALANCE SHEET
 NONMAJOR GOVERNMENTAL FUNDS
 SEPTEMBER 30, 2008

SPECIAL REVENUE FUNDS										
LAW ENFORCEMENT TRUST FUND	POLICE GRANTS AND DONATIONS	JUSTICE ASSISTANCE GRANT	POLICE SPECIAL COMMUNICATIONS	GOOD NEIGHBOR TRAIL PROJECT	MAJOR STORM READINESS	ROAD IMPACT FEES	FRIENDS OF THE CHILDREN			
\$ 22,518	\$ 15,937	\$ 0	\$ 0	\$ 73,230	\$ 74,704	\$ 1,998,866	\$ 0			
0	0	0	0	0	0	0	0			
0	0	0	0	0	0	0	0			
0	0	0	0	0	0	0	0			
0	0	4,000	0	156	0	0	0			
0	0	0	0	0	0	0	0			
<u>\$ 22,518</u>	<u>\$ 15,937</u>	<u>\$ 4,000</u>	<u>\$ 0</u>	<u>\$ 73,386</u>	<u>\$ 74,704</u>	<u>\$ 1,998,866</u>	<u>\$ 0</u>			
ASSETS										
POOLED CASH AND INVESTMENTS										
RESTRICTED POOLED CASH AND INVESTMENTS										
INTEREST RECEIVABLE										
DUE FROM OTHER FUNDS										
DUE FROM OTHER GOVERNMENTS										
INVENTORY - CONFISCATED PROPERTY										
TOTAL ASSETS										
LIABILITIES AND FUND BALANCE										
LIABILITIES										
ACCOUNTS PAYABLE										
UNEARNED REVENUE										
DUE TO OTHER FUNDS										
OTHER CURRENT LIABILITIES										
TOTAL LIABILITIES										
FUND BALANCE										
RESERVED FOR DEBT RETIREMENT UNRESERVED										
TOTAL FUND BALANCE										
TOTAL LIABILITIES AND FUND BALANCE										

CITY OF BROOKSVILLE, FLORIDA
 COMBINING BALANCE SHEET
 NONMAJOR GOVERNMENTAL FUNDS
 SEPTEMBER 30, 2008

SPECIAL REVENUE FUNDS

	CDBG COMMUNITY REDEVELOPMENT	TREESCAPING	TOPS GRANT	SELF INSURED DENTAL	TOTAL SPECIAL REVENUE FUNDS
ASSETS					
POOLED CASH AND INVESTMENTS	\$ 0	\$ 87,071	\$ 0	\$ 0	\$ 2,793,121
RESTRICTED POOLED CASH AND INVESTMENTS	0	0	0	0	0
INTEREST RECEIVABLE	0	0	0	0	0
DUE FROM OTHER FUNDS	128,368	0	0	0	128,368
DUE FROM OTHER GOVERNMENTS	0	0	0	0	31,888
INVENTORY - CONFISCATED PROPERTY	0	0	0	0	3,085
TOTAL ASSETS	\$ 128,368	\$ 87,071	\$ 0	\$ 0	\$ 2,956,462

LIABILITIES AND FUND BALANCE					
LIABILITIES					
ACCOUNTS PAYABLE	\$ 0	\$ 0	\$ 0	\$ 0	\$ 3,033
UNEARNED REVENUE	0	0	0	0	8,484
DUE TO OTHER FUNDS	0	0	0	0	4,000
OTHER CURRENT LIABILITIES	0	0	0	0	141,938
TOTAL LIABILITIES	0	0	0	0	157,455
FUND BALANCE					
RESERVED FOR DEBT RETIREMENT	0	0	0	0	0
UNRESERVED	128,368	87,071	0	0	2,799,007
TOTAL FUND BALANCE	128,368	87,071	0	0	2,799,007
TOTAL LIABILITIES AND FUND BALANCE	\$ 128,368	\$ 87,071	\$ 0	\$ 0	\$ 2,956,462

CITY OF BROOKSVILLE, FLORIDA
 COMBINING BALANCE SHEET
 NONMAJOR GOVERNMENTAL FUNDS
 SEPTEMBER 30, 2008

CAPITAL PROJECT FUNDS							TOTAL
MCKETHAN PARK	PUBLIC FACILITIES R&M	MULTI-YEAR		CAPITAL		TOTAL CAPITAL PROJECT FUNDS	
		CAPITAL PROJECT ACCUMULATION	REVENUE BOND FUND	IMPROVEMENT BOND AND INTEREST SINKING FUND	IMPROVEMENT BOND AND INTEREST SINKING FUND		
\$ 79,604	\$ 20,115	\$ 21,937	\$ 14,054	\$ 10,129	\$ 145,839	\$ 145,839	
0	0	0	0	11,969	11,969	11,969	
0	0	0	0	0	0	0	
0	0	0	0	0	0	0	
0	0	0	197	0	197	197	
0	0	0	0	0	0	0	
<u>\$ 79,604</u>	<u>\$ 20,115</u>	<u>\$ 21,937</u>	<u>\$ 14,251</u>	<u>\$ 22,098</u>	<u>\$ 158,005</u>	<u>\$ 158,005</u>	

ASSETS

POOLED CASH AND INVESTMENTS	
RESTRICTED POOLED CASH AND INVESTMENTS	
INTEREST RECEIVABLE	
DUE FROM OTHER FUNDS	
DUE FROM OTHER GOVERNMENTS	
INVENTORY - CONFISCATED PROPERTY	
TOTAL ASSETS	

\$ 231	\$ 0	\$ 0	\$ 0	\$ 0	\$ 231
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
<u>231</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>231</u>
0	0	0	0	11,969	11,969
<u>79,373</u>	<u>20,115</u>	<u>21,937</u>	<u>14,251</u>	<u>10,129</u>	<u>145,805</u>
<u>79,373</u>	<u>20,115</u>	<u>21,937</u>	<u>14,251</u>	<u>22,098</u>	<u>157,774</u>
<u>\$ 79,604</u>	<u>\$ 20,115</u>	<u>\$ 21,937</u>	<u>\$ 14,251</u>	<u>\$ 22,098</u>	<u>\$ 158,005</u>

LIABILITIES AND FUND BALANCE

LIABILITIES	
ACCOUNTS PAYABLE	
UNEARNED REVENUE	
DUE TO OTHER FUNDS	
OTHER CURRENT LIABILITIES	
TOTAL LIABILITIES	
FUND BALANCE	
RESERVED FOR DEBT RETIREMENT	
UNRESERVED	
TOTAL FUND BALANCE	
TOTAL LIABILITIES AND FUND BALANCE	

CITY OF BROOKSVILLE, FLORIDA
 COMBINING BALANCE SHEET
 NONMAJOR GOVERNMENTAL FUNDS
 SEPTEMBER 30, 2008

	<u>PERMANENT FUND</u>		TOTAL
	CEMETERY PERPETUAL CARE	TOTAL PERMANENT FUNDS	NONMAJOR GOVERNMENTAL FUNDS
ASSETS			
POOLED CASH AND INVESTMENTS	\$ 284,881 \$	284,881 \$	3,223,841
RESTRICTED POOLED CASH AND INVESTMENTS	0	0	11,969
INTEREST RECEIVABLE	0	0	0
DUE FROM OTHER FUNDS	21,369	21,369	149,737
DUE FROM OTHER GOVERNMENTS	0	0	32,085
INVENTORY - CONFISCATED PROPERTY	0	0	3,085
TOTAL ASSETS	<u>\$ 306,250 \$</u>	<u>306,250 \$</u>	<u>3,420,717</u>
LIABILITIES AND FUND BALANCE			
LIABILITIES			
ACCOUNTS PAYABLE	\$ 0 \$	0 \$	3,264
UNEARNED REVENUE	0	0	8,484
DUE TO OTHER FUNDS	0	0	4,000
OTHER CURRENT LIABILITIES	0	0	141,938
TOTAL LIABILITIES	<u>0</u>	<u>0</u>	<u>157,686</u>
FUND BALANCE			
RESERVED FOR DEBT RETIREMENT UNRESERVED	0	0	11,969
	<u>306,250</u>	<u>306,250</u>	<u>3,251,062</u>
TOTAL FUND BALANCE	<u>306,250</u>	<u>306,250</u>	<u>3,263,031</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 306,250 \$</u>	<u>306,250 \$</u>	<u>3,420,717</u>

CITY OF BROOKSVILLE, FLORIDA
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 NON-MAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

SPECIAL REVENUE FUNDS										
	POLICE SPECIAL EDUCATION FUND	PARK AND RECREATION TRANSPORT	LOCAL OPTION GAS TAX	LAW ENFORCEMENT INVESTIGATIVE TRUST	LAW ENFORCEMENT IMPACT FEES	PUBLIC BUILDING IMPACT FEES	FIRE IMPACT FEES			
REVENUES										
TAXES	0	0	295,914	0	0	0	0			
LICENSES & PERMITS	0	0	0	0	0	0	0			
INTERGOVERNMENTAL REVENUE	0	0	0	0	0	0	0			
CHARGES FOR SERVICES	0	0	0	0	0	0	0			
FINES & FORFEITS	2,314	0	0	0	0	0	0			
MISCELLANEOUS REVENUES	121	7,506	0	23,127	19,311	37,207	11,676			
TOTAL REVENUES	2,435	7,506	295,914	23,127	19,311	37,207	11,676			
EXPENDITURES										
CURRENT										
CULTURE & RECREATION	1,290	0	0	0	0	0	0			
GENERAL GOVERNMENT	0	0	0	0	0	0	0			
PUBLIC SAFETY	0	0	0	40	0	0	0			
PHYSICAL ENVIRONMENT	0	0	0	0	0	0	0			
TRANSPORTATION	0	0	0	0	0	0	0			
DEBT SERVICE	0	0	0	0	0	0	0			
PRINCIPAL	0	0	0	0	0	0	0			
INTEREST AND FISCAL CHARGES	0	0	0	0	0	0	0			
CAPITAL OUTLAY	0	0	0	19,974	14,626	0	0			
TOTAL EXPENDITURES	1,290	0	0	20,014	14,626	0	0			
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	1,145	7,506	295,914	3,113	4,685	37,207	11,676			
OTHER FINANCING SOURCES (USES)										
TRANSFERS IN	0	0	0	1,295	0	0	0			
TRANSFERS OUT	0	(7,767)	(298,071)	0	0	0	0			
TOTAL OTHER FINANCING SOURCES (USES)	0	(7,767)	(298,071)	1,295	0	0	0			
NET CHANGE IN FUND BALANCES	1,145	(261)	(2,157)	4,408	4,685	37,207	11,676			
FUND BALANCES, BEGINNING OF YEAR	14,568	261	32,564	36,992	13,921	213,020	77,916			
FUND BALANCES, END OF YEAR	\$ 15,713	\$ 0	\$ 30,407	\$ 41,400	\$ 18,606	\$ 250,227	\$ 89,592			

CITY OF BROOKSVILLE, FL
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

SPECIAL REVENUE FUNDS

	ROAD IMPACT FEES	FRIENDS OF THE CHILDREN	CDBG COMMUNITY REDEVELOPME	TREESCAPING	TOPS GRANT	SELF INSURED DENTAL	TOTAL SPECIAL REVENUE FUNDS
REVENUES							
TAXES	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	295,914
LICENSES & PERMITS	0	0	0	285	0	0	285
INTERGOVERNMENTAL REVENUE	0	0	0	0	406,692	0	421,134
CHARGES FOR SERVICES	0	0	0	0	0	0	0
FINES & FORFEITS	0	0	0	0	0	0	2,314
MISCELLANEOUS REVENUES	343,520	290	0	(217)	0	520	470,688
TOTAL REVENUES	343,520	290	0	68	406,692	520	1,190,335
EXPENDITURES							
CURRENT							
CULTURE & RECREATION	0	3,462	0	0	0	0	5,145
GENERAL GOVERNMENT	0	0	0	0	0	42,632	42,632
PUBLIC SAFETY	0	0	0	0	0	0	6,736
PHYSICAL ENVIRONMENT	0	0	0	0	0	0	0
TRANSPORTATION	0	0	0	0	27	0	27
DEBT SERVICE							
PRINCIPAL	0	0	0	0	0	0	0
INTEREST AND FISCAL CHARGES	0	0	0	0	0	0	0
CAPITAL OUTLAY	126,345	0	0	0	406,665	0	602,102
TOTAL EXPENDITURES	126,345	3,462	0	0	406,692	42,632	656,642
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	217,175	(3,172)	0	68	0	(42,112)	533,693
OTHER FINANCING SOURCES (USES)							
TRANSFERS IN	0	0	0	0	0	34,264	49,350
TRANSFERS OUT	0	(31)	0	0	(574)	0	(307,786)
TOTAL OTHER FINANCING SOURCES (USES)	0	(31)	0	0	(574)	34,264	(258,436)
NET CHANGE IN FUND BALANCES	217,175	(3,203)	0	68	(574)	(7,848)	275,257
FUND BALANCES, BEGINNING OF YEAR	1,633,184	3,203	128,368	87,003	574	7,848	2,523,750
FUND BALANCES, END OF YEAR	1,850,359 \$	0 \$	128,368 \$	87,071 \$	0 \$	0 \$	2,799,007

CITY OF BROOKSVILLE, FL
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

		CAPITAL PROJECT FUNDS					
		MULTI-YEAR CAPITAL PROJECT ACCUMULATION	CAPITAL IMPROVEMENT REVENUE BOND FUND	CAPITAL IMPROVEMENT BOND AND INTEREST SINKING FUND	TOTAL CAPITAL PROJECT FUNDS		
REVENUES							
TAXES	0 \$	0 \$	0 \$	0 \$	0 \$	0	
LICENSES & PERMITS	0	0	0	0	0	0	
INTERGOVERNMENTAL REVENUE	0	0	32,470	0	32,470	32,470	
CHARGES FOR SERVICES	29,137	0	0	0	0	29,137	
FINES & FORFEITS	0	0	0	0	0	0	
MISCELLANEOUS REVENUES	977	472	1,364	171	(168)	2,816	
TOTAL REVENUES	30,114	472	1,364	32,641	(168)	64,423	
EXPENDITURES							
CURRENT							
CULTURE & RECREATION	12,270	0	0	0	0	12,270	
GENERAL GOVERNMENT	0	0	0	0	0	0	
PUBLIC SAFETY	0	0	0	0	0	0	
PHYSICAL ENVIRONMENT	0	0	0	0	0	0	
TRANSPORTATION	0	0	94,183	0	0	94,183	
DEBT SERVICE	0	0	0	0	0	0	
PRINCIPAL	0	0	0	10,000	10,000	10,000	
INTEREST AND FISCAL CHARGES	0	0	0	10,676	10,676	10,676	
CAPITAL OUTLAY	1,153	0	0	0	0	1,153	
TOTAL EXPENDITURES	13,423	0	94,183	20,676	128,282		
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	16,691	472	(92,819)	32,641	(20,844)	(63,859)	
OTHER FINANCING SOURCES (USES)							
TRANSFERS IN	31	0	0	0	32,858	32,889	
TRANSFERS OUT	0	0	0	(32,858)	0	(32,858)	
TOTAL OTHER FINANCING SOURCES (USES)	31	0	0	(32,858)	32,858	31	
NET CHANGE IN FUND BALANCES	16,722	472	(92,819)	(217)	12,014	(63,828)	
FUND BALANCES, BEGINNING OF YEAR	62,651	19,643	114,756	14,468	10,084	221,602	
FUND BALANCES, END OF YEAR	79,373 \$	20,115 \$	21,937 \$	14,251 \$	22,098 \$	157,774	

CITY OF BROOKSVILLE, FL
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	<u>PERMANENT FUND</u>		TOTAL
	CEMETERY PERPETUAL CARE	TOTAL PERMANENT FUNDS	NONMAJOR GOVERNMENTAL FUNDS
REVENUES			
TAXES	0 \$	0 \$	295,914
LICENSES & PERMITS	0	0	285
INTERGOVERNMENTAL REVENUE	0	0	453,604
CHARGES FOR SERVICES	0	0	29,137
FINES & FORFEITS	0	0	2,314
MISCELLANEOUS REVENUES	3,407	3,407	476,911
TOTAL REVENUES	3,407	3,407	1,258,165
EXPENDITURES			
CURRENT			
CULTURE & RECREATION	0	0	17,415
GENERAL GOVERNMENT	0	0	42,632
PUBLIC SAFETY	0	0	6,736
PHYSICAL ENVIRONMENT	0	0	0
TRANSPORTATION	0	0	94,210
DEBT SERVICE			
PRINCIPAL	0	0	10,000
INTEREST AND FISCAL CHARGES	0	0	10,676
CAPITAL OUTLAY	0	0	603,255
TOTAL EXPENDITURES	0	0	784,924
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	3,407	3,407	473,241
OTHER FINANCING SOURCES (USES)			
TRANSFERS IN	10,000	10,000	92,239
TRANSFERS OUT	0	0	(340,644)
TOTAL OTHER FINANCING SOURCES (USES)	10,000	10,000	(248,405)
NET CHANGE IN FUND BALANCES	13,407	13,407	224,836
FUND BALANCES, BEGINNING OF YEAR	292,843	292,843	3,038,195
FUND BALANCES, END OF YEAR	306,250 \$	306,250 \$	3,263,031

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	SPECIAL REVENUE FUNDS						VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	POLICE SPECIAL EDUCATION FUND			PARK AND RECREATION TRANSPORT			
	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	
REVENUES	ORIGINAL	FINAL		ORIGINAL	FINAL		
FINES & FORFEITS	\$ 2,700	\$ 2,700	\$ 2,314	\$ 0	\$ 0	\$ 0	\$ (386)
MISCELLANEOUS REVENUES	400	400	121	10,015	10,015	7,506	(2,509)
TOTAL REVENUES	3,100	3,100	2,435	10,015	10,015	7,506	(2,509)
EXPENDITURES							
CURRENT							
CULTURE AND RECREATION	0	5,000	1,290	0	0	0	0
TOTAL EXPENDITURES	0	5,000	1,290	0	0	0	0
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	3,100	(1,900)	1,145	10,015	10,015	7,506	(2,509)
OTHER FINANCING SOURCES (USES)							
TRANSFERS IN	0	0	0	0	0	0	0
TRANSFERS OUT	0	0	0	(10,000)	(10,000)	(7,767)	2,233
TOTAL OTHER FINANCING SOURCES (USES)	0	0	0	(10,000)	(10,000)	(7,767)	2,233
NET CHANGE IN FUND BALANCES	3,100	(1,900)	1,145	15	15	(261)	(276)
FUND BALANCES, BEGINNING OF YEAR	(3,100)	1,900	14,568	(15)	(15)	261	276
FUND BALANCES, END OF YEAR	\$ 0	\$ 0	\$ 15,713	\$ 0	\$ 0	\$ 0	\$ 0

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	SPECIAL REVENUE FUNDS						VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	LOCAL OPTION GAS TAX			LAW ENFORCEMENT INVESTIGATIVE TRUST			
	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	
REVENUES							
TAXES							
MISCELLANEOUS REVENUES	\$ 297,435	\$ 295,914	\$ (1,521)	\$ 0	\$ 0	\$ 0	
TOTAL REVENUES	0	0	0	450	23,127	16,677	
	297,435	295,914	(1,521)	450	23,127	16,677	
EXPENDITURES							
CURRENT							
PUBLIC SAFETY	0	0	0	0	40	(40)	
CAPITAL OUTLAY	0	0	0	0	19,974	26	
TOTAL EXPENDITURES	0	0	0	0	20,014	(14)	
	297,435	295,914	(1,521)	450	(13,550)	16,663	
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES							
OTHER FINANCING SOURCES (USES)							
TRANSFERS IN	0	0	0	0	1,295	0	
TRANSFERS OUT	(297,435)	(298,071)	(636)	0	0	0	
TOTAL OTHER FINANCING SOURCES (USES)	(297,435)	(298,071)	(636)	0	1,295	0	
NET CHANGE IN FUND BALANCES	0	(2,157)	(2,157)	450	(12,255)	16,663	
FUND BALANCES, BEGINNING OF YEAR	0	32,564	32,564	(450)	12,255	24,737	
FUND BALANCES, END OF YEAR	0	30,407	30,407	0	41,400	41,400	

CITY OF BROOKSVILLE, FLORIDAS
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	SPECIAL REVENUE FUNDS									
	LAW ENFORCEMENT IMPACT FEES					PUBLIC BUILDING IMPACT FEES				
	BUDGETED AMOUNTS		ACTUAL AMOUNTS		VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS		ACTUAL AMOUNTS		VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	ORIGINAL	FINAL			ORIGINAL	FINAL				
REVENUES										
MISCELLANEOUS REVENUES	\$ 1,030	\$ 1,030	\$ 19,311	\$ 18,281	\$ 42,500	\$ 42,500	\$ 37,207	\$ 37,207	\$ (5,293)	
TOTAL REVENUES	1,030	1,030	19,311	18,281	42,500	42,500	37,207	37,207	(5,293)	
EXPENDITURES										
CAPITAL OUTLAY	0	14,650	14,626	24	0	0	0	0	0	
TOTAL EXPENDITURES	0	14,650	14,626	24	0	0	0	0	0	
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	1,030	(13,620)	4,685	18,305	42,500	42,500	37,207	37,207	(5,293)	
NET CHANGE IN FUND BALANCES	1,030	(13,620)	4,685	18,305	42,500	42,500	37,207	37,207	(5,293)	
FUND BALANCES, BEGINNING OF YEAR	(1,030)	13,620	13,921	301	(42,500)	(42,500)	213,020	213,020	255,520	
FUND BALANCES, END OF YEAR	\$ 0	\$ 0	\$ 18,606	\$ 18,606	\$ 0	\$ 0	\$ 250,227	\$ 250,227	\$ 250,227	

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	SPECIAL REVENUE FUNDS					
	FIRE IMPACT FEES			PARKS IMPACT FEES		
	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
ORIGINAL	FINAL		ORIGINAL	FINAL		
REVENUES						
MISCELLANEOUS REVENUES	\$ 18,000	\$ 18,000	\$ 11,676 (6,324)	\$ 20,500	\$ 20,500	\$ 18,019 (2,481)
TOTAL REVENUES	18,000	18,000	11,676 (6,324)	20,500	20,500	18,019 (2,481)
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	18,000	18,000	11,676 (6,324)	20,500	20,500	18,019 (2,481)
NET CHANGE IN FUND BALANCES	18,000	18,000	11,676 (6,324)	20,500	20,500	18,019 (2,481)
FUND BALANCES, BEGINNING OF YEAR	(18,000)	(18,000)	77,916 95,916	(20,500)	(20,500)	85,733 106,233
FUND BALANCES, END OF YEAR	\$ 0	\$ 0	\$ 89,592 89,592	\$ 0	\$ 0	\$ 103,752 103,752

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	SPECIAL REVENUE FUNDS						VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	LAW ENFORCEMENT TRUST FUND			POLICE GRANTS AND DONATIONS			
	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	
REVENUES							
MISCELLANEOUS REVENUES	20,650	3,942	(16,708)	0	4,000	4,000	4,000
TOTAL REVENUES	20,650	3,942	(16,708)	0	4,000	4,000	4,000
EXPENDITURES							
CURRENT							
PUBLIC SAFETY	0	0	0	5,000	4,887	113	113
CAPITAL OUTLAY	0	17,773	19	0	0	0	0
TOTAL EXPENDITURES	0	17,773	19	5,000	4,887	113	113
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	20,650	(13,831)	(16,689)	(5,000)	(887)	4,113	4,113
OTHER FINANCING SOURCES (USES)							
TRANSFERS IN	0	0	0	13,743	13,791	48	48
TRANSFERS OUT	0	(1,295)	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES (USES)	0	(1,295)	0	13,743	13,791	48	48
NET CHANGE IN FUND BALANCES	20,650	(15,126)	(16,689)	8,743	12,904	4,161	4,161
FUND BALANCES, BEGINNING OF YEAR	(20,650)	(1,563)	39,207	(8,743)	0	8,743	8,743
FUND BALANCES, END OF YEAR	0	22,518	22,518	0	12,904	12,904	12,904

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	SPECIAL REVENUE FUNDS						VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	JUSTICE ASSISTANCE GRANT			POLICE SPECIAL COMMUNICATIONS			
	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	
	ORIGINAL	FINAL		ORIGINAL	FINAL		
REVENUES							
INTERGOVERNMENTAL REVENUE	\$ 8,467	\$ 8,467	\$ 14,442	\$ 0	\$ 0	\$ 0	
MISCELLANEOUS REVENUES	0	0	0	50	41	(9)	
TOTAL REVENUES	8,467	8,467	14,442	50	41	(9)	
EXPENDITURES							
CURRENT							
CULTURE AND RECREATION	0	0	393	0	0	0	
PUBLIC SAFETY	8,467	8,467	1,809	0	0	0	
CAPITAL OUTLAY	0	5,668	12,269	4,493	4,450	43	
TOTAL EXPENDITURES	8,467	14,135	14,471	4,493	4,450	43	
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	0	(5,668)	(29)	(4,443)	(4,409)	34	
OTHER FINANCING (USES)							
TRANSFERS OUT	0	0	0	0	0	(48)	
TOTAL OTHER FINANCING (USES)	0	0	0	0	0	(48)	
NET CHANGE IN FUND BALANCES	0	(5,668)	(29)	(4,443)	(4,457)	(14)	
FUND BALANCES, BEGINNING OF YEAR	0	5,668	29	4,443	4,457	14	
FUND BALANCES, END OF YEAR	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	SPECIAL REVENUE FUNDS									
	GOOD NEIGHBOR TRAIL PROJECT					MAJOR STORM READINESS				
	BUDGETED AMOUNTS		ACTUAL AMOUNTS		VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS		ACTUAL AMOUNTS		VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
ORIGINAL	FINAL	ORIGINAL	FINAL		ORIGINAL	FINAL	ORIGINAL	FINAL		
REVENUES										
INTERGOVERNMENTAL REVENUE	\$ 635,000	\$ 635,000	\$ 0	\$ 0	(635,000)	\$ 0	\$ 0	\$ 0	\$ 0	0
MISCELLANEOUS REVENUES	4,000	4,000	1,143	1,143	(2,857)	3,800	3,800	482	482	(3,318)
TOTAL REVENUES	639,000	639,000	1,143	1,143	(637,857)	3,800	3,800	482	482	(3,318)
EXPENDITURES										
CAPITAL OUTLAY	711,000	711,000	0	0	711,000	0	0	0	0	0
TOTAL EXPENDITURES	711,000	711,000	0	0	711,000	0	0	0	0	0
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(72,000)	(72,000)	1,143	1,143	73,143	3,800	3,800	482	482	(3,318)
OTHER FINANCING SOURCES										
TRANSFERS IN	0	0	0	0	0	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0	0	0	0	0	0
NET CHANGE IN FUND BALANCES	(72,000)	(72,000)	1,143	1,143	73,143	3,800	3,800	482	482	(3,318)
FUND BALANCES, BEGINNING OF YEAR	72,000	72,000	72,243	72,243	243	(3,800)	(3,800)	74,222	74,222	78,022
FUND BALANCES, END OF YEAR	\$ 0	\$ 0	\$ 73,386	\$ 73,386	\$ 73,386	\$ 0	\$ 0	\$ 74,704	\$ 74,704	\$ 74,704

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	SPECIAL REVENUE FUNDS											
	ROAD IMPACT FEES					FRIENDS OF THE CHILDREN						
	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
REVENUES												
MISCELLANEOUS REVENUE	\$ 215,000	\$ 343,520	\$ 128,520	\$ 0	\$ 0	\$ 0	\$ 0	\$ 290	\$ 290	\$ 290	\$ 290	\$ 290
TOTAL REVENUES	215,000	343,520	128,520	0	0	0	0	290	290	290	290	290
EXPENDITURES												
CURRENT												
CULTURE & RECREATION	0	0	0	0	0	0	0	3,462	3,462	3,462	3,462	(262)
CAPITAL OUTLAY	900,000	126,345	773,655	900,000	126,345	773,655	0	0	0	0	0	0
TOTAL EXPENDITURES	900,000	126,345	773,655	900,000	126,345	773,655	0	3,200	3,462	3,200	3,462	(262)
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(685,000)	217,175	902,175	(685,000)	217,175	902,175	0	(3,200)	(3,172)	(3,200)	(3,172)	28
OTHER FINANCING (USES)												
TRANSFERS OUT	0	0	0	0	0	0	0	0	0	0	0	(31)
TOTAL OTHER FINANCING (USES)	0	0	0	0	0	0	0	0	0	0	0	(31)
NET CHANGE IN FUND BALANCES	(685,000)	217,175	902,175	(685,000)	217,175	902,175	0	(3,200)	(3,203)	(3,200)	(3,203)	(3)
FUND BALANCES, BEGINNING OF YEAR	685,000	1,633,184	948,184	685,000	1,633,184	948,184	0	3,200	3,203	3,200	3,203	3
FUND BALANCES, END OF YEAR	0	1,850,359	1,850,359	0	1,850,359	1,850,359	0	0	0	0	0	0

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	SPECIAL REVENUE FUNDS									
	CDBG COMMUNITY REDEVELOPMENT					TREESCAPING				
	BUDGETED AMOUNTS		ACTUAL AMOUNTS		VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS		FINAL		VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
ORIGINAL	FINAL	ORIGINAL	FINAL	ORIGINAL	FINAL	ORIGINAL	FINAL	ORIGINAL	FINAL	
REVENUES										
LICENSES & PERMITS	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 285	\$ 285
MISCELLANEOUS REVENUES	0	0	0	0	0	400	400	400	(217)	(617)
TOTAL REVENUES	0	0	0	0	0	400	400	400	68	(332)
EXPENDITURES										
CURRENT										
PHYSICAL ENVIRONMENT	0	0	0	0	0	1,000	1,000	1,000	0	1,000
TOTAL EXPENDITURES	0	0	0	0	0	1,000	1,000	1,000	0	1,000
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	0	0	0	0	0	(600)	(600)	(600)	68	668
NET CHANGE IN FUND BALANCES	0	0	0	0	0	(600)	(600)	(600)	68	668
FUND BALANCES, BEGINNING OF YEAR	0	0	128,368	128,368	128,368	600	600	600	87,003	86,403
FUND BALANCES, END OF YEAR	\$ 0	\$ 0	\$ 128,368	\$ 128,368	\$ 128,368	\$ 0	\$ 0	\$ 0	\$ 87,071	\$ 87,071

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	SPECIAL REVENUE FUNDS					
	TOPS GRANT			SELF INSURED DENTAL		
	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
ORIGINAL	FINAL		ORIGINAL	FINAL		
REVENUES						
INTERGOVERNMENTAL REVENUE	\$ 240,000	\$ 406,664	\$ 406,692	\$ 0	\$ 0	\$ 0
MISCELLANEOUS REVENUES	0	0	0	3,650	520	(3,130)
TOTAL REVENUES	240,000	406,664	406,692	3,650	520	(3,130)
EXPENDITURES						
CURRENT						
GENERAL GOVERNMENT	0	0	0	31,000	42,632	(11,632)
TRANSPORTATION	0	0	27	0	0	0
CAPITAL OUTLAY	240,000	490,152	406,665	0	0	0
TOTAL EXPENDITURES	240,000	490,152	406,692	31,000	42,632	(11,632)
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	0	(83,488)	0	(27,350)	(42,112)	(14,762)
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN	0	0	0	30,002	41,752	(7,488)
TRANSFERS OUT	0	0	(574)	0	0	0
TOTAL OTHER FINANCING SOURCES (USES)	0	0	(574)	30,002	41,752	(7,488)
NET CHANGE IN FUND BALANCES	0	(83,488)	(574)	2,652	(7,848)	(22,250)
FUND BALANCES, BEGINNING OF YEAR	0	83,488	574	(2,652)	(14,402)	22,250
FUND BALANCES, END OF YEAR	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	CAPITAL PROJECT FUNDS					
	MCKETHAN PARK			PUBLIC FACILITIES R&M		
	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	BUDGETED AMOUNTS	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
ORIGINAL	FINAL		ORIGINAL	FINAL		
REVENUES						
CHARGES FOR SERVICES	\$ 28,465	\$ 28,465	\$ 29,137	\$ 0	\$ 0	\$ 0
MISCELLANEOUS REVENUES	3,000	3,000	977	1,000	1,000	472
TOTAL REVENUES	31,465	31,465	30,114	1,000	1,000	472
EXPENDITURES						
CURRENT						
CULTURE & RECREATION	0	11,610	12,270	0	0	0
CAPITAL OUTLAY	38,000	38,000	1,153	0	0	0
TOTAL EXPENDITURES	38,000	49,610	13,423	0	0	0
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(6,535)	(18,145)	16,691	1,000	1,000	472
OTHER FINANCING SOURCES						
TRANSFERS IN	0	0	31	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	31	0	0	0
NET CHANGE IN FUND BALANCES	(6,535)	(18,145)	16,722	1,000	1,000	472
FUND BALANCES, BEGINNING OF YEAR	6,535	18,145	62,651	(1,000)	(1,000)	19,643
FUND BALANCES, END OF YEAR	0	0	79,373	0	0	20,115

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	CAPITAL PROJECT FUNDS			
	MULTI-YEAR CAPITAL PROJECT ACCUMULATION			VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	BUDGETED AMOUNTS	ACTUAL AMOUNTS		
ORIGINAL	FINAL			
REVENUES				
MISCELLANEOUS REVENUES	3,500 \$	3,500 \$	1,364 \$	(2,136)
TOTAL REVENUES	3,500	3,500	1,364	(2,136)
EXPENDITURES				
CURRENT				
TRANSPORTATION	118,076	118,076	94,183	23,893
TOTAL EXPENDITURES	118,076	118,076	94,183	23,893
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(114,576)	(114,576)	(92,819)	21,757
NET CHANGE IN FUND BALANCES	(114,576)	(114,576)	(92,819)	21,757
FUND BALANCES, BEGINNING OF YEAR	114,576	114,576	114,756	180
FUND BALANCES, END OF YEAR	0 \$	0 \$	21,937 \$	21,937

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	CAPITAL PROJECT FUNDS						VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	CAPITAL IMPROVEMENT REVENUE BOND FUND			CAPITAL IMPROVEMENT BOND AND INTEREST SINKING FUND			
	BUDGETED AMOUNTS	ACTUAL AMOUNTS		BUDGETED AMOUNTS	ACTUAL AMOUNTS		
REVENUES							
INTERGOVERNMENTAL REVENUES	\$ 34,000	\$ 32,470	\$ (1,530)	\$ 0	\$ 0	\$ 0	\$ 0
MISCELLANEOUS REVENUES	0	171	171	0	0	(168)	(168)
TOTAL REVENUES	34,000	32,641	(1,359)	0	0	(168)	(168)
EXPENDITURES							
DEBT SERVICE							
PRINCIPAL	0	0	0	15,800	10,000	5,800	5,800
INTEREST AND FISCAL CHARGES	10,676	10,676	10,676	0	10,676	0	0
TOTAL EXPENDITURES	10,676	10,676	10,676	0	20,676	5,800	5,800
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	23,324	23,324	32,641	0	(20,844)	5,632	5,632
OTHER FINANCING SOURCES (USES)							
TRANSFERS IN	0	0	0	0	32,858	2,858	2,858
TRANSFERS OUT	(23,324)	(53,324)	(32,858)	0	0	0	0
TOTAL OTHER FINANCING SOURCES (USES)	(23,324)	(53,324)	(32,858)	0	32,858	2,858	2,858
NET CHANGE IN FUND BALANCES	0	(30,000)	(217)	29,783	12,014	8,490	8,490
FUND BALANCES, BEGINNING OF YEAR	0	30,000	14,468	(15,532)	10,084	13,608	13,608
FUND BALANCES, END OF YEAR	0	0	14,251	14,251	22,098	22,098	22,098

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

	PERMANENT FUND			
	CEMETERY PERPETUAL CARE			
	BUDGETED AMOUNTS		ACTUAL	VARIANCE WITH
ORIGINAL	FINAL	AMOUNTS	FINAL BUDGET	
				POSITIVE
				(NEGATIVE)
REVENUES				
MISCELLANEOUS REVENUES	\$ 10,650	\$ 10,650	\$ 3,407	\$ (7,243)
TOTAL REVENUES	10,650	10,650	3,407	(7,243)
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	10,650	10,650	3,407	(7,243)
OTHER FINANCING SOURCES				
TRANSFERS IN	10,000	10,000	10,000	0
TOTAL OTHER FINANCING SOURCES	10,000	10,000	10,000	0
NET CHANGE IN FUND BALANCES	20,650	20,650	13,407	(7,243)
FUND BALANCES, BEGINNING OF YEAR	(20,650)	(20,650)	292,843	313,493
FUND BALANCES, END OF YEAR	\$ 0	\$ 0	\$ 306,250	\$ 306,250

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF NET ASSETS
 INTERNAL SERVICE FUND - VEHICLE MAINTENANCE
 SEPTEMBER 30, 2008

ASSETS	
CURRENT ASSETS	
POOLED CASH AND INVESTMENTS	1,258,913
INVENTORIES	3,202
PREPAID ITEMS	2,564
TOTAL CURRENT ASSETS	<u>1,264,679</u>
NON-CURRENT ASSETS	
CAPITAL ASSETS, NET	
MACHINERY & EQUIPMENT	254,317
CONSTRUCTION IN PROGRESS	37,722
TOTAL CAPITAL ASSETS, NET	<u>292,039</u>
TOTAL ASSETS	<u>\$ 1,556,718</u>
LIABILITIES AND FUND EQUITY	
CURRENT LIABILITIES	
ACCOUNTS PAYABLE	6,548
ACCRUED WAGES PAYABLE	962
ACCRUED PAYROLL LIABILITIES	200
OTHER CURRENT LIABILITIES	439
TOTAL CURRENT LIABILITIES	<u>8,149</u>
NON-CURRENT LIABILITIES	
ACCRUED COMPENSATED ABSENCES	2,129
TOTAL LIABILITIES	<u>10,278</u>
NET ASSETS	
INVESTED IN CAPITAL ASSETS, NET OF RELATED DEBT	292,039
UNRESTRICTED	1,254,401
TOTAL NET ASSETS	<u>1,546,440</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 1,556,718</u>

CITY OF BROOKSVILLE, FLORIDA
 STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS
 INTERNAL SERVICE FUND - VEHICLE MAINTENANCE
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

OPERATING REVENUE	
CHARGES FOR SERVICES	169,477
MISCELLANEOUS REVENUES	(5,556)
TOTAL OPERATING REVENUES	<u>163,921</u>
OPERATING EXPENSES	
PERSONAL SERVICES	132,994
OTHER SERVICES & CHARGES	34,935
DEPRECIATION	81,710
TOTAL OPERATING EXPENSES	<u>249,639</u>
OPERATING INCOME (LOSS)	<u>(85,718)</u>
NONOPERATING REVENUES (EXPENSES)	
INTEREST EARNINGS	31,108
TOTAL NONOPERATING REVENUES	<u>31,108</u>
INCOME (LOSS) BEFORE TRANSFERS	<u>(54,610)</u>
TRANSFERS IN (OUT)	
TRANSFERS IN	147,041
TRANSFERS OUT	(750)
TOTAL TRANSFERS IN (OUT)	<u>146,291</u>
CHANGE IN NET ASSETS	91,681
NET ASSETS, BEGINNING OF YEAR	<u>1,454,759</u>
NET ASSETS, END OF YEAR	<u>\$ 1,546,440</u>

CITY OF BROOKSVILLE, FLORIDA
STATEMENT OF CASH FLOWS
INTERNAL SERVICE FUND - VEHICLE MAINTENANCE
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

CASH FLOWS FROM OPERATING ACTIVITIES	
RECEIPTS FROM CUSTOMERS	\$ 169,477
PAYMENTS TO SUPPLIERS	(72,332)
PAYMENTS TO EMPLOYEES	(97,947)
OTHER RECEIPTS (PAYMENTS)	(5,556)
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>(6,358)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
TRANSFERS FROM OTHER FUNDS	147,041
TRANSFERS TO OTHER FUNDS	(750)
NET CASH PROVIDED BY NONCAPITAL FINANCING ACTIVITIES	<u>146,291</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
PURCHASES OF MACHINERY & EQUIPMENT	(98,402)
NET CASH USED BY CAPITAL AND RELATED FINANCING ACTIVITIES	<u>(98,402)</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
RECEIPT OF INTEREST AND DIVIDENDS	31,108
NET CASH PROVIDED BY INVESTING ACTIVITIES	<u>31,108</u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	72,639
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>1,186,274</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 1,258,913</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	
OPERATING INCOME (LOSS)	\$ (85,718)
ADJUSTMENTS TO RECONCILE OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:	
DEPRECIATION EXPENSE	81,710
(INCREASE) DECREASE IN INVENTORIES	(2,977)
INCREASE (DECREASE) IN ACCOUNTS PAYABLE	5,069
ACCRUED WAGES PAYABLE	221
ACCRUED PAYROLL LIABILITIES	(36)
OTHER CURRENT LIABILITIES	(430)
ACCRUED COMPENSATED ABSENCES	(4,197)
TOTAL ADJUSTMENTS	<u>79,360</u>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>\$ (6,358)</u>

CITY OF BROOKSVILLE, FLORIDA
 COMBINING STATEMENT OF FIDUCIARY NET ASSETS
 SEPTEMBER 30, 2008

	<u>PRIVATE PURPOSE TRUST FUNDS</u>				<u>PENSION TRUST FUNDS</u>				
	BUTTERWECK BOND FUND	DONOR MEMORIAL WALL FUND	PRIVATE PURPOSE TRUST FUNDS	TOTAL	FIREMAN'S RETIREMENT FUND	POLICE RETIREMENT FUND	TOTAL	PENSION TRUST FUNDS	
ASSETS									
POOLED CASH	\$ 0	\$ 0	\$ 0	\$ 0	\$ 143,298	\$ 284,472	\$ 427,770		
INVESTMENT IN DEBT SECURITIES	2,162	7,133	9,295	9,295	1,514,525	861,877	2,376,402		
INVESTMENT IN MARKETABLE EQUITY SECURITIES	0	0	0	0	2,073,727	1,258,223	3,331,950		
ACCOUNTS RECEIVABLE	0	0	0	0	23,331	9,856	33,187		
TOTAL ASSETS	\$ 2,162	\$ 7,133	\$ 9,295	\$ 9,295	\$ 3,754,881	\$ 2,414,428	\$ 6,169,309		
LIABILITIES AND FUND BALANCE									
NET ASSETS	2,162	7,133	9,295	9,295	3,754,881	2,414,428	6,169,309		
HELD IN TRUST FOR RETIREMENT AND OTHER PURPOSES									
TOTAL NET ASSETS	\$ 2,162	\$ 7,133	\$ 9,295	\$ 9,295	\$ 3,754,881	\$ 2,414,428	\$ 6,169,309		

CITY OF BROOKSVILLE, FLORIDA
 COMBINING STATEMENT OF FIDUCIARY NET ASSETS
 SEPTEMBER 30, 2008

	<u>AGENCY FUND</u>	
	PAYROLL ACCOUNT	TOTAL AGENCY FUNDS
\$	26,044 \$	26,044
\$	<u>26,044 \$</u>	<u>26,044</u>

ASSETS
 POOLED CASH AND INVESTMENTS

	\$	4,108 \$	4,108
		21,936	21,936
\$		<u>26,044 \$</u>	<u>26,044</u>

LIABILITIES AND FUND BALANCE
 LIABILITIES
 ACCOUNTS PAYABLE
 OTHER CURRENT LIABILITIES
 TOTAL LIABILITIES

CITY OF BROOKSVILLE, FLORIDA
 COMBINING STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS
 FOR THE YEAR ENDED SEPTEMBER 30, 2008

	BUTTERWRECK BOND FUND		DONOR MEMORIAL WALL FUND		TOTAL PRIVATE TRUST FUNDS		FIREMAN'S RETIREMENT		POLICE RETIREMENT		TOTAL PENSION TRUST FUNDS
ADDITIONS											
CONTRIBUTIONS											
EMPLOYER		0 \$	0 \$	0 \$	0 \$	165,510 \$	0 \$	0 \$	0 \$	165,510	
PLAN MEMBERS		0	0	0	0	23,631	7,798			31,429	
OTHER		0	0	0	0	138,718	189,765			328,483	
TOTAL CONTRIBUTIONS		0	0	0	0	327,859	197,563			525,422	
INVESTMENT EARNINGS											
NET INCREASE (DECREASE) IN FAIR VALUE		(31)	(101)	(132)	(132)	(748,835)	(482,411)			(1,231,246)	
GAIN (LOSS) ON SALE OF INVESTMENTS		0	0	0	0	133,376	122,747			256,123	
INTEREST/DIVIDENDS		64	210	274	274	132,267	74,436			206,703	
TOTAL INVESTMENT EARNINGS		33	109	142	142	(483,192)	(285,228)			(768,420)	
MISCELLANEOUS REVENUES		0	0	0	0	(208)	634			426	
TOTAL ADDITIONS		33	109	142	142	(155,541)	(87,031)			(242,572)	
DEDUCTIONS											
BENEFIT PAYMENTS		0	0	0	0	278,891	1,663			280,554	
ADMINISTRATIVE EXPENSES		0	0	0	0	53,167	40,277			93,444	
TRANSFERS OUT		0	0	0	0	0	0			0	
TOTAL DEDUCTIONS		0	0	0	0	332,058	41,940			373,998	
CHANGE IN NET ASSETS		33	109	142	142	(487,599)	(128,971)			(616,570)	
NET ASSETS, BEGINNING OF YEAR		2,129	7,024	9,153	9,153	4,242,480	2,543,399			6,785,879	
NET ASSETS, END OF YEAR		2,162 \$	7,133 \$	9,295 \$	9,295 \$	3,754,881 \$	2,414,428 \$			6,169,309	

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

GRANTOR PASS-THROUGH GRANTOR PROGRAM/PROJECT TITLE	CONTRACT #	CFDA/ CSFA #	AWARD AMOUNT	LOCAL MATCH	GRANT FUNDS EXPENDED	LOCAL MATCH EXPENDED
FEDERAL AWARDS						
U.S. Department of Justice Bureau of Justice Assistance						
Edward Byrne Justice Assistance Grant Program *	2005-DJ-BX-1485	16.738	\$ 12,029	\$ -	\$ 1,595	\$ -
Regain Our Neighborhood (RON)	2007-JAGC-HERN-1-P3-090	16.738	13,464	-	2,898	-
Drug Abuse Resistance Education (DARE)	2007-JAGC-HERN-2-P3-008	16.738	2,286	-	311	-
Law Enforcement Technology Enhancement	2008-JAGC-HERN-1-Q9-233	16.738	4,000	-	4,000	-
Digital Patrolter	2008-JAGD-HERN-1-Q0-106	16.738	5,668	-	5,668	-
Total U.S. Department of Justice			37,447	-	14,472	-
U.S. Department of Agriculture						
City Hall/Water and Sewer Generator & City Hall/Fire Station Window Retrofit		10.766	286,000	-	171,634	-
Federal Emergency Management Agency						
Tropical Storm Fay - Fire and Police Emergency Measures	08-PA-C2-05-37-13-503	97.036	2,707	-	2,707	-
Total Federal Awards			\$ 326,154	\$ -	\$ 186,813	\$ -

CITY OF BROOKSVILLE, FLORIDA
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
 FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

GRANTOR PASS-THROUGH GRANTOR PROGRAM/PROJECT TITLE	CONTRACT #	CFDA/ CSFA #	AWARD AMOUNT	LOCAL MATCH	GRANT FUNDS EXPENDED	LOCAL MATCH EXPENDED
<u>STATE FINANCIAL ASSISTANCE</u>						
Florida Department of Transportation Transportation Outreach Program (TOPS)*	AM827	55.022	\$ 1,279,479	\$ 299,479	\$ 406,692	\$ -
Department of Environmental Protection Statewide Surface Water Restoration & Wastewater Projects *	LP0503, LP6006	37.039	4,050,000	-	56,743	-
Total State Financial Assistance			\$ 5,329,479	\$ 299,479	\$ 463,435	\$ -

NOTES

* - Denotes a Reimbursable Grant.

**CITY OF BROOKSVILLE, FLORIDA
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
AND STATE FINANCIAL ASSISTANCE
SEPTEMBER 30, 2008**

NOTE A – GENERAL

The accompanying schedule of Expenditures of Federal Awards and State Financial Assistance presents the activity of all federal and state financial assistance programs for the City of Brooksville. The City reporting entity is defined in Note A to the City's basic financial statements for the year ended September 30, 2008.

NOTE B – BASIS OF ACCOUNTING

The accompanying schedule of Expenditures of Federal Awards and State Financial Assistance is presented using the modified accrual basis of accounting, which is described in Note B to the City's basic financial statements for the year ended September 30, 2008.

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

City Council
City of Brooksville, Florida

We have audited the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Brooksville as of and for the year ended September 30, 2008, and have issued our report thereon dated March 26, 2009. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control over Financial Reporting

In planning and performing our audit, we considered the City of Brooksville's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Brooksville's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City of Brooksville's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control over financial reporting. We consider the deficiencies described in the accompanying schedule of findings and questioned costs to be significant deficiencies in internal control over financial reporting. (08-1). A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be presented or detected by the entity's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, we believe that none of the significant deficiencies described above is a material weakness.

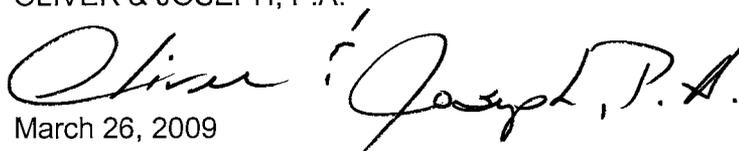
Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Brooksville 's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The City of Brooksville's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. We did not audit the City of Brooksville's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of the City of Brooksville management, the Auditor General of the State of Florida, Federal and State awarding agencies and pass-through entities, and others within the entity, and is not intended to be and should not be used by anyone other than these specified parties.

OLIVER & JOSEPH, P.A.


March 26, 2009

CITY OF BROOKSVILLE, FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008

Section I – Summary of Auditors’ Results

Financial Statements

Type of auditors’ report issued:	Unqualified
Internal control over financial reporting:	
Any material weakness(es) identified?	No
Any significant deficiencies identified not considered to be material weaknesses?	Yes
Any noncompliance material to financial statements noted?	No

**CITY OF BROOKSVILLE, FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2008**

Section II – Financial Statement Findings

08-1

The City does not utilize a centralized accounts payable system. Accounts payable balances are established at the time invoices for goods and services are received for payment. In addition, accounts payable balances for year-end reporting purposes are generated based upon staff's review of subsequent disbursements.

We recommend that the City review and revise its accounts payable processing procedures, so that liabilities are recorded at the point goods and services are received by the City, instead of recording the transactions when payment for the goods or services is due. Receiving copies of purchase orders should be routed to the accounts payable department immediately after the appropriate City staff accepts the receipt of the goods or services, so that the related liability can be recorded in the accounts payable sub-system. This will help to provide a more accurate on-going liability balance for management purposes. If the final invoice differs from the receiving or purchase order amount, an adjustment can be made at the time the invoice is received for payment.

Resolution of Prior Year Findings

07-2

Auditor noted that cash was not deposited with paying agent at least one business day prior to the date established for payment of any principal or redemption price or interest on the bonds. Per bond covenants, the issuer shall withdraw from the Sinking Fund sufficient moneys to pay such principal or redemption price or interest and deposit such moneys with the paying agent for the bonds to be paid.

The City has implemented processing procedures to ensure that amounts are deposited with paying agents on a timely basis. The auditor noted no instances during the fiscal year ended September 30, 2008.

07-3

Auditor noted per bond covenants that City did not establish upon issuance of bonds a separate special fund to be known as the "City of Brooksville Capital Improvement Revenue Bonds, Series 2006 Bond and Interest Sinking Fund". Per requirements, the City covenant and agreed to establish the fund to be used exclusively by the City to pay all interest and principal on the bonds as they come due.

The City has implemented policies to ensure that all covenants are addressed during issuance of any new debt and that bond requirements are reviewed on a periodic basis for continued compliance. The auditor noted no instances during the fiscal year ended September 30, 2008.

07-4

Auditor noted that the City's \$8.6 million contribution of donated sewer lines as initially recorded in fixed assets on the balance sheet was overstated by approximately \$193,000. The auditor requested an entry to reduce the amount of the contribution to final engineering reports. The auditor noted final engineering reports were received prior to the start of the audit; however this information was not forwarded to appropriate personnel in the finance department to ensure that proper adjustment was made.

The City has implemented policies and procedures to ensure that all contributions from donors are recorded accurately. The auditor noted no instances during the fiscal year ended September 30, 2008.

INDEPENDENT AUDITORS' MANAGEMENT LETTER

Honorable Council Members
Brooksville, Florida

We have audited the financial statements of the City of Brooksville, Florida, as of and for the fiscal year ended September 30, 2008, and have issued our report thereon dated March 26, 2009.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; We have issued our Independent Auditors' Report on Internal Control Over Financial Reporting and On Compliance and Other Matters based on an audit of financial statements performed in accordance with *Government Auditing Standards*, and Schedule of Findings and Questioned Costs. Disclosures in those reports and schedule, which are dated March 26, 2009, should be considered in conjunction with this management letter.

Additionally, our audit was conducted in accordance with the provisions of Chapter 10.550, Rules of the Auditor General, which govern the conduct of local government entity audits performed in the State of Florida and, unless otherwise required to be reported in the report on compliance and internal controls or schedule of findings and questioned costs, this letter is required to include the following information.

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken address significant findings and recommendations made in the preceding annual financial audit report (except as noted below under the heading Prior Year Findings and Recommendations).

Prior Year Audit Findings and Recommendations

In conjunction with our audit of the City's financial statements for the year ended September 30, 2007, we commented on a number of audit findings and recommendations relating to the City's accounting system and internal controls. Recommendations for all but one finding have been resolved to our satisfaction. The finding is repeated as item 08-1 in the Schedule of Findings and Questioned Costs.

Section 10.554(1)(i)2., Rules of the Auditor General, requires our audit to include a review of the provisions of Section 218.415, Florida Statutes, regarding the investment of public funds. In connection with our audit, we determined that the City of Brooksville complied with Section 218.415, Florida Statutes.

Section 10.554(1)(i)3., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management, accounting procedures, and internal control. In connection with our audit, we did not have such recommendations.

Section 10.554(1)(i)4., Rules of the Auditor General, requires that we address violations of provisions of contracts and grant agreements or abuse that have an effect on the financial statements that is less than material, but more than inconsequential. In connection with our audit, we did not have any such findings.

Section 10.554(1)(i)5., Rules of the Auditor General, requires, based on professional judgment, the reporting of the following matters that are inconsequential to the financial statements, considering both quantitative and qualitative factors: (1) violations of laws, rules, regulations, and contractual provisions or abuse that have occurred, or were likely to have occurred, and would have an immaterial effect on the financial statements; (2) improper expenditures or illegal acts that would have an immaterial effect on the financial statements; and (3) control deficiencies that are not significant deficiencies, including, but not limited to; (a) improper or inadequate accounting procedures (e.g., the omission of required disclosures from the financial statements); (b) failures to properly record financial transactions; and (c) other inaccuracies, shortages, defalcations, and instances of fraud discovered by, or that come to the attention of, the auditor. In connection with our audit, we did not have any such findings.

Section 10.554(1)(i)6., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless discussed in the notes to the financial statements.

Section 10.554(1)(i)7.a., Rules of the Auditor General, requires a statement be included as to whether or not the local governmental entity has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the City of Brooksville did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Section 10.554(1)(i)7.b., Rules of the Auditor General, requires that we determine whether the annual financial report for the City of Brooksville for the fiscal year ended September 30, 2008, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2008. In connection with our audit, we determined that these two reports were in agreement.

Section 10.554(1)(i)7.c. and 10.556(7), Rules of the Auditor General, require that we apply financial condition assessment procedures. In connection with our audit, we applied financial condition assessment procedures. It is management's responsibility to monitor the entity's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

The management letter is intended solely for the information of the City of Brooksville and management, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties.

OLIVER & JOSEPH, P.A.


March 26, 2009



March 19, 2009

Mr. David W. Martin, CPA
Auditor General
State of Florida
Claude Denson Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

Re: Financial Audit of the City of Brooksville, Florida for the Audit Period: Fiscal Year Ended
September 30, 2008

Dear Mr. Martin:

The financial statements of the City of Brooksville for the fiscal year ended September 30, 2008, have been audited by the City's independent auditing firm of Certified Public Accountants (Oliver & Joseph, P.A.). The financial statements, auditor's reports and management letter are completed and will be made available to the city officials and the public on March 31, 2009. In compliance with their audit tasking, Oliver & Joseph, P.A. have reported to you and to other concerned parties what they consider being reportable conditions or material weaknesses in the internal control structure, accounting methods and systems, etc. of the City of Brooksville, along with management comments made to the City.

Herewith submitted is the City's response and corrective action plan to the independent auditors' management letter comments.

Financial Statement Finding 08-1.

Auditor's Recommendation: The City does not utilize a centralized accounts payable system. Accounts payable balances are established at the time invoices for goods and services are received for payment. In addition, accounts payable balances are established after year-end by reviewing subsequent disbursements.

Corrective action plan: With respect to establishing a centralized accounts payable system, additional staff would have to be hired in order to accomplish this recommendation. Approvals and coding are done by the various departments. The process is decentralized, but does work effectively. We believe we are recording our liabilities in the appropriate periods and invoices are paid by their due dates with rare exceptions unrelated to decentralized processing. However,

March 19, 2009

Mr. David W. Martin, CPA, Auditor General State of Florida
Financial Audit of the City of Brooksville, FY 2008

we concur that the Auditors' recommendation are valid. Our new Microix software is being implemented beginning in January 2009. Microix provides electronic Purchase Orders and requisitions. Plus management can enforce specific requirements to reduce errors. The requests are approved through a multi-level approval process and then are automatically converted to a Purchase Order and transferred to the City financial accounting system as an un-posted encumbrance or Accounts Payable transaction. The new software will increase efficiency and decrease unnecessary paperwork.

Completion Date: City will consider recommendations of Auditors.

Mr. Martin, I hope this letter has addressed the needs and concerns related to the auditor's findings and recommendations and the audit of the City of Brooksville's financial statements for the fiscal year ended September 30, 2008. Should you have any questions or suggestions, please feel free to contact me at (352) 544-3810, extension 37408.

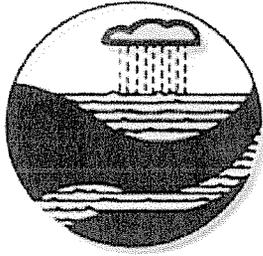
Sincerely,



Stephen J Baumgartner
Finance Director

cc: Honorable Mayor and City Council Members
T. Jennene Norman-Vacha, City Manager
Mary Beth Gary, CPA, Oliver & Joseph, P.A.

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WITHLACOOCHEE
REGIONAL
WATER
SUPPLY
AUTHORITY

MEMORANDUM

March 26, 2009

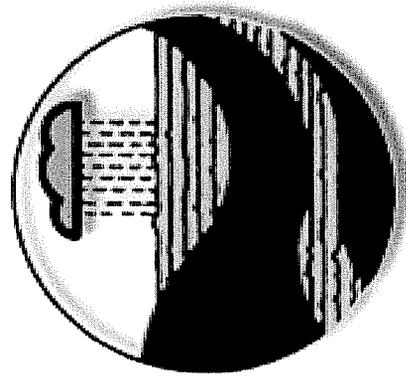
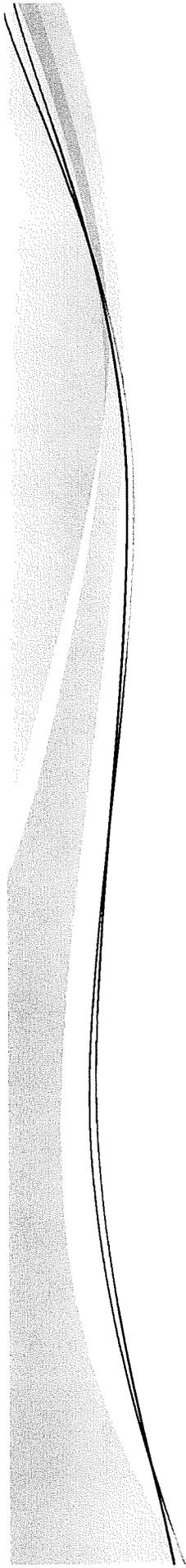
TO: City Council Member, City of Brooksville
FROM: Jack Sullivan, Executive Director, WRWSA
RE: Regional Water Supply Framework

Attached is a PowerPoint presentation that was developed for presentation to local government members of the Withlacoochee Regional Water Supply Authority. The purpose of this presentation is to bring our member governments up-to-speed and to obtain feedback on our efforts to provide for a long-range water supply plan. The specific issue is a proposal by the Authority to create a "Regional Framework" over the next 15-30 years that would make the ultimate transition from utilizing exclusively groundwater to the introduction of "alternative water supplies" such as surface water and desalinated water into the system as well.

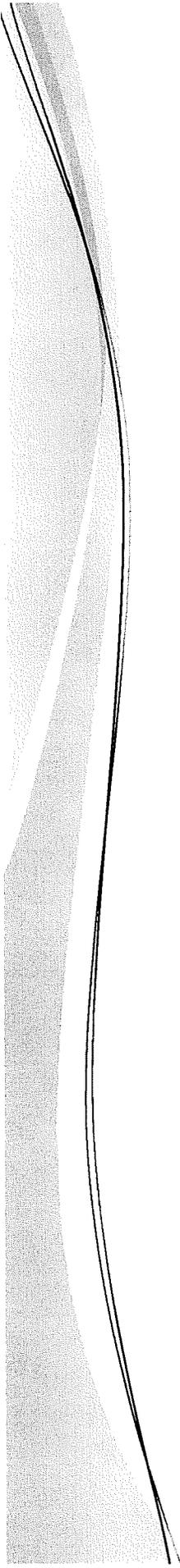
As part of the Authority's development of a regional water supply master plan for water supply development in our region we thought it necessary to explain in more detail how we expect an integrated, interconnected water supply system to evolve within the region. A future water supply system for the region is based on the premise that we must provide for sustainable and economical water supply development utilizing not only groundwater, but surface and desalinated water as well. How we make this costly transition to alternative water supplies over time is the subject of this presentation.

Attachment

1107 Shalimar Drive – Tallahassee, FL 32312
(850) 385-0220 – FAX (850) 385-0223
jesull@comcast.net



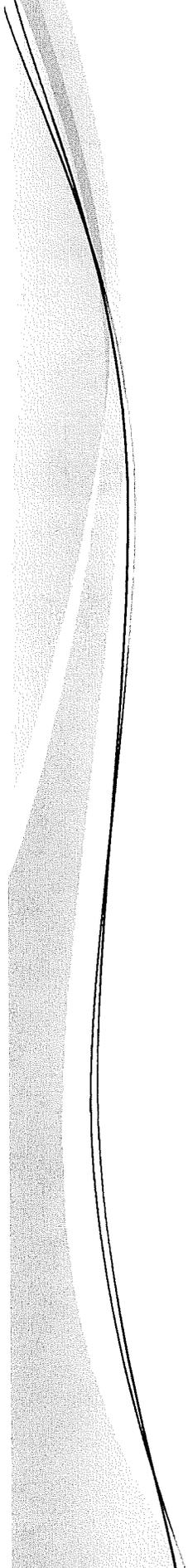
**WITTLACOOCHEE
REGIONAL
WATER
SUPPLY
AUTHORITY**



Current Master Planning Efforts

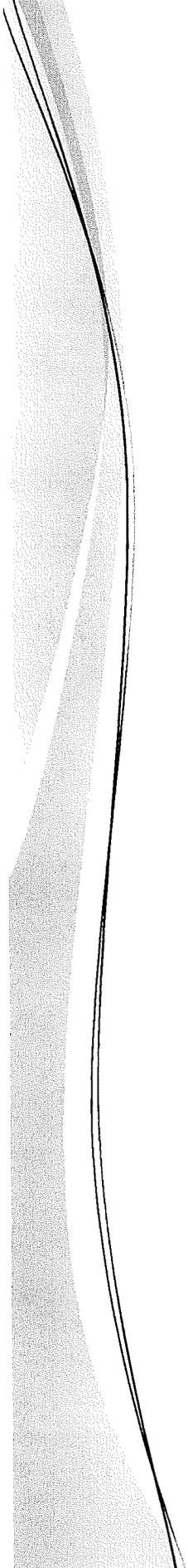
2005

Master Water Supply
Planning and Implementation Program



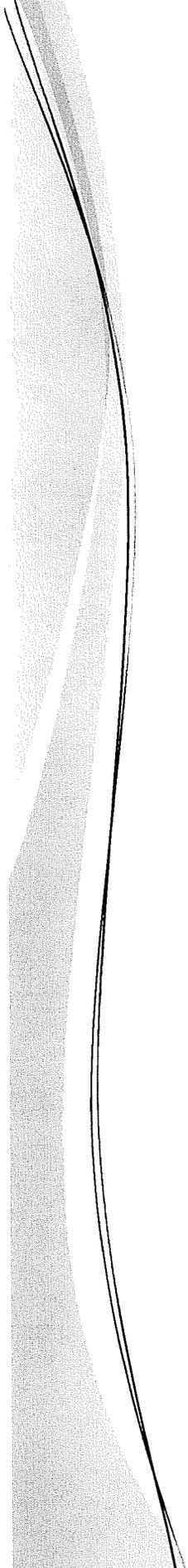
Long-Term Master Water Supply Planning & Implementation Program

- Phase I – WRWSA 2005 Master Regional Water Supply Plan Update - Identify Water Demands & Projects
- Phase II – Feasibility Analysis and Prioritization of Proposed Water Supply Projects, Reclaimed Water Projects and Water Conservation Programs within the WRWSA
- Phase III – Detailed Design of Selected Water Supply, Reclaimed Water and Water Conservation Projects within the WRWSA



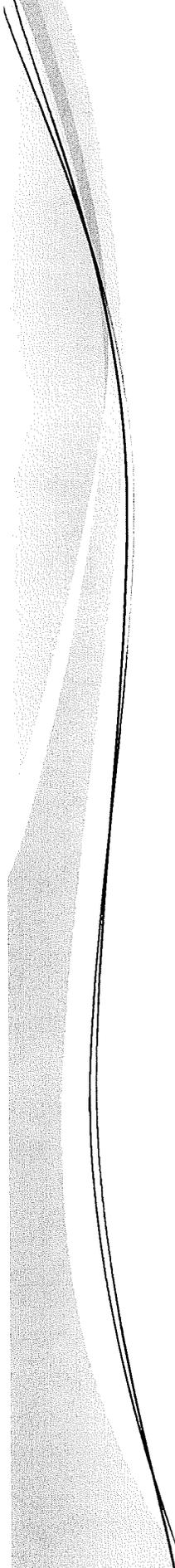
MWSPIP (con't)

- Phases IV - V – Construction and/or Implementation of Recommended Projects
- Phase VI - Update of WRWSA Regional Water Supply Plan (Every 5 years)
- **Phase VII - Northern District Modeling & Technical Support for Local Communities**
 - *More detailed modeling and*
 - *Analyze impacts of MFLs on Water Supply Facilities.*



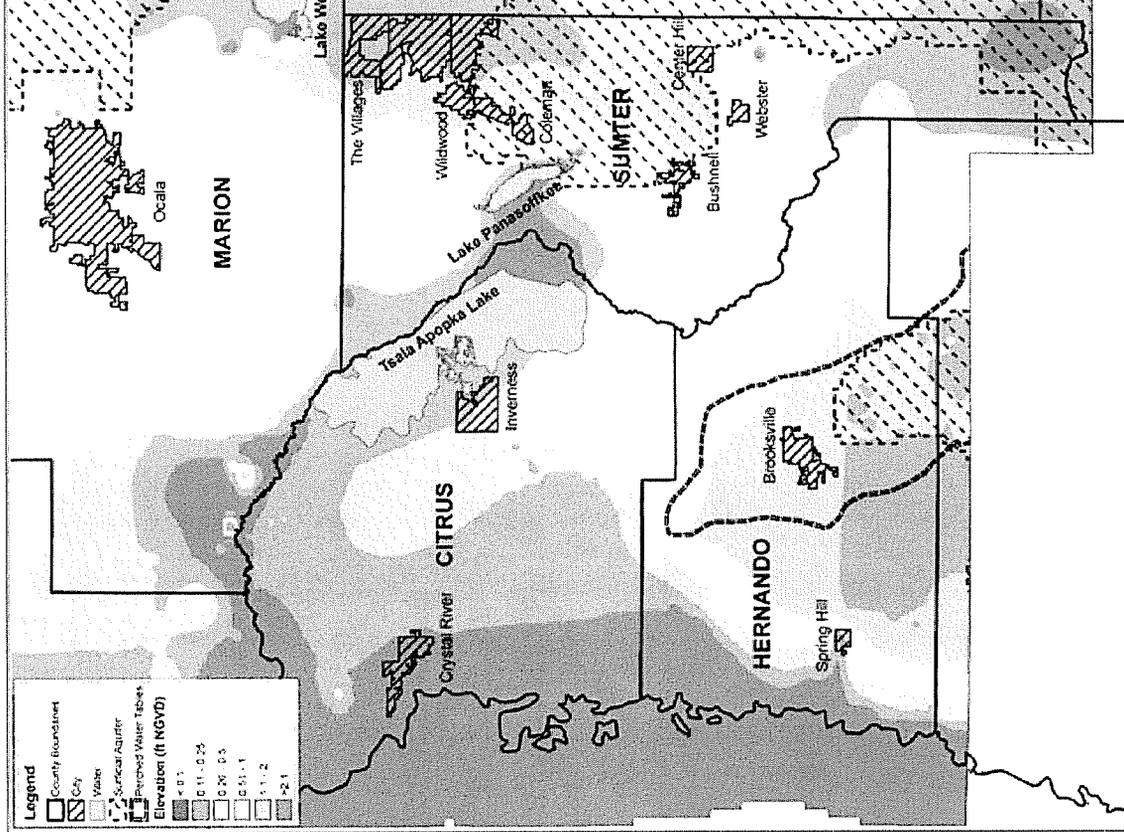
The MWSPIP - Where are we now?

- Phase I - Prepared the 2005 Regional Water Supply Plan Update for Hernando, Citrus and Sumter - Completed November 2006
- Phase II - Feasibility Analysis and Prioritization of Water Supply Projects - Currently underway
- Phase VII - Update Groundwater Modeling using more refined Northern District Model - Currently underway
- Marion County rejoined Authority (9/8/08); revising Phases I and II to incorporate Marion County into Master Plan - Currently underway



Problem Areas Identified

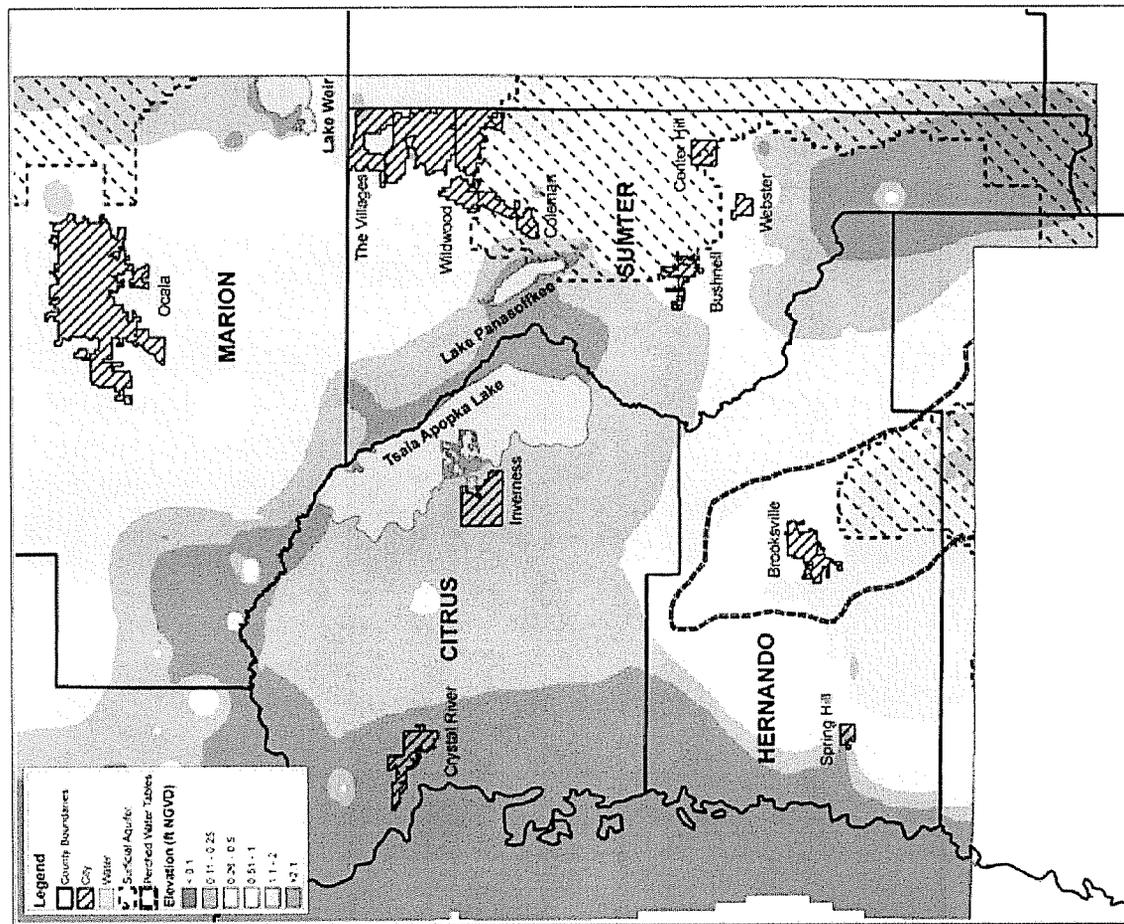
- **South and West Hernando County**
 - Impact of wellfields in Pasco County and west Hernando County growth
 - Groundwater withdrawals on the brink of exceeding MFLs set for Weekiwachee Springs and River
 - No additional GW available in west Hernando County
- **Northeast Sumter County**
 - Impact of Villages development
 - Impact from Lake County development
 - Potential future impact of five new DRIs in Wildwood
 - Additional GW withdrawals may impact MFLs set on lakes in area



Water Resource Associates, Inc.
 Engineering - Planning - Environmental Science
 4000 E. Lakeview Ave.
 Fort Lauderdale, FL 33309-1337
 Tel: 954.365.4400
 www.wraonline.com

PROJECT: 0468 - WFLA/2005/05 - Phase II
FIGURE: 4-18
Cumulative Drawdown Distribution in 2025
 Upper Floridan Aquifer

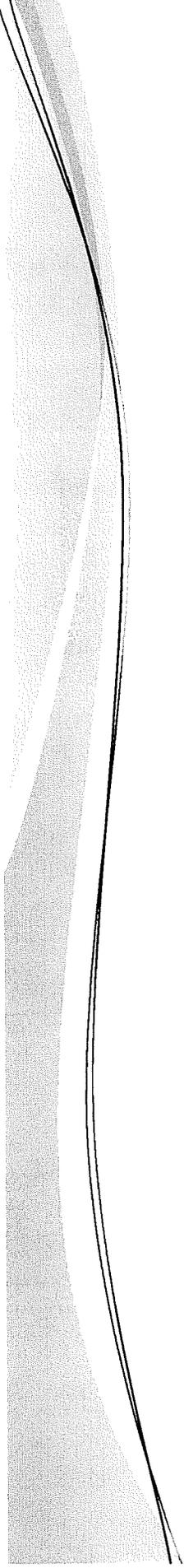
ORIGINAL DATE: 11/17/07
REVISION DATE: N/A
JOB NUMBER: 0468
FILE NAME: 4-18_25_2012.mxd
SCALE: 1:25,000



Water Resource Associates, Inc.
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 4000 E. Lakeview Ave.
 Fort Lauderdale, FL 33309-1337
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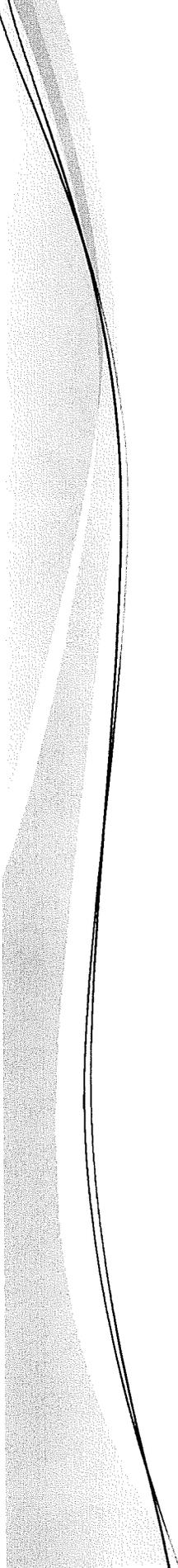
PROJECT: 0468 - WFLA/2005/05 - Phase II
FIGURE: 4-12
Drawdown Distribution in 2005
 Upper Floridan Aquifer

ORIGINAL DATE: 11/20/07
REVISION DATE: N/A
JOB NUMBER: 0468
FILE NAME: 4-12_05_0712.mxd
SCALE: 1:25,000



Problem Areas (Con't)

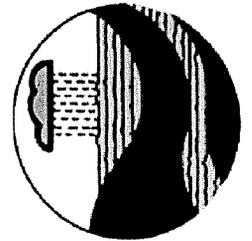
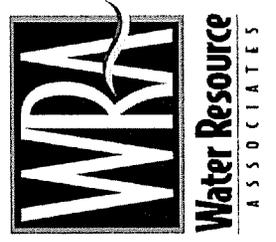
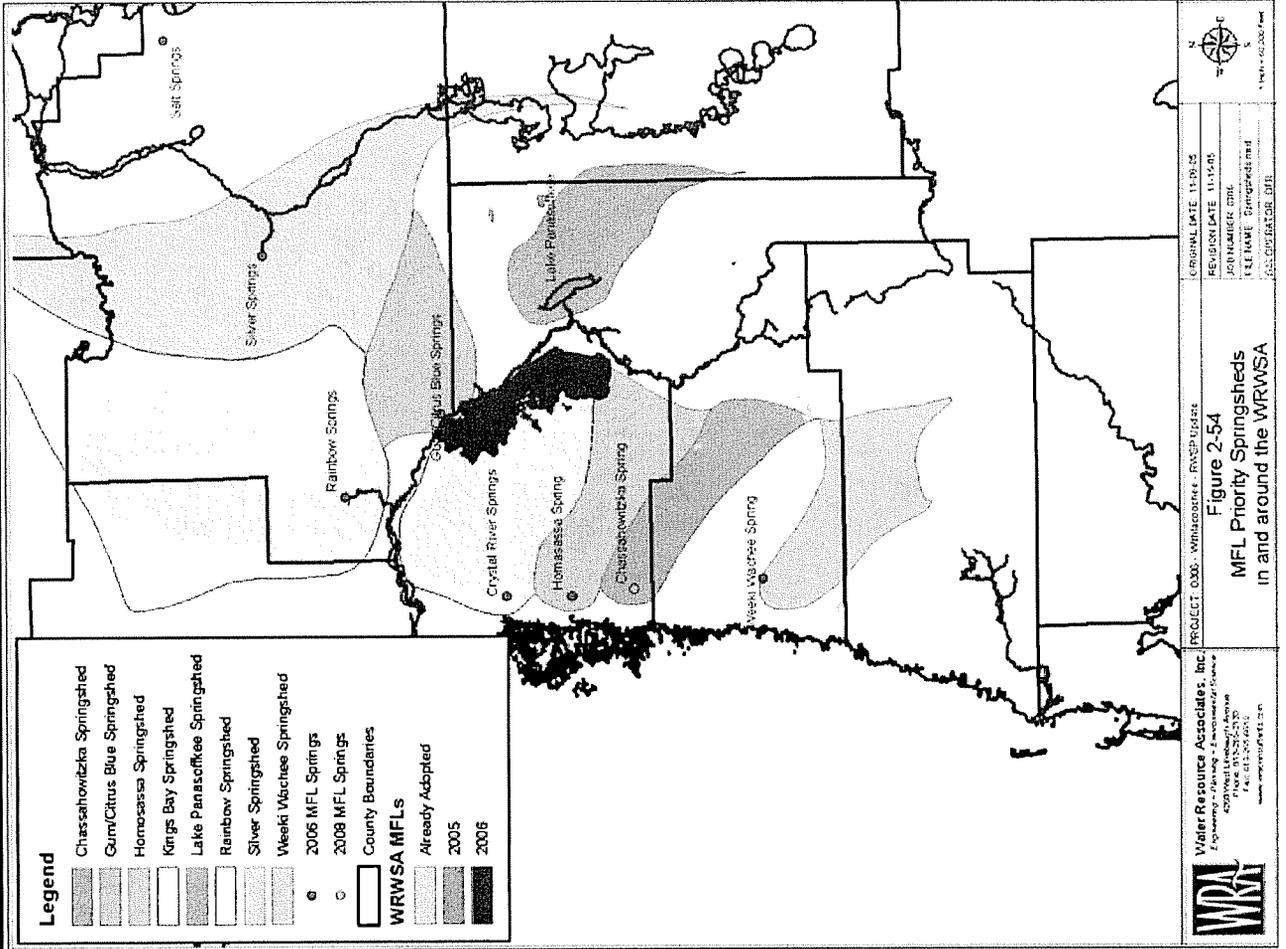
Impact of setting MFLs on future ground and surface water supplies throughout region



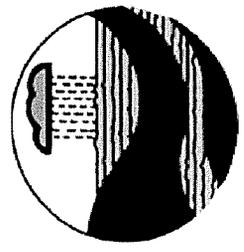
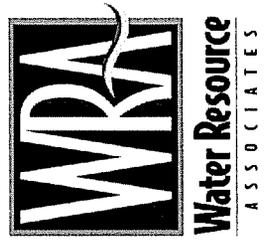
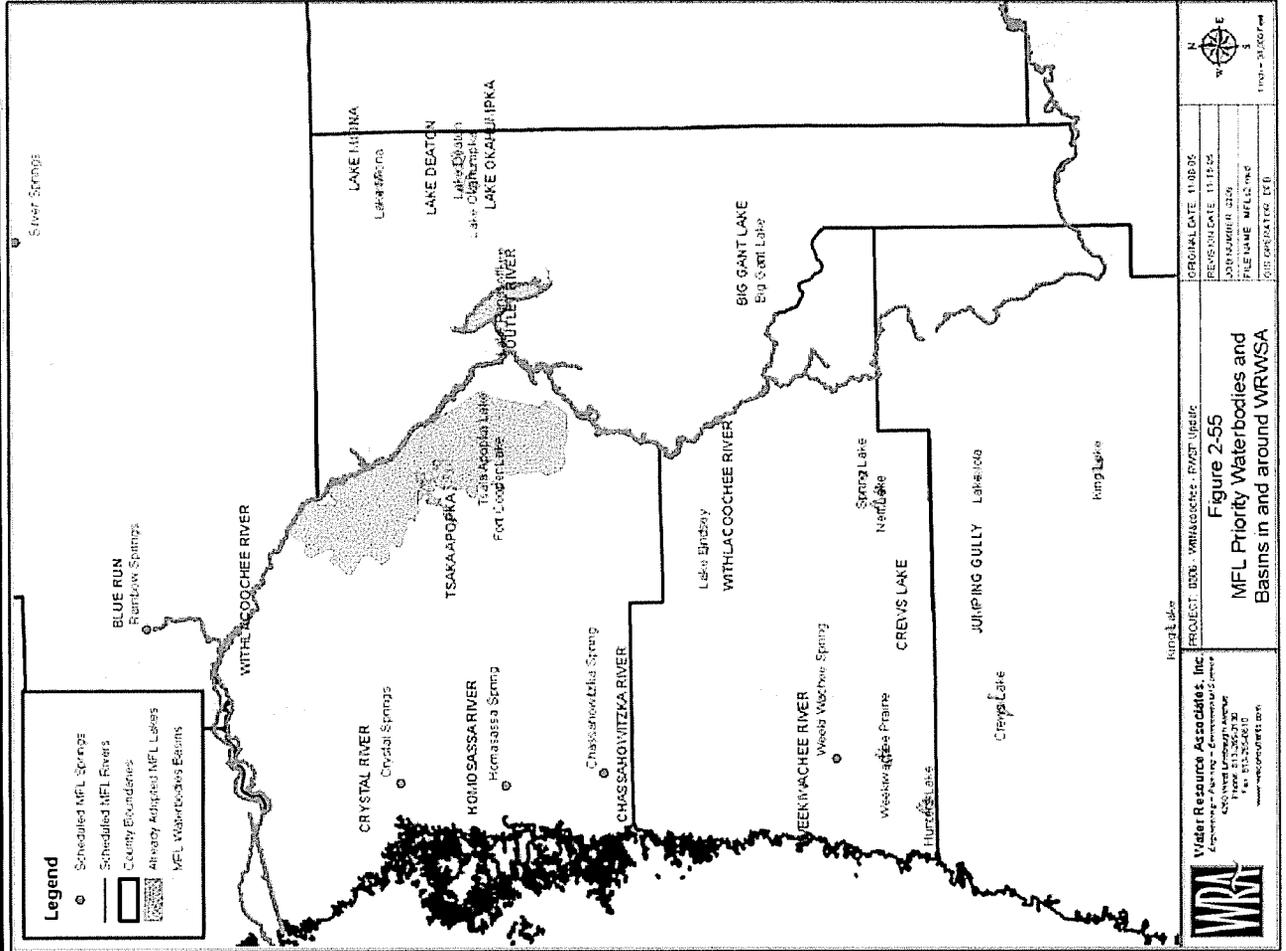
What is a Minimum Flow or Level?

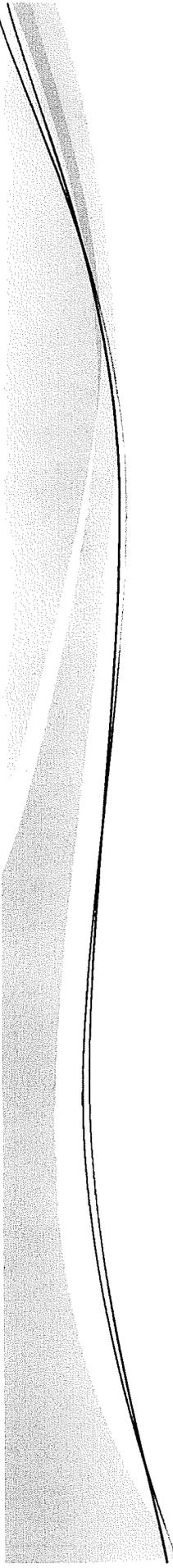
- Section 373.042 Florida Statutes:
 - “The limit at which further withdrawals would be significantly harmful to the water resources or ecology of the area.”

Spring MFL's



Surface Water MFL's

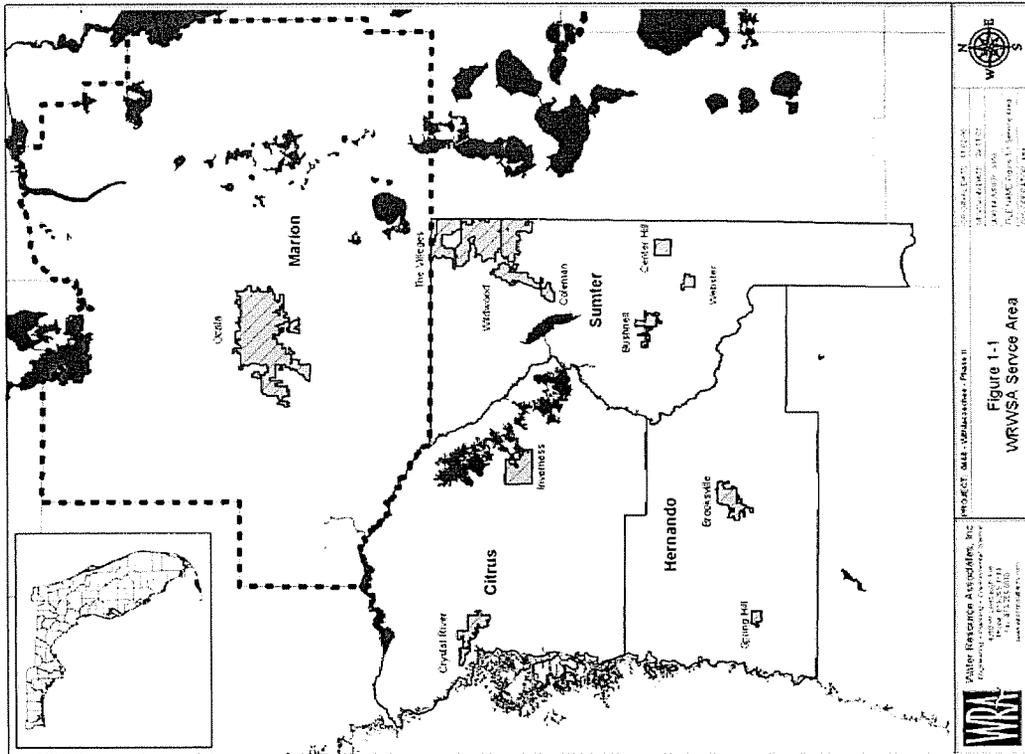




Significant Groundwater Challenge

- District(s) will set MFLs over the next few years
- Currently, almost all water supply is from groundwater
- How much will MFLs reduce available groundwater?
- Alternative groundwater scenarios may be needed or alternative water supplies may be needed sooner than projected.

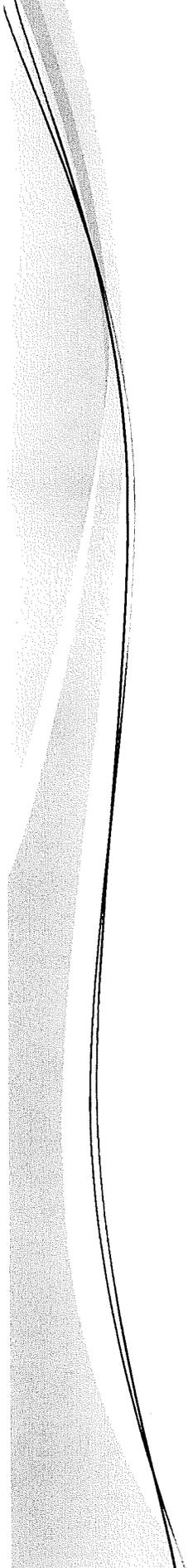
Projects Identified in WRWSA Region Without Marion County





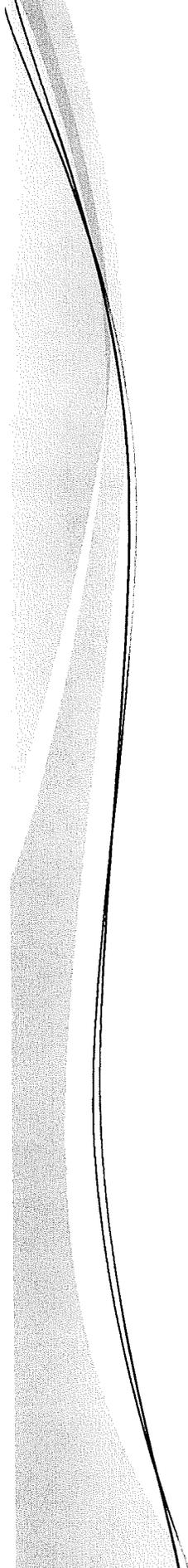
Tentative Identified Projects

- Conservation Projects to extend use of GW in the region
 - Water Conservation Coordinators in each County
 - Water Reuse/Reclaimed Water Projects
- Regional Groundwater
 - Citrus Wellfield
 - Northern Sumter Wellfield
- Surface Water - Withlacoochee River
 - Lake Rousseau
 - Holder
- Seawater Desalination
 - Co-location of desal plant at Crystal River Power Plant



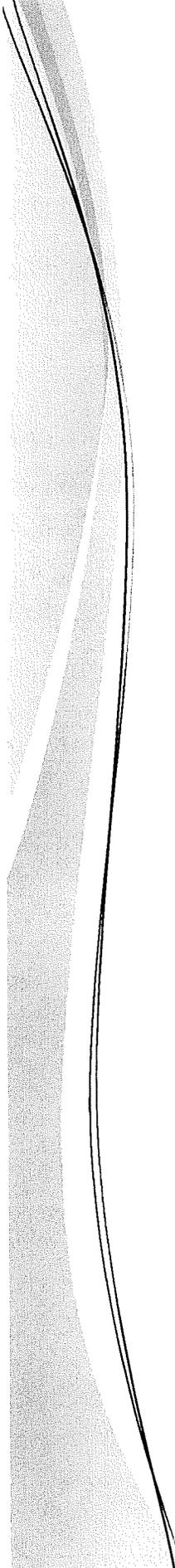
Future Work Efforts

- **Marion County - Incorporate Marion County resource information and projects into Regional Water Supply Plan by 2009**
- **Region-wide – Assist local governments in developing water conservation and reuse projects within each County to extend use of groundwater**
- **Short-term - Develop regional groundwater sources to handle immediate problems in west Hernando County and NE Sumter County**
- **Mid and Long term - Work through developmental costs and political issues for use of the Withlacoochee River and/or Crystal River desal plant as alternative water sources**



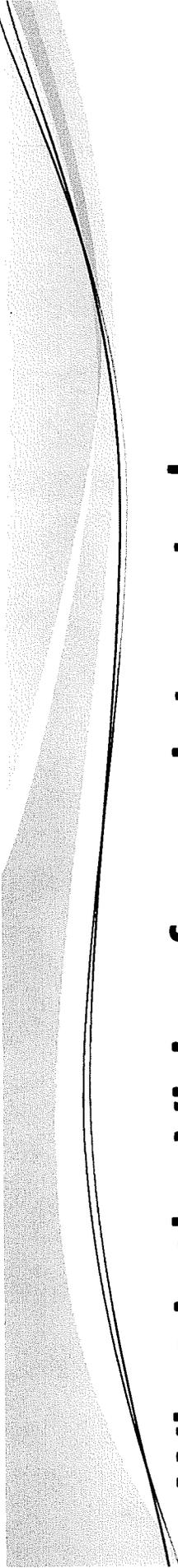
Proposed Regional Framework for Future Water Supply Development

How do we go from use of strictly groundwater
to an integrated system using surface and
desalinated water over time??



Assumptions

- Groundwater is the preferred water supply source and should be extended as long as possible
- Groundwater is still available in many areas within the region and can be effectively developed by local governments and the Authority
- Regional water supply development will logically take place in short (10-20 yrs), mid (15-30 yrs.) and long-term (25-50 yrs.) increments
- Both centralized and decentralized water supply systems can be developed with the thought of interconnection of systems in the future to create a water system that can accept surface and desal water (AWS).



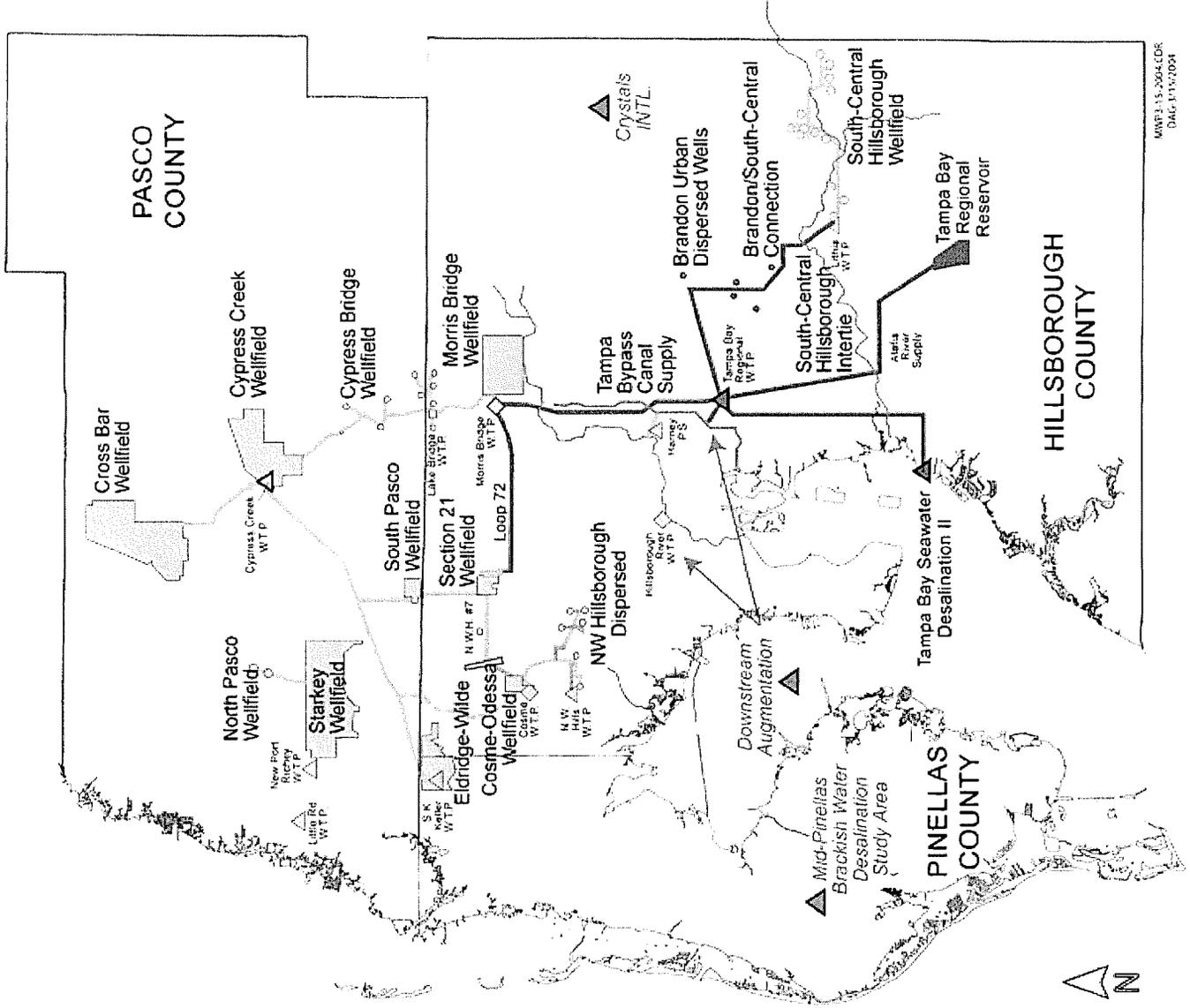
What is the Vision for an Integrated Regional Water Supply System?

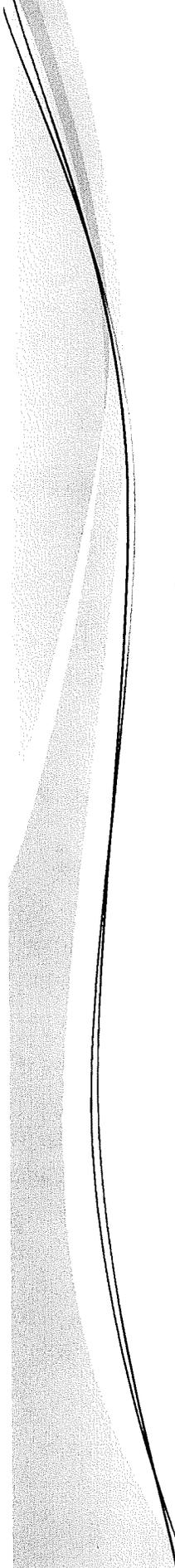
- System should be interconnected to provide backup for distribution and/or emergencies throughout the system.
- System should provide water supply from multiple sources to ensure sustainability.
 - ✓ Groundwater
 - ✓ Surface water
 - ✓ Desalination

Master Water Plan

Tampa Bay Water

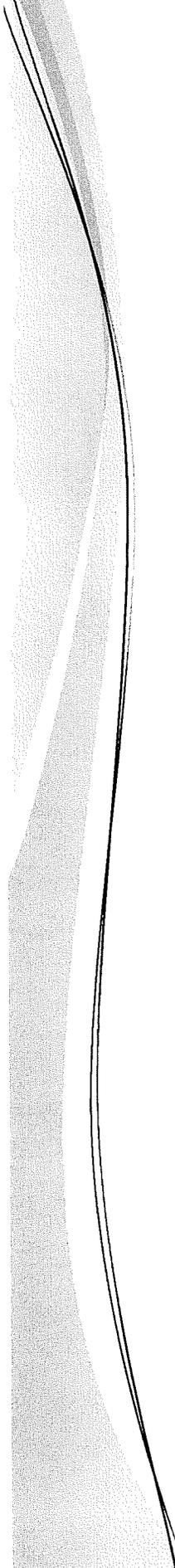
LEGEND	
	Existing Facilities
	New Water Supplies
	Future Potential Sources





Why Do We Need an Integrated Regional Water Supply System?

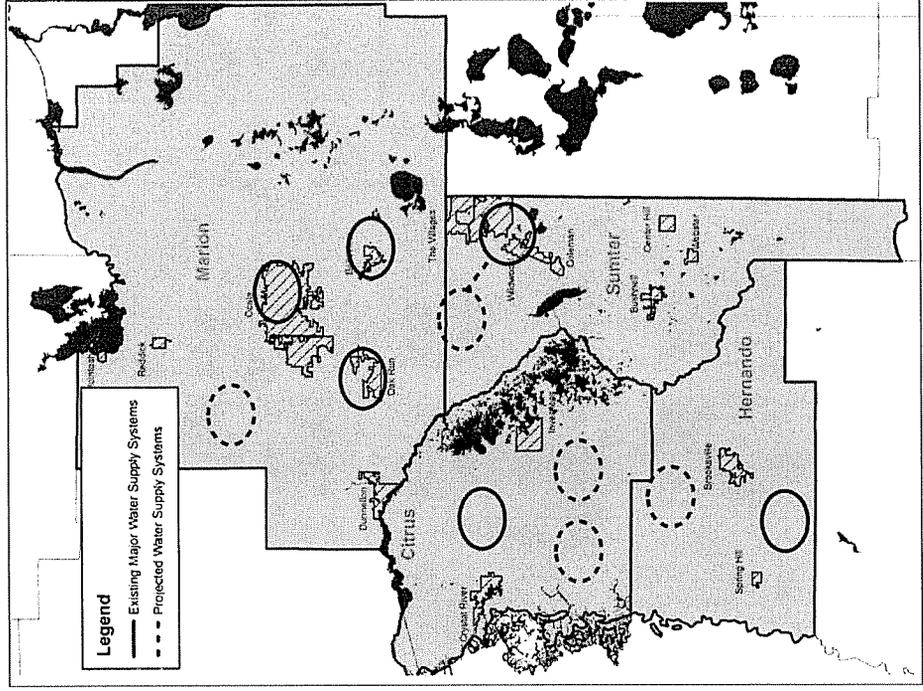
- Our current sole water supply source (groundwater) cannot supply all of our future needs.
- We need to guard against normal “wet – dry” weather cycles and create a water supply system, including alternative water supplies, that issustainable during either cycle.
- Alternative water supplies are not available to all local governments within the region – cooperative arrangements are needed.



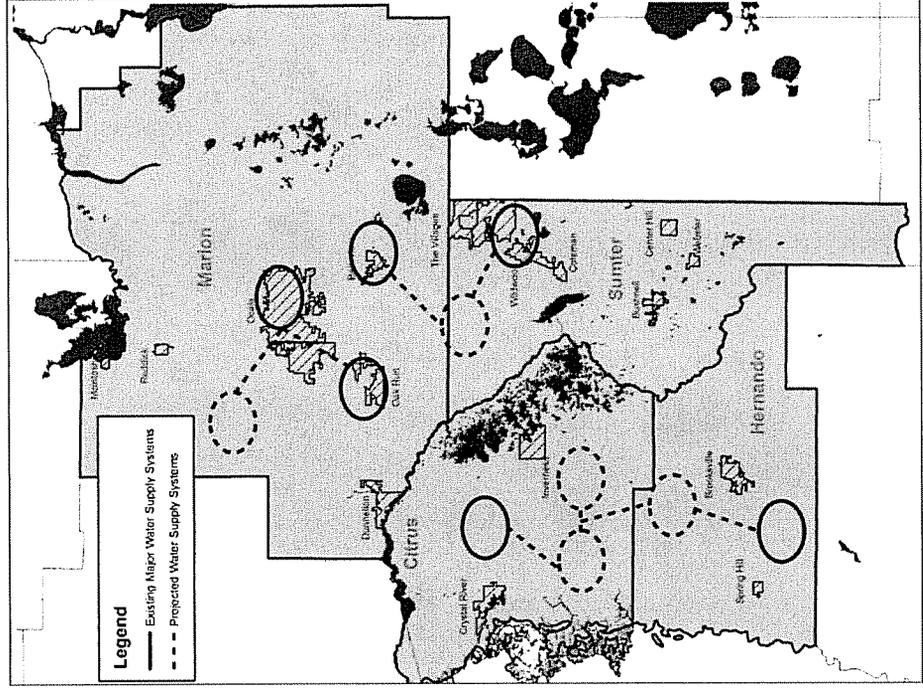
How Does the Withlacoochee Region Achieve an Integrated Water Supply System?

1. Identify the sources of supply for the integrated system.
2. Identify the water supply facilities that can provide a framework for an interconnected integrated system.
3. Provide for agreements that the identified water supply facilities will be dedicated to be part of the interconnected regional framework when required.
4. Provide incentives to enter into agreements.
5. Monitor development, make adjustments and interconnect system over time.
6. Introduce alternative water supplies into system when needed.

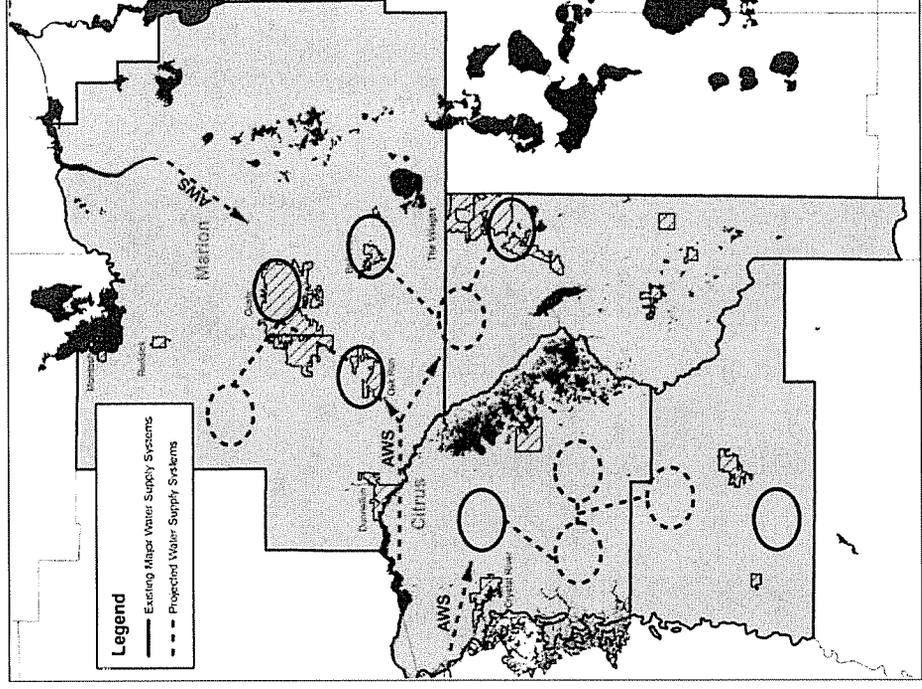
Short-Term Groundwater Supply Development

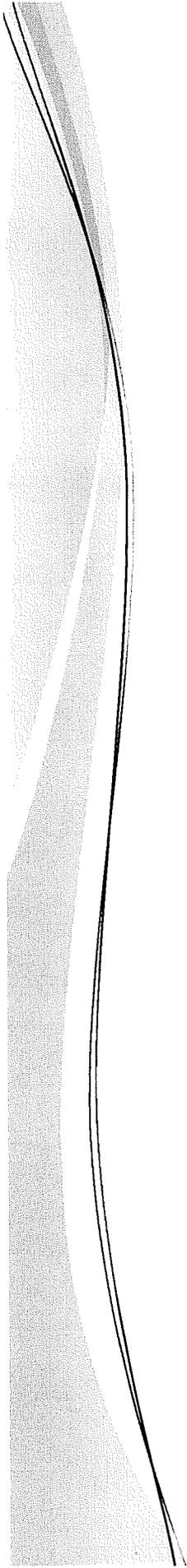


Mid-Term Regional System Interconnects

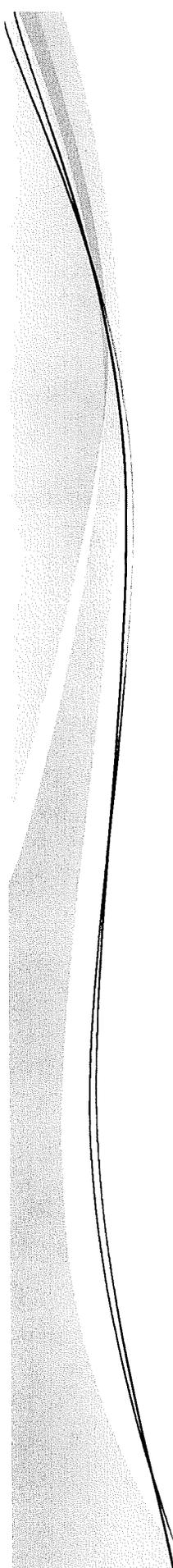


Long-Term Introduction of AWS



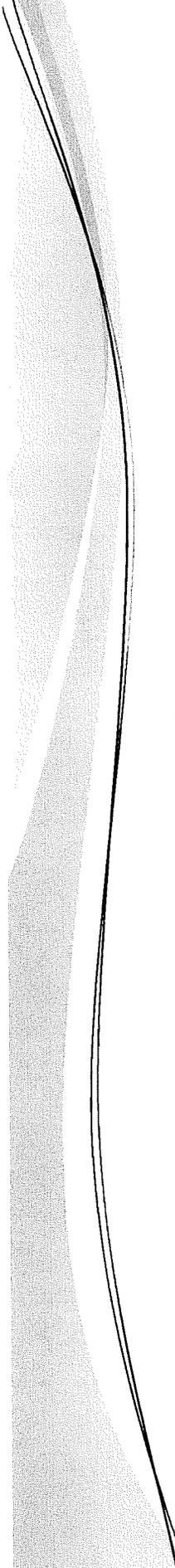


Benefits of a Phased Regional Network



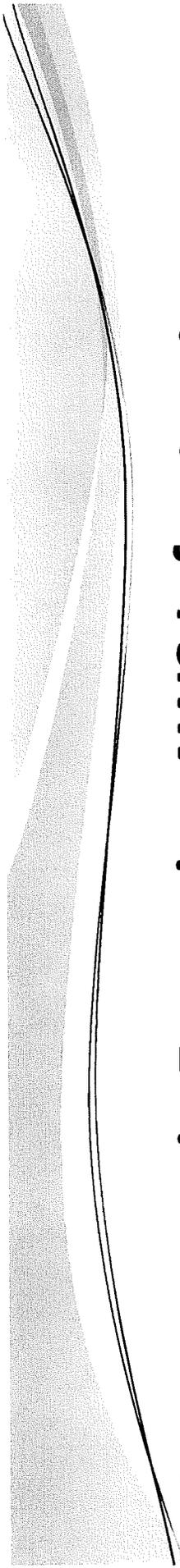
Provides a Transparent Plan for Future Development

- Provides a specific plan for future water supply development that local governments and the Authority can plan around.
- Cities and Counties can develop facilities as needed.
- Authority would act as a clearinghouse on location and facility needs to integrate into regional system over time.



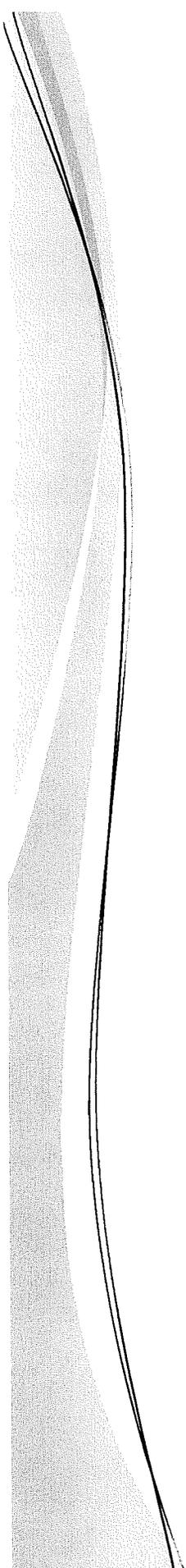
Provides an Efficient Introduction of Different Water Sources

- WRWSA can monitor interconnection needs and begin in advance to develop infrastructure for efficient introduction of surface and/or desalinated water supply as the need arises.
- With prior planning and infrastructure development, introduction of AWS will save time, money and avoid disruption of service.



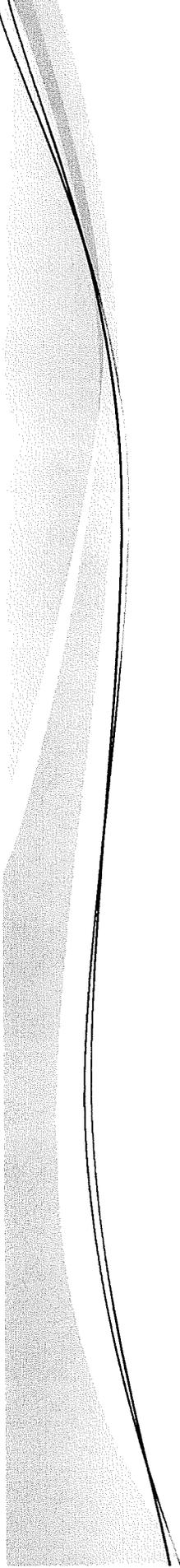
Investment in Expensive AWS Infrastructure is Allowed to be Spread Out Over Time

- Historically, investment in AWS occurs only when a crisis in water supply occurs. We want to avoid a crisis.
- By agreeing on a long-range plan of action and implementing it in stages the transition to AWS is less abrupt.
- Expensive investments in infrastructure can be spread out over time and handled more easily by all governmental institutions involved.



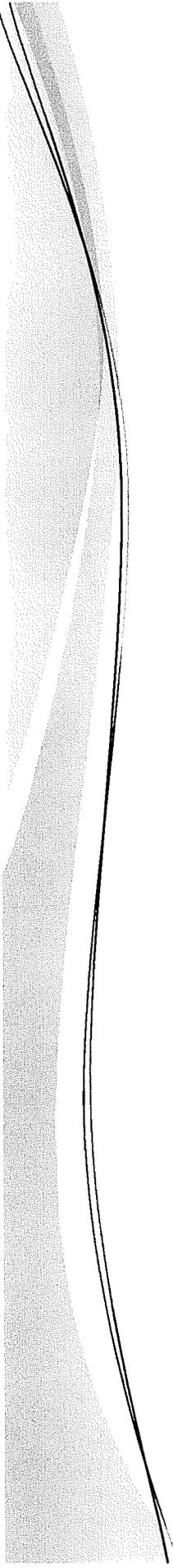
Input Needed On Authority's Role

- Should the Citrus and Sumter well field projects be prioritized as part of the Master Water Supply Plan?
- If local governments agree to mold facilities to a long-range framework, how should cooperative agreements be structured?
- Should the Authority act as a clearinghouse for projects to ensure consistency with the long-range water supply strategy?



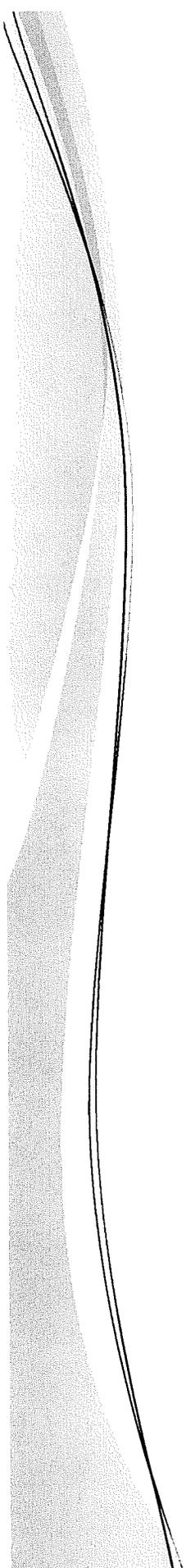
Local Government Buy-In

- Request that Board members schedule this discussion for respective commissions/councils(Staff and consultants will be available if requested to attend and present at meetings.)
- Seek concurrence from member governments on the future role of the Authority



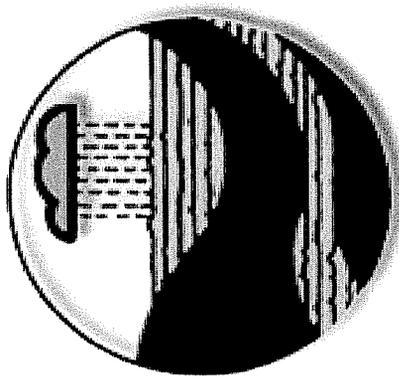
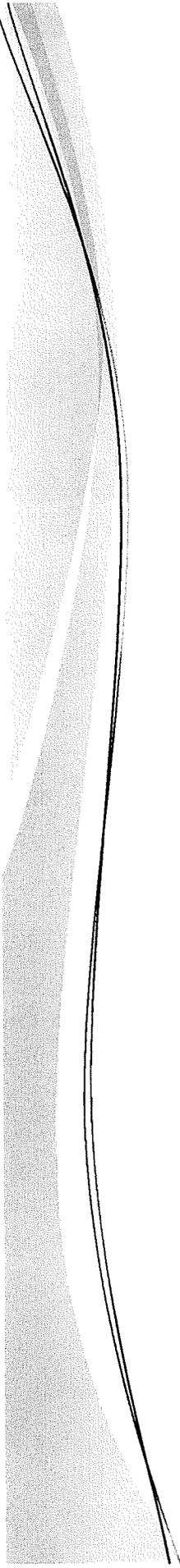
Next Steps

- Work with WMD's to develop incentives for local participation in the regional framework
 - Longer Term Permits – e.g. 20 yrs. vs. 5-6 yrs.
 - Financial assistance on interconnection of regional wellfields
- Develop Authority review mechanism and criteria for projects (facilities) to be included in the regional framework
- Develop Authority/local government cooperative agreements for local water supply facilities that are proposed as part of the regional framework



Next Steps (con't)

- Determine if Authority rules and bylaws require amendment to accommodate the regional framework strategy
- Finalize work on Phase II – MRWSP&IP Water Supply Feasibility Analyses
 - Determine the feasibility for all projects in the Plan
 - Prioritize all projects as short – mid – or long-term



**WITHLACOOCHEE
REGIONAL
WATER
SUPPLY
AUTHORITY**

MEMORANDUM

To: Honorable Mayor & City Council Members
Via: T. Jennene Norman-Vacha, City Manager
From: Bill Geiger, Community Development Director
Subject: Contracts for Continuing Comprehensive Civil Engineering, Planning and Consulting Services in Connection with Public Improvement Projects within the City of Brooksville
Date: March 20, 2009

General Information:

From time-to-time the City requires civil engineering, planning and consulting services in connection with designing and constructing public improvement projects. Given the terms of the recent American Recovery and Reinvestment Act (ARRA) of 2009, the City may be in need of acquiring such professional services in the near future to meet the short time frames required to get projects approved and constructed.

On December 16, 2008 the Hernando County Board of County Commissioners approved contracts with five engineering firms (Boyle Engineering Corporation, Civil-Tech Consulting Engineers, Inc., Coastal Engineering Associates, Inc., HDR Engineering, Inc. and TBE Group, Inc.) to provide continuing professional civil engineering services. The County, as a public agency, followed applicable statutory and local policy in contracting for said services. The contracts provide for a three year term from the date of signature (December 16, 2008) with provisions for two additional one-year extensions, not to exceed five years maximum. Work projects are assigned through a Task Order format on a rotating basis to all firms awarded contracts for Continuing Professional Civil Engineering Services, with provisions for conflict, workload and cost. It took the County over nine months to complete the RFQ selection and contracting process.

Given the potential imminent need for the City to acquire such services, it would be prudent to consider authorizing the City Manager to coordinate and execute the necessary paperwork with Hernando County and the applicable engineering firms to enable the City to enter into and utilize contracts negotiated on the same terms as those entered into in conjunction with Hernando County RFQ NO. 08-055.

Budget Impact:

Funding would be provided through user Department's Line Item Accounts throughout the term of the Continuing Civil Engineering Services Contracts. Budget amendments would be required for projects that have not been established via an approved budget line item.

Legal Statement:

The City Council has Home Rule Authority (Art. VIII, 2(b), Fla. Const./Section 166.011, F.S.) to consider matters of fiscal and intergovernmental benefit. Pursuant to Section 5.04 of the City Charter, competitive bidding is required except to the extent that Council authorizes otherwise by Ordinance. Pursuant to Section 2-304(a) (1) and (2) of the Code of Ordinances, the amount of expenditure for which the city may obligate itself without competitive bidding by the city is increased provided: (1) The city manager recommends to the city council that a specific purchase be made by "piggy-backing" on an award by another governmental entity's competitive bidding

process; and the other governmental entity's competitive bidding process provides substantially equivalent procedural guarantees of fairness and competitiveness to those of the city.

Recommendation:

Authorize the City Manager to coordinate and execute the necessary paperwork with Hernando County and the five applicable engineering firms to enable the City to enter into and utilize contracts specifying the same terms as those that were negotiated/executed in conjunction with Hernando County RFQ NO. 08-055.

Enclosures: 1. BCC Agenda Item for RFQ NO. 08-055 (updated 12/10/2008 – Helfand)
2. Hernando County RFQ NO. 08-055 Respondent List
3. Sample of one of the five executed rotating contracts associated with RFQ NO. 08-055

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Enclosure #1



Board of County Commissioners

Meeting: 12/16/08 09:00 AM
Department: Purchasing & Contracts
Prepared By: Barbara Helfand

AGENDA ITEM

Initiator: James Gantt
DOC ID: 1309
Legal Request Number: Lr 2008-621

TITLE

Continuing Civil Engineering Services Professional Services Agreements 08-055 A, B, C, D, and E

BRIEF OVERVIEW

CONTINUING CIVIL ENGINEERING SERVICES PROFESSIONAL SERVICES AGREEMENTS NO. 08-055A, B, C, D, and E

Formal requests for Letters of Interest were solicited from qualified firms to provide continuing comprehensive civil engineering, planning, and consulting services required in connection with the development and improvement of Hernando County. Under the "Scope of Work" stipulated in the "Request for Letters of Interest" issued for subject project, the consultants will provide, on a rotational basis, continuing comprehensive civil engineering, planning, and consulting services required in connection with the development and improvement of Hernando County.

The County received thirty-five (35) proposals from firms expressing interest in providing these services. The firms responding, in alphabetical order, were:

A Civil Design Group, LLC
AIM Engineering & Surveying, Inc.
American Consulting Engineers of FL, LLC
Ayles Associates, Inc.
Bayside Engineering, Inc.
Booth, Ern, Straughan & Hiott
Boyle Engineering Corporation
Burrell Engineering, Inc.
CH2M HILL
Civil-Tech Consulting Engineers
Coastal Engineering Associates, Inc.
CPH Engineers, Inc.
Dyer, Riddle, Mills & Precourt, Inc.
Florida Design Consultants
GAI Consultants, Inc.
George F. Young, Inc.
Grimail Crawford, Inc.
Halcrow, Inc.
HDR Engineering, Inc.
Innovative Civil Engineering, Inc.
KCI Technologies, Inc.
Keith and Schnars, P.A.
Kimley-Horn & Associates, Inc.
Kisinger Campo & Associates
Metzger & Willard, Inc.
Malcolm Pirnie, Inc.
Moduss, Inc.
Neel-Schaffer, Inc.
Parra & Karimi Engineering, LLC
TBE Group, Inc.
T.Y. Lin International

URS Corporation
Volkert & Associates, Inc.
Wade-Trim, Inc.
Woolpert, Inc.

The Professional Services Review Committee (PSRC), appointed by the County Administrator to review the qualifications of the submitting firms, included the following members: Commissioner Rose Rocco, Charles Mixson, P.E., Joseph Stapf, P.E., Gregg Sutton, P.E., and Dale Ravencraft, P.E.

On May 22, 2008, the Professional Services Review Committee met and selected ten (10) firms for further consideration and review. The ten (10) firms were: American Consulting Engineers of Florida LLC, Boyle Engineering Corporation, Civil-Tech Consulting Engineers, Inc., Coastal Engineering Associates, Inc., George F. Young, Inc., HDR Engineering, Inc., KCI Technologies, Inc., Malcolm Pirnie, Inc., TBE Group, Inc., and Wade Trim, Inc.

On July 8, 2008, the PSRC heard oral presentations from the ten (10) most qualified firms and evaluated the firms based on qualifications, approach to the project and the ability of the firms to furnish the required services (F.S. 287.055). After the voting/ranking was accomplished, the PSRC opted to recommend the five top ranked firms for contract negotiation. Ranked in the top five were: Boyle Engineering Corporation, Civil-Tech Consulting Engineers, Inc., Coastal Engineering Associates, Inc., HDR Engineering, Inc., and TBE Group, Inc.

On July 22, 2008, the Board accepted the recommendation of the PSRC and authorized contract negotiation with the top five firms: Boyle Engineering Corporation, Civil-Tech Consulting Engineers, Inc., Coastal Engineering Associates, Inc., HDR Engineering, Inc., and TBE Group, Inc.

Agreements were sent to the five firms mentioned above on November 20, 2008. December 5, 2008 was set as the deadline for return of the executed agreements. All firms signed the agreements and returned them to the Purchasing and Contracts Dept. by the deadline.

FINANCIAL IMPACT

Funding will be available in the various user Department's Line Item Accounts throughout the term of the Continuing Civil Engineering Services Contracts.

LEGAL NOTE

In accordance with Part II, Chapter 2, Article V, Hernando County Code of Ordinances, Contracting of Professional Services Policy No. 18-2, and Florida Statutes, Section 287.055 LR NO. 2008-681

RECOMMENDATION:

Staff recommends that the Board approve the Professional Services Agreements negotiated

with Boyle Engineering Corporation, Civil-Tech Consulting Engineers, Inc., Coastal Engineering Associates, Inc., HDR Engineering, Inc. and TBE Group, Inc. for providing continuing comprehensive civil engineering, planning, and consulting services for development and improvements in Hernando County. During the contract period task orders will be issued on an as needed, rotational basis for a specific task. The County Administrator or his designee will authorize task orders.

REVIEW PROCESS

James Gantt	Completed	12/08/2008 2:09 PM
Kathy Scruggs	Completed	12/09/2008 10:51 AM
George Zoettlein	Completed	12/09/2008 11:08 AM
Sue Bishop	Completed	12/09/2008 2:24 PM
Garth Collier	Completed	12/09/2008 4:38 PM
David Hamilton	Completed	12/10/2008 4:34 PM
Alice Gura	Completed	12/10/2008 4:44 PM
Board	Completed	01/21/2009 5:32 PM

RESULT: ADOPTED [UNANIMOUS]
MOVER: John Druzbeck, Commissioner
SECONDER: David D. Russell Jr., Second Vice Chairman
AYES: Rocco, Adkins, Druzbeck, Russell Jr., Stabins

Enclosure #2

HERNANDO COUNTY
PURCHASING AND CONTRACTS DEPARTMENT
20 NORTH MAIN STREET, ROOM 265
BROOKSVILLE, FL 34601-2828

REQUEST FOR QUALIFICATIONS:

CONTINUING CIVIL ENGINEERING SERVICES

RFQ NO. 08-055

RECEIVING DEADLINE: MARCH 28, 2008 @ 5:00 PM

<p>A Civil Design Group, LLC 12529 Spring Hill Dr. Spring Hill, FL 34606</p> <p>Richard J. Matassa, PE, Managing Director 352.683.9566 Fax: 352.683.9567</p>	<p>AIM Engineering & Surveying, Inc. 5802 Breckenridge Parkway, Suite 100 Tampa, FL 33610</p> <p>Michael Stewart, PE, Contract Manager 888.627.4144 Fax: 813.664.1899</p>
<p>American Consulting Engineers of Florida, LLC 4104 Lamson Ave. Spring Hill, FL 34608</p> <p>Jeffrey S. Novotny, PE, AICP, Principal 352.683.5235 Fax: 352.683.2787</p>	<p>Ayres Associates 8875 Hidden River Parkway, Suite 200 Tampa, FL 33637-1035</p> <p>Hamid Bojd, PhD, PE, Project Manager 866.323.8688 Fax 813.978.9369</p>
<p>Bayside Engineering, Inc. 110 North 11th St., 1st. Floor Tampa, FL 33602-5860</p> <p>Christopher L. Dausch, PE, Land Development Program Mgr. 813.314.0314 Fax: 813.314.0345</p>	<p>Booth, Ern, Straughan & Hiott, Inc. 350 North Sinclair Ave. Tavares, FL 32778</p> <p>Robert A. Ern, Jr., PE, Principal 352.343.8481 Fax: 352.343.8495</p>
<p>Boyle Engineering Corporation 10117 Princess Palm Ave., Suite 375 Tampa, FL 33610</p> <p>Pete Strasis, PE, Client Services Manager 813.630.2500 Fax: 813.621.2300</p>	<p>Burrell Engineering, Inc. 12005 N. Florida Ave. Dunellon, FL 34434</p> <p>Troy Burrell, Jr., P.E., President 352.489.4144 Fax: 352.489.4741</p>
<p>CH2M HILL 4350 W. Cypress St., Suite 600 Tampa, FL 33607-4178</p> <p>Frank Scerbo, P.E., Senior Project Manager 813.874.6522 Fax: 813.874.3056</p>	<p>Civil-Tech Consulting Engineers, Inc. 12 South Main St. Brooksville, Fl 34601</p> <p>L. R. Titterington, P.E., Vice President 352.796.6319 Fax: 352.799.9203</p>
<p>Coastal Engineering Associates, Inc. 966 Candlelight Blvd. Brooksville, Fl 34601</p> <p>Tom Mountain, Sr. Vice President 352.796.9423 Fax: 352.799.8359</p>	<p>CPH Engineers, Inc. 1117 East Robinson St. Orlando, FL 32771</p> <p>David E. Mahler, P.E., Vice President 407.425.0452 Fax: 407.648.1036</p>
<p>Dyer, Riddle, Mills & Precourt, Inc. 3816 West Linebaugh Ave., Suite 400 Tampa, FL 33618</p> <p>James E. Toombs, PE, VP/Project Manager 813.265.9800 Fax: 813.265.9822</p>	<p>Florida Design Consultants, Inc. 3030 Starkey Blvd. New Port Richey, FL 34655</p> <p>Gregory B. Wegener, P.E., Director of Engineering 800.532.1047 Fax: 727.848.3648</p>

CONTINUING CIVIL ENGINEERING SERVICES
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<p>GAI Consultants, Inc. 301 E. Pine St., Suite 1020 Orlando, FL 32801</p> <p>John D. Hermann, P.E., Environmental Dept. Manager 407.423.8398 Fax: 407.843.1070</p>	<p>George F. Young, Inc. 299 Dr. Martin Luther King, Jr., St. North St. Petersburg, FL 33701</p> <p>Jonathan J. Gotwald, PE, ME, VP, Principal in Charge 727.822.4317 Fax: 727.822.2919</p>
<p>Grimail Crawford, Inc. 1511 North Westshore Blvd., Suite 1115 Tampa, FL 33607</p> <p>John Novak, P.E., Senior Associate 813.387.0084 Fax: 813.387.0085</p>	<p>Halcrow, Inc. 4010 Boy Scout Blvd., Suite 580 Tampa, FL 33607</p> <p>Darron W. Derrick, P.E., Project Manager 813.876.6800 Fax: 813.876.6700</p>
<p>HDR Engineering, Inc. 2202 N. Westshore Blvd., Suite 250 Tampa, FL 33607-5755</p> <p>Lawrence I. Josephson, PE, Contract Manager 813.282.2300 Fax: 813.282.2389</p>	<p>Innovative Civil Engineering, Inc. 36 Jasper Thomas Road Crawfordville, FL 32327</p> <p>Joe Hope, CEO 850.926.9256 Fax: 850.926.9257</p>
<p>KCI Technologies, Inc. 10401 Highland Manor Dr., Suite 120 Tampa, FL 33610</p> <p>John A. Padavich, PE, PMP, Vice President 813.740.2300 Fax: 813.740.0158</p>	<p>Keith and Schnars, P.A. 2525 Drane Field Rd., Suite #7 Lakeland, FL 33811</p> <p>John N. "Jack" Breed, P.L.S., Managing Principal 863.646.4711 Fax: 863.464.3378</p>
<p>Kimley-Horn and Associates, Inc. 10117 Princess Palm Ave., Suite 300 Tampa, FL 33610</p> <p>David Walthall, P.E., Project Manager 813.620.1460 Fax: 813.620.1542</p>	<p>Kisinger Campo & Associates Corp. P.O. Box 25261 Tampa, FL 33622-5261</p> <p>Stephen H. McGucken, P.E., Chief Operating Officer 813.871.5331 Fax: 813.871.5135</p>
<p>Metzger & Willard, Inc. 8600 Hidden River Parkway, Suite 550 Tampa, FL 33637</p> <p>Nancy O. Metzger, P.E., Principal Engineer 813.977.6005 Fax: 813.977.0593</p>	<p>Malcolm Pirnie, Inc. 1300 East 8th Ave., Suite F-100 Tampa, FL 33605</p> <p>Lynn C. Spivey, Associate 813.248.6900 Fax: 813.248.8085</p>
<p>Moduss, Inc. 1445 East Main St. Bartow, FL 33830</p> <p>Robert B. Szrot, PE, VP of Municipal Services 863.534.9414 Fax: 813.534.9422</p>	<p>Neel-Schaffer, Inc. 2600 Lake Lucien Dr., Suite 117 Maitland, FL 32751</p> <p>Stanley J. Keely, P.E., VP/Florida Area Manager 407.647.6623 Fax: 407.539.0575</p>
<p>Parra & Karimi Engineering, LLC 9252 North 56th St. Temple Terrace, FL 33617</p> <p>Mario A. Parra, P.E., President 813.988.8100 Fax: 813.988.8108</p>	<p>TBE Group, Inc. 20203 Cortez Blvd. Brooksville, FL 34601</p> <p>Robert G. Brown, P.E., Sr. Vice President 352.754.4551 Fax: 352.754.5222</p>

CONTINUING CIVIL ENGINEERING SERVICES
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<p>T.Y. Lin International 12802 Tampa Oaks Blvd., Suite 245 Tampa, FL 33637</p> <p>Krishna Sandepudi, PhD, PE, SE, Project Manager/VP 813.972.9444 Fax: 813.972.9114</p>	<p>URS Corporation 7650 W. Courtney Campbell Causeway Tampa, FL 33607-1462</p> <p>Dana Tallman, PE, BCEE, Vice President 813.286.1711 Fax: 813.287.8591</p>
<p>Volkert & Associates, Inc. 3409 West Lemon St. Tampa, FL 33609</p> <p>Jerry A. Dabkowski, PE, Vice President 813.875.1365 Fax: 813.875.4326</p>	<p>Wade Trim, Inc. 8745 Henderson Rd., Suite 220 Renaissance 5 Tampa, FL 33634</p> <p>Jeffrey D. Trim, PE, PTOE, Sr. VP 813.882.8366 Fax: 813.884.5990</p>
<p>Woolpert, Inc. 1685 Lee Rd., Suite 100 Winter Park, FL 32789-2214</p> <p>Jeffrey J. Earhart, P.E., Project Manager 407.894.3804 Fax: 407.894.3805</p>	
<p>Proposals from Vendors listed herein are the only proposals received timely as of the above receiving time and date. All other proposals submitted in response to this RFQ are hereby rejected.</p>	

Enclosure #3

CONTINUING ENGINEERING SERVICES CONTRACT #08-055(E)

This Contract made and entered into this 16th day of December 2008, by and between the HERNANDO COUNTY BOARD OF COUNTY COMMISSIONERS, hereinafter referred to as the "COUNTY" and TBE GROUP, INC., hereinafter referred to as the "ENGINEER".

PREMISES

WHEREAS, the COUNTY desires to retain the ENGINEER to perform Continuing Professional Civil Engineering Services for Hernando County; the performance of such services hereinafter referred to as "Task Orders"; and,

WHEREAS, the COUNTY desires to employ the ENGINEER for the performance of Civil Engineering Task Orders and other services upon the terms and conditions hereinafter set forth, and the ENGINEER is desirous of performing such services upon such terms and conditions; and,

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, it is agreed by and between the parties hereto as follows:

SECTION 1 – GENERAL

- 1.1 "ENGINEER" shall be defined herein to include all principals of the firm of (TBD), including full time employees, professionals or otherwise, and all servants, agents, employees and/or subconsultants retained by the ENGINEER to perform its obligations hereunder. Subconsultants shall be reviewed and approved by the COUNTY prior to Notice to Proceed with their prospective work assignments.
- 1.2 Prior to the start of any work under this Contract, the ENGINEER will have submitted to the COUNTY a detailed resume of key engineering personnel that will be involved in performing Services described in the Assignment. The COUNTY hereby acknowledges its acceptance of such personnel to perform services under this Contract. At any time hereafter that the ENGINEER desires to change the key engineering personnel in an active assignment, it shall submit the qualifications of the new engineering personnel to the COUNTY for prior approval. Key engineering personnel shall include principals-in-charge, project managers and project engineers. The provisions of this Section do not apply to personnel temporarily assigned to perform service under this Contract for durations of one (1) week or less.
- 1.3 The ENGINEER acknowledges that the COUNTY has retained other consultants, engineering and otherwise, and the coordination between said consultants and the ENGINEER may be necessary from time to time for the successful completion of the Assignments. The ENGINEER agrees to provide such coordination as necessary within the Scope of Engineering Services contained in each authorized Task Order.
 - 1.3.1 Certain and agreed upon Subconsultant Services may constitute a specialized Task Order requiring the independent Subconsultant to work directly with the COUNTY.
- 1.4 The ENGINEER will maintain an adequate and competent staff of professionally qualified persons throughout the performance of this Contract to ensure acceptable and timely completion of the Assignment.
- 1.5 Requirements for sealing all plans, reports and documents prepared by the ENGINEER shall be governed by the laws and regulations of the State of Florida and the requirements of any regulatory agency, if required.

- 1.6 This assignment is for Continuing Professional Civil Engineering Services for projects located in Hernando County. It is understood that Professional Service projects awarded under this agreement will be assigned on a rotating basis to all Professional Engineering Firms awarded continuing contracts for Continuing Professional Civil Engineering Services, provided that; (1) there is no conflict of interest present relating to the project assignment either by the Engineer or any principal of the Engineer; (2) the Engineer's schedule and/or workload permits completion of the project in the time frame acceptable to the County and (3) the Engineer's cost proposal for completing the assignment is within the budget available for the work. Should either of these exceptions occur, the next firm in the project rotation schedule would be assigned the project. It is understood that the COUNTY may also elect to competitively select a Professional for a specific and/or specialized project.

SECTION 2 – SCOPE OF SERVICES

The ENGINEER shall diligently and in a professional and timely manner perform the work included in the Assignment. Unless modified in writing by the parties hereto, duties of the ENGINEER shall not be construed to exceed those services specifically set forth herein.

2.1 GENERAL

The ENGINEER agrees to perform those engineering services described in Exhibit A – Scope of Engineering Services which is attached hereto and made a part hereof. Services to be provided by the ENGINEER shall be authorized in writing as Task Orders in accordance with Section 2.3 herein.

2.2 SPECIAL ENGINEERING SERVICE

The COUNTY and the ENGINEER agree that there may be certain additional services required to be performed by the ENGINEER during the performance of the Assignment that cannot be defined sufficiently at the time of execution of this Contract. Such services shall be authorized in writing as Task Orders in accordance with Section 2.3 and shall be undertaken only under terms of formal amendments to this Contract.

2.3 TASK ORDERS

Services to be provided by the ENGINEER, as defined in Sections 2.1 and 2.2, shall be authorized in writing as Task Orders. Task Orders to be provided shall be prepared on the form delineated as "Exhibit B - Task Order Form", which is attached hereto and made a part hereof. Each Task Order shall include: a detailed description of the work to be performed; a schedule of completion (including phases) for the work authorized; and the amount and method of compensation. Task Orders shall be dated and serially numbered annually. The Task Orders may contain additional instructions or provisions specific to the authorized work for the purpose of expanding upon certain aspects of this Contract pertinent to the work to be undertaken. Such supplemental instructions or provisions shall not be construed as a modification of this contract.

The County Administrator or his/her designee may authorize Task Orders for services under this continuing contract, which are equal to or less than limits prescribed for Continuing Contracts under the provision of F.S. 287.055(g). Professional fees under such specified Task Orders shall be based on a written proposal from the ENGINEER as may be requested in writing by the COUNTY's designated representative. Task Order information and supporting documentation shall be forwarded to the COUNTY's Purchasing and Contracts Department for audit of accuracy, completeness, and compliance with this contract and any applicable COUNTY Purchasing policies and procedures; and, if appropriate, a Purchase Order encumbering funds for the ENGINEER's Task shall be issued. Under no circumstances shall the value of any Task Order issued under this paragraph exceed the limits imposed under F.S. 287.055(g), for Continuing Contracts either initially or through subsequent amendment. A single unitary task may not be divided into more than one task for the purpose of qualifying for authorization hereunder. Nothing in this paragraph is intended to limit any other rights, responsibilities, and duties of the parties under any other provision of this continuing contract.

2.4 PAST PROJECTS

The ENGINEER agrees to research its historic records and provide the COUNTY, to the extent documentation is available, an itemized list of past projects performed by the ENGINEER for the COUNTY. Certified Record Drawings and other applicable project documentation will at the request of the COUNTY be duplicated and provided to the COUNTY at the direct cost of research and reproduction.

SECTION 3 – COUNTY’S RIGHTS AND REPONSIBILITIES

The COUNTY shall provide the service described below in a timely fashion at no cost to the ENGINEER:

- 3.1 Furnish the ENGINEER with existing data, records, maps, plans, specifications, reports, fiscal data and other engineering information that is available in the COUNTY’s files, necessary or useful to the ENGINEER for the performance of the Assignment. All of the documents conveyed by the COUNTY shall be and remain the property of the COUNTY and shall be returned to the COUNTY upon completion of the Assignment to be performed by the ENGINEER.
- 3.2 Make COUNTY personnel available when required and necessary to assist the ENGINEER. The availability and necessity of said personnel to assist the ENGINEER shall be determined solely at the discretion of the COUNTY.
- 3.3 Provide access to and make provisions for the ENGINEER to enter upon the project lands as required for the ENGINEER within a reasonable time, to perform surveys, observations and other work as necessary to complete the Assignment.
- 3.4 Examine all reports, sketches, drawings, estimates, proposals and other documents presented by the ENGINEER and render written decisions indicating the COUNTY’s approval or disapproval within a reasonable time so as not to materially delay the work of the ENGINEER.
- 3.5 Transmit instructions, relevant information and provide interpretation and definition of COUNTY policies and decisions with respect to design, materials and other matters pertinent to the work covered by this Contract.
- 3.6 Give prompt written notice to the ENGINEER whenever the COUNTY observes, or otherwise becomes aware of, any development that affects the scope of timing of the ENGINEER’s services or becomes aware of any defect or changes necessary in the work of the ENGINEER.
- 3.7 Following the ENGINEER’s preparation of any necessary applications to governmental bodies to arrange for submission of such applications.
- 3.8 Furnish approvals and permits from all governmental authorities having jurisdiction and such approvals and consents from others as may be necessary for completion of the Assignment not covered under the Engineering Assignment.

SECTION 4 – COMPENSATION

4.1 GENERAL

Compensation to the ENGINEER for services performed on each Task Order shall be in accordance with one of the following methods or compensation, as defined and indicated herein:

- a. Lump Sum Method
- b. Hourly Rate plus Direct Cost

The type and amount of compensation for each Task Order shall be described on the Task Order form included in “Exhibit B – Task Order Form”.

4.2 LUMP SUM METHOD

- a) Lump Sum compensation shall be the total fixed price amount payable under the Lump Sum Method (including all payroll costs, overhead costs, other direct costs, fees, subconsultants’ and specialist costs), for the services to be provided in the Task Order unless there is a change in the scope of the work, or other conditions stipulated in the Task Order, and the Task Order is modified by both the COUNTY and ENGINEER to reflect the change(s) by formal amendment to this Contract.
- b) Payment to the ENGINEER for services performed under a Task Order under the Lump Sum Method shall be monthly in proportion to the percentage of work completed during the month as proposed by the ENGINEER and accepted by the COUNTY.

4.3 HOURLY RATE PLUS DIRECT COST

Compensation for services performed under the Hourly Rate plus Direct Cost Method shall be based on reimbursement of hourly costs incurred by the ENGINEER plus Direct Cost budgeted for reimbursable cost, in its performance of services under a Task Order.

a) DIRECT COSTS

Direct costs are Subconsultant Costs and Other Direct and Unit Costs as defined in Exhibit C. Direct Subconsultant Costs shall be defined as the actual compensation paid to professional and technical subconsultants of the ENGINEER while such are engaged directly in the performance of the services under this Contract.

b) HOURLY RATE SCHEDULE

A schedule of approved hourly rates currently used by the ENGINEER, including its subconsultants by classifications of personnel likely to be employed to perform Services under this Contract is contained in “Exhibit B Standard Task Order Format” which is attached hereto and made a part hereof. Any revisions to the ranges of approved hourly rates shall be negotiated with and approved by the COUNTY prior to being charged. It is anticipated that the rates may change annually to compensate for inflation.

c) OTHER DIRECT COSTS

Other Direct Costs include the actual costs to the ENGINEER of project-related expenses that are required to complete the Assignment, as defined in the following paragraphs.

d) EQUIPMENT, MATERIALS AND SUPPLIES

This item includes all equipment, materials and supplies used and consumed directly in the performance of the services hereunder not included in the ENGINEER's Standard hourly rates, such as: special report binders, costs of plans, drawings and reports from other agencies, utility companies and other like bodies. Any equipment or material items purchased solely for the performance of the Assignment covered by this Contract which individually have a value in excess of \$100.00, shall be the property of COUNTY and shall be given to the COUNTY at the termination of this Contract, if requested.

e) REPRODUCTIONS

This item includes the identifiable costs of copying, reproducing and printing of plans, specifications, sketches, drawings, reports, photographs and correspondence.

f) COMMUNICATIONS AND SHIPPING

This item includes the identifiable long-distance communications, postage and express charges at actual cost.

g) TRAVEL AND SUBSISTANCE

This item includes long-distance travel, subsistence and transportation expenses of personnel during the performance of the Assignment, not to exceed rates and limits as established by the COUNTY.

h) MISCELLANEOUS

This item includes any other identifiable project-related costs and expenses incurred by the ENGINEER in connection with the services performed under the terms of this Contract that are not applicable to general overhead, including but not limited to special equipment rental costs and costs for temporary personnel services.

i) COST LIMITATION

- (1) The total of all Costs actually incurred by the ENGINEER, as determined and defined in this Contract, for services performed under the authorized Task Order, will not exceed the Cost Limitation established, without a formal amendment to the Task Order.
- (2) In the event that the ENGINEER's estimated total Costs for the performance of services under a Task Order are forecasted by the COUNTY or ENGINEER to exceed the Cost Limitation indicated in the Task Order, the COUNTY and ENGINEER shall meet to review the forecast and, if necessary, to either increase the Cost Limitation for the Task Order to provide additional cost recovery to the ENGINEER or renegotiate the scope of the services of the Task Order so that the Cost Limitation will not be exceeded. The results of any such review requiring modification of this Contract will be detailed in a formal amendment to the Task Order.
- (3) The COUNTY is not obligated to reimburse the ENGINEER for costs incurred in excess of the Cost Limitation indicated for the Task Order and the ENGINEER shall not continue performing the services and incur costs in excess of the Cost Limitation for the Task Order, unless the costs incurred are the results of error, omission or negligence on behalf of the ENGINEER and which shall be paid solely by ENGINEER. Once the Task Order has been formally amended in writing to increase the Cost Limitation, which has been mutually agreed to between the parties, the ENGINEER shall continue to perform the required services. The ENGINEER's liabilities, commitments or expenditures incurred in excess of the Cost Limitation for Task Order prior to

approval by the COUNTY shall be at the ENGINEER's risk and expense, unless mutually agreeable in writing by the ENGINEER and the COUNTY.

j. TASK ORDER CONTRACT PRICE

- (1) The total Task Order Contract Price for each Task Order consists of the sum of the Cost Limitation and the Direct Cost for each Task Order. This amount shall not be exceeded without formal amendment to the Task Order, unless the Contract is terminated in accordance with Section 8.
- (2) In the event any action or combination of actions taken pursuant to Section 7, Changes in Scope, of this Contract are estimated by the ENGINEER, with the written concurrence of COUNTY, to cause material increase or decrease in the scope of services of any Task Order, an equitable adjustment to the Fixed Fee shall be made, as well as any necessary increase or decrease in the Cost recitation. Any request by the ENGINEER or by the COUNTY for an adjustment of the Task Order Contract Price must be asserted in writing within forty-five (45) days from the date of receipt by the ENGINEER of the County's notification of changed work, unless the County shall grant a further period of time for such request resolution.

k. PROGRESS PAYMENTS TO THE ENGINEER

- (1) For a Task Order Performed under the Lump Sum Method of compensation, the ENGINEER will prepare an invoice accompanied with a narrative statement from the ENGINEER describing the work accomplished by the ENGINEER during the period covered by the invoice.
- (2) For a Task Order performed under the Hourly Rate Method of compensation, the ENGINEER shall submit at the end of each monthly period, an invoice of Hourly Costs incurred in such period plus an increment of the Direct Fee earned in such period. All invoices shall be itemized in an invoice format acceptable to the COUNTY. All Costs included on the invoices shall be taken from the books of the accounts kept by the ENGINEER and shall be supported by the ENGINEER's monthly "Billing Cost Detail Report". The portion of the Professional Fee earned in such monthly period shall be determined on the basis of relative work progress accomplished in each monthly period as agreed by the COUNTY's Designated Representative.

4.4 INVOICE PROCESSING

Invoices received by the COUNTY will be processed for payment within thirty (30) days of receipt. ENGINEER will be notified of questionable items contained in the invoices within fifteen (15) days of receipt by the COUNTY with an explanation of the deficiencies. The COUNTY will make an effort to resolve all questionable items contained in the ENGINEER's invoices within thirty (30) days of receipt of the invoices by the COUNTY. At the end of the thirty (30) day period, the COUNTY shall pay the ENGINEER the invoice amount less any unresolved questionable items. Invoices are to be forwarded directly to the initiating Hernando County Department.

4.5 PAYMENT IN THE EVENT OF CONTRACT TERMINATION OR SUSPENSION

In the event that a Task Order or this Contract is terminated or canceled, or the ENGINEER's services suspended on a Task Order or this Contract, prior to completion, payment shall be made in accordance with the provisions of Section 8.

4.6. ADDITIONAL COMPENSATION FOR CHANGE IN SCOPE OF ASSIGNMENT

If instructed to do so by COUNTY, the ENGINEER shall change or revise work that has been performed, and if such work is not required as a result of error, omission or negligence of the ENGINEER, the ENGINEER may be entitled to additional compensation. The additional compensation shall be requested by the ENGINEER on a revised fee quotation proposal which must be submitted to the COUNTY for prior approval. The additional

compensation, if any, shall be agreed upon before commencement of any such additional work and shall be incorporated into the Assignment by formal amendment or Task Order to this Contract.

**SECTION 5
WORK COMMENCEMENT/IMPLEMENTATION
SCHEDULE/LENGTH OF CONTRACT**

5.1 WORK COMMENCEMENT

The ENGINEER shall commence work on each authorized Task Order within ten (10) days after receipt by the ENGINEER of a written Notice-To-Proceed from the COUNTY's Designated Representative. If the ENGINEER fails to commence work within the ten (10) day period, then the COUNTY shall have the right to seek other firms for the Assignment, unless the delay is due to no fault of the ENGINEER.

5.2 IMPLEMENTATION SCHEDULE

The ENGINEER and the COUNTY agree to make every effort to adhere to the schedule established for the various Task Orders described in the Assignment.

In the event the work of the ENGINEER is delayed due to no fault of the ENGINEER, which delays the completion of any Task Order of the Assignment, the ENGINEER shall be entitled to an appropriate extension of the contract time for the specific Task Order.

Additional compensation to the ENGINEER will be negotiated to the mutual agreement of the COUNTY and the ENGINEER in the event such delay causes any Task Order's costs to increase for reasons beyond the ENGINEER's control.

5.3 EXPIRATION

This Contract shall expire three (3) years after the date of execution of this Agreement. This Contract may be extended for two (2) additional one (1) year periods; not to exceed five (5) years maximum, upon written mutual consent of the COUNTY and the ENGINEER.

5.4 CONTINUING CONTRACT

In accordance with 287.055 (g), this is a "continuing contract" for professional services entered into in accordance with all procedures of this act between the COUNTY and the ENGINEER, whereby the ENGINEER shall provide professional services to the COUNTY for projects in which construction or professional costs do not exceed the statutory limitations imposed. Additionally, the ENGINEER shall provide for work of a specified nature as outlined in Exhibit A of this Contract as required by the COUNTY.

**SECTION 6
COUNTY'S "DESIGNATED" REPRESENTATIVE**

6.1 GENERAL

The COUNTY hereby designates the County Administrator or his/her designee to represent the COUNTY in all matters pertaining to and arising from the work and performance of this contract. The County Administrator or designee shall have the following responsibilities.

- a. Examination of all reports, sketches, drawings, estimates, proposals and other documents presented by the ENGINEER and rendering, in writing, decisions indicating the COUNTY's approval or disapproval within a reasonable time so as not to materially delay the work of the ENGINEER.

- b. Transmission of instructions, receipt of information and interpretation and definition of COUNTY policies and decisions with respect to design, materials and other matters pertinent to the work covered by this Contract.
- c. Giving prompt written notice to the ENGINEER whenever the COUNTY observes, or otherwise becomes aware of, any defects or changes necessary in the project.
- d. Following the ENGINEER's preparation of any necessary applications to governmental bodies, to arrange for submission of all applications.
- e. When appropriate, authorizing Task Orders equal to or less than \$25,000.00 pursuant to paragraph 2.3 hereof.

SECTION 7 CHANGES IN SCOPE

The COUNTY or the ENGINEER may request changes in the Scope of Services of a Task Order. Such change, including any increase or decrease in the amount of the ENGINEER's compensation for any Task Order pursuant to Section 4 – Compensation, which are mutually agreed upon by and between the COUNTY and the ENGINEER, shall be incorporated by written formal amendment.

SECTION 8 TERMINATION OF CONTRACT

8.1 TERMINATION BY COUNTY FOR CAUSE

The COUNTY may terminate this Contract for any one or more of the following reasons:

- a. If adequate progress on any phase of the assignment is not being made by the ENGINEER as a direct result of the ENGINEER's failure to perform.
- b. The quality of the services performed by the ENGINEER is not in conformance with commonly accepted design codes and standards, standards of the COUNTY and the requirements of Federal and/or State regulatory agencies in affect as of the date of this Contract, and the particular services involved are considered by the COUNTY to be essential to the proper completion of any Assignment.
- c. The ENGINEER or any employee or agent of the ENGINEER is indicted or has a direct charge issued against him/her for any crime arising out of or in conjunction with any work that has been performed by the ENGINEER.
- d. The ENGINEER becomes involved in either voluntary or involuntary bankruptcy proceedings, or makes an assignment for the benefit of creditors.
- e. The ENGINEER violates the Standards of Conduct provisions of Section 13 herein.
- f. In the event of any of the causes described in Section 8.1, the COUNTY's Designated Representative may send a certified letter to the ENGINEER requesting that the ENGINEER show cause why the Contract should not be terminated. If adequate assurances or acceptable reasons are not given to the COUNTY within fifteen (15) days of the receipt by the ENGINEER of said show cause notice, the COUNTY may consider the ENGINEER to be in default and may immediately terminate this Contract.

8.2 TERMINATION BY ENGINEER FOR CAUSE

The ENGINEER may cancel this Contract for the following reasons:

- a. The COUNTY fails to meet its obligations and responsibilities as contained in Section 3 – COUNTY’s Rights and Responsibilities.
- b. The COUNTY fails to pay the ENGINEER in accordance with Section 4 – Compensation.
- c. In the event of either of the causes described in Section 8.2, the ENGINEER may send a certified letter requesting that the COUNTY show cause why the Contract should not be terminated. If adequate assurances are not given to the ENGINEER within fifteen (15) days of the receipt by the COUNTY of said show cause notice, then the ENGINEER may consider the COUNTY to be in default, and may immediately terminate this Contract.

8.3 TERMINATION BY COUNTY WITHOUT CAUSE

Notwithstanding any other provision of this Contract, the COUNTY shall have the right at any time to terminate this Contract in its entirety without cause, or terminate by specific Assignment without cause, provided that thirty (30) days prior written notice is given to the ENGINEER of the COUNTY’s intent to terminate. In the event that a Task Order is terminated, The COUNTY shall identify the specific Task Order(s) being terminated and the specific Task Order(s) to be continued to completion pursuant to the provisions of this Contract. This Contract will remain in full force and effect as to all authorized Task Orders which are to be continued to completion under this type of arrangement.

8.4 PAYMENT IN THE EVENT OF TERMINATION

In the event this Contract or any Assignment is terminated or canceled prior to final completion without cause, payment for unpaid portion of the services provided by the ENGINEER to the date of termination and any additional services thereafter will be determined by negotiation between the COUNTY and the ENGINEER. No amount shall be allowed for anticipated profit on unperformed services or other work. In the event of termination for cause, the COUNTY may adjust any payment to take into account any additional costs to be incurred by the COUNTY due to such default.

8.5 ACTION FOLLOWING TERMINATION

- a. Upon receipt of notice of termination, given by either party, the terminated party shall promptly discontinue all services and other work, unless the notice provides otherwise.
- b. In the case of the COUNTY terminating the ENGINEER, the ENGINEER shall within ten (10) days, or any extension thereto as may be mutually agreed to, deliver or otherwise make available to the COUNTY all reports, drawings, plans, specifications and other data and documents that have been obtained or prepared by the ENGINEER in performing the Services under this Contract, regardless of whether the work on such documents has been completed or is in progress and said documents shall remain the property of the COUNTY.

8.6 SUSPENSION

- a. The performance of the ENGINEER’s service under any provision of this Contract may be suspended by the COUNTY at any time. In the event the COUNTY suspends the performance of the ENGINEER’s services hereunder, the COUNTY shall so notify the ENGINEER in writing, such suspension becoming effective upon the date of its receipt by the ENGINEER, and COUNTY shall promptly pay to the ENGINEER all fees which have become due and payable to the ENGINEER to

the effective date of such suspension. The COUNTY shall thereafter have no further obligation for payment to the ENGINEER for the suspended services unless and until the COUNTY notifies the ENGINEER that the services of the ENGINEER called for hereunder are to be resumed.

Upon receipt of written notice from the COUNTY that the ENGINEER's services hereunder are to be resumed, the ENGINEER shall complete the services of the ENGINEER called for in this Contract and the ENGINEER shall, in that event, be entitled to payment of the remaining unpaid compensation which becomes payable to the ENGINEER under this Contract, same to be payable at the times and in the number specified herein.

In no event will the compensation or any part thereof become due or payable to the ENGINEER under this Contract unless and until the ENGINEER has attained that state of work where the same would be due and payable to the ENGINEER under the provisions of this Contract.

- b. If the aggregate time of the COUNTY's suspension(s) of the ENGINEER's Services under any Task Order of this Contract exceeds sixty (60) days, then the ENGINEER and the COUNTY shall, upon request of the ENGINEER, meet to assess the services performed hereunder up to the time of such meeting, the services remaining to be performed and the total compensation paid to the ENGINEER hereunder and, during such meeting, shall have the option of negotiating a change in compensation to be paid to the ENGINEER for the balance of the Services to be performed hereunder. No increase in compensation to the ENGINEER shall be allowed unless it is based upon clear and convincing evidence of an increase in the ENGINEER's costs attributable to the aforesaid suspension(s).

SECTION 9 CLAIMS AND DISPUTES/REMEDIES

9.1 CLAIMS AND DISPUTES

Any claims, disputes and/or matters in question between the parties arising out of or relating to this Contract, including claims for extra compensation, shall be filed in writing by the aggrieved party to the other party within forty-five (45) days of its occurrence. Should such claims not be formally submitted within said forty-five (45) day period, the aggrieved party agrees not to make such claim against the other party at any time in the future. Should any claim or dispute not be mutually resolved between the parties within sixty (60) days thereafter, the aggrieved party shall then seek to resolve the matter in accordance with the "Remedies" provisions of Section 9.2 herein.

9.2 REMEDIES

Except as provided in Section 9.1 herein, all claims, disputes and/or matters in question between the COUNTY and the ENGINEER arising out of or relating to this Contract, or the breach of it will be decided by Mediation if the parties hereto mutually agree, or in a court of competent jurisdiction within the State of Florida.

SECTION 10 INDEMNITY AND INSURANCE

10.1 GENERAL

The ENGINEER agrees, to the fullest extent permitted by law, to indemnify and hold the COUNTY harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the ENGINEER's negligent acts, errors or omissions in the performance of professional services under this Agreement, and those of the ENGINEER's subconsultants or anyone for whom the ENGINEER is legally liable.

The COUNTY agrees, to the fullest extent permitted by law, to indemnify and hold the ENGINEER harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the

COUNTY's negligent acts, errors or omissions and those of the COUNTY's contractors, subcontractors, consultants or anyone for whom the COUNTY is legally liable, and arising from the project that is the subject of this Agreement.

The ENGINEER is not obligated to indemnify the COUNTY in any manner whatsoever for the COUNTY's own negligence.

10.2 INSURANCE

The ENGINEER will possess or obtain and continuously maintain the following insurance coverage, from a company or companion authorized to do business in the State of Florida, and will provide Certificates of insurance to the COUNTY, evidencing such insurance, within fifteen (15) days following the ENGINEER's receipt of Notice to Proceed on the Assignment from the COUNTY.

The insurance coverage shall contain a provision, which requires that prior to any changes or material alterations in the coverage, except aggregate coverage, thirty (30) days prior written notice will be given to the COUNTY.

a. Worker's Compensation

The ENGINEER will provide Worker's Compensation for all employees at the site location, and in case any work is subcontracted, will require the Subcontractor to provide Worker's Compensation for all of its employees. The limits will be statutory for Worker's Compensation and \$100,000 for Employers' Liability.

b. Comprehensive General Liability

The ENGINEER will provide coverage for all operations including, but not limited to, Contractual, Products and completed Operations and Personal Injury. The limits will be not less than \$1,000,000 Combined Single Limit (CSL) or its equivalent.

c. Comprehensive Automobile Liability

The ENGINEER will provide coverage for all owned and non-owned vehicles for limits of not less than \$500,000 CSL or its equivalent

d. Professional Liability Insurance

Annual Professional Liability Insurance will be maintained with coverage in an amount of not less than \$1,000,000 that protects the ENGINEER to the statutory limits applicable to professional liability.

Said Professional Liability Insurance shall provide for all sums which the ENGINEER shall be obligated to pay as damages for claims arising out of service performed by the ENGINEER, or any person or subcontractor employed by the ENGINEER, in conjunction with this Contract. This insurance shall also be maintained for a minimum of one (1) year after completion of the construction and acceptance of the facilities designed by the ENGINEER under the scope of this Contract including any amendment thereto.

e. Certificates of Insurance

The ENGINEER shall furnish all Certificates of Insurance forwarded directly to the following:

Hernando County Purchasing & Contracts Department
20 North Main Street, Room 265
Brooksville, FL 34601

with information copied to the Designated Representative identified in Section 6.2. The Certificates shall clearly indicate that the ENGINEER has obtained insurance of the type, amount and classification required by these provisions.

SECTION 11 NEGOTIATION DATA

The ENGINEER hereby certifies, covenants and warrants that accounting documentation and supporting data which has established compensation provided for in this Contract are accurate, complete and current as of the date of negotiation of the compensation terms contained in this Contract. It is further agreed that the ENGINEER's compensation under this Contract may be adjusted to exclude any significant sums where the COUNTY determines the ENGINEER's compensation was increased due to inaccurate or incomplete wage rates and other factual unit costs. All such price adjustments shall be made prior to the end of this Contract. Records of costs incurred under the terms of this Contract shall be maintained and made available to the COUNTY during the period of this Contract and for three (3) years after final payment is made. Copies of these documents and records shall be furnished upon request to the COUNTY at no cost. For the purpose of this Section, the end of this Contract shall be deemed to be the date of final acceptance of the work by the COUNTY.

SECTION 12 OWNER OF DOCUMENTS

It is understood and agreed that all Documents, including detailed reports, plans, original drawings, survey field notebooks and all other data other than working papers, prepared or obtained by the ENGINEER in connection with its services hereunder, shall be delivered to, or shall become the property of the COUNTY prior to final payment to the ENGINEER. The ENGINEER shall retain reproducible copies of all Documents for its files at Direct Reimbursable Cost. All Documents including drawings prepared by the ENGINEER pursuant to this Contract are instruments of service in respect to the services described in the Assignment.

Any reuse without written verification or adaptation by the ENGINEER for the specific purpose intended will be at COUNTY's sole risk and without liability or legal exposure to the ENGINEER; and the COUNTY shall indemnify to the maximum extent permitted by law and hold harmless the ENGINEER from all claims, damages, losses and expenses including attorney's and expert's fees arising out of or resulting therefrom. Any such verification or adaptation by the ENGINEER will entitle the ENGINEER to further compensation at rates to be agreed upon by the COUNTY and the ENGINEER.

Any Documents given to or prepared or assembled by the ENGINEER and its subcontractors under this Contract shall be kept solely as property of the COUNTY and shall not be made available to any individuals or organizations without the prior written approval of the COUNTY.

The ENGINEER may maintain copies of all work performed under this Contract for the COUNTY.

The ENGINEER shall not publish any information concerning this project without the prior written consent of the COUNTY.

SECTION 13 STANDARDS OF CONDUCT

13.1 ENGINEER EMPLOYEES

The ENGINEER warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the ENGINEER, to solicit or secure this Contract and that the ENGINEER has not paid or agreed to pay any person, company, corporation, individual or firm other than a bona fide employee working solely for the ENGINEER any fee, commission, percentage, gift or any other consideration, contingent upon or resulting from the award of making of this Contract.

13.2 ENGINEER COMPLIANCE WITH LAWS

The ENGINEER shall comply with all Federal, State and local laws and ordinances in effect on the date of this Contract and applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex or national origin in the performance of work under this Contract.

13.3 CONFLICT OF INTEREST

The ENGINEER hereby certifies that no undisclosed conflict of interest exists with respect to the present Contract, including any conflicts that may be due to representation of other clients, other contractual relationships of the ENGINEER, or any interest in property which the ENGINEER may have. The ENGINEER further certifies that any apparent conflict of interest that arises during the term of the Contract will be immediately disclosed in writing to the COUNTY. Violation of this Section will be considered as Justification for immediate termination of this Contract under the provisions of Section 8.1.

13.4 REMOVAL OF EMPLOYEE

The COUNTY is empowered to require the ENGINEER to remove any employee or representative of the ENGINEER from working on this Assignment which the COUNTY determines is not satisfactorily performing his assigned duties or is demonstrating improper conduct. The COUNTY shall notify the ENGINEER in writing of the COUNTY's objections prior to the ENGINEER's removal of any employee or representative.

13.5 PUBLICATION

The ENGINEER shall not publish any documents or release information to the media without prior approval of the COUNTY.

SECTION 14 ACCESS TO RECORDS/AUDIT

14.1 RECORDS MAINTENANCE

The ENGINEER shall maintain books, records, documents, time and costs accounts and other evidence directly related to its performance of services under this Contract. All time records and cost data shall be maintained in accordance with generally accepted accounting practices. The ENGINEER shall also maintain the financial information and data necessary to determine overhead rates in accordance with the requirements of Federal and State regulatory agencies and this Contract. The COUNTY, or any of its duly authorized representatives, shall have access within forty-eight (48) hours to such books, records, documents and other evidence for inspection, audit and copying. Copying of ENGINEER's books, records, documents, time records and cost accounts and other evidence shall be at the COUNTY's expense.

14.2 ACCESS TO RECORDS

The ENGINEER shall maintain and allow access to the records required under this Section for a period of three (3) years after the completion of the services provided under this Contract and date of final payment for said services, or date of termination of this Contract as may have been exercised under Section 8 herein.

SECTION 15 CODES AND DESIGN STANDARDS

All of the services to be performed by the ENGINEER shall in the minimum be in accordance with commonly accepted design codes and standards, standards of the COUNTY and the requirements of any Federal and/or State regulatory agencies in effect as of the date of this Contract.

The ENGINEER shall be responsible for keeping apprised of any changing codes or requirements, which requirements must be applied to the Assignment to be performed under this Contract. Any new codes or requirements becoming effective subsequent to the effective date of this Contract that require an additional level of effort to be performed by the ENGINEER beyond that covered under the scope of this Contract shall be subject to negotiation for an increase in scope and compensation by an amendment to this Contract.

SECTION 16 ASSIGNABILITY

The ENGINEER shall not sublet, assign or transfer any interest in this Contract, without prior written approval of the COUNTY, provided that claims for the money due or to become due the ENGINEER from the COUNTY under this Contract may be assigned to a bank, trust company or other financial institution without such COUNTY approval. Notice of any such assignment or transfer shall be furnished promptly to the COUNTY.

SECTION 17 CONTROLLING LAWS

This Contract is to be governed by the laws of the State of Florida.

SECTION 18 FORCE MAJEURE

Neither party shall be considered in default in performance of its obligations hereunder to the extent that performance of such obligations, or any of them, is delayed or prevented by Force Majeure. Force Majeure shall include, but not be limited to, hostility revolution, civil commotion, strike, epidemic, fire, flood, wind, earthquake, explosion, any law, proclamation, regulation or ordinance or other act of government, or any act of God or any cause whether of the same or different nature, existing or future; provided that the cause whether or not enumerated in this Section is beyond the control and without the fault or negligence of the party seeking relief under this Section.

SECTION 19 EXTENT OF CONTRACT

This Contract, together with the Exhibits hereinafter identified and listed in this Section, constitute the entire Agreement between the COUNTY and the ENGINEER and supersede all prior written or oral understandings in connection therewith. This Contract may only be amended, supplemented or modified by a formal Amendment or Change Order to this Contract.

The Exhibits supplemental to and made a part of this Contract are as follows:

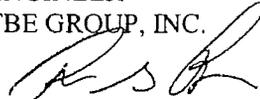
- Exhibit A: Scope of Work
- Exhibit B: Task Order Format and Standard Hourly Rates
- Exhibit C: Reimbursable Direct Cost
- Exhibit D: Truth in Negotiation Form
- Exhibit E: Insurance Certificate

IN WITNESS WHEREOF, the COUNTY and the ENGINEER have executed this Contract to become effective on the day and year first written above.

ENGINEER
TBE GROUP, INC.



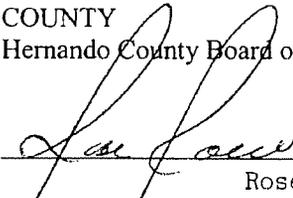
Witness






Witness

COUNTY
Hernando County Board of County Commissioners



Rose Rocco , Chairperson

EXHIBIT "A"

**SCOPE OF SERVICES
FOR
CONTINUING PROFESSIONAL CIVIL ENGINEERING SERVICES
PROJECT NO. 08-055**

In accordance with the Consultants' Competitive Negotiation Act (F.S. 287.055) and, Hernando County is seeking Statements of Qualifications from Florida-registered firms qualified to provide comprehensive general professional civil engineering, planning, and consulting services required in connection with the development and improvement of Hernando County infrastructure. The type of services may include, but not be limited to, civil, traffic, structural, mechanical, and electrical engineering design; architectural design; utilities and infrastructure design; storm water and drainage system design; surveying; preparation of plans, specifications, and engineer's reports; cost estimating and scheduling; technical studies; permitting; bidding and award; construction administration and resident engineering inspection; project record-keeping and close-out services; and all other related services.

The professional services may be required for various projects, including, but not limited to:

DPW Scope – Roadway design and intersection modifications; stormwater facilities design and modification; Geotechnical engineering, including GPR testing, soils testing and report preparation; construction engineering inspection services; and survey services provided in conjunction with other assigned work.

Utility Scope - Utility infrastructure improvements including water, sewer and storm drainage extensions, relocations and oversizings; lift station and forcemain designs.

Environmental assessments, investigations, permit preparation, reports, and other services as may be required to complete work associated with other assigned work.

The scope of work for each project will be negotiated with the successful firms, on a rotating basis, as the need for each project arises. The schedule for the projects is subject to availability of funding and is, therefore, unknown at this time. Consultant contracts are non-exclusive, and the County reserves the right, at its sole discretion, to enter into contracts with different firms for various projects as be required.

In order to be considered, firms must be able to demonstrate significant knowledge in providing the type of consulting services requested including standards of design and construction, Hernando County development criteria, including the Department of Public Works and Hernando County Utilities criteria, FDOT road specifications, SWFWMD regulations, and DEP regulations.

EXHIBIT "B"
STANDARD LABOR RATE SCHEDULE

The standard Hourly Labor Rates are subject to adjustment annually based of the Consumer Price Index issued by the Bureau of Labor Statistics, Southeastern Regional Office for the South for the index for All Items/Wage earners & clerical workers, for the percent of change through the month of May of each calendar year. Reimbursable Expenses are listed in Exhibit "C".

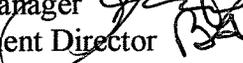
The following hourly rates include all direct and indirect costs except direct expenses. Indirect cost include such items as overhead, profit and such statutory and customary fringe benefits as social security contributions, sick leave, unemployment, excise and payroll taxes, workmen's compensation, health and retirement benefits, bonuses, annual leave and holiday pay.

Hourly rates in effect on the date of the Agreement are:

<u>CLASSIFICATION</u>	<u>RATES</u>
Principal	170.00
Principal Environmental Engineer	155.00
Principal Environmental Scientist	155.00
Principal Planner	155.00
Principal Surveyor	155.00
Principal Transportation Engineer	155.00
Principal Transportation Planner	155.00
Senior Project Manager	132.00
Survey Manager	127.00
Project Manager	120.00
Director of Construction Services	115.00
Senior Transportation Planner II	105.00
Senior Transportation Planner I	100.00
Transportation Planner II	90.00
Transportation Planner I	77.00
Senior Environmental Scientist II	110.00
Senior Environmental Scientist I	105.00
Environmental Scientist III	90.00
Environmental Scientist II	85.00
Environmental Scientist I	77.00
Senior Project Engineer II	110.00
Senior Project Engineer I	105.00
Project Engineer II	100.00
Project Engineer I	95.00
Engineer	85.00
Senior Designer II	90.00
Senior Designer I	85.00
Designer II	77.00
Designer I	72.00
Construction Manger	90.00

Senior Field Representative	77.00
Field Representative	65.00
GIS Department Manager	95.00
Senior GIS Specialist	95.00
GIS Specialist	72.00
Landscape Architect I	90.00
Graphic Designer	77.00
Senior Planner II	105.00
Senior Planner I	95.00
Planner II	85.00
Planner I	72.00
Planning Technician	55.00
Senior Land Surveyor II	110.00
Senior Land Surveyor I	105.00
Land Surveyor II	95.00
Land Surveyor I	90.00
Project Surveyor/Crew Coordinator	85.00
Survey Crew – 4 Man	155.00
Survey Crew – 3 Man	132.00
Survey Crew – 2 Man	105.00
Survey Crew – 1 Man	72.00
Senior Survey Technician	77.00
Survey Technician	60.00
Senior Technician	72.00
Technician III	65.00
Technician II	60.00
Technician I	58.00
Word Processor/Administrative Support	55.00

MEMORANDUM	
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To: Honorable Mayor & City Council Members
Via: T. Jennene Norman-Vacha, City Manager 
From: Bill Geiger, Community Development Director 
Subject: Code Enforcement Action Related to Unsafe Building – 20021 VFW Road (Case No. 20082101)
Date: March 24, 2009

General Information:

The old VFW Building located at 20021 has been vacant for many years. The City began to receive complaints about the deteriorating conditions and vagrant inhabitation of the building in 2007. The City’s Building Official inspected the property and determined that the building was badly deteriorated. The building has holes in the walls. The roof is leaking, gypsum board is collapsing and fascia board is rotting and falling down. Entrance doors were open and windows broken. The interior has significant water damage and rotting conditions.

Numerous phone calls and certified letters were sent to the owners of the property advising them of the need to secure and repair the structure, however no response to improve the condition of the building has occurred.

A code enforcement hearing was scheduled and held on October 28, 2008 to address the building violations on this property. The owners of the property were notified via certified mail of the hearing, but did not attend.

The Hearing Officer determined that the Respondents were in noncompliance with the City Code, and ordered them to either demolish the unsafe building or begin repairs within thirty days. The Order empowers the City to demolish the unsafe building after following proper abatement procedures, and file any liens or other means to collect payment of monies expended to correct the violations and bring the property into compliance (The City of Brooksville Special Master Corrected Findings of Fact, Conclusions of Law, and Order is attached to this memorandum).

The property owner(s) have not complied with the Special Master’s Order to demolish or repair the structure. City Code Enforcement is in the final process of noticing the owner to comply with the abatement of unsafe conditions on the property. Quotes from contractors have been obtained by the Building Official that range between \$9,480 to over \$15,000 to demolish the building. The amounts exceed the City purchasing policy “quote” threshold of \$6,000. The Building Official did not find any friable asbestos material during his inspection, however, materials such as floor tiles would need to be tested to determine if non-friable asbestos is present (which would dictate specific requirements for demolition and disposal).

At this time, City Council is requested to authorize staff to solicit a Request for Proposals (RFP) to demolish the structure at 20021 VFW Road, rendering the property safe and in compliance with City Code. Although liens may be placed on the property, the City will be absorbing the upfront costs for the demolition. The costs would come from the City’s General Fund contingency reserve.

Budget Impact:

A budget amendment will be necessary to absorb the cost to demolish the structure, with the expenditure being withdrawn from the General Fund's Reserve Contingency line item. Expenditures by the City will be billed to the property owners and, if not paid, a lien will be filed on the property.

Legal Statement:

The City has followed the proper unsafe building abatement process and is authorized to remove the structure. Budgeting funds to pay the cost for the demolition is a discretionary fiscal determination that may be made by the City Council.

Recommendation:

Authorize staff to solicit a Request for Proposals (RFP) to demolish the structure at 20021 VFW Road, and approve a budget amendment for the expenditure (not-to-exceed \$16,000) to be withdrawn from the City's General Fund's Reserve Contingency line item.

Enclosures:

1. City of Brooksville Special Master Corrected Findings of Fact, Conclusions of Law, and Order (December 12, 2008)
2. Order Imposing Penalty/Lien
3. Hernando County Property Appraiser Parcel Information Sheets
4. Pictures demonstrating the structure's condition

Rec'd
12/12/08

**CITY OF BROOKSVILLE SPECIAL MASTER CORRECTED
FINDINGS OF FACT, CONCLUSIONS OF LAW, AND ORDER**

Respondent(s): Efefttheria Mina, Amirissa Mina, Nikolaos Mina
File No.: 20082101

This cause was presented for public hearing before the City of Brooksville Special Master, Hernando County, Florida, on October 28, 2008, after due notice to the Respondent. The Special Master having heard testimony under oath, received evidence, and heard argument of counsel (if any), thereupon issues its Findings of Fact, Conclusions of Law, and Order as follows:

I. FINDINGS OF FACT:

- A. The Respondent owns real property located at 20021 VFW Road, Brooksville, Florida, also known as parcel Key #0360898;
- B. The Respondent was sent a Notice of Hearing by certified mail, stating a hearing would be held before the City of Brooksville Special Master to determine whether the Respondent was violating Section 105-81 of the City of Brooksville Code;
- C. Photographs of the violations taken were submitted into the record;
- D. Neither the Respondent nor its representative were present;
- E. Linda Sidor, Code Enforcement Officer, testified the property does not have homestead exemption. Ms. Sidor testified the code case began on 04/11/07. Ms. Sidor also testified that she has been in contact with Respondents regarding the code violations, but Respondent did not correct the code violations;
- F. Ms. Sidor testified that as of her last visit to the property, the property was not in compliance.

II. CONCLUSIONS OF LAW:

- A. 105-81. Standard Unsafe Building Abatement Code adopted.

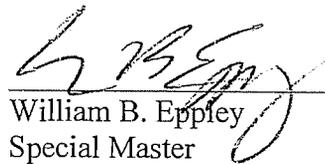
There is adopted by the city for the purpose of establishing and prescribing rules and regulations for the abatement of unsafe structures, and otherwise, the Standard Unsafe Building Abatement Code, 1985 Edition, as published by the Southern Building Code Congress International, Inc. One copy of the adopted code is on file in the office of the building official. The code is adopted and incorporated as fully as if set out at length in this section and the provisions shall be controlling in the installation, construction, alteration, removal, demolition, moving, improving, repairing, equipping, use, occupancy, location and maintenance of buildings and structures and otherwise within the city.

III. ORDER:

Based upon the foregoing Findings of Fact and Conclusions of Law, it is hereby ordered that:

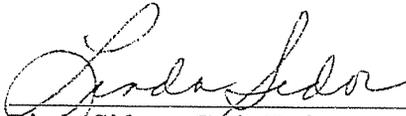
- A. That the Respondent is declared to be in noncompliance of City of Brooksville Code and shall be ordered to demolish the unsafe building or begin repairs within 30 days;
- B. That the City of Brooksville shall hereby be empowered to demolish the unsafe building after proper abatement procedures have been followed;
- C. That the City of Brooksville shall hereby be empowered to file any liens or other means to collect payment of monies expended to correct the violation and bring the property into compliance.
- D. In addition to any fines, the Respondent shall be responsible for any additional inspection costs, collection costs, administrative costs, legal fees, attorney's fees, recording costs and all other costs associated with the collection of this Order.

DONE AND ORDERED this 12 day of December, 2008, in Brooksville, Hernando County, Florida.



William B. Eppley
Special Master

I hereby certify that a true and correct copy of the above and foregoing Findings of Fact, Conclusions of Law, and Order will be furnished by U.S. Mail to the respondent on this 12 day of December, 2008.



Linda Sidor – Code Enforcement Officer

CODE ENFORCEMENT SPECIAL MASTER
CASE NO.: 20082101

City of Brooksville,
Petitioner,

v.

Eleftheria Mina, Amirissa
Mina, and Nikolaos Mina,
Respondents.

ORDER IMPOSING PENALTY/LIEN

THIS CAUSE came on for public hearing before the Code Enforcement Special Master (hereinafter referred to as "MASTER") on 10/28/08, after due notice to Respondent, at which time the Master heard testimony, received evidence, and issued its Findings of Facts and Conclusions of Law and thereupon issued its oral Order which was reduced to writing and furnished to Respondent.

Accordingly, it having been brought to the Special Master's attention that Respondent has not complied with prior notice, it is hereby:

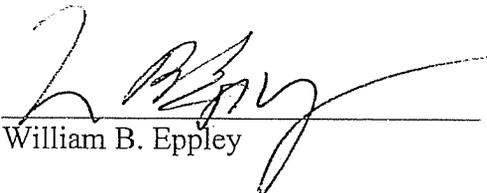
ORDERED that Respondent shall demolish the building or begin repairs within thirty (30) days, or the City of Brooksville, shall demolish the building after proper abatement, in reference to property located at 20021 VFW Road, Brooksville, Florida described as:

Key #00360898 Parcel #: R33 422 19 0000 0090 0000; W1/2 of NW1/4 of NE1/4 of NE1/4 Less RD R/W & Less E120 FT Thereof, ORB 429 page 991

A certified copy of this ORDER will be recorded and shall constitute a lien for all the accrued fines and costs against the above described property, and any other real or personal property that the violator owns in Hernando County where recorded pursuant to Section 162.09 of the Florida Statutes.

DONE AND ORDERED this 6th day of November, 2008 at Brooksville, Hernando County, Florida.

CODE ENFORCEMENT



William B. Eppley

Special Master

This certificate is attached to a two page document dealing with/entitled Order Imposing Penalty/Lien and dated 11/6/08, 2008.

STATE OF FLORIDA
COUNTY OF HERNANDO

PERSONALLY appeared before me, the undersigned authority, William B. Eppley, well known to me and known by me to be the Code Enforcement Special Master, and acknowledged before me that he executed the foregoing instrument on behalf of City of Brooksville Code Enforcement, as its true act and deed, and that he was duly authorized to do so.

WITNESS my hand and official seal this dated: 11/6/08

Janet Aikens

Notary Public

My Commission Expires: 2010



Janet Aikens

Commission # DD581068

Expires: AUG. 10, 2010

BONDED THRU ATLANTIC BONDING CO., INC.

Certificate of Service

I HEREBY CERTIFY that a true and correct copy of the above document will be furnished to Eleftheria Mina, Amirissa Mina & Nikolaos Mina, 204 Vineyard Drive, San Jose, California 95119-1862, via U.S. Postal Service, this 8th day of November, 2008.

Linda Sidor

Sent March 24, 2008

Certified Mail

7008 1140 0000 9739 8566

Hernando County Property Appraiser

Data Updated: 3/20/2009

Parcel: **R33 422 19 0000 0090 0000** | KEY: **00360898**

<< Next Lower Parcel # | Next Higher Parcel # >>

2008 TAX Year

TRIM Notice

Property Card

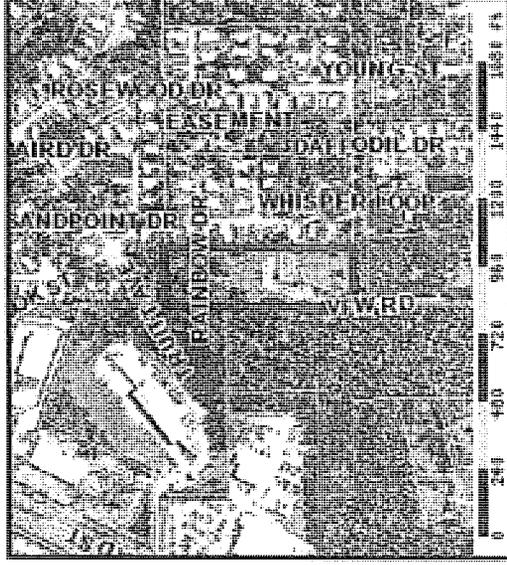
Interactive GIS Map

Print

Owner & Property Info

Owner's Name(s)	MINA ELEFThERIA & AMIRISSA MINA & NIKOLAOS E MINAS (view all Site Addresses)	
Site		
First Owner's Mailing	204 VINEYARD DR SAN JOSE CA 95119-1862	
Brief Desc	W1/2 OF NW1/4 OF NE1/4 LESS RD R/W & LESS E120 FT THEREOF ORB 429 PG 991	
DOR Code (77)	Clubs, Lodges, Union Halls	Map Code 77C1
Levy Code CRBRES		GIS Code B049
Land Use		Land Units
COMMERCIAL ACREAGE		3.20 ACRES
Total TAX for 2008	\$3,212.52	
AdValorem Tax	\$3,212.52	Current Tax Year Discount
NON AdValorem Tax	\$0.00	If Paid By: Nov. 30: \$3,084.02 Dec. 31: \$3,116.14
Tax History		Jan. 31: \$3,148.27 Feb. 28: \$3,180.39 Mar. 31: \$3,212.52
2007	\$3,201.26	TAX > Access real-time Tax info
2006	\$3,706.22	Links > Pay your Taxes on-line
2005	\$3,750.01	

GIS Aerial



<< Prev Search Result: 7 of 10 Next >>

Show: 2008 | 2007 | 2006 | 2005 | 2004

aerial date: Feb. 2008

Property & Assessment Values

Land Value	\$86,400.00
Bldg Value	\$58,230.00
Features Value	\$5,208.00
Class Value	\$0.00
Limit Value	\$0.00

Assessed Value	\$149,838.00
Exempt Value	\$0.00
Excluded Exempt	\$149,838.00
Taxable Value	\$149,838.00
Just Mkt Value	\$149,838.00

Sales

Sale Date	OR Book/Page	OR Inst.Type	Sale V/I (Qual)	Sale Price	Sale Party
4/9/2001	1411/1277	WD	I (D)	\$100.00	MINA ELEFThERIA &
1/16/2001	1398/0478	WD	I (D)	\$100.00	MINA IRENE
1/16/2001	1395/0384	WD	I (D)	\$59,000.00	MINA IRENE

1/1/1980	398/0144	WD	I (D)	\$100.00	DEPARTMENT OF FLORIDA VETERANS
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Building Characteristics

Bldg #	Bldg Desc	Year Blt	Area (Base / Aux)	Bed / Bath
1	CLUBHOUSE (43)	1960	6880 / 32	0 / 2
Note: All S.F. calculations are based on <u>exterior</u> building dimensions.				

Extra Features & Out Buildings

Description	Actual Year	Dimensions	Dep. Cost
FIREPLACE, LARGE (FP3)	1970	1 UNITS	\$3,000.00
PAVEMENT, ASPHALT COMMERCIAL (PV3)	1970	5100 SQ FT	\$1,938.00
PAVEMENT, CONCRETE COMMERCIAL (PV4)	1970	180 SQ FT	\$270.00

Address Listings

NONE

Business Listings

NONE

Hernando County Property Appraiser - Roll Year: 2008

Data Updated: 3/20/2009

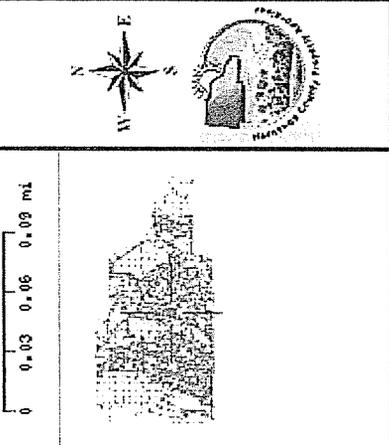
This information was derived from data which was compiled by the Hernando County Property Appraiser's Office solely for the governmental purpose of property assessment. This information should not be relied upon by anyone as a determination of the market value, ownership, or zoning of the property. Zoning information should be obtained from the Hernando County Development Department. No warranties, expressed or implied, are provided for the accuracy of the data herein, it's use, or it's interpretation. Although it is periodically updated, this information may not reflect the data currently on file in the Property Appraiser's office. The assessed values are NOT certified values and therefore are subject to change before being finalized for ad valorem assessment purposes.

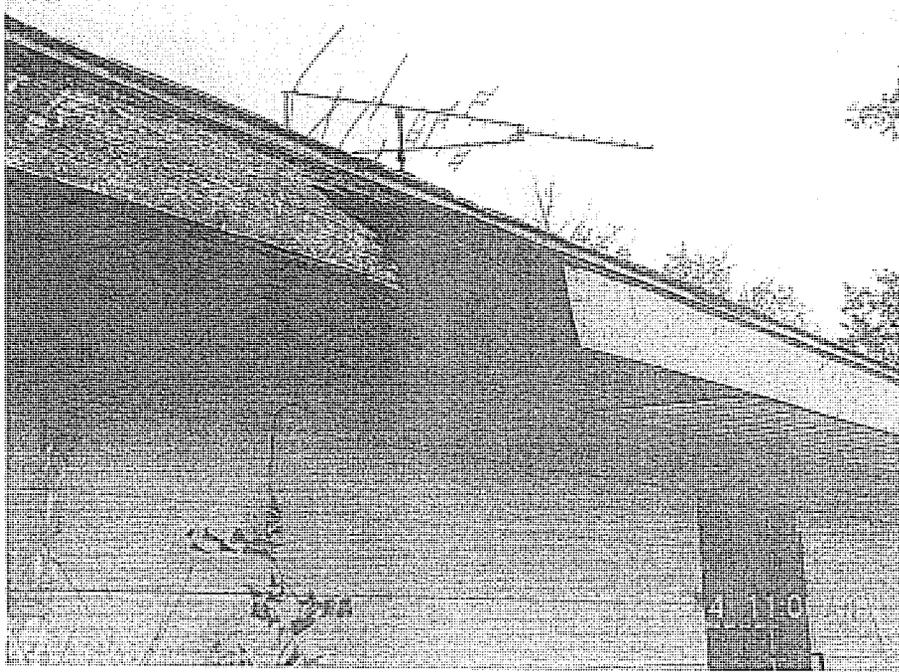
© Copyright 2003 All Rights Reserved - Hernando County Property Appraiser

Hernando County Property Appraiser Alvin R. Mazourek CFA - Brooksville, Florida - 352-754-4190	
PARCEL: R33 422 19 0000 0090 0000 KEY: 00360898	
W1/2 OF NW1/4 OF NE1/4 OF NE1/4 LESS RD R/W & LESS E120 FT THEREOF ORB 429 PG 991	
Name: MINA ELEFThERIA & AMIRISSA MINA & NIKOLAOS E Site: 204 VINEYARD DR Mail: SAN JOSE CA 95119-1862 Sales 4/9/2001 \$100,001 (D) Info 1/16/2001 \$100,001 (D) Info 1/16/2001 \$59,000,001 (D)	LandVal \$86,400.00 BldgVal \$58,230.00 JustVal \$149,838.00 Assd \$149,838.00 Exmpt \$0.00 Taxable \$149,838.00
Levy:CRBRES Map:77C1 GIS:B049 Class: Quality: TPCnt:0	

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Data Updated: 3/20/2009 | GIS Map Updated: 3/20/2009 All Rights Reserved - Hernando County Property Appraiser

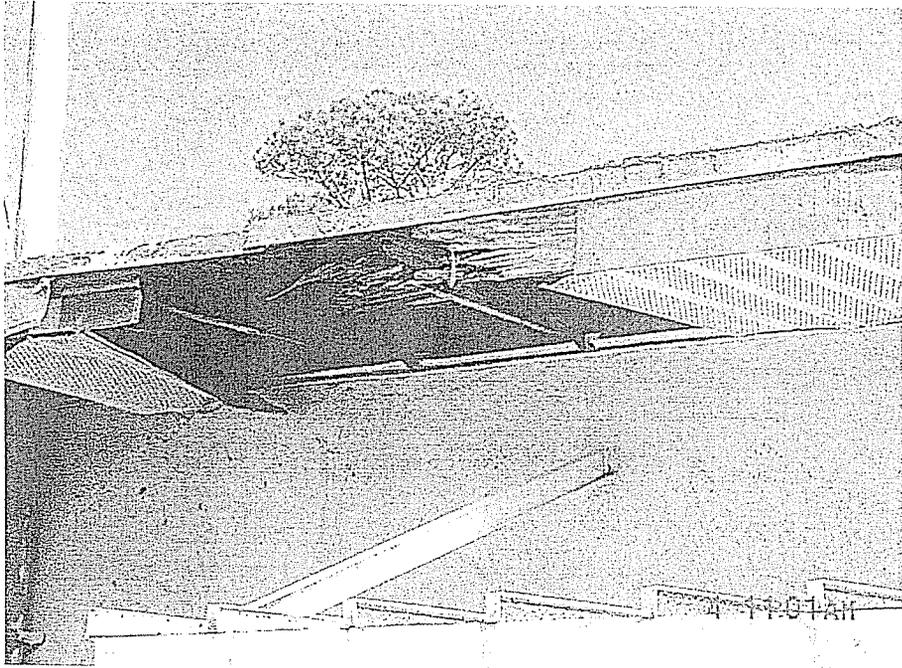


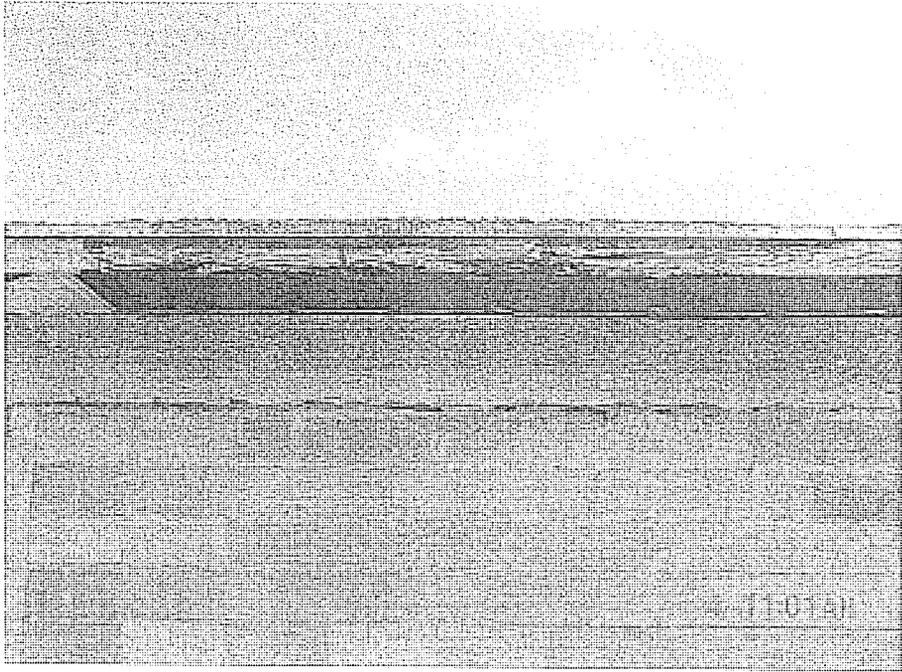


20021 VFW Road

April 2007 - complaints - no growth
 living in vacant Bldg.
 Bldg. has been vacant for
 8-10 years.

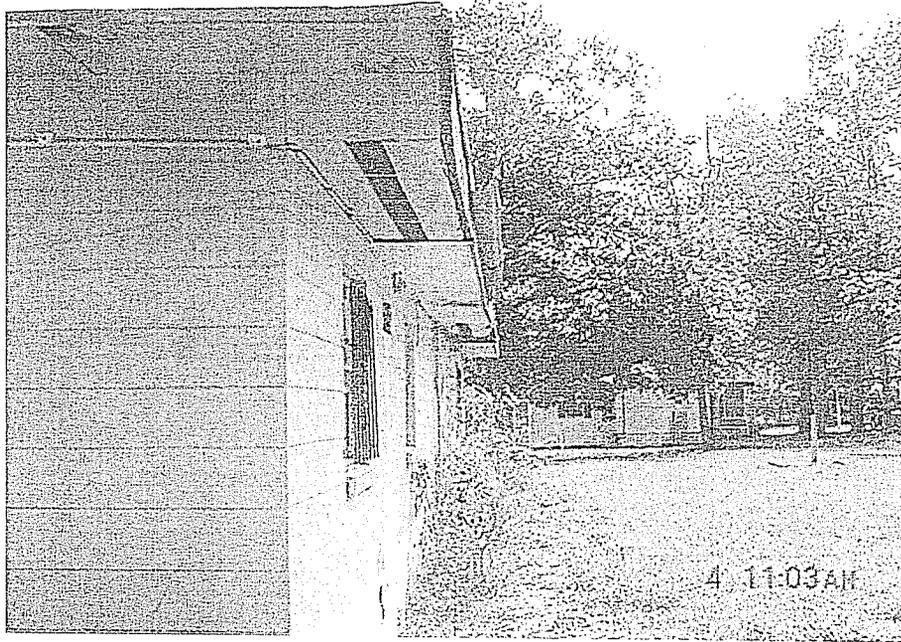
April 11, 2008 Lew Chondler, Bldg Inspector
 found unsafe roof, broken windows,
 unsecured doors signs of people
 living there.

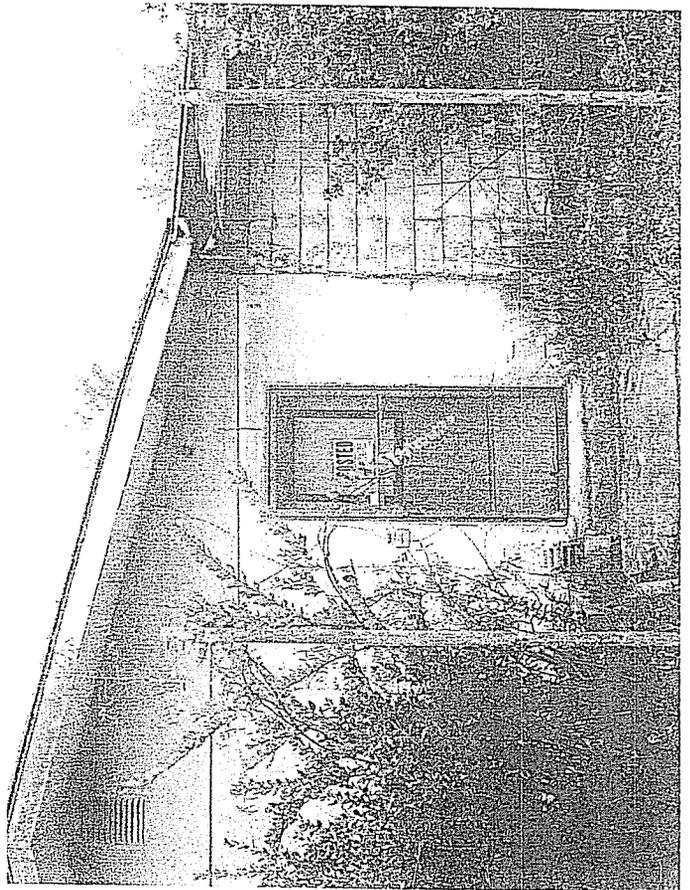
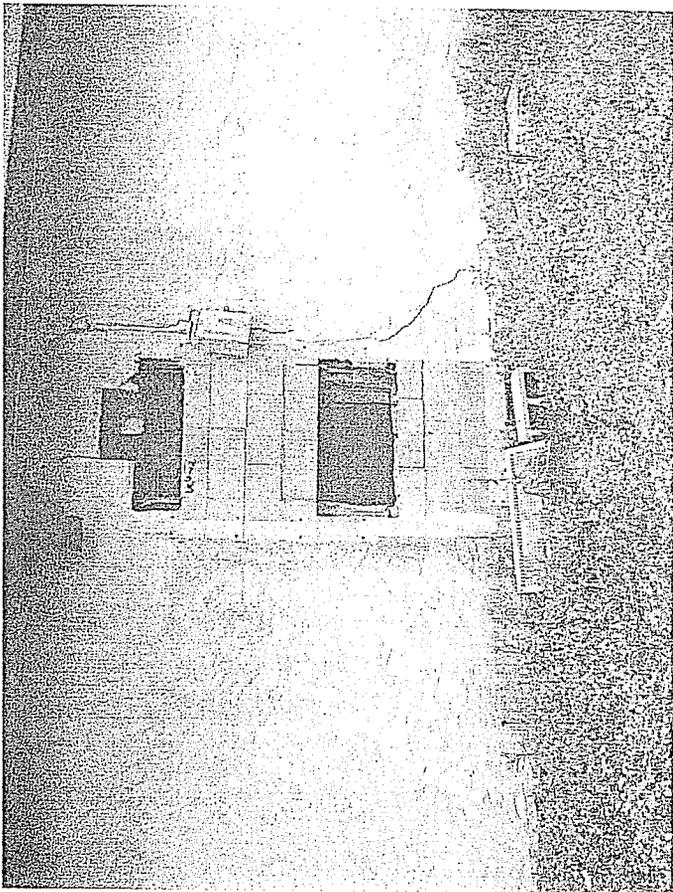
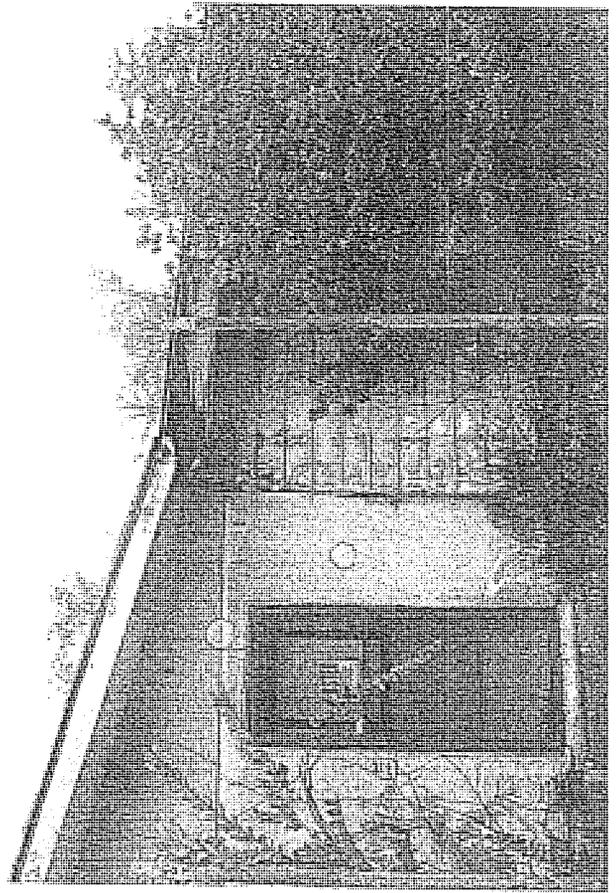












CONSENT AGENDA ITEM MEMORANDUM

To: HONORABLE MAYOR AND CITY COUNCILMEN

VIA: T. Jennene Norman-Vacha, City Manager  Date: 03/26/09

From: Emory H. Pierce, Director of Public Works 

Re: **CITY/COUNTY EQUIPMENT SHARING & PUBLIC SERVICES
INTERLOCAL AGREEMENT**

GENERAL SUMMARY/BACKGROUND: For many years we have had an, “Equipment Sharing”, Interlocal Agreement with the County whereby we could exchange minimal numbers of equipment usage days for no charge to each other, so as to avoid sending paper (invoices, POs & Cks) back and forth. A copy of that agreement is attached for your quick reference.

Also attached is a new Interlocal Agreement that adds some additional services/clauses to the equipment sharing clauses, that we intend to pay for, because we really cannot provide reciprocal services. The number of days of, “free” equipment sharing has also been reduced in this new agreement because we just never used/shared equipment as much as was anticipated in the old agreement.

In the new agreement the Street Patching Service is the one item we expect to use significantly. Our records indicate that we spend about 350 hours (w/entire crew & equipment) patching streets. This works out to about four days/month. Since we do not patch everyday our operation is inherently inefficient, and our recorded hours include a lot of down time while the crew waits on the patch truck to go pick up and return with asphalt. The County hourly time that they will charge us for will include much less of that, “windshield”, time and I would expect to only need to budget for about (250 hours @ \$128.45/hr) \$32,112.50, if we use the County service. I would also avoid maintenance and fuel costs for our 20 + year old patch truck. Minimal amounts can be budgeted for the other services listed (ditch/swale cleaning, traffic signage, and CDL testing).

BUDGET IMPACT: At present \$32,125 has been included in the FY 08/09 Streets Department Other Contractual Services, Acct # 001 019 541 53400, for street patching along with \$8,500 to cover the cost of asphalt.

LEGAL REVIEW: Legal has reviewed and has no legal concern with the Agreement

STAFF RECOMMENDATION: Staff recommends Approval and authorization for the Mayor to sign the subject Agreement.

City of Brooksville



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

May 4, 2000

Steve Whitaker, Assistant Director
County Public Works Department
201 S. Summit Road
Brooksville, Fl. 34601

Re: Interlocal Agreement - City/County Exchange of
Equipment Services

Dear Mr. Whitaker:

This will confirm action taken on Monday, May 1, 2000 wherein Council approved the attached Interlocal Agreement for the use of City's street sweeper and County's construction equipment subject to approval by the City and County Attorney.

Attached please find two originally executed Agreements. Please forward this to the County Attorney and the Board of County Commissioners for approval. Once signed, please forward one original to this office.

If you have any questions, do not hesitate to call.

Sincerely,


Karen M. Phillips, CMC
City Clerk

KMP/jjb

pc: Emory Pierce, P.E., Director of Public Works
G:\WP_WORK\ClerkOffice\LETTERS\interlocal.wpd

INTERLOCAL AGREEMENT

THIS AGREEMENT, made and entered on the effective date, listed below, by and between **HERNANDO COUNTY**, a political subdivision of the State of Florida, acting by and through its Board of County Commissioners, the governing body thereof, (hereinafter referred to as "**COUNTY**"), and the **CITY OF BROOKSVILLE**, a duly organized and existing Florida municipal corporation, (hereinafter referred to as "**CITY**").

WITNESSETH:

WHEREAS, COUNTY, desires to obtain Street Sweeping Services for approximately thirty (30) days/year; and

WHEREAS, CITY, desires to obtain the following services for the approximate numbers of days listed below:

- Five (5) days Road Grader/year
- Five (5) days Road Roller/year
- Five (5) days Bulldozer/year
- Fifteen (15) days Tandem Axle Dump Truck/year; and

WHEREAS, both COUNTY and CITY could utilize the same equipment, at different times; in an effort to minimize costs and maximize use; and

WHEREAS, COUNTY and CITY agree that the intent of this agreement is to minimize the exchanging of checks and other duplicative paper work.

WHEREAS, COUNTY and CITY do hereby enter into this agreement for the purpose of exchanging equipment services.

NOW, THEREFORE, COUNTY AND CITY, hereby agree as follows:

1. **COUNTY** will schedule and provide the following services to **CITY** on an annual basis commencing on the effective date of this agreement; **COUNTY** will provide **CITY** use of the below listed equipment for the number of days listed below. The number of days listed shall not be considered fixed amounts but merely a good faith estimation of expected use by **CITY**. The number of days may vary above or below the listed figure.

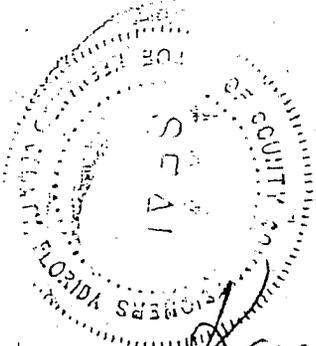
- Five (5) days Road Grader/year
- Five (5) days Road Roller/year
- Five (5) days Bulldozer/year
- Fifteen (15) days Tandem Axle Dump Truck/year

PC. Smith
P.P.
C.P.

For purposes of this agreement a day shall be considered ten (10) hours. Any use less than ten (10) hours will be converted to a decimal fraction when considering the number of days the equipment is used by CITY or by COUNTY.

2. COUNTY will provide the subject equipment at its convenience and discretion so as not to interfere with COUNTY work. COUNTY shall also provide all operators of said equipment performing tasks for CITY. CITY shall provide COUNTY and its operators general directions at all times. COUNTY employees shall remain under the control of the COUNTY. COUNTY reserves the right to remove equipment from a CITY job site if the COUNTY has need for such equipment. Employees operating COUNTY equipment for CITY at all times will be considered COUNTY employees for purposes of Workers' Compensation. This, however, does not preclude indemnification of COUNTY by CITY for COUNTY employees injured on a job being performed for CITY.
3. CITY will provide the subject street sweeper at its convenience and discretion, so as not to interfere with CITY work, for approximately thirty (30) days per year. The thirty days is not to be viewed as an absolute figure but the number of days that the street sweeper is provided to the COUNTY may vary above or below the thirty day figure. The CITY will provide an operator for the street sweeper and COUNTY will provide general directions to the CITY'S operator of the street sweeper at all times. CITY employees shall remain under the control of the CITY. CITY reserves the right to remove the street sweeper from a COUNTY job site if the CITY has need for the street sweeper. Employees operating CITY equipment for the COUNTY at all times will be considered CITY employees for the purposes of Workers' Compensation. This, however, does not preclude indemnification of CITY by COUNTY for CITY employees injured on a job being performed for COUNTY.
4. COUNTY and CITY respectively will pay for and provide fuel and lubricants for each of the respective pieces of equipment that they own when used by the other party and COUNTY and CITY shall pay their employees operating the equipment used on behalf of the other entity.
5. Each entity will be responsible for the maintenance due to normal wear and tear on the pieces of equipment they own and used on behalf of the other entity.
6. CITY and COUNTY agree to indemnify and hold the other harmless from any and all causes of action, damages, or injury caused solely by the other's officers, employees, or agents, arising out of any incident involving equipment owned by one party to this agreement and used on behalf of the other party to this agreement. Neither party to this agreement waives the protections and limitations of sovereign immunity.

7. The term of this agreement shall be one (1) year commencing on July 1, and expiring on June 30 of the succeeding calendar year. This agreement shall automatically be renewed for successive one (1) year periods without any action required by either party. Both the COUNTY or CITY may terminate this agreement by providing the other party thirty (3) days written notice.



**BOARD OF COUNTY COMMISSIONERS
HERNANDO COUNTY, FLORIDA**

Attest:



KAREN NICOLAI
Clerk

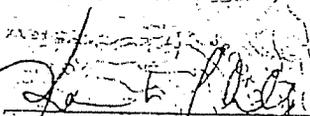
By:



PAUL H. SULLIVAN
Chairman

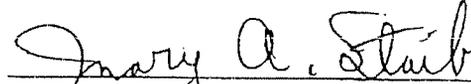
CITY OF BROOKSVILLE

Attest:



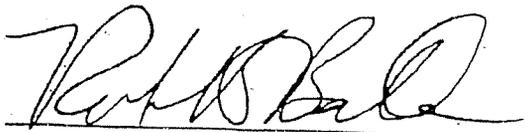
KAREN PHILLIPS
Clerk

By:



MARY STAIB
Mayor

Approved as to Form and Legal Content for
the Reliance of the City of Brooksville Only



Robert B. Battista, P.A., City Attorney

INTERLOCAL AGREEMENT ON
EQUIPMENT SHARING & PUBLIC WORKS SERVICES

THIS AGREEMENT, made and entered into this ____ day of _____, 2009, is by and between the **CITY OF BROOKSVILLE**, a municipal corporation duly organized and existing under the laws of the State of Florida, acting by and through its City Council, the governing body thereof, (hereinafter referred to as "CITY"), and **HERNANDO COUNTY**, a political subdivision of the State of Florida, acting by and through its Board of County Commissioners, the governing body thereof, (hereinafter referred to as "COUNTY").

WITNESSETH:

WHEREAS, the COUNTY and CITY are authorized to enter into this Agreement pursuant to the provisions of Section 163.01, Florida Statutes, "The Florida Interlocal Cooperation Act of 1969," and the provisions of Chapters 125 and 166, Florida Statutes; and,

WHEREAS, the purpose of this Agreement is to enable the COUNTY and CITY to jointly exercise the powers which each public agency has in order to enable the respective public agencies to make the most efficient use of said powers by enabling them to cooperate with each other on a basis of mutual advantage and thereby to provide services and facilities in a manner that will promote efficiency and economy in the rendering of public services to the citizens of the City of Brooksville and to citizens of Hernando County; and,

WHEREAS, COUNTY and CITY render public services in repairing and maintaining streets; and,

WHEREAS, COUNTY desires to obtain Street Sweeping Services and CITY desires to obtain Street Repair Services; and,

WHEREAS, COUNTY and CITY agree that it is an efficient and cost-effective approach to street repair and maintenance to exchange equipment and to coordinate in the provision of certain street repair and maintenance services by utilizing the same equipment, at different times; and,

WHEREAS, COUNTY and CITY agree that the intent of this Agreement is to minimize the need to engage in routine and duplicative documentation for co-utilization of street repair and maintenance equipment.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter contained, the CITY and the COUNTY hereby agree as follows:

1. **Definitions.** For purposes of this Agreement, a day shall mean a period of ten (10) consecutive hours. Any use less than ten (10) consecutive hours will be converted to a decimal fraction when determining the number of days the equipment is used by CITY or COUNTY.

2. **Term.** The term of this Agreement shall be one (1) year commencing on October 1, 2009 and expiring on September 30 of the succeeding calendar year. This Agreement shall automatically renew for successive one (1) year terms without any action required by either party, unless otherwise amended or earlier terminated as provided for herein.

3. **Equipment and Frequency of Use.** COUNTY and CITY will schedule and provide the equipment as identified in the table below. The number of days listed shall not be considered fixed amounts but merely a good faith estimation of expected use by either party. The number of days may vary above or below the listed figure.

<u>Equipment</u>	<u>Estimated Usage</u>	<u>Provided By</u>	<u>For Use By</u>
Street Sweeper	Five (5) days/year	City	County
Gradall, Tracked Excavator, or Bucket Truck	Two (2) days/year	County	City
Road Roller or Bull Dozer	One (1) day/year	County	City
Tandem Axle Dump Truck	Two (2) days/year	County	City

4. **County Equipment.** COUNTY will provide the equipment at its convenience and discretion so as not to interfere with COUNTY work. COUNTY reserves the right to remove equipment from a CITY job site if the COUNTY has need for such equipment. COUNTY shall be responsible for the maintenance due to normal wear and tear on the pieces of equipment it provides under this Agreement. COUNTY shall pay for and provide fuel and lubricants for each of the respective pieces of equipment that it provides under this Agreement when such equipment is used by the CITY. COUNTY shall also provide all operators of said equipment performing tasks for CITY. CITY shall provide COUNTY equipment operators general directions as to use completion of work by the operator. COUNTY employees shall remain under the control of the COUNTY. COUNTY shall pay its employees operating the equipment used on behalf of the CITY. COUNTY Employees operating COUNTY equipment for CITY at all times will be considered COUNTY employees for purposes of Workers' Compensation.

5. **County Services.** Upon request by CITY, COUNTY will provide the services described below at its reasonable convenience and discretion so as not to interfere with COUNTY work in accordance with the following terms and conditions:

- a. Ditch/Swale Excavating and Cleaning Services including a dump truck with driver and excavator with operator. Such services will not include locating underground utilities.
- b. Street Patching Services will include a Patch Truck, Roller, other ancillary equipment, and a crew of a minimum of three (3) people.
- c. Traffic Signage Installation and/or Replacement Services will include the making of signs and the installation of sign posts, signs, and hardware. Such services will not include locating underground utilities.
- d. Commercial Drivers License (CDL) Testing Services which will include the driving and skills testing of CITY employees by a COUNTY employee authorized to provide such testing by the Florida Department of Transportation.

6. **City Equipment.** CITY will provide the subject street sweeper at its convenience and

discretion, so as not to interfere with CITY work. CITY reserves the right to remove the street sweeper from a COUNTY job site if the CITY has need for the street sweeper. CITY shall be responsible for the maintenance due to normal wear and tear on the pieces of equipment it provides under this Agreement. CITY shall pay for and provide fuel and lubricants for each of the respective pieces of equipment it provides under this Agreement. The CITY will provide an operator for the street sweeper and COUNTY will provide general directions to the CITY'S operator of the street sweeper. CITY employees shall remain under the control of the CITY. CITY shall pay their employees operating the equipment used on behalf of the COUNTY. Employees of the CITY operating CITY equipment for the COUNTY at all times will be considered CITY employees for the purposes of Workers' Compensation.

7. **Payment.** No payment is required for equipment provided under paragraphs 4 and 6. However, CITY shall pay for services and materials, provided and used pursuant to County Services paragraph 5 of this Agreement, in accordance with the schedule set forth in Exhibit A which is attached hereto and incorporated herein as if set forth in haec verba.

8. **Hold Harmless.** CITY and COUNTY agree to hold the other harmless from any and all causes of action, damages, or injury caused solely by the other's officers, employees, or agents, arising out of any incident involving equipment owned by one party to this Agreement and used on behalf of the other party to this Agreement. Neither party to this Agreement waives the protections and limitations of sovereign immunity.

9. **Termination.** COUNTY or CITY may terminate this Agreement without cause by providing the other party thirty (30) days prior written notice.

10. **Modification and Assignment.** This Agreement shall not be abrogated, changed, or modified without the prior written consent of both parties. This Agreement may not be assigned, transferred, or pledged by either party without the other parties' prior written consent.

11. **Notice.** All notices, demands, and other writings required under this Agreement shall be deemed to have been fully given or made or sent when (i) mailed in writing and deposited in the United States Mail, postage pre-paid, and addressed to the parties at the addresses noted in this Agreement or (ii) delivered by nationally recognized courier, receipt of recipient acknowledged by signature. Any notice or disclosures required under this Agreement and any changes to addresses shall be made in accordance with this notice provision. Notices shall be sent to:

HERNANDO COUNTY

Hernando County
Board of County Commissioners
20 N. Main Street
Brooksville, Florida 34601

CITY OF BROOKSVILLE

T. Jennene Norman-Vacha
City Manager
City of Brooksville
201 Howell Avenue
Brooksville, Florida 34601

With a Copy To:

The Hogan Law Firm, LLC
20 S. Broad Street
Brooksville, Florida 34601

12. **Waiver.** No waiver or estoppel as to or against any party shall result from any failure to exercise or enforce any right or power hereunder, save only to the extent necessarily implied as to the particular matter directly concerned and then only for time being with respect thereto, and not in any way as to the future or as to any other matter.

13. **Severability.** If any term, provision or condition contained in this Agreement or any application thereof shall to any extent be held invalid or unenforceable, the remainder of this Agreement or the application of such term, provision or condition to persons or circumstances other than those in respect to those of which it is invalid or unenforceable shall not be affected thereby, and each term provision and condition of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

14. **General.** Other than the covenants and performance contemplated herein, neither party has made promises, representations or warranties. It is expressly acknowledged and agreed that the terms and provisions of this Agreement are for the benefit of the parties hereto. The parties agree to sign all such documents and do all such things as may be necessary or desirable to completely and effectively carry out the terms and conditions of this Agreement. Time shall be of the essence of this Agreement. Paragraph headings are provided as an organizational convenience and are not meant to be construed as material provisions of this Agreement. If any action is commenced to construe or enforce this Agreement or the rights and duties created hereunder, then each party shall be responsible for its own attorney's fees and costs.

15. **Governing Law and Venue.** The laws of the State of Florida shall govern the validity, performance and enforcement of this Agreement. For purposes of any action suit or other proceeding arising out of or relating to this Agreement, the parties hereto do acknowledge, consent and agree that venue thereof is Hernando County, Florida.

[THIS SPACE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF the parties hereto have caused the execution by their duly authorized officials on the dates indicated below.

HERNANDO COUNTY, FLORIDA

CITY OF BROOKSVILLE

Signature

Signature

Printed Name

Joe Bernardini

Chairman, Hernando County Board of County Commissioners

Printed Name

Mayor, City Council

Title

Title

Date

Date

ATTESTED to by the County Clerk

ATTESTED to by the City Clerk, Janice Peters

Approved as to form and content ^{legal sufficiency} for the reliance of Hernando County only.

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

County Attorney KCW 3/24/09

City Attorney Jennifer C. Reay 3/24/09

EXHIBIT A

CITY COUNTY SERVICES RATE SCHEDULE

1. Ditch/Swale Excavating And Cleaning Services
 - a. Dump Truck And Driver \$53.00/hr
 - b. Excavator And Operator \$85.00/hr
2. Street Patching Services \$128.45/hr
3. Traffic Signage Fabrication, Installation & Replacement Services \$50.00/hr
4. Commercial Drivers License (CDL) Testing Services \$50.00/hr
5. Materials Used in Provided Services: CITY shall pay for materials used by the COUNTY in providing County Services, as set forth in paragraph 5 of the Interlocal Agreement on Equipment Sharing and Public Works Services, at the same cost the COUNTY pays as per the COUNTY'S various unit price and or term contracts.

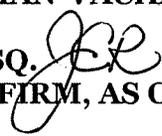
4/6/09



AGENDA ITEM MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL

VIA: T. JENNENE NORMAN-VACHA, CITY MANAGER 

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

SUBJECT: PERSONNEL POLICIES AND PROCEDURES: GROUP INSURANCE PLAN POLICY; HOLIDAYS

DATE: MARCH 24, 2009

GENERAL SUMMARY: Staff has initiated a comprehensive review of the City's existing personnel policy manual. As a result, a variety of personnel policies will be researched, revised and updated over the course of the coming year. These proposed policies, if approved, shall apply to all employees except those employees in collective bargaining units unless the union waives its right to bargain on these policies, the union has approved these policies, or as provided in a collective bargaining agreement. The following policies are proposed for Council's approval:

- **Section 7.03 Group Insurance Plan Policy.** This proposed policy is an entirely new policy addressing the City's provision of a Group Insurance Plan for employees. It formalizes eligibility criteria and provides for an opt-out provision per City Council direction.
- **Section 5.00 Holidays.** The proposed policy replaces Sections 5.00 to 5.03 of Chapter V Holidays of the current policy manual. The designated holidays have not changed; however, the benefits provided for the holidays and administrative provisions have been modified.

BUDGET IMPACT: The Opt-out Provision has been budgeted by City Council so there is no change in the budget by adopting the proposed policy. Due to the increase in benefits in the Holiday pay policy there may be a budget impact; however, such impact is limited to the extent that there only twelve holidays and the extended benefits apply for call-in and those scheduled to work on holidays.

LEGAL REVIEW: Council has the legal authority to set policy for operations and management of its employees. With respect to collective bargaining units, in the absence of a negotiated collective bargaining agreement, the proposed policies will not apply to members of the collective bargaining units until such time as the policies are approved by the union, the union waives its right to bargain on the policy, or until a collective bargaining agreement is in place.

STAFF RECOMMENDATION: Staff recommends approval and adoption of the personnel policies on Section 7.03 Group Insurance Plan Policy and Section 5.00 Holidays.

ATTACHMENTS: Group Insurance Plan
Holiday Policy

Chapter VII. EMPLOYEE RELATIONS

GROUP INSURANCE PLAN POLICY

(New Policy Chapter VII. Employee Relations Section 7.03)

I. POLICY

The City of Brooksville Group Insurance Plan year is October 1st through September 30th. All eligible City Employees may participate in the group insurance plan. Employees are eligible for coverage the first of the month following sixty (60) days of employment. The City's Group Insurance Plan may include, but is not limited to, Group Health Insurance, Group Dental Insurance, Group Life Insurance, Health Reimbursement Program, and Supplemental Insurance. The types of coverage and level of benefits provided or covered under the City's Group Insurance Plan, and the City's funding of the Plan, are subject to change each plan year or at any time during the plan year at the discretion of the City Council.

II. DEFINITIONS

- A. Eligibility Waiting Period is defined as completion of sixty (60) calendar days of full time employment. The eligibility waiting period may be waived for Key Employees as determined by the City Manager or designee.
- B. Effective Date of Insurance is defined as the 1st of the month following the completion of the Eligibility Waiting Period or a Family Status Change.
- C. Family Status Change is defined as any change in family status, i.e. birth of child, marriage, divorce, death of a spouse or dependent, dependent ceasing eligibility under the plan, elimination of plan, etc., which allows an Eligible Employee to modify or change type of coverage or covered dependents based on the terms and conditions of individual plans.
- D. Full-time Employee is defined as an Employee who is regularly scheduled to work for more than thirty (30) hours per workweek.
- E. Active Employee is defined as an Employee who is regularly scheduled to work and is not in an unpaid or non-pay status.
- F. Opt-Out Provision Payment is defined as the designated benefit dollar amount an eligible Employee receives in lieu of electing coverage under the plan when electing to opt-out of the City's group medical plan.

III. PROCEDURE

- A. Eligibility. Active, full-time Employees who have completed the Eligibility Waiting Period are eligible to participate in the City's Employee Group Insurance Coverages as of the Effective Date of Insurance.
- B. Medical and Dental Insurance. Employees may select employee and dependent coverage options and plan requirements as offered by the City. Details of the options are available for employees through Human Resources.

Changes to employee, dependent and supplemental coverages, after the Employee's initial Effective Date of Insurance, can only be made during the City's annual Open Enrollment Period or with a qualified event that allows for a Family Status Change.

If an Employee's spouse or parent is also a City Employee and currently enrolled as a dependent, the Dependent Employee will be required to enroll under his or her own identity number. This coverage will be paid through payroll deductions made on a 24 bi-weekly basis (the first two pay periods of each month).

- C. Payment of Employee Elected Premiums. Employees are responsible for payment of any/all elect coverage that requires payment of premiums not otherwise paid/covered by the City, i.e. dependent coverage, supplemental policies, etc. Typically payment is made through payroll deduction in the employee's regular pay.

When an Employee is in an unpaid/no-pay status the payment of employee elected premiums (for employee and/or dependent elected plans/policies) must continue to be paid, the Employee is responsible for paying all monies due for any/all elected coverage by the first of the month for that month's coverage. A fifteen (15) calendar day grace period is given in which to make payment. If payment is not made timely, insurance coverage will be cancelled.

- D. Medical Plan Opt-Out Provision. Employees eligible for Group Medical and Dental Insurance benefits have the option of choosing to opt-out of the plan by participating in the City's Opt-Out Provision.
 - 1. Employees electing the Opt-Out Provision will receive a designated benefit dollar amount in lieu of Medical Plan Coverage.
 - 2. The Opt-Out provision is subject to the terms and conditions of the City Group Health Plan and Budgetary Constraints.
 - 3. Employees electing the Opt-Out Provision are ineligible and forfeit any right to participate in Health Reimbursement Account benefits.

4. To Elect the Op-Out Provision.
 - a. Employees must be eligible for City of Brooksville Group Medical Insurance;
 - b. Employees must provide written verification of major medical coverage under another group coverage plan (military, retiree, or spousal insurance) – NOTE: individual policies/plans are not accepted;
 - c. Employees must agree to maintain other group medical coverage for the duration of their participation in the Opt-Out provision; and
 - d. Employees must sign the Medical Coverage Opt-Out Provision Employee Election and Certification Form and agree to the requirements set forth.
 - e. Once an Employee Opts-Out of the City's coverage, the Employee will not be able to change their coverage and/or be covered by the City's policies/plan except during the City's annual Open Enrollment Period or with a qualified event that allows for a Family Status Change.
5. Payment Summary. When an Employee chooses the Opt-Out Provision, the Employee will receive a designated benefit amount that will be determined at the beginning of each plan year based on insurance premiums and budget constraints. Opt-Out Provision Payments will be paid the first two pay periods each month and will be subject to appropriate withholding and FICA taxes. Opt-Out Provision Payments are not considered salary and are not eligible for the pension programs contributions.
6. Auditing and Repayment.
 - a. Annually in conjunction with Open Enrollment Period in the City's Group Insurance Plan or when an Employee participating in the Opt-Out Provision terminates his or her employment with the City, the City may audit an Employee's participation in the Opt-Out Program and require the Employee to demonstrate through written documentation that the Employee maintained coverage as required for each month in which an Opt-Out Payment was received.
 - b. In the event it is determined that the Employee was ineligible in any month to receive the Opt-Out Payment, the Employee is obligated to

repay the City any amount the Employee was not eligible to receive. The City is authorized to deduct any amount for which the Employee was ineligible from the Employee's last paycheck or any other monies due to the Employee from the City.

- E. Group Life Insurance and/or Accidental Death & Disability Benefits. The amount of life insurance provided by the City to its employees is stipulated by the insurance schedule established by the City Council. Accidental Death & Dismemberment Benefits are available only for eligible Employees and cannot be extended to other Employees or retirees.
- F. Supplemental Insurance. The City may offer other supplemental insurance programs through payroll deductions. Plans may offer supplemental benefits for cancer, accident, disability, hospitalization, intensive care, and whole life policies. Plans are available for eligible Employees and eligible dependents based on the terms and conditions of individual plan documents and required payment of premiums.

**City of Brooksville
Medical Coverage Opt-Out Provision
Employee Election and Certification**

I, _____, am refusing, and voluntarily electing to opt-out of, all medical or health coverage offered by the City's Group Medical or Health Insurance Plan for both me and any eligible dependents I might have for the _____ Plan Year which begins October 1st of said year. I understand that I cannot "opt-back-in" the City's Plan during the Plan Year without a qualified event, i.e. elimination of other group policy/plan, that allows for a Family Status Change.

I certify that I have received a copy of the City of Brooksville's Opt-out Provision Policy and I acknowledge that I have read and understand the terms and conditions set forth in the policy. I acknowledge and understand that the Opt-out Provision Payments are neither salary nor wages and are not eligible for pension program contributions; however, such payments will be subject to applicable withholding and other taxes.

I do hereby certify and confirm that I have other Group Medical or Health Insurance coverage provided under an existing plan (military, spousal or retiree insurance) and have attached written verification of this insurance including a letter from the other insurance company or other medical carrier evidencing coverage period and coverage rates and copy of my current insurance card.

Opt-out Provision Payments are paid to me the first two (2) pay-periods of each month through the Plan Year. If my employment is terminated for any reason or if I become ineligible for the City of Brooksville Group Medical or Health Insurance Plan, all Opt-out Provision Payments will cease as of the date of my termination or ineligibility. I further acknowledge and certify that I must maintain my coverage under the existing plan in order to continue to receive Opt-out Provision Payments. In the event my coverage under such other plan terminates, I will immediately notify the City and I acknowledge and understand that Opt-out Provision Payments will immediately cease effective as of the date of termination of my other plan.

I, further understand that I am responsible for repayment of any Opt-out Payment that I am not entitled to under this program. By signing this Certification, I authorize the City to deduct from my paycheck or any other monies owed to me by the City, any balance of Opt-out Payments I received for which I was not qualified or eligible to receive.

Signature

Date

Print Name

Witness

Print Name

Chapter V. HOLIDAYS

SECTION 5.00 HOLIDAYS (Replaces Section 5.00 – 5.03)

I. POLICY

The City provides a competitive paid time off benefit to Employees in recognition of certain Holidays. The City reserves the right to add or delete any days from the list of Holidays if it is determined to be in the best interest of the City.

II. DEFINITIONS

- A. Full-time, Regular Employee is defined as an employee who is regularly scheduled to work thirty (30) or more hours per workweek.
- B. Holiday Pay is defined as a paid time off benefit that is equal to the time/hours that the Employee would typically be scheduled to work/earn during his/her normal workday.

III. PROCEDURE

A. Eligibility.

1. Only Full-time, Regular Employees are eligible for Holiday Pay. Part-time Employees are not eligible for Holiday Pay.
2. To be eligible for Holiday Pay, an Employee must work the last regularly scheduled workday preceding the Holiday and the first regularly scheduled workday following the Holiday, unless the absence is approved in advance, or otherwise authorized, by the Department Director or designee.
3. An Employee who separates or commences an unpaid leave of absence (a) on the last regularly scheduled workday preceding a Holiday, (b) on a Holiday, or (c) on the first regularly scheduled workday following the Holiday will not receive Holiday Pay.
4. An Employee that is in a “no-pay” or unpaid leave status will not be eligible for Holiday Pay.

- B. Recognized Holidays. The following days will be observed as Holidays and offices will be closed, except for those Departments who are normally required for continuous or emergency duty:

New Year's Day
Dr. Martin Luther King Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Eve
Christmas Day

1. Annual approval of dates observed as Holidays shall be approved by the City no later than the first meeting in December of the preceding calendar year.
2. City paid Holidays which fall on Saturday may be observed on the preceding Friday, paid Holidays which fall on a Sunday may be observed on the following Monday.
3. Holidays shall be observed from 12:00 a.m. to 11:59 p.m.

C. Payment of Holiday Pay for Employees not Required to Work on Holidays

1. Exempt and Non-Exempt Employees will be compensated Holiday Pay for all City recognized Holidays, subject to any requirements or limitations set forth in this policy. Compensation will be equal to the time/hours that the Employee would be regularly scheduled to work/earn during his/her normal workday; while the Employee is able to observe the Holiday with time off.

D. Employees Required to Work on Holidays.

1. Exempt Employees. Holiday Pay for Exempt Employees is compensated as part of base pay. In the event that an Exempt Employee is either scheduled or called-in to work on a Holiday in which they would otherwise not be working, the Exempt Employee is granted an additional day of Vacation Leave in lieu of Holiday Pay. The additional day of Vacation Leave shall be added to the Exempt Employee's Vacation Leave balance in the same pay period in which the Holiday occurs.
2. Non-Exempt Employees on Regular Work Schedule. When a Non-Exempt Employee's regular work schedule requires the Employee

to work on a Holiday, such Employee shall be compensated for all Hours Worked on the Holiday, at the Employee's Regular Rate of Pay; and the Employee shall be compensated an equivalent amount of Holiday Pay. For Example: If an employee whose regular work schedule on the holiday is 4 hours, the employee receives pay for a total of 8 hours at the employee's regular rate of pay.

3. Non-Exempt Employees Called In to Work on Holiday. A Non-exempt Employee called-in to work on a Holiday in which the Employee was not otherwise scheduled to work shall be compensated for all Hours Worked on the Holiday at time and one-half the Employee's Regular Rate of Pay, or for a minimum of four (4) hours. Should the Employee be Called In to Work again, outside the window of the initial four (4) hour minimum, then the Employee will be compensated for all Hours Worked on the Holiday at time and one-half the Employee's Regular Rate of Pay, or a minimum of two (2) hours.

In addition to any/all Hours Worked/minimum Call In to Work on a Holiday time, the Employee shall be compensated for Holiday Pay at the Employee's Regular Rate of Pay, for the hours that the Employee would have been regularly scheduled to work if the Holiday were not scheduled for observation.

For Example: For an employee regularly scheduled to work an 8 hour day who is called-in to work for 5 hours on a City Holiday will be paid for the 5 hours actually worked x (1.5 x pay-rate/hour) *plus* 8 hours holiday pay x pay-rate/hour.

CORRESPONDENCE-TO-NOTE

REGULAR COUNCIL MEETING – APRIL 6, 2009

1. **TYPE:** Letter
 DATE: February 25, 2009
 RECEIVED FROM: Mike McDaniel, Department of Community Affairs
 ADDRESSED TO: Joe Bernardini, Mayor
 SUBJECT: Notification of approval of the City of Brooksville's Comprehensive Plan Amendment adopted on January 5, 2009 by Ordinance No. 760.

2. **TYPE:** Memo
 DATE: March 4, 2009
 RECEIVED FROM: Emory Pierce, Director of Public Works
 ADDRESSED TO: T. Jennene Norman-Vacha, City Manager
 SUBJECT: Downtown Fire Flow Project Schedule

3. **TYPE:** Memo
 DATE: March 4, 2009
 RECEIVED FROM: Emory Pierce, Director of Public Works
 ADDRESSED TO: T. Jennene Norman-Vacha, City Manager
 SUBJECT: Union Street Barricades Project Schedule

4. **TYPE:** Annual Report
 DATE: March 16, 2009
 RECEIVED FROM: Bill Geiger, Director of Community Development
 ADDRESSED TO: Janice L. Peters, City Clerk
 SUBJECT: City of Brooksville Community Redevelopment Agency Annual Report for the 2007/2008 Fiscal Year.

5. **TYPE:** Letter
 DATE: March 16, 2009
 MAILED FROM: T. Jennene Norman-Vacha, City Manager
 ADDRESSED TO: Debbie Walker-Druzbeck, The Enrichment Centers of Hernando County
 SUBJECT: Remodeling the old mining structure at the Quarry Golf Course.

6. **TYPE:** Petition
 DATE: March 16, 2009
 RECEIVED FROM: Petitioner Shawn L. Terry and members of the Brooksville Police Department Collective Bargaining Unit (Suncoast P.B.A.)
 ADDRESSED TO: State of Florida Public Employees Relations Commission
 cc: Jennene Norman-Vacha, City Manager
 SUBJECT: Transmitting Petition to Revoke Certification of the Suncoast P.B.A. as the City of Brooksville Police Department's Collective Bargaining Unit.

7. **TYPE:** Letter
 DATE: March 19, 2009
 MAILED FROM: Stephen J. Baumgartner, Finance Director
 ADDRESSED TO: David W. Martin, CPA, Auditor General, State of Florida
 SUBJECT: Financial Audit of the City of Brooksville, Florida for the Audit Period: Fiscal Year Ended September 30, 2008.

8. **TYPE:** Letter
 DATE: March 25, 2009
 RECEIVED FROM: Brighthouse Networks
 ADDRESSED TO: T. Jennene Norman-Vacha, City Manager
 SUBJECT: Changes to channel line-up.

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



02-27-09 10:10 AM

STATE OF FLORIDA

DEPARTMENT OF COMMUNITY AFFAIRS

"Dedicated to making Florida a better place to call home"

CHARLIE CRIST
Governor

THOMAS G. PELHAM
Secretary

February 25, 2009

The Honorable Joe Bernardini, Mayor
City of Brooksville
201 Howell Avenue
Brooksville, Florida 34601

Dear Mayor Bernardini:

The Department has completed its review of the City of Brooksville comprehensive plan amendment (DCA No. 09-1ER), adopted on January 5, 2009 by Ordinance No. 760. The Department has determined that the comprehensive plan amendment meets the requirements of Chapter 163, Part II, Florida Statutes (F.S.), for compliance, as defined in Subsection 163.3184(1)(b), F.S. The Department is issuing a Notice of Intent to find the plan amendment In Compliance. The Notice of Intent has been sent to the Hernando Today newspaper for publication on February 26, 2009. Please be advised that Section 163.3184(8)(c) 2, F.S., requires a local government that has an Internet site to post a copy of the Department's Notice of Intent on the site within five (5) days after receipt of the mailed copy of the agency's Notice of Intent.

The City of Brooksville 09-1ER amendment package includes text amendments to the Future Land Use, Transportation, Infrastructure, Conservation, Intergovernmental Coordination, and Capital Improvements Elements adopted as part of the City's EAR-based amendments. In addition, the amendment includes an updated five-year schedule of capital improvements to address fiscal years 2008/09 – 2012/13.

The amendment also included updated policies to the Public Schools Facilities Element, but these policies do not completely address all of the compliance issues identified in the Department's Statement of Intent issued on March 20, 2008. In order to completely resolve the remaining issues pertaining to the Public Schools Facilities Element adopted as part of the 08-1 amendment package, the City will need to enter into a stipulated settlement agreement with the Department and adopt a remedial amendment that is consistent with executed Interlocal Agreement.

CC: [Handwritten initials and date 02-26-09]

Memo

TO: T. JENNENE NORMAN-VACHA/CITY MANAGER

DATE: 03/04/2009

FROM: EMORY PIERCE/DIRECTOR PUBLIC WORKS



SUBJECT: DOWNTOWN FIRE FLOW PROJECT SCHEDULE

The work consists of installing a new 12" Ductile Iron (DI) waterline along Howell Ave. (725 L.F) and new 12" High Density Polyethylene (HDPE) water lines down Olive (1,100 L.F.) and Irene (1,100 L.F.) streets to include tying these lines into the existing 12" line on Bell Ave. and the new line on Howell. Four old fire hydrants will be replaced plus two new hydrants will be installed. The total project cost will be \$309,227.50 and contract completion date is scheduled for June 2009.

At present, the 12" Howell Ave. line has been installed and we are waiting on Florida Department of Environmental Protection (FDEP) for "clearance" to put that line segment into operation before connecting it to our system. We would expect the clearance to be received by March 30th of this year and then we will tie the new line into our existing system followed by repaving of Howell Ave. the first week in April. Other aspects of the work should proceed as follows:

- I. Directional drilling and installation of 12" line down Irene st, March 30th – April 3rd.
- II. Directional drilling and installation of 12" line down Olive St. April 6th – 10th.
- III. Clearance from FDEP and tying in of new lines and services May 10th – 15th.
- IV. Repair of all disturbed areas to include sidewalks and pavement by June 2nd which is the project completion date.

The next part of this project will be to install a new 8" DI line down Natelle St.(425 L.F.) and one new fire hydrant. The FDEP permit for construction has just been received and this work should be out to bid the week of Mar. 10, 2009.

All costs are funded by an FDEP Grant.

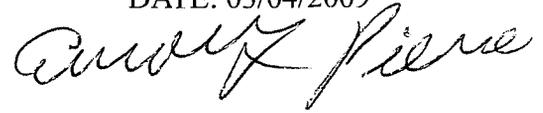
CTN
04-06-09
JPW

MEMO

TO: T. JENNENE NORMAN-VACHA/CITY MANAGER

DATE: 03/04/2009

FROM: EMORY PIERCE/DIRECTOR PUBLIC WORKS



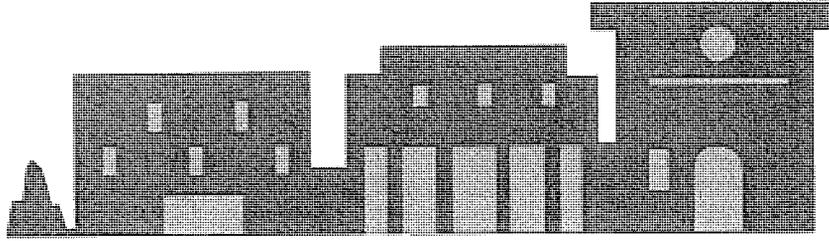
SUBJECT: UNION STREET BARRICADES PROJECT SCHEDULE

- I. Initial clearing and underbrushing along Union St. to include 50' on either side of pavement. (March 12th, 13th, 16th and 17th.)
- II. Construct new barricade on north side and south side. (March 23rd, 24th, 25th, 26th and 27th.)
- III. Remove old barricades March 30th and 31st.
- IV. Remove asphalt pavement between new barricades. (April 1st, 2nd and 3rd.)
- V. Plant landscaping/trees. April 8th-10th.

We need direction/clarification on the following issues:

If we leave a 4' wide gap in each barricade for pedestrians to walk through; scooters and other small vehicles will all be able to go through. But, since we are going to remove asphalt and plant trees in R/W we are not really going to leave much of a good walking path.

We can install an 8' wide gate in each barricade for emergency/maintenance vehicles with a secure chain and lock. In an emergency the chain can be cut. We are not intending on installing any siren actuated gate. The gates will have the barricade boards attached so it will not be obvious there is a gate.



**CITY OF BROOKSVILLE
COMMUNITY REDEVELOPMENT
AGENCY
ANNUAL REPORT
for the
2007-2008 FISCAL YEAR**

Filed: March 16, 2009

City of Brooksville



(352) 544-5400 (Phone)

(352) 544-5424 (Fax)

(352) 544-5420 (TDD)

March 16, 2009

Debbie Walker-Druzbeck, Director
The Enrichment Centers of Hernando County, Inc.
11375 Cortez Blvd.
Brooksville FL. 34601

SUBJECT: Enrichment Center/Special Needs Disaster Shelter

Dear Ms. ^{Debbie} Walker-Druzbeck:

The City of Brooksville greatly appreciates the effort and progress your group has achieved to date with regard to remodeling the old mining structure at the Quarry Golf Course. Since we understand there are fairly tight deadlines on completion of various steps within the overall project, we want to take this opportunity to outline items of importance to the city; so as to help, "fast-track," this project.

- I. Please notify the City in advance prior to any official award of contract to a design professional that will be submitting plans on behalf of the Enrichment Center.
- II. As soon as possible in the planning process the design professional should coordinate with and provide the City with information about parking, potable water, fire flow demands and expected occupancy.
- III. The City is expecting the project to be constructed with institutional grade doors, windows, lighting, flooring, etc., equivalent to what would be used in a school.
- IV. The City is expecting to be able to review plans at the end of the design development stage, which will include review of HVAC components.
- V. Please note that a City of Brooksville Building Permit must be obtained prior to construction and that the City will want to be able to review and provide input to the final plans, specifications and bid documents prior to the project being put out to bid. The Enrichment Center will be responsible for obtaining all applicable permits from agencies with applicable authority as it relates to this project.
- VI. The City wants to have a representative at all bid openings and receive copies of the bids.

Primary coordination on these items may occur through either Mike Walker or through my office. Thank you in advance for your cooperation in this regard. The City looks forward to our partnership with the Enrichment Centers of Hernando County, Inc. in this very worthwhile community project.

Sincerely,

T. Jennene Norman-Vacha
City Manager

pc: City Council Members
Mike Walker, Parks Director
Emory Pierce, Director of Public Works
Bill Geiger, Community Development Director
Lew Chandler, Building Official

CTN
04.06.09

STATE OF FLORIDA
PUBLIC EMPLOYEES RELATIONS COMMISSION
4050 Esplanade Way
Tallahassee, Florida 32399-0950
(850) 488-8641

Do Not Write In This Box Case Number
RD-
DATE FILED

PETITION TO REVOKE CERTIFICATION

INSTRUCTIONS:

Submit an original and (1) copy of this petition to the Public Employees Relations Commission along with proof of simultaneous service upon the other parties. If more space is required for any item, attach additional sheets numbering items accordingly.

This is a petition to revoke the certification of the certified bargaining agent. Petitioner requests the Public Employees Relations Commission to process this petition under its proper authority.

1. NAME OF PETITIONER: Shawn L. Terry

Phone No. 352-754-4011

Facsimile (Fax) No. 352-754-6809

Address: 87 Veterans Ave,

Brooksville Fl 34601

2. NAME OF EMPLOYER: City of Brooksville / Brooksville Police Department

Address: 201 Howell Ave

Brooksville, Fl 34601

3. EMPLOYER REPRESENTATIVE: T. Jennene Norman-Vacha

Title: City Manager

Phone No. 352-540-3810

Facsimile (Fax) No. 352-544-5424

Address: 201 Howell Ave

Brooksville Fl , 34601

NAME OF CURRENTLY CERTIFIED BARGAINING AGENT (UNION):

NAME: Suncoast P.B.A.

Address: 14141 46th Street N, Ste 1205

Clearwater, Fl 33762

CTN
04.06.09
[Signature]

City of Brooksville



(352) 544-5400 (Phone)

(352) 544-5424 (Fax)

(352) 544-5420 (TDD)

March 19, 2009

Mr. David W. Martin, CPA
Auditor General
State of Florida
Claude Denson Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

Re: Financial Audit of the City of Brooksville, Florida for the Audit Period: Fiscal Year Ended
September 30, 2008

Dear Mr. Martin:

The financial statements of the City of Brooksville for the fiscal year ended September 30, 2008, have been audited by the City's independent auditing firm of Certified Public Accountants (Oliver & Joseph, P.A.). The financial statements, auditor's reports and management letter are completed and will be made available to the city officials and the public on March 31, 2009. In compliance with their audit tasking, Oliver & Joseph, P.A. have reported to you and to other concerned parties what they consider being reportable conditions or material weaknesses in the internal control structure, accounting methods and systems, etc. of the City of Brooksville, along with management comments made to the City.

Herewith submitted is the City's response and corrective action plan to the independent auditors' management letter comments.

Financial Statement Finding 08-1.

Auditor's Recommendation: The City does not utilize a centralized accounts payable system. Accounts payable balances are established at the time invoices for goods and services are received for payment. In addition, accounts payable balances are established after year-end by reviewing subsequent disbursements.

Corrective action plan: With respect to establishing a centralized accounts payable system, additional staff would have to be hired in order to accomplish this recommendation. Approvals and coding are done by the various departments. The process is decentralized, but does work effectively. We believe we are recording our liabilities in the appropriate periods and invoices are paid by their due dates with rare exceptions unrelated to decentralized processing. However,

CTN
04.06.09
J. Martin

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

tel 863.965.7733
fax 863.288.2299



March 25, 2009

Ms. T. Jennene Norman-Vacha
City Manager
City of Brooksville
201 Howell Avenue
Brooksville, FL 34601

Dear Ms. Norman-Vacha,

We are pleased to announce the following changes to our channel line-up.

- Effective 3/23/09, Channel 575 will be added to the MLS Direct Kick Digital Sports Package
- Effective 4/1/09, the following channels will be available on the Sports Pack:
 - NESN – Channel 810
 - YES – Channel 811
 - Bright House Sports Network – Channel 812
- Effective 4/15/09, Music Choice will change their digital music offering. The following channels will be available effective April 15, 2009:

Hit List	Channel 401	Solid Gold Oldies	Channel 424
Hip-Hop and R&B	Channel 402	Party Favorites	Channel 425
MC MixTape	Channel 403	Stage & Screen	Channel 426
Dance/Electronica	Channel 404	Kidz Only!	Channel 427
Rap	Channel 405	Toddler Tunes	Channel 428
Hip-Hop Classics	Channel 406	Today's Country	Channel 429
Throwback Jamz	Channel 407	True Country	Channel 430
R&B Classics	Channel 408	Classic Country	Channel 431
R&B Soul	Channel 409	Contemporary Christian	Channel 432
Gospel	Channel 410	Sounds of the Seasons	Channel 433
Reggae	Channel 411	Soundscapes	Channel 434
Classic Rock	Channel 412	Smooth Jazz	Channel 435
Retro Rock	Channel 413	Jazz	Channel 436

CTN
04.06.09