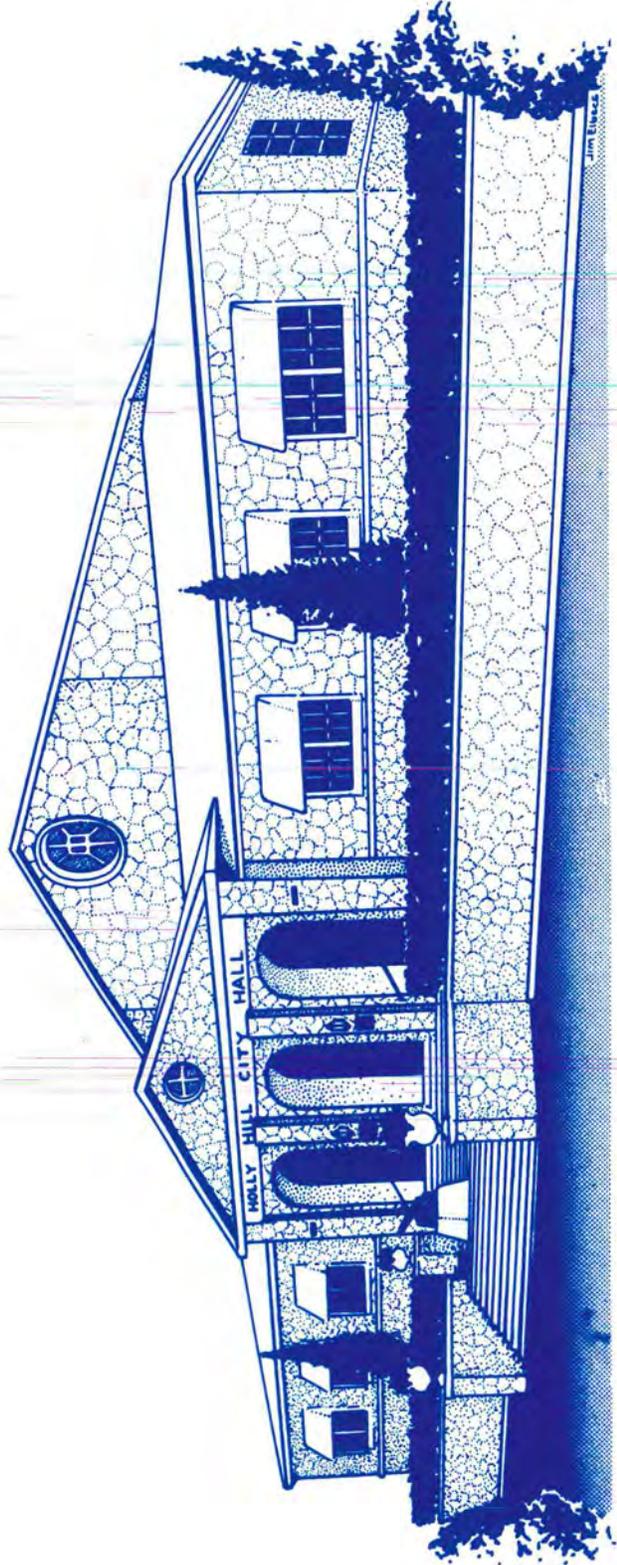


ANNUAL BUDGET

F I S C A L Y E A R

1996-97



CITY OF HOLLY HILL, FLORIDA

HISTORY OF HOLLY HILL

The City of Holly Hill was founded in 1880. It was incorporated and platted July 1, 1901. The City is located on the west bank of the Halifax River in Volusia County, Florida. It is bounded on the north by Ormond Beach, on the south by Daytona Beach, on the east by the center of the channel of the Halifax River (known as the Intracoastal Waterway), with the west border on Nova Road. The area of the City is four square miles.

The early settlers built homes, churches, saw mills and schools. They lived among screech owls, panthers, snakes, alligators, wild hogs, and malaria mosquitoes, as well as flowers, and fruit and holly trees. They also had to deal with rum runners and hot weather.

Among the early pioneers of Florida were the first residents of Holly Hill, Mr. & Mrs. William Wetherell, who came from Philadelphia in 1876. While in Philadelphia they met Mr. Fleming, an extensive land owner, who was trying to interest people in moving to this area. Mr. Fleming ultimately named our city "Holly Hill" after his home town in Ireland, where he was born. Direct descendants of Mr. Wetherell still live in the Halifax area.

The area has many holly trees in this, their native land. Many beautiful oak, magnolia and palm trees can be found throughout this whole area. Our city occupies a ridge of hammock land,

which rises about four feet above sea level at the Halifax River, to an elevation of ten feet at the top of this ridge. The general topography has many paved and improved streets. This, and other advantages make Holly Hill a very desirable residential and industrial location. The growth and development of our city has been uniform in its progress, following the strict zoning requirements of the City.

Our City is governed by a Council-City Manager form of government. The City Council is composed of a mayor and four councilmen. They currently meet the second and fourth Tuesdays of each month and these meetings are open to the public. Each member of the Council (including the Mayor) serves a two-year term, and can be re-elected.

Our County (Volusia) is governed by a County Charter form of government; two members are elected as at-large members of the Council and five are district members. At-large members serve four-year terms and the other members serve two-year terms.

Since the City's incorporation in July, 1901, we have grown to a population of 11,539 persons. We have savings and loan institutions, parks, commercial banks, schools, convalescent homes, industry, library, post office, Chamber of Commerce and churches of different denominations. We are known in the area as the "City with a Heart".

CITY OF HOLLY HILL

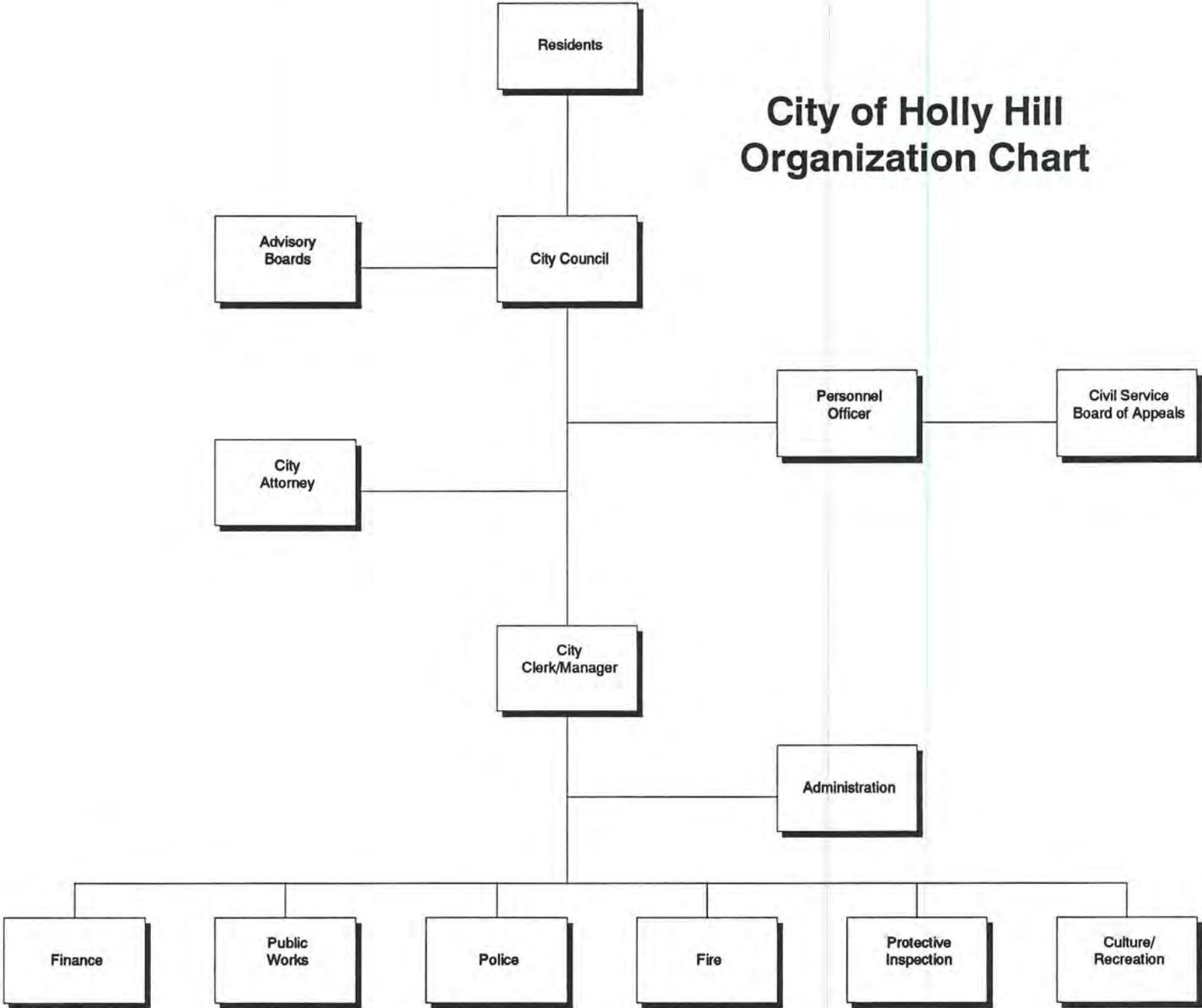
ANNUAL BUDGET

1996 - 1997

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City of Holly Hill Organization Chart



EXECUTIVE DIRECTORY

CITY COUNCIL

William D. Arthur
Arthur J. Byrnes
J. D. Mellette
Shirley A. Heyman
Jim Elliott

Mayor
Councilman - Ward 1
Councilman - Ward 2
Councilman - Ward 3
Councilman - Ward 4

CITY MANAGER

Donald B. Lusk

CITY ATTORNEY

Edward F. Simpson, Jr.

DEPUTY CLERK

Sue W. Blackwell, CMC/AAE

FINANCE DIRECTOR

Brenda Gubernator

CHIEF BUILDING OFFICIAL

Timothy Harbuck

POLICE CHIEF

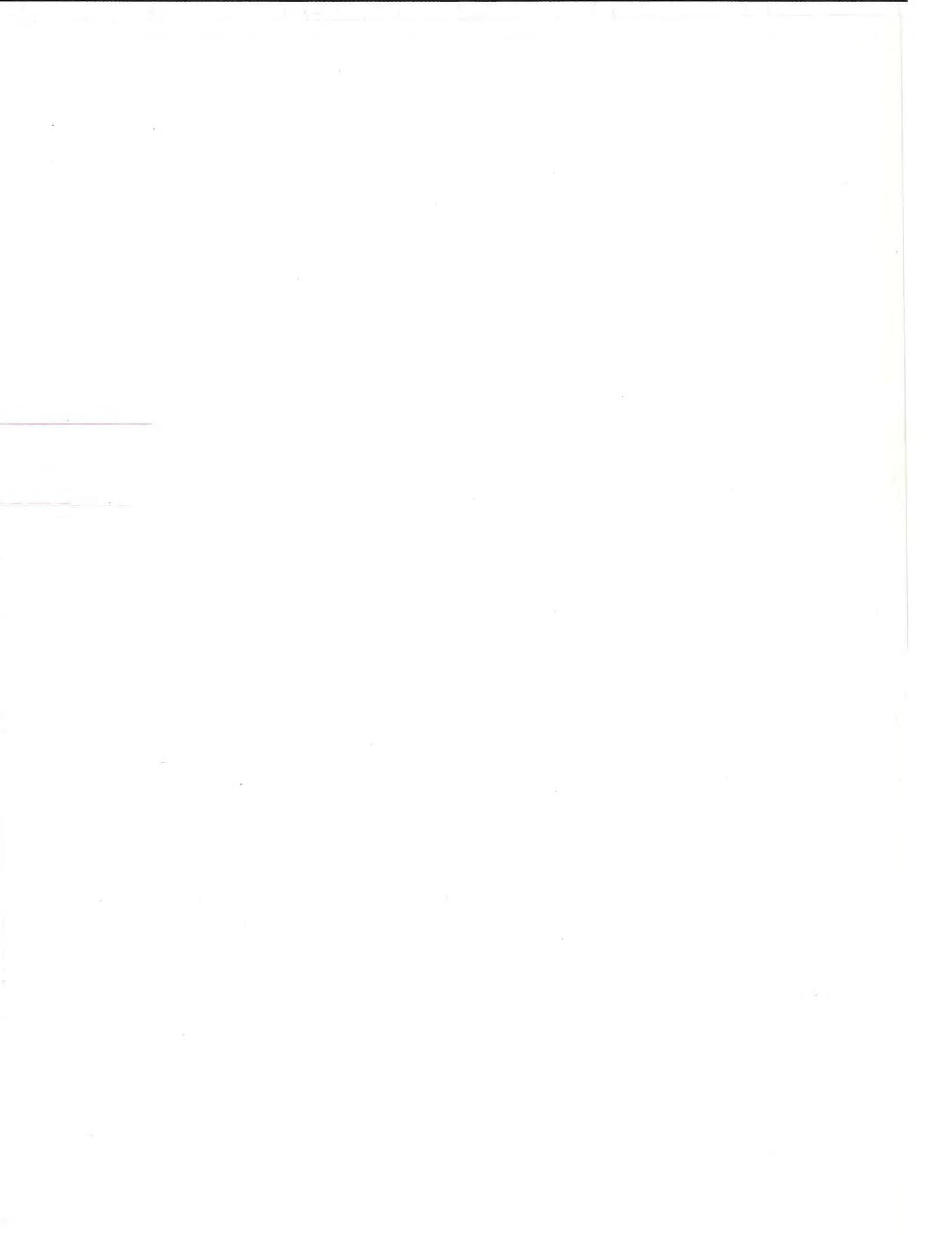
John P. Finn

FIRE CHIEF

Joseph Forte

PUBLIC SERVICES DIRECTOR

Milton Hallman



CITY OF HOLLY HILL



The Government finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City of Holly Hill for its annual budget for the fiscal year beginning October 1, 1995.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy

document, as an operations guide, as a financial plan and as a communications medium.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

September, 1996

Honorable Mayor and City Council
City of Holly Hill
Holly Hill, Florida

Mayor and Councilmembers:

The attached document is the budget as proposed for the fiscal year October 1, 1996 to September 30, 1997. It is a comprehensive budget including operating and capital budgets and meets the provisions of the City Charter and Code and applicable State Statutes. This budget provides a plan for maintaining basic services at the current service levels.

Effectively managing the dollars available to provide basic services and to improve those services is a challenge we have faced for the past five years due to ever increasing costs and a declining tax base. Demands to cut costs while maintaining services are constantly being made. Restructuring of operations and cost reducing measures have been incorporated into this budget wherever possible. Operating and personnel costs are continually reviewed to provide good services at the least cost. During the coming year we will continue exploring ways to enhance our revenues in order to fund capital projects that are needed. We will continue to examine and reorganize various operations as necessary in the coming year to improve customer service and to achieve greater cost effectiveness.

Goals

As in the past, our goals for the City of Holly Hill are to provide a quality living environment for our resident population of 11,539 and to attract businesses and industries that will contribute to this environment. Through the enforcement of the City's development standards, codes, and ordinances the City will continue to strive to create a community that is safe, pleasing and stable.

This budget provides a plan to further these goals for Holly Hill through community redevelopment programs, stormwater management projects, and increased code enforcement activities.

Stormwater drainage projects started in prior years were completed during the current year. Additional stormwater drainage projects such as the Southeast Drainage Canal are planned in this budget. Ross Point Park Improvements were completed during the current year and the Riverside Drive Bicycle path project connecting Ross Point Park and Sunrise Park has been completed. An extension of the bicycle path south of Ross Point to the Halifax Shopping Center will be finished by the end of the current fiscal year. Construction on a pier for the north side of Sunrise Park was recently started and will be completed during the coming year.

Construction on major improvements to the water treatment system has begun and will be completed in the next fiscal year. These improvements will improve the quality of the water delivered to residents and should reduce operating costs for chemicals used in the water treatment process. The City Council and staff in 1996 adopted several goals to be accomplished or underway in the next five years. These goals are interrelated and were developed to better serve the many constituents of the city. A summary of these goals is provided at the end of this letter.

The City Council and staff are dedicated to improving the services available to the community and with the enthusiastic involvement of our business people and our residents we will achieve that goal.

Financial Condition

In the General Fund, it is estimated that the City will begin the new fiscal year with an undesignated fund balance of \$500,000. The proposed budget does not anticipate using any of this fund balance toward expenditures. This will leave an estimated \$500,000 in fund balance at the end of fiscal year 1997, about 10.4% of the General fund budget. The recommended reserve is 10 - 20% in order to provide for emergencies and other unforeseen financial obligations.

The General Fund also anticipates \$9,800 in reserve for Police Education at the beginning of the year. Of this amount, \$4,500 has been appropriated for training of police officers. The reserve is expected to be \$5,300 at the end of the fiscal year.

The Stormwater Drainage Fund is expected to begin the new fiscal year with \$501,000 in reserve for stormwater drainage projects. An appropriation of \$84,800 has been made from this amount to begin new stormwater drainage projects. The stormwater utility fees are also used for labor and other operating expenditures to maintain and repair the storm drainage system.

The Water and Sewer Enterprise Fund will begin the new year with an estimated operating cash reserve of \$223,800. Approximately \$494,000 (three months operating expenses) is recommended to be maintained as a cash reserve for emergencies. The proposed budget anticipates ending fiscal year 1997 with a cash reserve of \$250,200.

Unobligated cash reserves for the Water and Sewer Renewal and Replacement Fund are estimated to be \$263,600 at the beginning of the new fiscal year and \$298,300 at the end of the fiscal year. These reserves are restricted for major improvements and/or major repairs to the Water and Sewer system.

The Law Enforcement Trust Fund is estimated to begin the new fiscal year with \$12,200 in reserves and end the year with \$6,300. These reserves are restricted to law enforcement purposes only.

The Solid Waste Enterprise Fund is estimated to begin the fiscal year with \$172,100 in reserves and end the year with \$54,600 due to the planned purchase of a new garbage truck.

The Youth Center Fund was recently established to account for the program revenues and expenditures of the Youth Center. No fund balances are anticipated at the beginning or end of the fiscal year.

No fund balance is anticipated for the recently established Community Redevelopment Fund.

Legal Debt Margin

The Constitution of the State of Florida and the charter of the City of Holly Hill set no legal debt margin.

Debt Management

The Water and Sewer System Improvement and Refunding Revenue Bonds, Series 1992 bond issue was completed in December, 1992. The bonds, totalling \$15,390,000 were issued to provide the funds necessary to finance the cost of refunding outstanding water and sewer debt, and for the construction, acquisition and installation of capital additions, extensions and improvements to the Water and Sewer System and for certain expenses related to the issuance and sale of the bonds.

The refunding portion of the bond proceeds, \$14,703,519 was used to refund or defease the Water and Sewer Improvement and Refunding Revenue Bonds, Series 1989.

The refunding proceeds were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the refunded bonds. As a result, the refunded bonds are considered to be defeased and the liability for those bonds has been removed from the Water and Sewer Enterprise Fund. The refunding was undertaken to remove restrictions which were contained in the old debt agreement.

The portion of the bond proceeds used for constructing improvements to the Water and Sewer System is approximately \$1,500,000. Improvements funded by the bond proceeds include: Nova Road Utility Relocations and System Expansion; Wellfield System Improvements; Washwater Recovery System; Wastewater Re-use System; and expansion of administrative offices.

Payments for interest and principal on the 1992 Bonds are secured by the net revenues derived from the operation of the water and sewer system. Net revenues must be at least equal to 120% of the average annual debt service. Various reports and studies were done prior to the issuance of the Bonds which indicated that the City can meet the bond issue requirements based on the rates and charges adopted by ordinance and on anticipated increases as they are needed. The Bonds are insured and have been given a "AAA" and "Aaa" rating by both Standard & Poor's and Moody's, the two major municipal bond credit rating agencies.

In addition to the Water and Sewer bonds, the City issued two Utility Service Tax Revenue Notes, Series 1993A and 1993B to finance the cost of two garbage trucks, a fire truck, remodeling of City Hall and the building of a fire station. The 1993A note was issued in the amount of \$359,392 at a fixed rate of 4.80% repayable over a period of five years. The 1993B note was issued in the amount of \$808,000 at a fixed rate of 4.19%. Principal payments are based on a ten-year amortization schedule. However, on the fifth anniversary of the loan, the City will have to renegotiate the loan or pay a balloon payment of the remaining principal balance plus any accrued interest due. The fifth anniversary date is March 31, 1998.

The City entered into a financing agreement with Volusia County during 1995 to participate in a county-wide radio communications system for police and fire operations. The County has supplied the City with the necessary equipment at a cost of \$160,033 to be paid over a period of ten years.

The City anticipates negotiating a loan agreement for up to \$250,000 to finance the purchase of a new computer accounting system during fiscal year 1996-97. A reserve amount of \$40,000 has been established in this budget for future payments on the loan.

Significant Budget Changes

Several factors affected the development of the City's budget. The total budget, including all funds, is about 4% lower than the prior year. Operating expenditures have been reduced about 1% and capital expenditures have been reduced by approximately 3%. There are significant changes in the budget resources available and allocations for operating expenditures and capital outlay as explained below.

The City's taxable property value increased during the past year by .8%. However, in the last seven years the City has suffered from a decrease in property values overall. Gains from annexations have not been able to offset business failures and the sale of a private medical facility to a non-taxable public hospital. The current year gross taxable value is less than it was in 1990.

This budget reflects a reduction in job positions and many capital outlay requests have been deferred. No appropriations from the General Fund fund balance are anticipated in this budget.

Stormwater drainage system improvements will continue and are included in the budget at a cost of \$275,000. These projects are funded by the collection of stormwater utility fees from residents and businesses. Maintenance and repairs to the stormwater utility system are also funded by these fees.

In the General Fund, an administrative assistant position and two maintenance positions have been eliminated. A part-time secretarial position for the Fire Department has been added. Also, two part-time workers for the Youth Center are included. Their salaries will be 75% funded by an Anti-Drug Abuse grant.

Utility optimization equipment for most of the city buildings is included in this budget. The total cost of the equipment \$39,800, is expected to be recovered within one year through reduced electric costs.

Other significant factors considered during the development of the Budget are as follows:

1. A reserve for cost-of-living wage adjustments has been provided in this budget. The City has just completed negotiating and ratifying contracts with its three unions, the Coastal Florida Police Benevolent Association, International Association of Fire Fighters-Holly Hill Professional Firefighters, Local 3470 and LIUNA, Public Employees Local 678.
2. The retirement contributions to the Florida Retirement System for general employees hired prior to 1/1/96 is expected to remain the same at 17.43% which was effective 7/1/96. The new defined contribution plan for general employees hired after 1/1/96 requires a 10% contribution. Retirement contributions for the police and fire are expected to remain the same.
3. Health insurance rates for employees increased by 5% over the prior year.
4. An overall 22% increase for the county landfill will cost the City an additional \$86,000 year. The County raised the rate for garbage from \$25 ton to \$30 ton and the rate for yard waste from \$18 ton to \$23 ton.

Revenue Highlights

The General Fund revenue projections include Ad Valorem Tax (property tax) revenues of \$1,409,000. This estimate is based on adopting the rolled-back millage rate of \$5.53591 per \$1,000 assessed valuation. The current rate is \$5.55375 per \$1,000 assessed valuation. The gross taxable value increased by \$2,094,338 or .8% over the prior year.

The residential garbage and trash pick-up rate will increase from \$12.00 to \$12.85 per month due to increased landfill costs and equipment needs. This rate has not changed since 1992. Per cubic yard pick-up fees will increase from \$6.75 to \$7.00 per cubic yard.

The Water and Sewer rates will increase by 3% effective October 1, 1996. The increase will generate approximately \$80,000 per year.

Major Work Programs

The annual budget is financed by and through the four work divisions and departments as follows:

GENERAL GOVERNMENT

City Council
City Manager
Finance and Administration
Civil Service
Other/Non-departmental

PUBLIC SAFETY

Law Enforcement
Fire Control
Protective Inspection

CULTURE/RECREATION

Recreation

PUBLIC SERVICES

PUBLIC WORKS

Garbage/Solid Waste Control
Transportation/Road and Street Facilities
Buildings and Grounds

PUBLIC UTILITIES

Water Utility Services
Sewer Services

The *General Government* division performs all the general administrative duties of the City. It provides the necessary support services for all departments and it performs all accounting, budgeting, data processing, collections, purchasing, personnel, records retention and various other functions for the City. Approximately 100% of the General Fund budget is charged back to the Water and Sewer Enterprise Fund and the Solid Waste Enterprise Fund for administrative functions.

The *Public Safety* division performs all police activities, firefighting, emergency rescue service, animal control, building, licensing, zoning and code enforcement services. Code enforcement activities are handled through the Protective Inspection Department by a Code Enforcement Officer and the Fire Inspector in the Fire Department to provide daily coverage and enforcement of City codes. Fire Control activities are managed by eleven full-time personnel supplemented by part-time Reserves.

The *Public Services* division performs city-wide garbage and trash pickups, maintains streets, sidewalks, drainage systems, parks and grounds. It also provides motor vehicle maintenance for all City vehicles.

The Public Utilities departments are also included in *Public Services*. These departments provide good water to the community, maintain water and sewer lines, wellfields and plant equipment, and treat and dispose of wastewater.

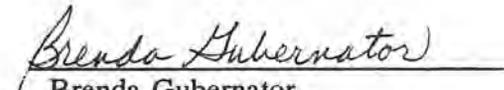
The *Culture/Recreation* division plans and administers various recreational programs and special activities for the community.

In summary, this proposed budget provides for normal operations at current service levels and continues the policies set by current and previous City Councils. While we are continuing to provide existing services, we must look for new ways to provide needed services and programs to our community.

Respectfully submitted,



Donald B. Lusk
City Manager



Brenda Gubernator
Finance Director

LONG RANGE GOALS

The City of Holly Hill has adopted the following goals to be accomplished or underway in the next five years. It should be noted that the goals are interrelated and that all of the goals were developed to better serve the man constituents of the city.

- GOAL #1* To adopt and implement a plan to redevelop US 1 (Ridgewood Avenue)
- GOAL #2* To develop a five (5) year capital improvements plan
- GOAL #3* To develop and implement an annexation plan
- GOAL #4* To improve and/or develop the school property
- GOAL #5* To create a better business environment for the city
- GOAL #6* To enhance the city's code enforcement efforts

MANAGEMENT AND BUDGET POLICIES

The 1996-97 Budget has been prepared in accordance with a number of management and budget policies in mind. Some of the policies are requirements of the City Charter and Code and State law. The balance reflect the financial management actions of the current and previous City Councils.

Listed below are some of the policies guiding the development and implementation of this budget:

1. *Investments* - Safety is the main objective when investing the City's idle funds. Rates are checked on Certificate of Deposit rates at various qualified public depositories and at the State Board of Administration Pooled Investments Account before an investment is made.

2. *Debt Financing* - The City will consider the use of debt financing for one-time capital improvements which will benefit the residents of Holly Hill, when the project life will be no longer than the term of the financing, and when specific resources are found to be sufficient to provide for the debt. The issue of debt limitation is not addressed by the City Charter. The City has traditionally kept annual payments on short-term debt to less than 5% of the budget. For long-term debt, the City uses recent publications, financial advisors, and bond counsel to determine the best method of financing.

3. *Property Taxes* - The City adheres to the "Truth in Millage" state statute governing the determination of millage for taxing authorities. The statute requires strict adherence to a schedule for advertising and holding public hearings; the size of, and language in, the advertisements; the method of fixing the millage rate; and other limitations.

4. *Financial Reserves* - In the General Fund, an unrestricted reserve of 10-20% of the current budget is recommended for unforeseen emergencies. This budget does not anticipate using any undesignated reserves to meet the expenditures of the General Fund.

In the Water and Sewer Enterprise Fund, minimum reserves for water and sewer debt service are maintained according to bond ordinance requirements. The Renewal and Replacement Fund has a recommended reserve level of \$300,000. The City has established an operating fund reserve with the goal of achieving three months' operating expenses as a reserve.

The Solid Waste Enterprise Fund reserve is estimated to be \$56,000 at the end of the fiscal year. The use of fund balance reserves in order to balance the budget is given serious consideration by management and the City Council during budget workshops. Information regarding the dollars available, percentages of the budget, possible future needs and alternatives are discussed prior to approval.

5. *Purchasing* - All contracts, when the sum is \$4,500, or less, may be awarded by the City Manager to the lowest and best bidder. When contracts are expected to exceed \$4,500, the City staff solicits sealed bids. Bids are publicly opened, tallied and forwarded to the City Council with staff recommendations. The City Council may award to the lowest and best bidder, or may delegate to the City Manager the power to award said contract.

6. *Personnel and Payroll* - The City is guided by several documents with regard to payroll and personnel matters. These documents include the Civil Service Act, the approved Pay Plan, three union agreements and various policies set forth in the City's Policy Manual.

7. *Pension Plans* - The State of Florida established and manages the Florida Retirement System which covers the City's general employees hired prior to 1/1/96. The City is currently obligated to contribute 17.43% of gross wages of covered employees. As of January 1, 1996 newly hired general employees are covered under a defined contribution plan administered currently by the Florida Municipal Pension Trust Fund. The City will contribute 10% of covered wages for eligible employees.

The Firefighters' Retirement System and the Police Officers' Retirement Trust Fund are governed by two separate Boards of Trustees appointed by the City Council, and are responsible for the administration of each fund. The City is now contributing 10.6% of covered gross wages to the police officers' pension fund on behalf of each officer an additional 4.3% is expected to be contributed to make up for an actuarial deficiency. The City contributions to the firefighters' pension fund are estimated at 26.9% in fiscal year 1995-96. The City is responsible for any actuarial deficiency which may arise in either fund. The two pension funds are included in the financial statements of the City, but are not budgeted.

FINANCIAL STRUCTURE

Currently, the City has four funds that require an annual budget. These funds are the General Fund, Stormwater Drainage Fund, Water and Sewer Enterprise Fund, and the Solid Waste Enterprise Fund.

The *General Fund* accounts for all financial resources except those required to be accounted for in another fund. These resources include taxes, state and local shared revenues, license and permit fees, fines, charges for services, interest earnings and other miscellaneous revenues. Some of these revenues may be used for any purpose the City may legally perform. Other revenues are restricted for legal or good managerial reasons to specific purposes.

The expenditure of these resources provide various services to the community. These services are organized into departments within the General Fund and include: Law Enforcement; Fire Control; Protective Services; Transportation/Road and Street Facilities; Parks; Recreation; and the general government departments of the City Council; City Manager; Finance and Administration; Civil Service; and Other General Government.

The City uses a traditional line item budget to account for each revenue source and to account for expenditures and budgeted reserves within each department. The expenditures are classified by type (salaries, supplies, equipment, etc.) and may be further broken down into more descriptive parts such as executive salaries and regular salaries, or office supplies and operating supplies. Some departments have a line item that is unique to that department in order to provide a more detailed accounting of an expenditure.

The modified accrual basis of accounting is used for budgeting the General Fund and any Special Revenue funds. Generally, revenues are recognized in the accounting period when they become susceptible to accrual - that is, when they become both measurable and available to finance expenditures of the accounting period.

Revenues which are considered to be susceptible to accrual include ad valorem taxes (property taxes), sales and use taxes, stormwater utility fees, state and local shared revenues and interest earnings. Utility and franchise taxes, licenses and permits, charges for services, and miscellaneous revenues are recorded as revenue when the cash is received. These revenues are generally not measurable until actually received.

Expenditures are generally recognized when the related liability is incurred. Exceptions to this rule include: (1) accumulated paid vacation, sick pay, and other employee benefit amounts which are not accrued; and (2) principal and interest on general long-term debt which are recorded as expenditures when due.

The *Law Enforcement Trust Fund* is an expendable trust fund established to record confiscated property forfeiture revenues, interest earnings and the expenditure of those revenues for law enforcement purposes. Confiscated property forfeitures are recorded as revenue when the cash is received. Expenditures are generally recognized when the related liability is incurred.

The *Stormwater Drainage Fund* is a special revenue fund established to record stormwater utility fee revenues and the

expenditure of those revenues for the maintenance, repair and improvement of the drainage system. An analysis of unbilled revenue is done annually and any significant unbilled stormwater utility fees are recognized at year end. Expenditures are generally recognized when the related liability is incurred.

The *Solid Waste Enterprise Fund* is used to account for the provision of Solid Waste services to the community. The cost of providing these services is financed primarily through user charges.

The *Water and Sewer Enterprise Fund* is used to account for the provision of water and sewer services to the community. The cost of providing these services is financed primarily through user charges.

Both enterprise funds also use a line item budget for revenues and expenditures. Revenue sources are composed of operating revenues (water sales, sewer charges, trash sales, other user charges), nonoperating revenues (interest earnings, building rental, etc.) and contributed capital (impact fees connection charges).

Within the Water and Sewer Enterprise Fund there are four "fund" categories: the Operating Fund; the Renewal and Replacement Fund; the Debt Service Fund; and the Construction Fund.

The Operating Fund provides for the expenditures of the Water Utility Service/Water Plant, Sewer Services/Water Pollution Control Plant, and Water and Sewer Administration costs.

The *Renewal and Replacement Fund* is a reserve for future improvements to the water and wastewater systems. Impact fees and their interest earnings are reserved in this fund for major improvements.

The *Debt Service Fund* accounts for the semi-annual payments of principal and interest on outstanding bonds, and for the expenses of the paying agent.

The *Construction Fund* is used to account for the expenditure of the Series 1992 Bond proceeds and interest earned on the proceeds. These resources have been used for the acquisition and construction of major facilities such as the Wastewater Treatment Plant Facility improvements and Water Treatment Facilities improvements.

The accrual basis of accounting is used for both enterprise funds. Revenues are recognized when they are earned, and expenses are recognized when they are incurred. An analysis of unbilled service revenues is done annually and any significant unbilled service revenues are recognized at year end.

The budget is prepared using a modified accrual basis of accounting. The major difference is that fixed asset outlays and debt service payments are included in the budget and depreciation expenses are excluded.

The *Pension Trust Funds* for firefighters; police officers and general employees use the accrual basis of accounting. These funds do not require a budget.

The *Agency Fund (Deferred Compensation)* uses the modified accrual basis of accounting and does not require a budget.

BUDGET PROCESS

The City of Holly Hill's budget process is a continuing process that involves the City Council, City Manager, Department Heads, Employees, Advisory Boards, and the Residents and Businesses located in our community.

After the budget year begins, monthly and quarterly reports of budget vs. actual revenues and expenditures are generated and reviewed by the City Manager, Department Heads and City Council. Occasionally, special reports may be prepared for particular projects at the request of the City Manager.

One of the most important aspects of the budget process is the Public Workshops held in July each year. The workshops are less formal than regular council meetings and public participation is encouraged. The workshops are publicized and extra copies of the proposed draft budget are available the week before and during the workshops for the public participants to review. Also, each section of the budget is shown to the audience on an overhead projector as it is discussed between the City Council and staff. Audience members are encouraged to ask questions and voice concerns to the City Council, City Manager and Department Heads.

The proposed draft budget itself is similar to the final budget but there are differences. The draft budget generally contains much more detail of planned expenditures for each line item in each department, such as a list of subscriptions and their estimated individual costs. The draft budget may contain samples and comparisons of the impact on an average resident's bill if a rate increase is approved. The draft budget usually has a shorter transmittal letter and less summaries and other information than the final budget.

After the workshops, the City Manager and staff review the comments and concerns of all participants in the budget workshops and prepare the final proposed budget based on the discussions held in the workshops. This budget is then presented for adoption at two public hearings in September. Any changes to this budget are made and voted on at these hearings.

The following calendar outlines the procedures in preparing, adopting and amending the Annual Budget:

1. By the 15th of April each year the Finance Director distributes budget instructions and forms to the Department Heads along with a Budget Calendar stating actual dates of meetings and deadlines.
2. In May, the Department Heads meet individually with the City Manager and Finance Director regarding their budget needs and documentation.
3. In late May or early June, the Finance Department prepares the City Manager's recommended budget and comments, and additional meetings with Department Heads may be held.
4. In June or July, public workshops are held by the City Council for discussion of expenditure proposals and estimated revenues. A proposed millage rate is set in July and an advertising calendar is prepared in accordance with the "Trim Bill" requirements.

5. In August, the budget is modified to reflect Council consensus and final preparations are made for the first public hearing.
6. In September, two public hearings are held to adopt the budget and a millage rate. The hearings are held and advertised according to State Statutes. The budget is legally enacted through passage of an ordinance.
7. On October 1 of each year the budget finally adopted goes into effect.
8. In June of the following year, preparations are made for amending the current year's budget.
9. In July or August, a first and second reading of the amending ordinance is held and the budget amendments are adopted.
10. The City Manager is authorized to transfer part or all of an unencumbered appropriation balance among programs within a department. This may be done at any time during the year and the City Manager needs only to report it to the Council. Transfers between departments must be accomplished by ordinance.

CAPITAL BUDGET PROCESS

Requests are submitted by department heads for necessary capital outlay and capital improvement projects to the City Manager when they submit their operating budgets. Items that are considered capital outlay cost more than \$500, and result in a fixed asset for the City. The requests include cost, description, and justification for the need. The department heads each meet with the City Manager and the Finance Director and items are prioritized and discussed.

The City Manager then reviews the departmental requests, again meets with the department heads and funds the items he

deems necessary. A proposed budget, with the City Manager's recommendations is submitted to the City Council. A list of items proposed by the departments, but not recommended by the City Manager is also given to the Council. The Council then conducts public workshops to discuss the requests. Changes are made according to Council instructions and the proposed budget is revised.

Two public hearings are held in September, and the final budget and millage rate are adopted at the second public hearing.

RESOLUTION NO. 96-R-56

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTING A FINAL MILLAGE RATE FOR THE YEAR BEGINNING OCTOBER 1, 1996 FOR THE CITY OF HOLLY HILL, FLORIDA.

WHEREAS, the City Council of the City of Holly Hill, Florida, is required by Florida Statute 200.065 to certify to the County Property Appraiser the general municipal millage rate established by said Council for the tax year beginning October 1, 1996; and

WHEREAS, the City Council of the City of Holly Hill, Florida, pursuant to Florida Statute 200.065, the TRIM BILL, has adopted a tentative budget and proposed millage rate, said proposed millage rate exceeding the rolled back rate by 0%; and

WHEREAS, the City Council of the City of Holly Hill, Florida is desirous of adopting a final millage rate, having given proper notice of both a proposed 0% tax increase and the Public hearing to be held with respect to same.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HOLLY HILL, FLORIDA:

Section 1. That the final millage rate adopted by the City Council of the City of Holly Hill, Florida, for the tax year beginning October 1, 1996 is 5.53591 (\$5.53591 per \$1,000), said final millage rate exceeding the rolled back rate by 0% which shall be the percentage increase in property taxes.

Section 2. That all resolutions made in conflict with this Resolution are hereby repealed.

Section 3. That this Resolution shall become effective immediately upon its adoption.

The within and foregoing Resolution was read before the City Council of the City of Holly Hill, Florida at its regular meeting held in council chambers at City Hall, 1065 Ridgewood Avenue, Holly Hill, Florida, on the 24th day of September A.D. 1996.

It was moved by Councilman Shirley Heyman and seconded by Councilman Jim Elliott that said Resolution be adopted. A roll call vote of the Council on said motion of the Resolution resulted as follows:

Mayor William D. Arthur	<u>Yes</u>
Councilman Arthur Byrnes	<u>Yes</u>
Councilman J. D. Mellette	<u>Yes</u>
Councilman Shirley Heyman	<u>Yes</u>
Councilman Jim Elliott	<u>Yes</u>

WHEREAS, the Mayor of the City of Holly Hill, Florida, has hereunto set his official signature, duly authorized by the City Clerk, and has caused the official seal of said City to be affixed, all at the City Hall in the City of Holly Hill, this 24th day of September, A.D. 1996, for the purpose of authenticity as is required by law.

Wm. D. Arthur
WILLIAM D. ARTHUR, MAYOR
CITY OF HOLLY HILL, FLORIDA

ATTEST:

Donald Lush
CITY CLERK/MANAGER

AN ORDINANCE ADOPTING THE APPROPRIATIONS BUDGET FOR THE CITY OF HOLLY HILL, FLORIDA, FOR THE FISCAL YEAR OCTOBER 1, 1996, THROUGH SEPTEMBER 30, 1997, PROVIDING FOR THE REPEAL OF LAWS IN CONFLICT HERewith; PROVIDING FOR THE TERMS AND CONDITIONS THEREOF; AND PROVIDING WHEN THIS ORDINANCE SHALL TAKE EFFECT

WHEREAS, the governing body of each municipality is required to make appropriations for each fiscal year, pursuant to Florida Statute 166.241; and

WHEREAS, it is necessary to adopt a budget, whereby the collection of revenues to offset appropriation expenditures is assured; and

WHEREAS, the City Council of the City of Holly Hill, Florida pursuant to Florida Statute 200.065, the TRIM BILL, held a public hearing and adopted a tentative budget, publicly announcing the percent by which the recomputed proposed millage rate exceeds the rolled back rate.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF HOLLY HILL, FLORIDA:

Section 1. That the attached appropriation budget for the fiscal year October 1, 1996, through September 30, 1997, is hereby approved and adopted as a final budget.

Section 2. That all laws or parts of laws in conflict herewith are hereby repealed.

Section 3. That this Ordinance shall become effective immediately upon its adoption.

Section 4. That this Ordinance shall be posted at City Hall as required by law.

The within and foregoing Ordinance was introduced and read on first reading before the City Council of the City of Holly Hill, Florida, at its Special Meeting held in Council Chambers at City Hall on the 11th Day of September, A.D., 1996.

It was moved by Councilman J. D. Mellette and seconded by Councilman Jim Elliott that said Ordinance be approved on first reading. A roll call vote of the

Council held on said motion for approval of the Ordinance resulted as follows:

Mayor William D. Arthur	<u>ABSENT</u>
Councilman Arthur Byrnes	<u>YES</u>
Councilman J. D. Mellette	<u>YES</u>
Councilman Shirley Heyman	<u>YES</u>
Councilman Jim Elliott	<u>YES</u>

The within and foregoing Ordinance was introduced and read on second reading before the City Council of the City of Holly Hill, Florida, at its regular meeting held in Council Chambers at City Hall on the 24th day of September, A.D., 1996.

It was moved by Councilman J. D. Mellette and seconded by Councilman Arthur Byrnes that said Ordinance be adopted. A roll call vote of the Council held on said motion to adopt the Ordinance resulted as follows:

Mayor William D. Arthur	<u>Yes</u>
Councilman Arthur Byrnes	<u>Yes</u>
Councilman J. D. Mellette	<u>Yes</u>
Councilman Shirley Heyman	<u>Yes</u>
Councilman Jim Elliott	<u>Yes</u>

Whereupon, the Mayor of the City of Holly Hill, Florida, has hereunto set his official signature, duly attested by the City Clerk, and has caused the official seal of said City to be affixed, all at City Hall in the City of Holly Hill, this 24th day of September, A.D. 1996 for the purpose of authenticity as is required by law.

Wm D. Arthur
WILLIAM D. ARTHUR, MAYOR
CITY OF HOLLY HILL, FLORIDA

ATTEST:

Donald Rusk
CITY CLERK/MANAGER



**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>1992-93</u>	<u>1993-94</u>	<u>1994-95</u>	<u>1995-96</u>	<u>1996-97</u>
	Budgeted Positions	Budgeted Positions	Budgeted Positions	Budgeted Positions	Budgeted Positions
GENERAL GOVERNMENT					
<u>City Manager</u>					
City Manager	1	1	1	1	1
Deputy Clerk	1	1	1	1	1
Employee Relations Co-ordinator	0	0	0	1	1
Assistant to City Manager	1	1	1	1	0
City Manager Secretary	1	1	1	1	1
Office Assistant/Receptionist	1	1	0	0	0
Custodian	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	6	6	5	6	5
<u>Finance and Administration</u>					
Finance Director	1	1	1	1	1
Chief Accountant	1	1	1	1	1
Customer Serv Supervisor/Accountant	1	1	1	1	1
Senior Account Clerk	1	1	1	1	1
Sr Customer Service Clerk	1	1	1	1	1
Account Clerk	2	2	2	1	1
Customer Service Clerk II	1	1	1	1	1
Customer Service Clerk I	1	1	1	1	1
Computer System Analyst	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
	9	9	9	8	9
<u>Civil Service</u>					
Secretary	<u>.25</u>	<u>.25</u>	<u>.40</u>	<u>0</u>	<u>0</u>
	.25	.25	.40	0	0
PUBLIC SAFETY					
<u>Law Enforcement</u>					
Police Chief	1	1	1	1	1
Police Captain	1	1	1	1	1
Police Sergeant	4	4	4	4	4
Police Corporal	0	0	3	3	3
Sergeant/Criminal Investigator Div	1	1	1	1	1
Police Investigator	2	2	2	2	2
Crime Prevention Officer	2	1	0	0	0
Police Officer	10	14	11	11	11

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>1992-93</u>	<u>1993-94</u>	<u>1994-95</u>	<u>1995-96</u>	<u>1996-97</u>
	<u>Budgeted Positions</u>	<u>Budgeted Positions</u>	<u>Budgeted Positions</u>	<u>Budgeted Positions</u>	<u>Budgeted Positions</u>
<u>PUBLIC SAFETY CON'T</u>					
<u>Law Enforcement Con't</u>					
Code Enforcement Officer	1	0	0	0	0
Telecommunicators	5	5	4	4	4
Admin Assistant	0	0	0	1	1
Staff Assistant	1	1	1	0	0
Office Assistant/CID	1	1	1	1	1
Office Assistant/Records	1	1	1	1	1
Animal Control Officer	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	31	33	31	31	31
<u>Fire Control</u>					
Fire Chief	1	1	1	1	1
Captain	1	1	0	0	0
Fire Lieutenant	0	0	3	3	3
Fire Inspector EMT	2	2	1	0	0
Driver/Engineer EMT	3	2	0	3	3
Firefighter EMT	3	4	5	3	3
Civilian Fire Inspector	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
	10	10	10	10	11
<u>Protective Inspection</u>					
Chief Building Official	1	1	1	1	1
Code Enforcement Officer	0	1.40	1	1	1
Fire Inspector	0	0	1	1	0
Admin Assistant	0	0	0	0	1
Staff Assistant	1	1	1	2	0
Code Admin/Clerk	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
	2	3.40	4	5	4
<u>PUBLIC SERVICES</u>					
<u>Administration</u>					
Public Works Director	1	1	1	1	1
Utilities Supervisor	0	0	0	0	1
Utilities Manager	0	0	1	0	0
Computer System Analyst	0	0	0	1	0

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>1992-93</u>	<u>1993-94</u>	<u>1994-95</u>	<u>1995-96</u>	<u>1996-97</u>
	Budgeted Positions	Budgeted Positions	Budgeted Positions	Budgeted Positions	Budgeted Positions
<u>PUBLIC SERVICES CON'T</u>					
<u>Administration Con't</u>					
Admin Assistant	0	0	0	0	1
Staff Assistant/PSD	1	1	1	1	0
Staff Assistant/PW	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	3	3	4	4	4
<u>Transportation/Road & Street Facilities</u>					
Public Works Supervisor	0	0	1	0	0
Garage Supervisor	1	1	1	1	1
Streets Foreman	0	0	0	1	1
Senior Mechanic	0	0	1	1	1
Mechanic	3	3	2	0	0
Equipment/Maintenance Supervisor	1	1	0	0	0
Equipment Operator/Maint Worker	1	0	6	5	3
Heavy Equipment Operator	0	0	2	2	1
Crew Chief	1	2	0	0	0
Maintenance Worker II	3	3	0	0	0
Maintenance Worker I	<u>8</u>	<u>7</u>	<u>0</u>	<u>0</u>	<u>0</u>
	18	17	13	10	7
<u>Buildings & Grounds</u>					
Public Works Supervisor	1	1	1	0	0
Foreman	1	0	0	1	1
Grounds Specialist	1	1	1	1	1
Tradesworker	0	0	2	2	1
Equipment Operator/Maint Worker	0	0	5	5	5
Custodian	0	0	1.5	1	1
Maintenance Worker 1	4	4	0	0	0
Assistant Gardener	<u>1</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>
	8	7	10.5	10	9
<u>Recreation</u>					
Director	1	0	0	0	0
Recreation Supervisor	1	2	1	1	1
Custodian	1	1	1	1	1
Staff Assistant	0	0	0	1	1
Caretaker	0	0	0	.5	.75

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>1992-93</u>	<u>1993-94</u>	<u>1994-95</u>	<u>1995-96</u>	<u>1996-97</u>
	Budgeted Positions	Budgeted Positions	Budgeted Positions	Budgeted Positions	Budgeted Positions
<u>PUBLIC SERVICES CON'T</u>					
<u>Recreation Con't</u>					
Youth Center Worker	0	0	0	.5	.5
Maintenance Worker	<u>1.5</u>	<u>1.5</u>	<u>0</u>	<u>0</u>	<u>0</u>
	4.5	4.5	2	4	4.75
<u>Stormwater Drainage</u>					
Heavy Equipment Operator	0	0	0	0	1
Equipment Operator/Maint Worker	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
	0	0	0	0	2
<u>PUBLIC SERVICES CON'T</u>					
<u>Garbage/Solid Waste Control</u>					
Deputy Director - Public Works	1	1	0	0	0
Sanitation Foreman	0	0	1	1	1
Senior Mechanic	1	1	1	1	2
Refuse Driver/Operator	5	5	0	0	0
Automated Refuse Operator	0	0	2	2	2
Front End Refuse Operator	0	0	1	1	1
Refuse Collector/Driver	4	6	6	5	6
Mechanic	0	0	0	1	0
Heavy Equipment Operator	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>0</u>
	11	13	11	12	12
<u>PUBLIC UTILITIES</u>					
<u>Water Utility Service/Water Plant</u>					
Deputy Director - Public Utilities	1	1	0	0	0
Utility Maint Supervisor	1	1	1	1	0
Chief Water Plant Operator	1	1	1	1	1
Lab Technician	1	1	1	1	1
Water Plant Operator	3	3	3	3	3
Water Plant Operator Trainee	0	0	1	0	0
Utility Mechanic	3	3	3	2	2
Meter Reader	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
	12	12	12	10	9

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>1992-93</u>	<u>1993-94</u>	<u>1994-95</u>	<u>1995-96</u>	<u>1996-97</u>
	<u>Budgeted Positions</u>	<u>Budgeted Positions</u>	<u>Budgeted Positions</u>	<u>Budgeted Positions</u>	<u>Budgeted Positions</u>
PUBLIC UTILITIES CON'T					
<u>Sewer Service/Water Pollution Control Plant</u>					
Chief Wastewater Plant Operator	0	0	1	1	1
Plant Operator	2	2	3	3	3
Plant Operator Trainee	3	3	1	1	0
Sludge Belt Press Operator	0	0	1	1	1
Utility Mechanic	3	3	3	3	3
Driver	1	1	1	0	0
Lab Technician/Plant Operator	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
	9	9	9	9	9
TOTAL PERSONNEL	123.75	127.15	120.90	119	116.75

**CITY OF HOLLY HILL
COMBINED BUDGET SUMMARY
1996 - 97**

REVENUES

EXPENDITURES

TOTAL TAXES	\$3,064,800	GENERAL GOVERNMENT	\$1,134,100
LICENSES & PERMITS	\$183,500	PUBLIC SAFETY	\$2,417,700
INTERGOVERNMENTAL	\$824,200	PUBLIC SERVICES	\$907,200
CHARGES FOR SERVICES	\$371,500	CULTURE/RECREATION	\$278,100
OTHER REVENUES	\$230,400	PUBLIC UTILITIES	\$1,567,700
SOLID WASTE REVENUES	\$1,367,000	STORMWATER DRAINAGE	\$356,600
WATER & SEWER REVENUES	\$3,133,000	SOLID WASTE	\$1,347,300
TRANSFERS IN	\$508,000	DEBT SERVICE	\$1,176,300
APPROPRIATED RESERVES	\$467,000	BUDGET RESERVES	\$151,100
		TRANSFERS OUT	\$508,000
		RENEWAL & REPLACEMENT	\$55,300
		CONSTRUCTION FUND	\$0
		CAPITAL PROJECTS	\$250,000
TOTAL REVENUES	\$10,149,400	TOTAL EXPENDITURES	\$10,149,400

**CITY OF HOLLY HILL
REVENUE COMPARISON
1996 - 97**

	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 AMENDED	1996-97 PROPOSED	% CHANGE
GENERAL FUND						
Ad Valorem Taxes	1,405,171	1,394,849	1,392,786	1,407,000	1,429,000	1.6%
Sales & Use Taxes	150,568	155,433	152,449	150,000	152,000	1.3%
Franchise Fees	531,285	558,522	539,025	568,800	579,800	1.9%
Utility Service Taxes	869,498	882,811	893,650	933,000	904,000	-3.1%
Total Taxes	\$2,956,522	\$2,991,615	\$2,977,910	\$3,058,800	\$3,064,800	0.2%
Licenses & Permits	\$148,648	\$162,989	\$176,588	\$185,600	\$183,500	-1.1%
Federal Shared Revenues	5,807	22,492	75,589	25,000	18,000	-28.0%
State Shared Revenues	810,726	813,986	834,362	915,200	781,200	-14.6%
Local Shared Revenues	32,324	60,007	97,613	65,000	12,000	-81.5%
Total Shared Revenues	\$848,857	\$896,485	\$1,007,564	\$1,005,200	\$811,200	-19.3%
Charges for Services	70,327	73,897	73,850	75,700	100,500	32.8%
Fines & Forfeitures	80,263	61,720	46,859	46,800	55,700	19.0%
Interest Earnings	60,351	69,384	78,812	89,000	71,000	-20.2%
Sales & Compensation	10,501	5,716	7,038	100,900	5,000	-95.0%
Contributions	889	949	2,025	16,000	0	-100.0%
Other Miscellaneous Revenues	12,860	103,304	9,353	11,700	11,000	-6.0%
Total Misc Revenue	\$235,191	\$314,970	\$217,937	\$340,100	\$243,200	-28.5%
Appropriations	\$0	\$0	\$0	\$78,600	\$8,000	-89.8%
Transfers	\$503,000	\$503,900	\$507,000	\$493,300	\$508,000	3.0%
Loan Proceeds	\$121,500	\$0	\$0	\$0	\$0	.0%
Total General Fund Revenues	\$4,813,718	\$4,869,959	\$4,886,999	\$5,161,600	\$4,818,700	-6.6%
LAW ENFORCEMENT TRUST FUND						
Law Enforcement Trust	\$17,426	\$17,844	\$17,218	\$33,800	\$5,900	-82.5%
YOUTH CENTER						
Youth Center	0	0	0	2,700	2,500	-7.4%

**CITY OF HOLLY HILL
REVENUE COMPARISON
1996 - 97**

	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 AMENDED	1996-97 PROPOSED	% CHANGE
STORMWATER DRAINAGE						
Charges for Services	274,106	274,154	273,981	271,000	271,000	0.0%
Appropriations	0	0	0	141,900	85,600	-39.7%
Total Stromwater Drainage	274,106	274,154	273,981	412,900	\$356,600	-13.6%
SOLID WASTE ENTERPRISE						
State Shared Revenue	15,000	0	15,234	14,000	13,000	-7.1%
Charges for Services	1,491,525	1,462,344	1,304,820	1,210,000	1,341,000	10.8%
Other Miscssaneous Revenue	15,000	15,220	28,971	22,500	26,000	15.6%
Non Revenues	250,000	0	0	23,900	117,500	-100.0%
Total Solid Waste Enterprise	\$1,771,525	\$1,477,564	\$1,349,025	\$1,270,400	\$1,497,500	17.9%
WATER & SEWER ENTERPRISE						
Federal Grants	0	2,610	0	0	0	0.0%
Water Revenue	1,452,211	1,411,747	1,410,467	1,470,100	1,508,000	2.6%
Sewer Reveune	1,568,503	1,493,665	1,479,253	1,560,400	1,603,000	2.7%
Interest Earnings	88,081	89,539	122,318	110,000	85,200	-22.5%
Impact Fees	142,146	44,367	31,400	20,000	10,000	-50.0%
Other Income	33,281	38,774	8,936	12,000	12,000	0.0%
DOT Reimbursement	0	86,177	0	9,800	0	-100.0%
Appropriations	44,013	0	110,700	975,600	0	-100.0%
Total Water & Sewer	\$3,328,235	\$3,166,879	\$3,163,074	\$4,157,900	\$3,218,200	-22.6%
CONSTRUCTION FUND						
Construction Fund	\$1,623,611	\$1,072,782	\$535,980	\$300,000	\$0	-100.0%
CAPITAL PROJECTS FUND						
Capital Projects	\$955,817	\$657,740	\$21,300	\$1,600	\$250,000	15525.0%
TOTAL ALL FUNDS	\$12,784,438	\$11,536,922	\$10,247,577	\$11,338,200	\$10,149,400	2.2%

**CITY OF HOLLY HILL
EXPENDITURE COMPARISON
1996 - 97**

	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 AMENDED	1996-97 PROPOSED	% CHANGE
GENERAL FUND						
General Government	\$1,111,578	\$1,176,392	\$1,256,994	\$1,177,700	\$1,134,100	-3.7%
Public Safety	2,400,338	2,319,507	2,459,805	2,487,900	2,411,800	-3.1%
Public Services	1,212,418	1,140,233	1,146,211	1,231,900	907,200	-26.4%
Culture/Recreation	247,199	194,481	185,860	264,100	275,600	4.4%
Transfers/Reserves	0	0	0	0	90,000	100.0%
Total General Fund	\$4,971,533	\$4,830,613	\$5,048,870	\$5,161,600	\$4,818,700	-6.6%
LAW ENFORCEMENT TRUST FUND						
Law Enforcement Trust	\$18,048	\$12,710	\$22,011	\$33,800	\$5,900	-82.5%
YOUTH CENTER FUND						
Youth Center	\$0	\$0	\$0	\$2,700	\$2,500	-7.4%
STORMWATER DRAINAGE FUND						
Stormwater Drainage	\$45,758	\$237,963	\$428,628	\$412,900	\$356,600	-13.6%
SOLID WASTE ENTERPRISE						
Solid Waste	\$1,755,527	\$1,312,541	\$1,203,094	\$1,270,400	\$1,497,500	17.9%
WATER & SEWER ENTERPRISE						
Water & Sewer	\$1,990,283	\$1,956,584	\$1,913,138	\$2,039,400	\$1,976,600	-3.1%
Renewal and Replacement	209,217	91,324	77,153	992,500	55,300	-94.4%
Debt Service	1,002,271	1,125,521	1,127,349	1,126,000	1,125,200	-0.1%
Reserves	0	0	0	0	61,100	100.0%
Total Water and Sewer Funds	\$3,201,771	\$3,173,429	\$3,117,640	\$4,157,900	\$3,218,200	-22.6%
CONSTRUCTION FUND						
Construction Fund	\$584,479	\$736,891	\$373,612	\$300,000	\$0	-100.0%
CAPTIAL PROJECTS FUND						
Capitl Projects	\$366,525	\$657,740	\$133,007	\$1,600	\$250,000	15525.0%
TOTAL ALL FUNDS	\$10,943,641	\$10,961,887	\$10,326,862	\$11,340,900	\$10,149,400	-10.5%

**CITY OF HOLLY HILL
SUMMARY OF EXPENDITURES
Proposed Budget 1996 - 97**

<u>GENERAL FUND</u>	<u>Operating</u>	<u>Capital</u>	<u>Debt Service & Reserves</u>	<u>Total</u>
General Government	\$1,031,300	\$3,000	\$189,800	1,224,100
Law Enforcement	1,529,700	17,000	16,100	1,562,800
Fire Control	627,300	11,200	26,200	664,700
Protective Inspection	175,300	9,000	0	184,300
Transportation/Road & Street	482,100	41,500	0	523,600
Buildings & Grounds	349,500	34,100	0	383,600
Recreation	265,600	10,000	0	275,600
Total General Fund	<u>\$4,460,800</u>	<u>\$125,800</u>	<u>\$232,100</u>	<u>\$4,818,700</u>
 <u>LAW ENFORCEMENT TRUST FUND</u>	 <u>\$5,900</u>	 <u>\$0</u>	 <u>\$0</u>	 <u>\$5,900</u>
 <u>YOUTH CENTER</u>	 <u>\$2,500</u>	 <u>\$0</u>	 <u>\$0</u>	 <u>\$2,500</u>
 <u>STORMWATER DRAINAGE</u>	 <u>\$81,600</u>	 <u>\$275,000</u>	 <u>\$0</u>	 <u>\$356,600</u>
 <u>CAPITAL PROJECTS</u>	 <u>\$0</u>	 <u>\$250,000</u>	 <u>\$0</u>	 <u>\$250,000</u>
 <u>SOLID WASTE ENTERPRISE FUND</u>				
Garbage/Solid Waste Control	\$1,130,800	\$216,500	\$51,100	\$1,398,400
Administrative	89,100	0	10,000	99,100
Total Solid Waste	<u>\$1,219,900</u>	<u>\$216,500</u>	<u>\$61,100</u>	<u>\$1,497,500</u>

**CITY OF HOLLY HILL
SUMMARY OF EXPENDITURES
Proposed Budget 1996 - 97**

<u>WATER & SEWER ENTERPRISE</u>	<u>Operating</u>	<u>Capital</u>	<u>Debt Service & Reserves</u>	<u>Total</u>
Water Utility Service	\$703,800	\$56,300	\$0	\$760,100
Sewer Service	742,500	30,100	0	772,600
Administrative	442,900	1,000	0	443,900
Operating Reserve	0	0	26,400	26,400
Debt Service	0	0	1,125,200	1,125,200
Renewal & Replacement	0	55,300	34,700	90,000
Total Water & Sewer	<u><u>\$1,889,200</u></u>	<u><u>\$142,700</u></u>	<u><u>\$1,186,300</u></u>	<u><u>\$3,218,200</u></u>
 <u>CONSTRUCTION FUND</u>				
Water Improvements	\$0	\$0	\$0	\$0
Wastewater Improvements	0	0	0	0
Total Construction	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>
 TOTAL EXPENDITURES	 <u><u>\$7,659,900</u></u>	 <u><u>\$1,010,000</u></u>	 <u><u>\$1,479,500</u></u>	 <u><u>\$10,149,400</u></u>

**CITY OF HOLLY HILL
ESTIMATED FUND BALANCES
1996 - 97**

FUND	Est Beginning Fund Balance Sept 30, 1996	Revenue Projection 1996-97	Expenditure Projection 1996-97	Estimated Fund Balance Sept 30, 1997
General Fund				
Unreserved	\$ 503,500	\$ 4,807,200	\$ 4,810,700	\$ 500,000
Police Education	9,800	3,500	8,000	5,300
Total General Fund	\$ 513,300	\$ 4,810,700	\$ 4,818,700	\$ 505,300
Law Enforcement Trust	\$ 12,200	\$ 0	\$ 5,900	\$ 6,300
Youth Center	\$ 0	\$ 2,500	\$ 2,500	\$ 0
Community Redevelopment	\$ 0	\$ 0	\$ 0	\$ 0
Stormwater Drainage	\$ 501,100	\$ 271,000	\$ 356,600	\$ 415,500
Capital Projects	\$ 1,400	\$ 250,000	\$ 250,000	\$ 1,400
Solid Waste	\$ 172,100	\$ 1,380,000	\$ 1,497,500	\$ 54,600
Water and Sewer	\$ 223,800	\$ 3,193,000	\$ 3,166,600	\$ 250,200
Renewal & Replacement	\$ 263,600	\$ 90,000	\$ 55,300	\$ 298,300
Construction	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL	\$ 1,687,500	\$ 9,997,200	\$ 10,153,100	\$ 1,531,600

**CITY OF HOLLY HILL
NOTES PAYABLE
1996 - 97**

Present notes payable are summarized as follows:

Lender / Purpose	Principal Balance 10/01/96	Principal Payment 1996-97	Interest Payment 1996-97	Principal Balance 9/30/97
GENERAL FUND				
Sun Bank of Volusia County-				
* City Hall/Fire Station Renovation	\$596,479	\$76,700	\$23,100	\$519,779
** Fire Truck	48,600	24,300	1,900	24,300
 Volusia County				
800 MHZ Radio System	<u>128,024</u>	<u>11,000</u>	<u>5,100</u>	<u>117,024</u>
Total General Fund	<u>\$773,103</u>	<u>\$112,000</u>	<u>\$30,100</u>	<u>661,103</u>
SOLID WASTE ENTERPRISE				
Sun Bank of Volusia County-				
2 Garbage Trucks	\$95,092	\$47,600	\$3,500	\$47,492
Total Solid Waste	<u>\$95,092</u>	<u>\$47,600</u>	<u>\$3,500</u>	<u>\$47,492</u>
 NOTES PAYABLE BALANCE	 <u>\$868,195</u>	 <u>\$159,600</u>	 <u>\$33,600</u>	 <u>\$708,595</u>

* Pledged Revenue Utility Service Taxes

** Budget Agreement (General Funds Revenues)

**CITY OF HOLLY HILL
BONDS PAYABLE
1996 - 97**

DEBT SERVICE REQUIREMENTS TO MATURITY

FISCAL YEAR		PRINCIPAL	INTEREST	TOTAL DEBT SERVICE
OCTOBER 1,	ENDING			
	1996	\$245,000	\$875,679	\$1,120,679
	1997	255,000	865,144	1,120,144
	1998	270,000	853,414	1,123,414
	1999	280,000	840,589	1,120,589
	2000	295,000	826,589	1,121,589
	2001	310,000	811,544	1,121,544
	2002	330,000	795,114	1,125,114
	2003	345,000	776,964	1,121,964
	2004	365,000	757,644	1,122,644
	2005	385,000	736,656	1,121,656
	2006	410,000	714,038	1,124,038
	2007	435,000	689,438	1,124,438
	2008	460,000	663,338	1,123,338
	2009	490,000	635,163	1,125,163
	2010	520,000	605,150	1,125,150
	2011	550,000	573,300	1,123,300
	2012	585,000	539,613	1,124,613
	2013	620,000	503,781	1,123,781
	2014	660,000	465,806	1,125,806
	2015	700,000	425,381	1,125,381
	2016	740,000	382,506	1,122,506
	2017	785,000	337,181	1,122,181
	2018	835,000	289,100	1,124,100
	2019	885,000	237,956	1,122,956
	2020	940,000	183,750	1,123,750
	2021	1,000,000	126,175	1,126,175
	2022	1,060,000	64,925	1,124,925
TOTAL		\$ 14,755,000	\$ 15,575,935	\$ 30,330,935

CAPITAL OUTLAY

Capital outlay and improvements included in this 1996-97 budget are listed on the following pages. Generally, the items listed at or under \$10,000 are replacements of work out equipment and/or upgrades and repairs to existing equipment or buildings. The operating budget impact is that repair costs should decrease when compared to the cost of maintaining existing equipment.

The following summaries describe capital projects over \$10,000.

1. Police Vehicle

This is a replacement for an existing patrol vehicle.

Cost: \$17,000 Source: General Revenue

Impact: Repair cost should decrease compared to existing vehicle.

2. Garage Doors & Siding

This is an addition to the Garage Building which has no doors but is open on two ends creating a breezeway. The doors will help provide a cleaner environment for tools and equipment and reduce the effects of cold winds on the mechanics hands when they are working on vehicles.

Cost: \$15,000 Source: General Revenue

Impact: Increased productivity of workers.

Decreased maintenance required on cleaner equipment.

3. 10th Street Railroad Crossing - Phase II

This project provides for paving and drainage requirements on 10th Street after the Florida East Coast Railway completes

Phase I - the opening of 10th Street by putting in crossing signalization for through traffic.

Cost: \$40,000 Source: General Revenue \$20,000

Stormwater Fee Revenue \$20,000

Impact: \$1,700 annual maintenance costs.

4. Front Load Packer Garbage Truck

This is a replacement for a 1986 truck now being used.

Cost: \$135,000 Source: Solid Waste Revenue

Impact: Reduced repair costs compared to existing truck.

5. 90-gallon Residential Garbage Cans (900)

These are replacement cans for those that have become unusable in the automated pickup system.

Cost: \$44,550 Source: Solid Waste Revenue

Impact: Reduction in the number of manual pickups required.

6. Dumpsters

These are replacement dumpsters for those that are no longer repairable.

Cost: \$14,000 Source: Solid Waste Revenue

Impact: Repair costs will be reduced.

7. Recycling Truck Body

This truck body will replace the body currently on a 1989 Ford F700 to achieve greater effectiveness in recycling pickups.

Cost: \$13,000 Source: Recycling Grant Revenue

Impact: No additional maintenance costs.

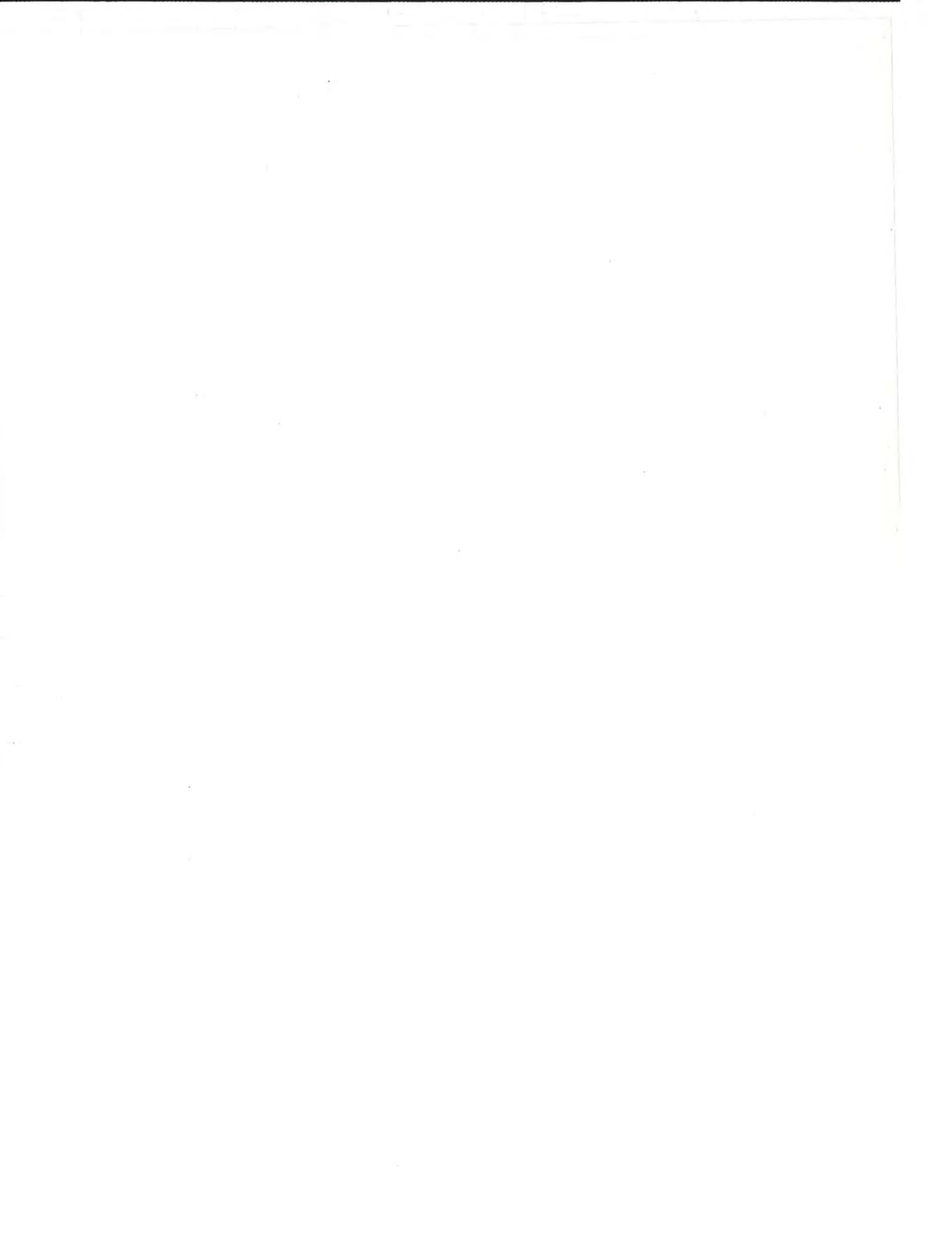
**CAPITAL OUTLAY
FISCAL YEAR 1996-97**

A list of Capital Outlay items proposed for each department is noted below:

	ITEM COST	TOTAL COST
General Government		\$3,000
Typewriter	800	
Workstations (2)	2,200	
Law Enforcement		\$17,000
Vehicle	17,000	
Fire Control		\$11,200
Air Packs (5)	10,000	
PA System	1,200	
PROTECTIVE INSPECTION		\$9,000
800 MHZ System Radios (4)	8,100	
Radio Battery Conditioner (all departments)	900	
Transportation/Road & Street Facilities		\$41,500
Garage Doors & Sidings	15,000	
Florida East Coast Railroad (10th Street Railroad Crossing)	20,000	
Grease Pump	1,000	
AC/DC Meter	500	
Pick-up Truck (D.O.T.)	5,000	
Buildings and Grounds		\$34,100
Metal Building (Roof sealed and coated)	7,500	
Mower (92")	10,000	
Small Tractor	5,000	
Pick-up Truck (D.O.T.)	5,000	
Utility Optimization Equipment (Energy Saving Equipment)	4,500	
Airless Paint Sprayer	2,100	
Recreation		\$10,000
Recreation and Playground Equipment	10,000	

**CAPITAL OUTLAY
FISCAL YEAR 1996-97**

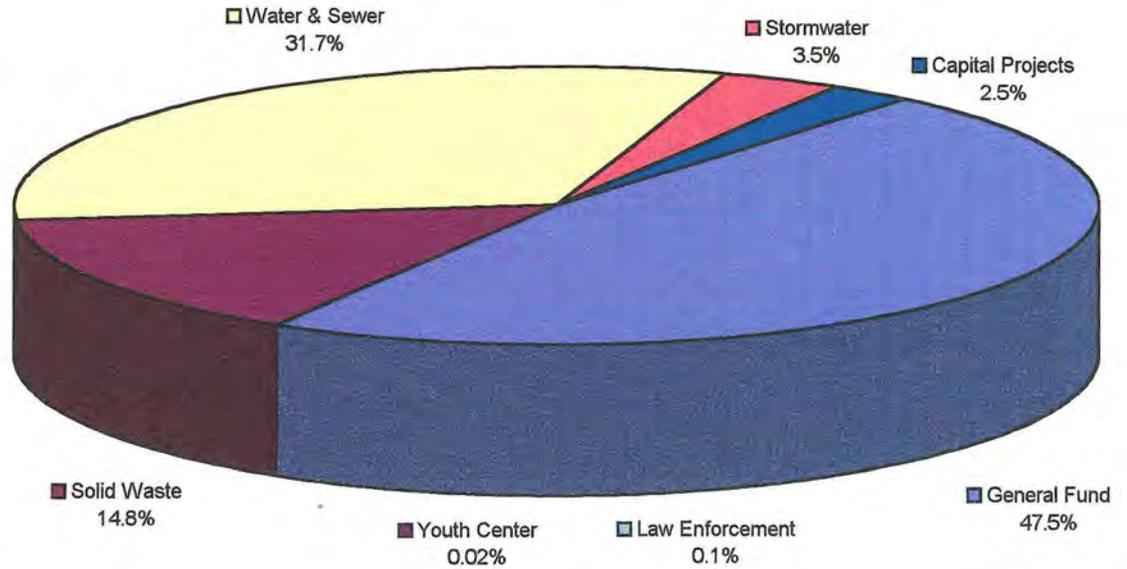
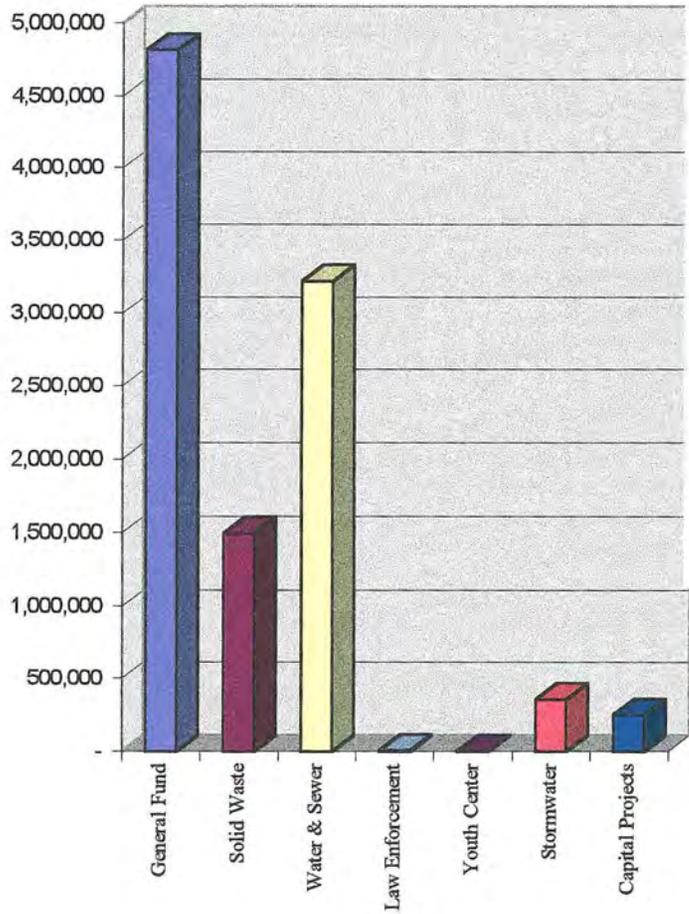
Stromwater Drainage		\$275,000
Major Drain Structure Replacements	90,000	
Drainage Culverts	50,000	
Ditch Maintenance, Inlets and Supplies	70,000	
Engineering, Survey, Design & Construction	35,000	
Florida East Coast Railroad (10th Street Crossing)	20,000	
Small Excavator	10,000	
Capital Projects Fund		\$250,000
Computer System	250,000	
Garbage/Solid Waste Control Services		\$216,500
Front End Loader Garbage Truck (Dumpster Pickups)	135,000	
900 Garbage Cans (90 Gallon for Automated Pickup System)	44,600	
Dumpsters -(10-2 Yd, 12-4 Yd, 6-6 Yd, 4-8 Yd)	14,000	
Heavy Equipment Wash Rack	7,500	
Workstations (2)	2,000	
Recycling Truck	13,000	
Water Treatment Plant		\$56,300
Roof Repair on Control Building	7,500	
Meters (550), Hydrants (2) - replacements	16,800	
Raw Water Monitoring Wells	15,000	
Wells Pulled and Repaired (#13 & #14)	8,000	
Radio Equipment & Computer	5,000	
Copy Machine	4,000	
Water Pollution Control Plant		\$30,100
Belt Press (2 top) (2 bottom)	15,000	
Roll-off Containters (4) 20 Yard	8,000	
Radio Equipment & Computer Controls	5,000	
Cable Straps for North & South Filter (2 sets)	2,100	
Renewal & Replacement		\$55,300
Utility Optimization Equipment (Energy Saving Equipment)	35,300	
Hand Held Meter Reading System	20,000	
Total Capital Outlay		\$1,009,000



CITY OF HOLLY HILL

ALL FUNDS REVENUE

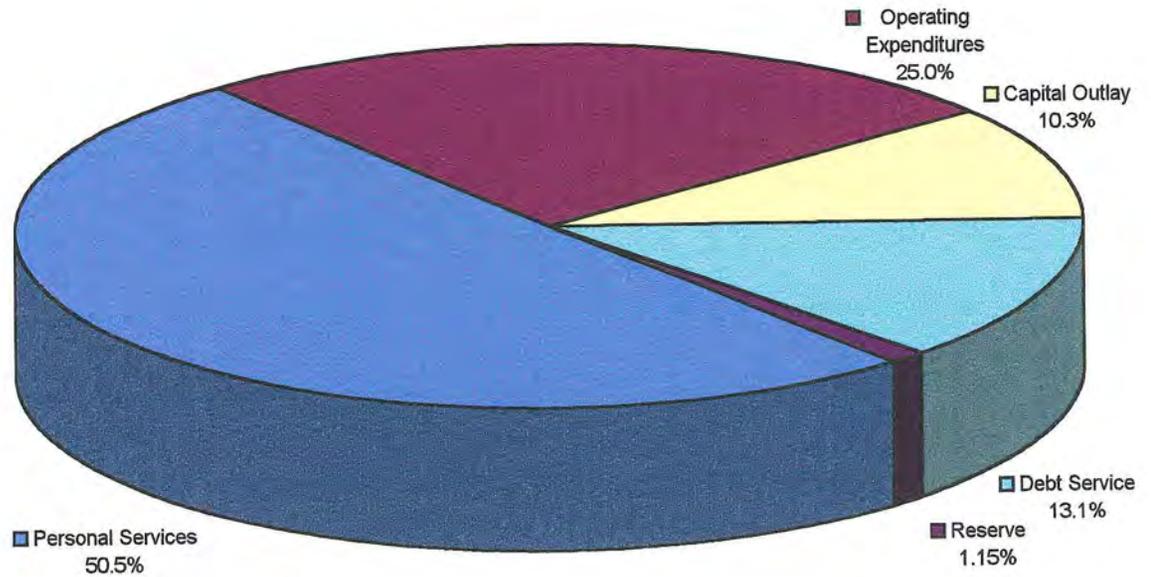
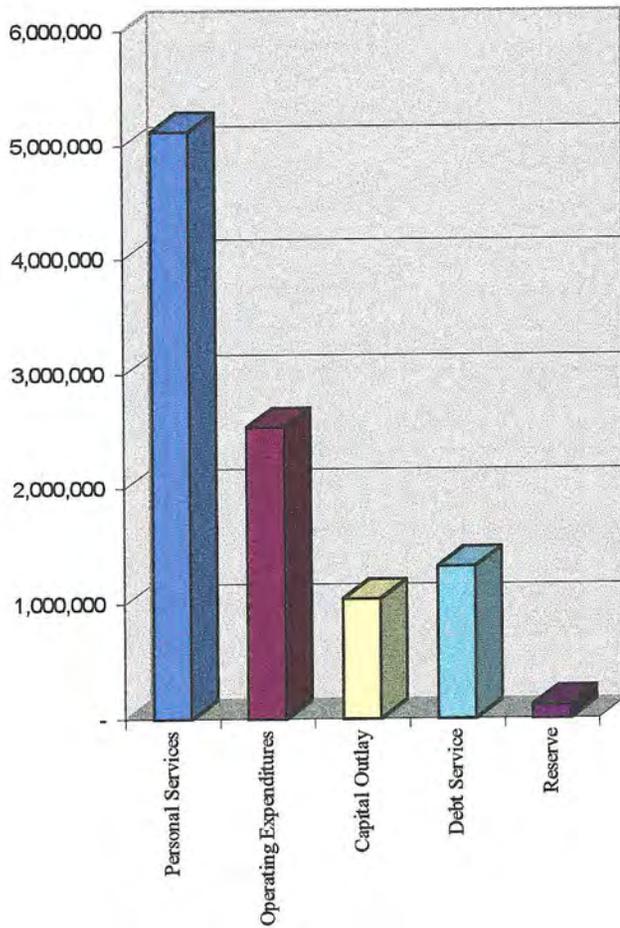
BUDGET YEAR 1996-97



General Fund	4,818,700
Solid Waste Enterprise	1,497,500
* Water & Sewer Fund	3,218,200
Law Enforcement Trust Reserve	5,900
Youth Center	2,500
Stormwater Drainage	356,600
Capital Projects	250,000
Total Revenue	\$ 10,149,400

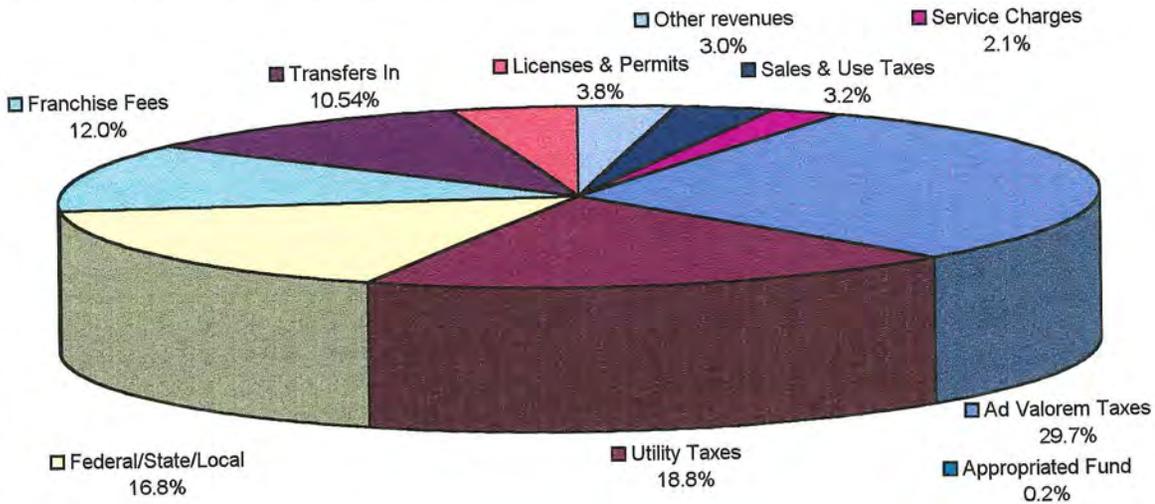
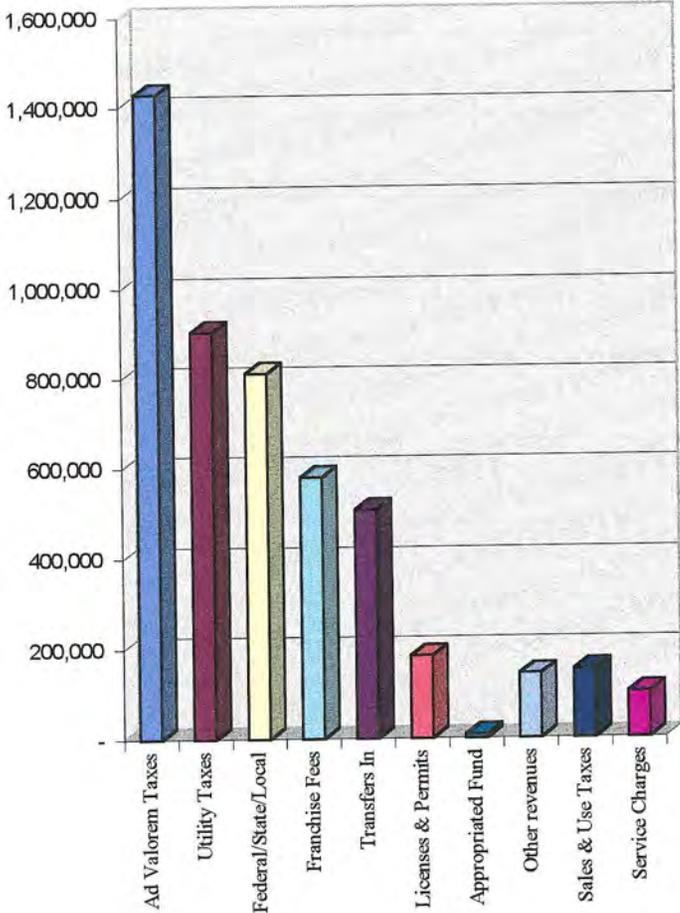
* Includes interest & impact fees in the R&R Fund and Debt Service Fund

CITY OF HOLLY HILL ALL FUNDS EXPENDITURES BUDGET YEAR 1996-97



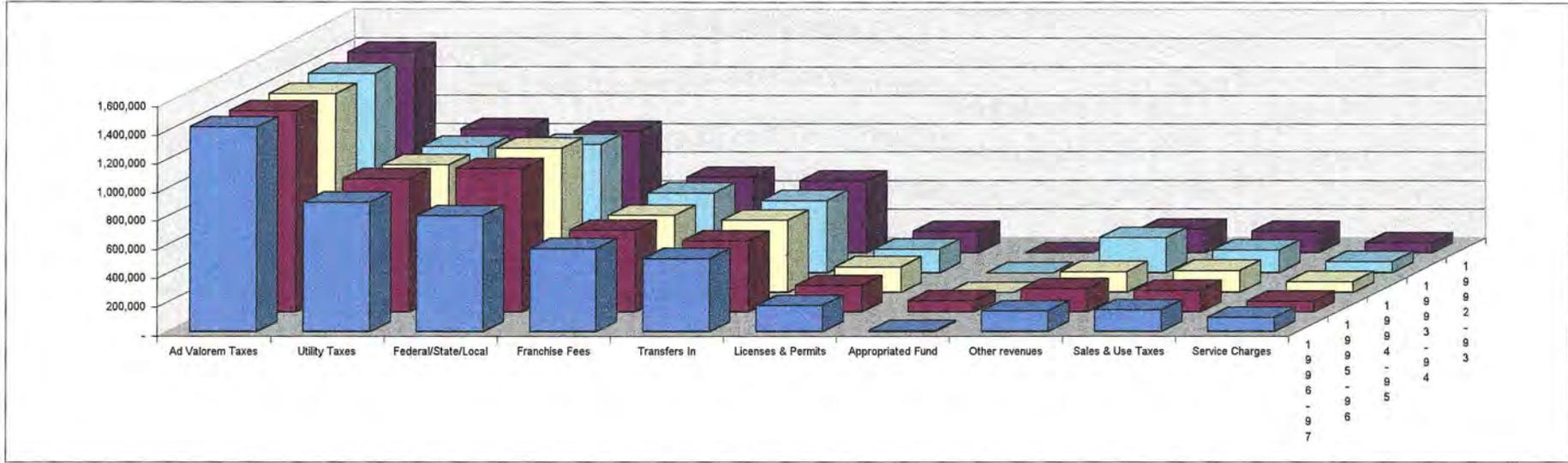
Personal Services	5,123,900
Operating Expenditures	2,536,000
Capital Outlay	1,044,700
Debt Service	1,328,400
Reserve	116,400
Total Expenditures	\$ 10,149,400

CITY OF HOLLY HILL GENERAL FUND REVENUES BUDGET YEAR 1996-97



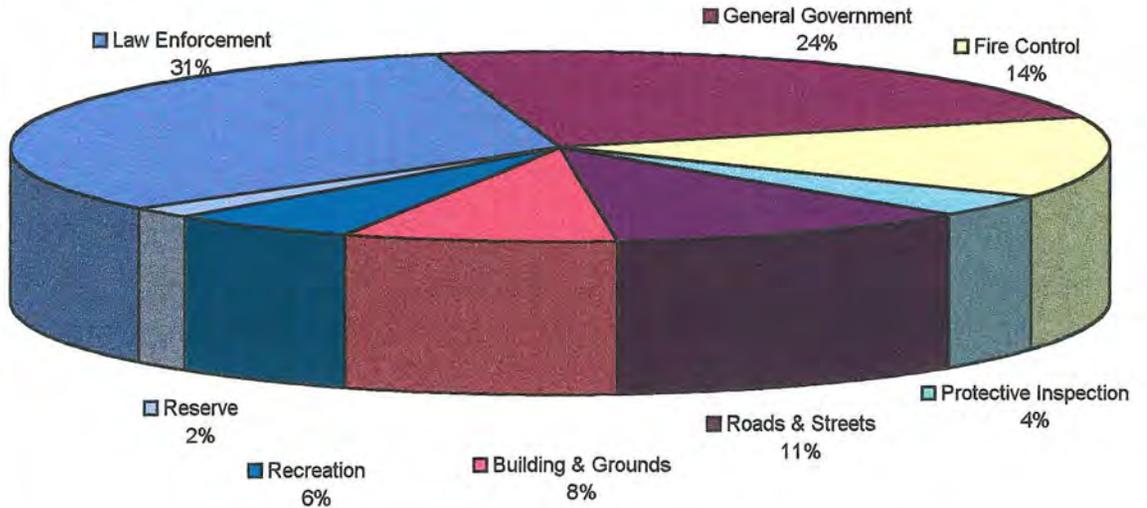
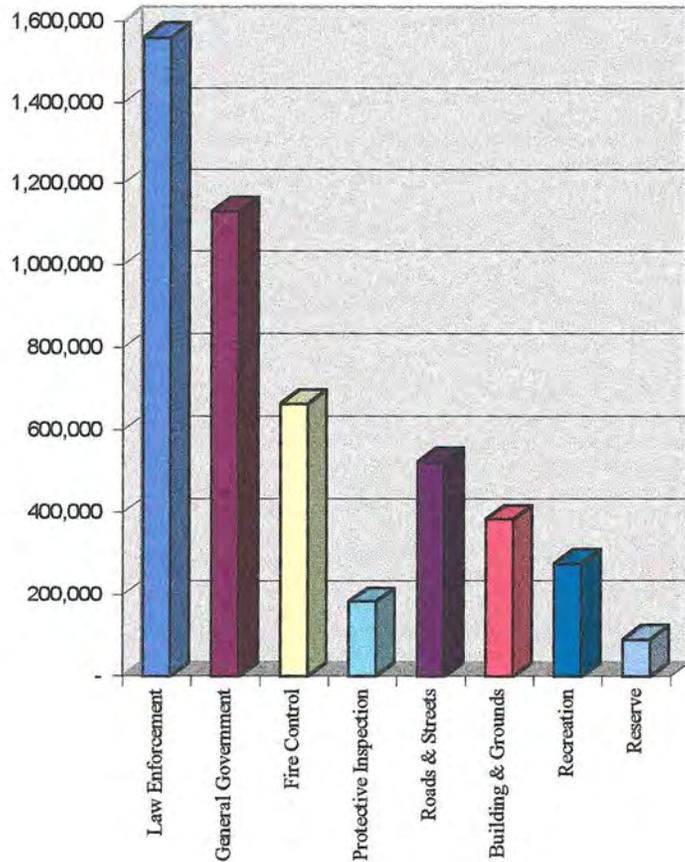
Ad Valorem Taxes	1,429,000
Utility Taxes	904,000
Federal/State/Local Shared	811,200
Franchise Fees	579,800
Transfers In	508,000
Licenses & Permits	183,500
Appropriated Fund Balance	8,000
Other revenues	142,700
Sales & Use Taxes	152,000
Service Charges	100,500
Total Revenue	\$ 4,818,700

**CITY OF HOLLY HILL
GENERAL FUND REVENUES
BUDGET YEAR 1996-97**



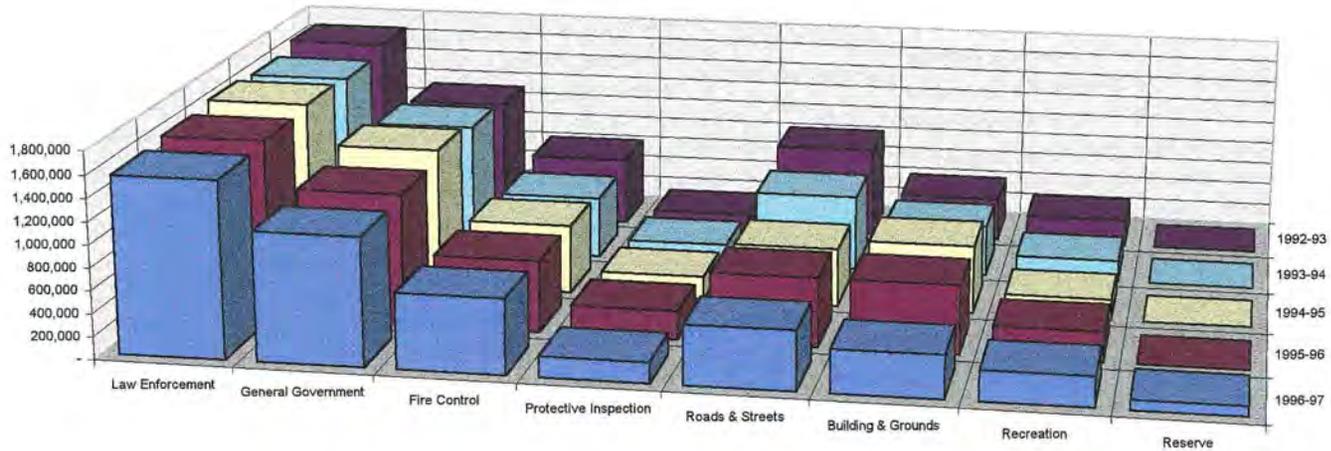
FIVE YEAR HISTORY					
	1992-93	1993-94	1994-95	1995-96	1996-97
	Actual	Actual	Actual	Amended	Proposed
REVENUES					
Ad Valorem Taxes	1,405,171	1,394,850	1,392,787	1,407,000	1,429,000
Utility Taxes	869,498	882,811	893,650	933,000	904,000
Federal/State/Local	848,856	896,484	1,007,564	1,005,200	811,200
Franchise Fees	531,285	558,522	539,025	568,800	579,800
Transfers In	503,000	503,900	507,000	493,300	508,000
Licenses & Permits	148,648	162,989	176,588	185,600	183,500
Appropriated Fund	-	-	-	78,600	8,000
Other revenues	164,864	241,073	143,287	264,400	142,700
Sales & Use Taxes	150,568	155,433	152,449	150,000	152,000
Service Charges	70,327	73,897	73,850	75,700	100,500
Total Revenues	\$ 4,692,217	\$ 4,869,959	\$ 4,886,200	\$ 5,161,600	\$ 4,818,700

CITY OF HOLLY HILL GENERAL FUND EXPENDITURES BUDGET YEAR 1996-97



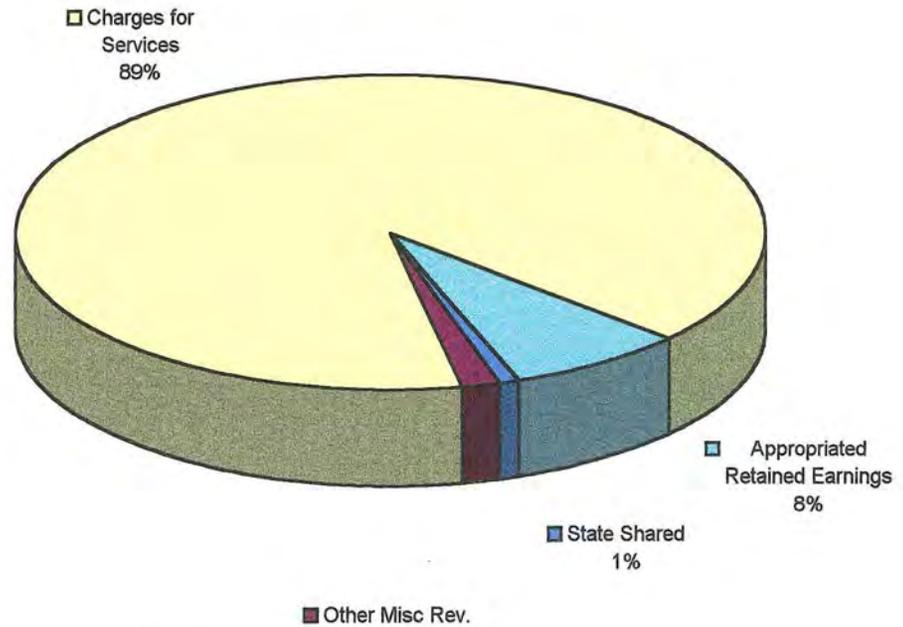
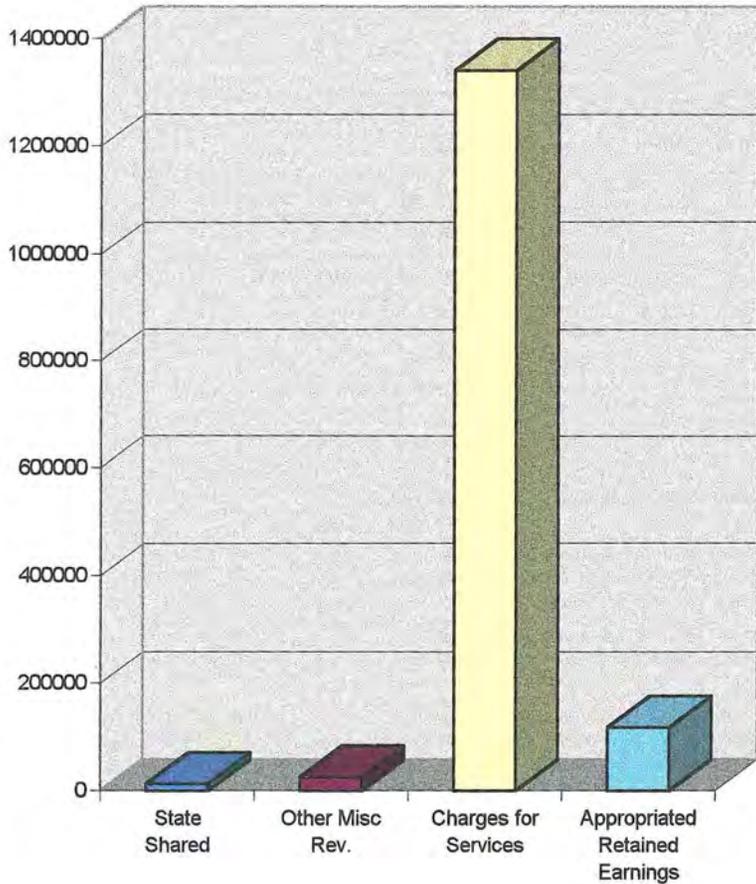
General Government	1,134,100
Law Enforcement	1,562,800
Fire Control	664,700
Protective Inspection	184,300
Roads & Streets	523,600
Building & Grounds	383,600
Recreation	275,600
Reserve	90,000
Total Revenue	\$ 4,818,700

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES
BUDGET YEAR 1996-97**



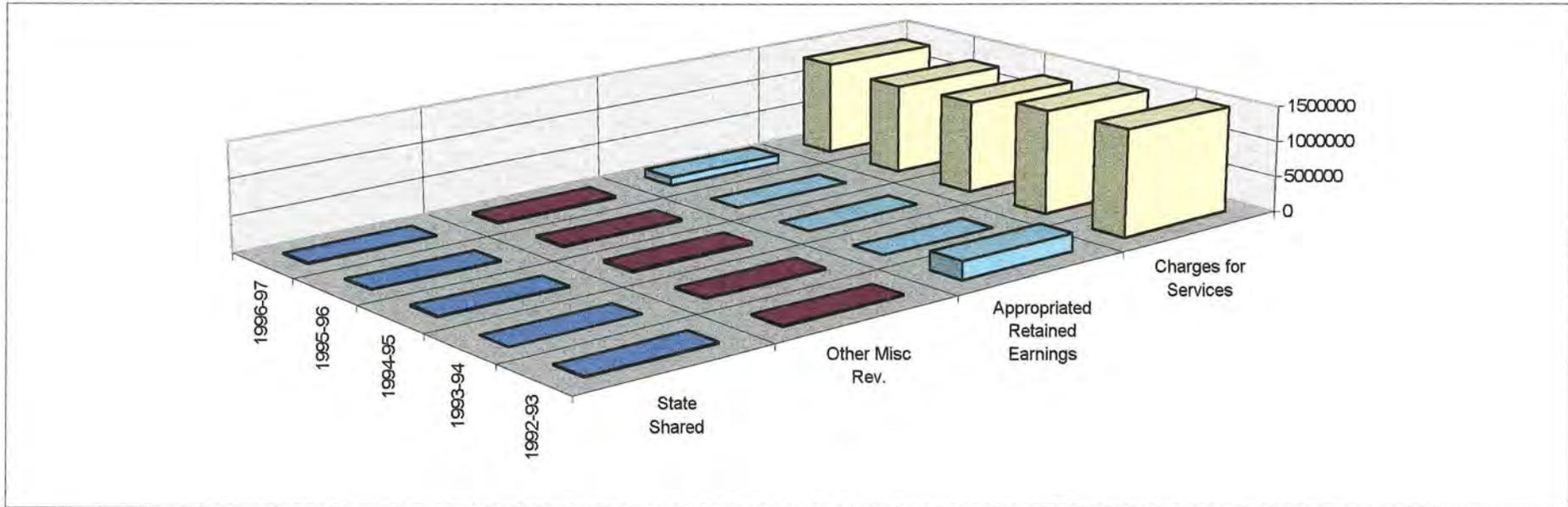
FIVE YEAR HISTORY					
	1992-93	1993-94	1994-95	1995-96	1996-97
	Actual	Actual	Actual	Amended	Proposed
EXPENDITURES					
General Government	1,111,578	1,176,392	1,256,994	1,177,700	1,134,100
Law Enforcement	1,655,453	1,587,069	1,627,481	1,588,400	1,562,800
Fire Control	612,856	562,149	620,762	644,000	664,700
Protective Inspection	132,029	170,289	211,562	255,500	184,300
Roads & Streets	815,538	684,038	531,516	615,100	523,600
Building & Grounds	396,880	456,195	614,695	613,800	383,600
Recreation	247,199	194,481	185,860	264,100	275,600
Reserve	-	-	-	-	90,000
Total Expenditures	\$ 4,971,533	\$ 4,830,613	\$ 5,048,870	\$ 5,158,600	\$ 4,818,700

CITY OF HOLLY HILL SOLID WASTE REVENUES BUDGET YEAR 1996-97



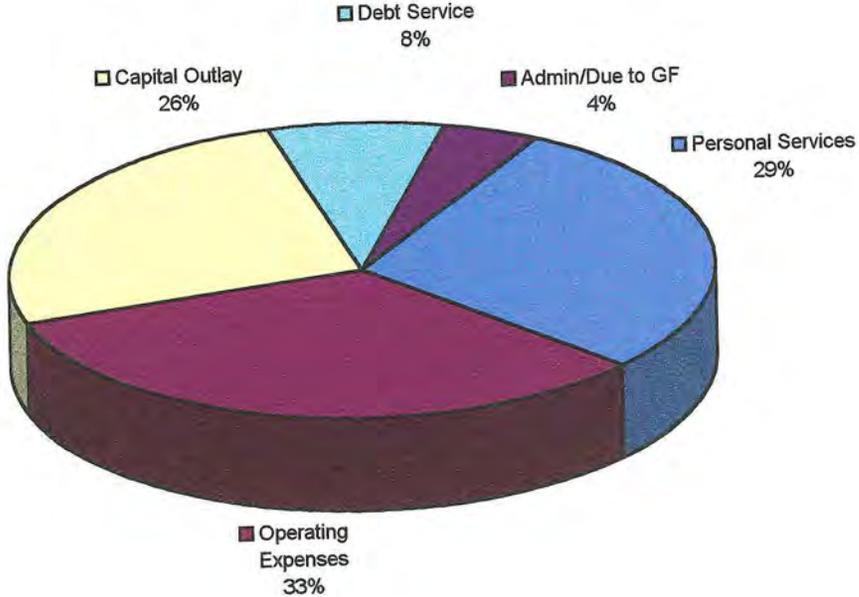
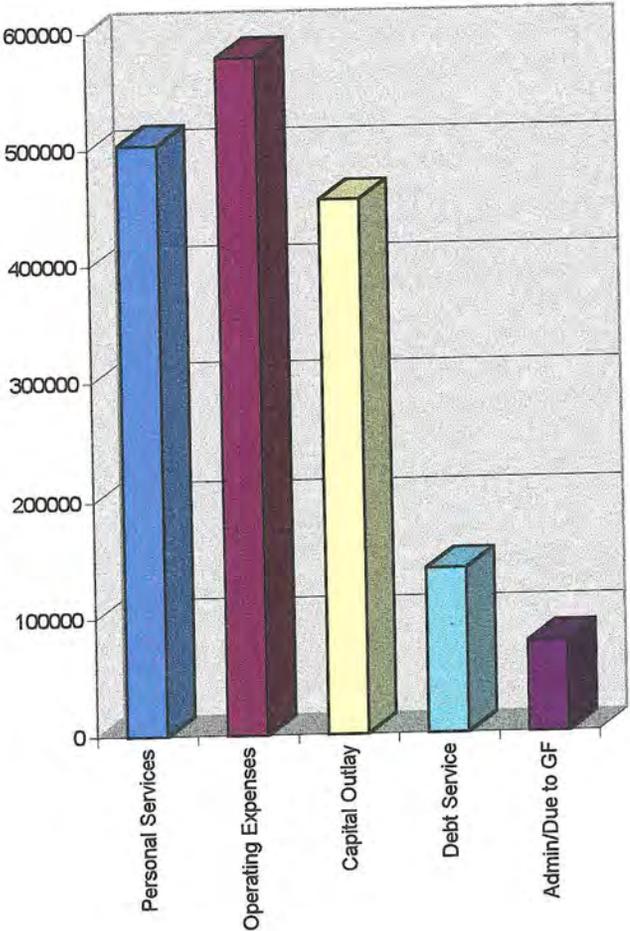
State Shared	13,000
Other Misc Rev.	26,000
Charges for Services	1,341,000
Appropriated Retained Earnings	117,500
Total Solid Waste Revenues	\$ 1,497,500

CITY OF HOLLY HILL SOLID WASTE REVENUES BUDGET YEAR 1996-97



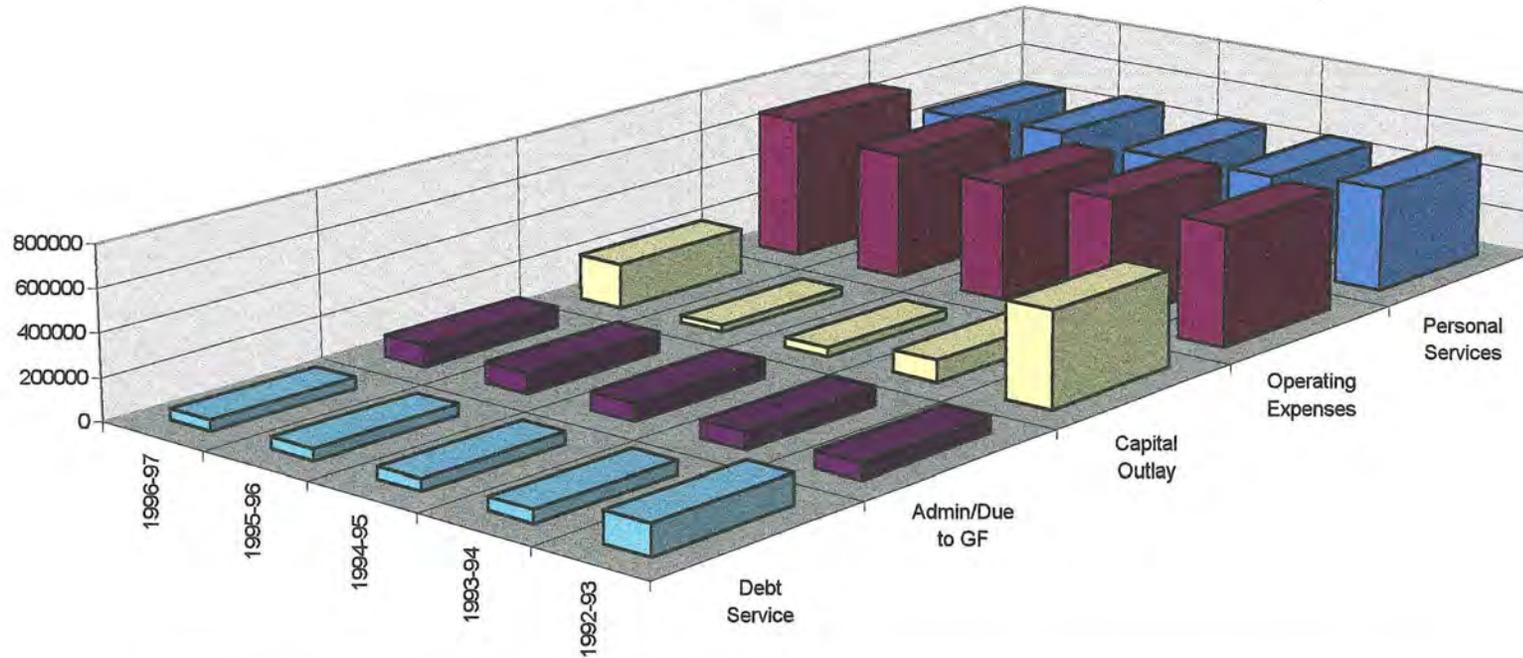
FIVE YEAR HISTORY					
	1992-93	1993-94	1994-95	1995-96	1996-97
	Actual	Actual	Actual	Amended	Proposed
REVENUES					
State Shared	13,000	13,000	15,234	13,000	13,000
Other Misc Rev.	26,000	21,000	28,971	21,000	26,000
Charges for Services	1,341,000	1,270,000	1,304,820	1,270,000	1,341,000
Appropriated Retained Earnings	117,500	-	-	-	117,500
Total Revenues	\$ 1,497,500	\$ 1,304,000	\$ 1,349,025	\$ 1,304,000	\$ 1,497,500

CITY OF HOLLY HILL SOLID WASTE EXPENDITURES BUDGET YEAR 1996-97



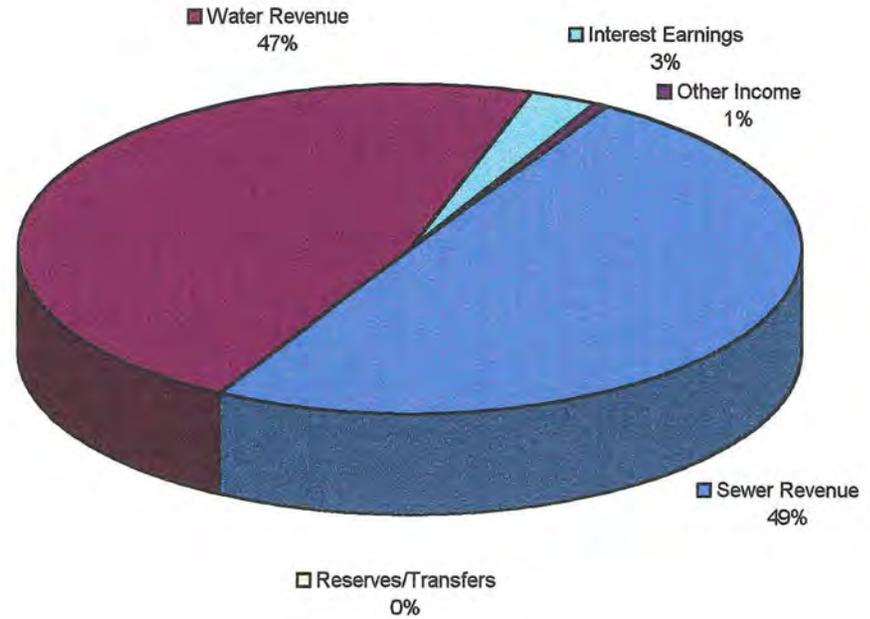
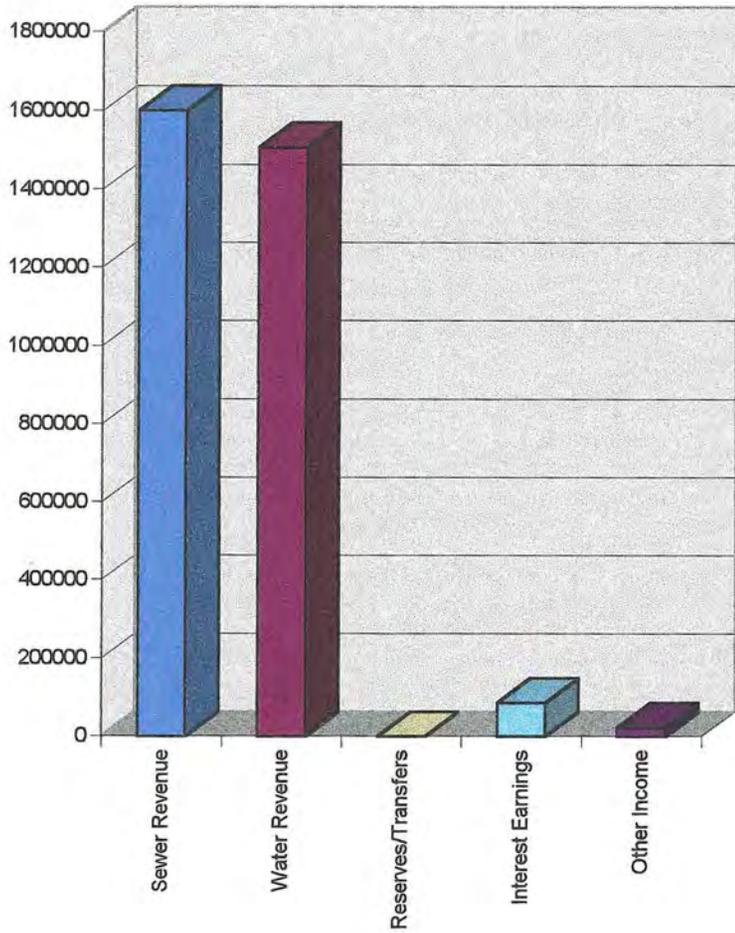
Personal Services	456,400
Operating Expenses	674,400
Capital Outlay	216,500
Debt Service	51,100
Admin/Due to GF	99,100
Total Solid Waste Expenditures	\$ 1,497,500

CITY OF HOLLY HILL SOLID WASTE EXPENDITURES BUDGET YEAR 1996-97



FIVE YEAR HISTORY					
	1992-93	1993-94	1994-95	1995-96	1996-97
	Actual	Actual	Actual	Amended	Proposed
REVENUES					
Personal Services	503,817	461,585	451,868	476,800	456,400
Operating Expenses	578,322	599,837	564,700	608,700	674,400
Capital Outlay	455,728	105,043	43,744	35,000	216,500
Debt Service	140,660	61,176	56,182	53,600	51,100
Admin/Due to GF	77,000	84,900	86,600	96,300	99,100
Total Revenues	\$ 1,755,527	\$ 1,312,541	\$ 1,203,094	\$ 1,270,400	\$ 1,497,500

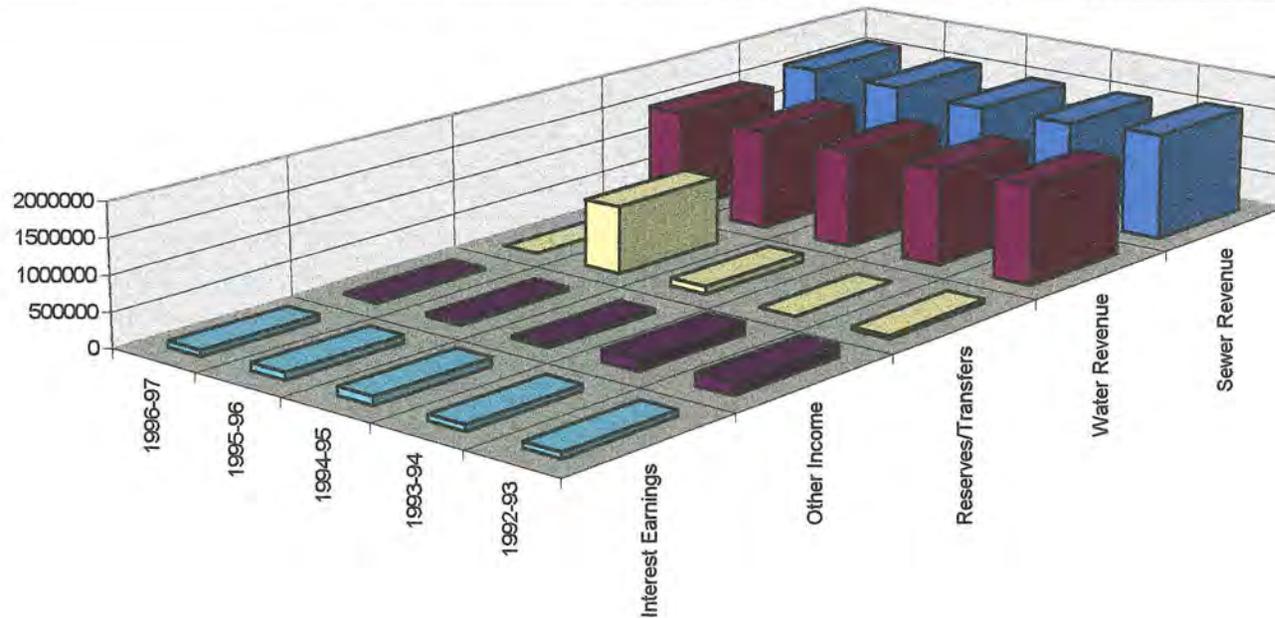
CITY OF HOLLY HILL WATER & SEWER REVENUES BUDGET YEAR 1996-97



Sewer Revenue	1,603,000
Water Revenue	1,508,000
Reserves/Transfers	-
* Interest Earnings	85,200
* Other Income	22,000
Total Water & Sewer Revenues	\$ 1,615,200

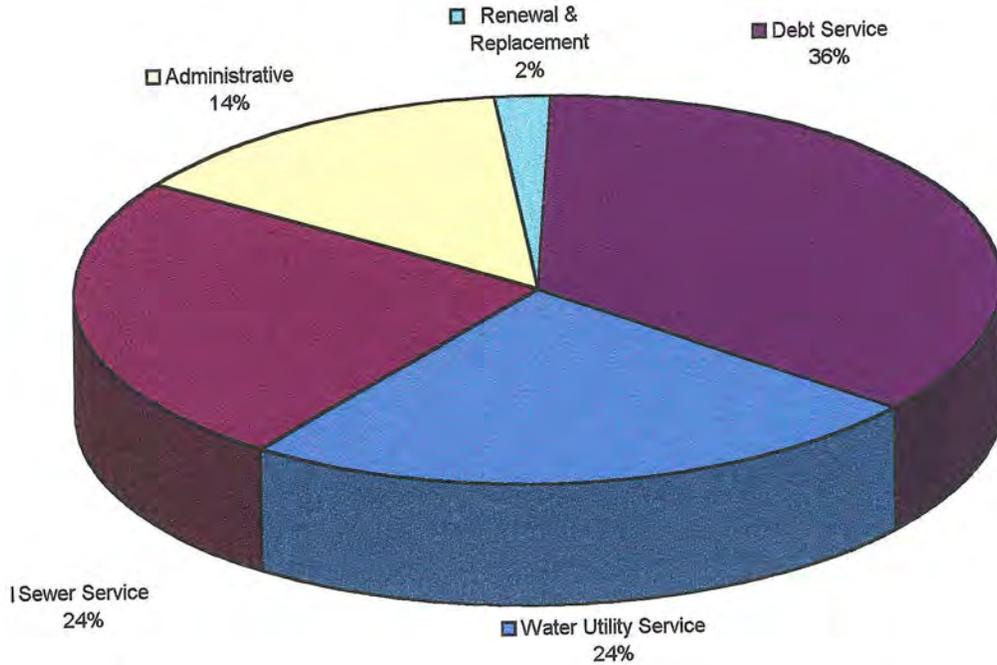
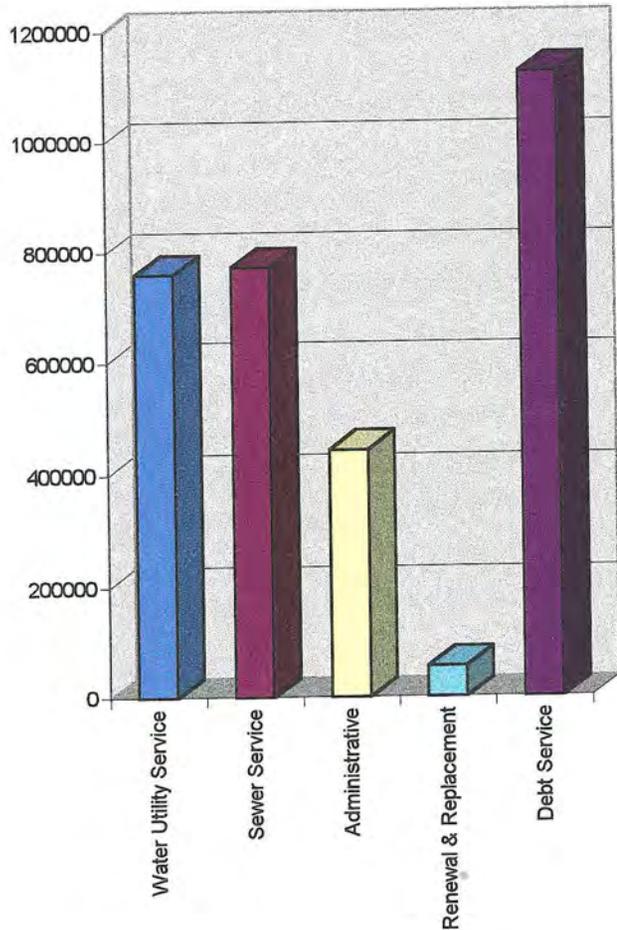
* Includes interest & impact fees in the R & R Fund and Debt Service Fund

CITY OF HOLLY HILL WATER & SEWER REVENUES BUDGET YEAR 1996-97



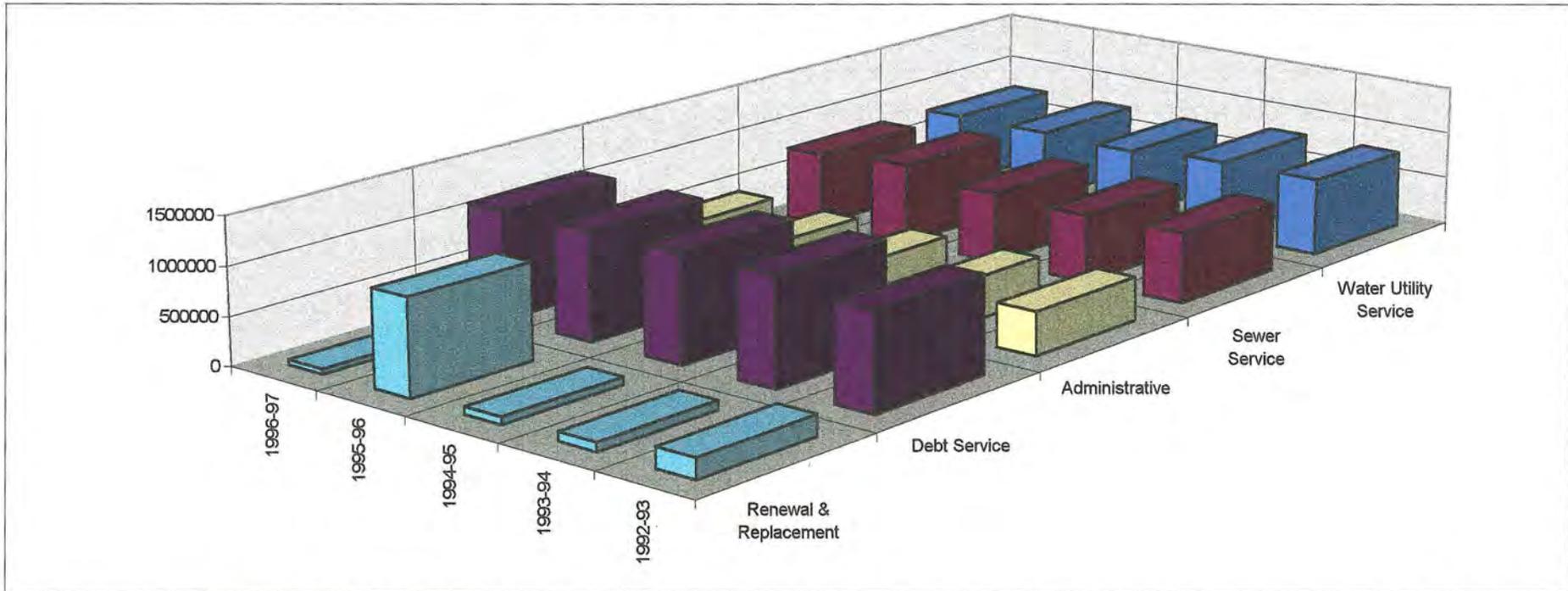
FIVE YEAR HISTORY					
	1992-93	1993-94	1994-95	1995-96	1996-97
	Actual	Actual	Actual	Amended	Proposed
REVENUES					
Sewer Revenue	1,568,503	1,493,665	1,479,253	1,560,400	1,603,000
Water Revenue	1,452,211	1,411,747	1,410,467	1,470,100	1,508,000
Reserves/Transfers	44,013	-	110,700	975,600	-
Interest Earnings	88,081	89,539	122,318	110,000	85,200
Other Income	175,426	171,928	40,336	41,800	22,000
Total Revenues	\$ 3,328,234	\$ 3,166,879	\$ 3,163,074	\$ 4,157,900	\$ 3,218,200

CITY OF HOLLY HILL WATER & SEWER EXPENDITURES BUDGET YEAR 1996-97



Water Utility Service	760,100
Sewer Service	772,600
Administrative	443,900
Renewal & Replacement	55,300
Debt Service	1,125,200
Reserves	61,100
Total Expenditures	\$ 3,218,200

CITY OF HOLLY HILL WATER & SEWER EXPENDITURES BUDGET YEAR 1996-97



FIVE YEAR HISTORY					
	1992-93	1993-94	1994-95	1995-96	1996-97
	Actual	Actual	Actual	Amended	Proposed
REVENUES					
Sewer Revenue	807,323	806,898	736,222	754,500	760,100
Water Revenue	732,787	709,187	733,798	847,900	772,600
Reserves/Transfers	450,174	440,499	443,118	437,000	443,900
Interest Earnings	209,217	91,324	77,153	992,500	55,300
Other Income	-	-	-	-	61,100
Total Revenues	3,201,772	3,173,429	3,117,640	4,157,900	3,218,200

GENERAL FUND

ANNUAL BUDGET

1996 - 1997

GENERAL FUND REVENUE EXPLANATION

Property Tax Revenue

The General Fund revenue projections include ad valorem tax revenue of \$1,409,000. This estimate is based on an estimated rolled-back rate of \$5.53591 per \$1,000 assessed valuation of \$261,106,113. The proposed millage rate represents a .32% decrease from the current rate of \$5.55375. The current year estimated gross taxable value increased by \$2,094,338, or .81% from the 1995 final gross taxable value of \$259,011,775. The following table provides a summary of the City's anticipated tax collections at the rate of 98% estimated collections.

Gross taxable value	\$261,106,113
Less exemptions	
(new construction + additions - deletions)	1,259,850
Adjusted taxable value	259,846,263
Rate per \$1,000	5.53591
1996 tax levy	1,438,485
Estimated % of collections	98%
Estimated current tax collections	1,409,715

Sales and Use Taxes

The City receives a percentage of the first four cents (\$.04) per gallon of local option gas tax charged in Volusia County based on a formula using the City's real property assessments and current population. This revenue, estimated at \$152,000 is based on current average receipts.

Local Option Gas Tax revenue is restricted by F.S.S. 336.025(C) to "transportation expenditures". These expenditures include road and street maintenance and

equipment, drainage, street lighting, engineering, signalization and bridge maintenance as well as other transportation expenditures.

Franchise Fees

Based on eight months' collections, revenue from franchise fees is anticipated to increase over the 1995-96 receipts. The following table shows the franchise fee charged to various companies:

Florida Power & Light	6%
Southern Bell	1%
Peoples Gas	6%
Cablevision Industries	3%
Towing Services	\$10.800

Utility Service Taxes

Based on current and historical revenue information, the electric, telephone and gas utility taxes is expected to remain the same.

Licenses and Permits

Revenue from occupational licenses is anticipated to remain the same. Permit fees are also expected to remain the same. Inspection fees are projected at a lesser amount than was anticipated in th 1995-96 budget.

State Shared Revenues

This revenue is received from the State for grants, one-half cent of the state sales tax, cigarette tax, mobile home licenses, alcoholic beverage licenses, and motor fuel tax rebate. The State Revenue Sharing line item is composed of both cigarette taxes and the 8th cent motor fuel tax. Currently, 35.15% of the City's State Revenue Sharing funds are from the 8th cent motor fuel tax. This amount, approximately \$87,000, is restricted by F.S.S. 206.605(3) to road use only. This use includes the purchase of transportation facilities and road and street rights-of-way, construction reconstruction and maintenance of roads and streets. The F.S.S. 206.625(1) provides that the return of tax paid by the City (Motor Fuel Tax Rebate) will also be used for roads and streets construction, reconstruction, and maintenance.

Anticipated collections of most state shared revenues is expected to remain the same as the 1995-96 estimates.

Local Shared Revenues

This revenue is monies received from the County for grants and for the City share of County licenses. Based on last year's collections, the city's share of county licenses is expected to decrease by 4,000.

Fines and Forfeitures

Based on current projections decreases are anticipated in court fines and police education. Parking violations result in parking tickets being issued and revenue of \$1,000 is projected.

Interest Earnings

Interest earnings are based on current average earnings. No changes are anticipated in 1996-97.

Miscellaneous Revenues

Surplus Sales - The City anticipates that obsolete equipment items will be sold at auction for an estimated \$5,000.

Other Miscellaneous Revenue - Current projections indicate no significant change for 1996-97.

Appropriated Fund Balances and Reserves

Prior year cash reserves of \$4,500 will be used to fund additional police education. An appropriation of \$85,600 from stormwater utility reserves is also included to fund storm drainage projects.

Transfers

Transfers from the Water and Sewer Enterprise Fund and the Solid Waste Enterprise Fund totalling \$493,300 will defray those funds' administrative expenses and share of debt service payments for City Hall Renovations budgeted in the General Fund.

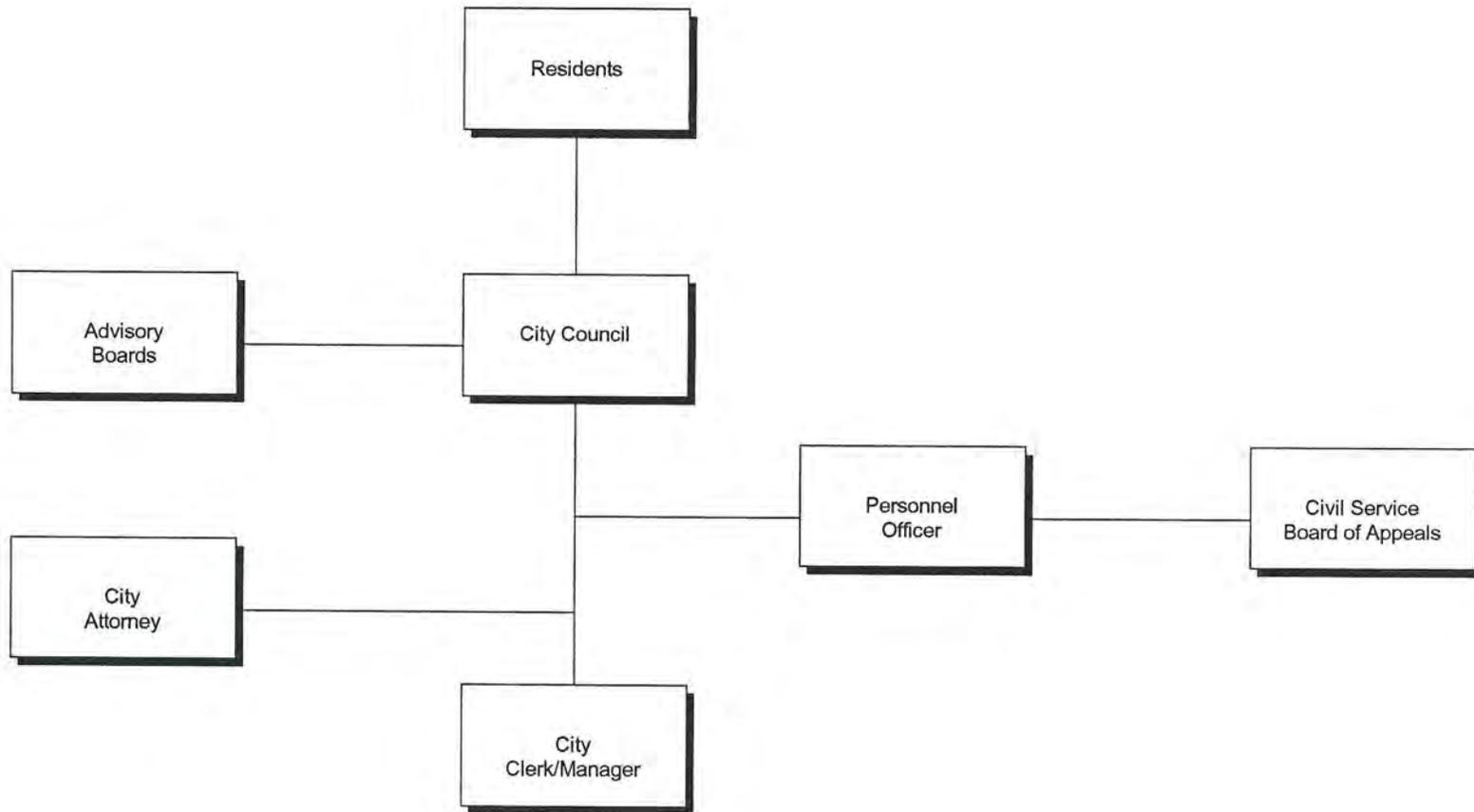
FUND ACCOUNT ACCOUNT NAME			1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1995-96 AMENDED	1996-97 PROPOSED
AD VALOREM TAXES								
001	311.100	Current Ad Valorem Taxes	\$ 1,372,567	\$ 1,371,865	\$ 1,382,546	\$ 1,415,400	\$ 1,387,000	\$ 1,409,000
001	311.200	Delinquent Ad Valorem Taxes	32,604	22,985	10,241	20,000	20,000	20,000
		Sub-total Ad Valorem Taxes	\$ 1,405,171	\$ 1,394,849	\$ 1,392,786	\$ 1,435,400	\$ 1,407,000	\$ 1,429,000
SALES AND USE TAXES								
001	312.410	Local Option Gas Tax	\$ 150,303	\$ 155,305	\$ 152,354	\$ 150,000	\$ 150,000	\$ 152,000
001	312.420	Local Altern. Fuel Decal User Fee	265	128	95	0	0	0
		Sub-total Sales and Use Taxes	\$ 150,568	\$ 155,433	\$ 152,449	\$ 150,000	\$ 150,000	\$ 152,000
FRANCHISE FEES								
001	313.100	Electricity	\$ 448,184	\$ 465,265	\$ 449,279	\$ 470,000	\$ 470,000	\$ 480,000
001	313.200	Telephone & Telegraph	13,668	15,082	15,420	15,000	15,800	15,000
001	313.400	Gas	32,105	38,130	33,859	34,000	32,000	32,000
001	313.500	CATV	37,328	40,046	40,467	40,000	42,000	42,000
001	313.900	Towing Services	0	0	0	0	9,000	10,800
		Sub-total Franchise Fees	\$ 531,285	\$ 558,522	\$ 539,025	\$ 559,000	\$ 568,800	\$ 579,800
UTILITY SERVICE TAXES								
001	314.100	Electricity	\$ 671,476	\$ 683,841	\$ 691,047	\$ 690,000	\$ 717,000	\$ 700,000
001	314.200	Telephone & Telegraph	143,017	145,172	145,505	146,000	148,000	146,000
001	314.400	Gas	55,005	53,799	57,099	58,000	68,000	58,000
		Sub-total Utility Taxes	\$ 869,498	\$ 882,811	\$ 893,650	\$ 894,000	\$ 933,000	\$ 904,000
		Total Taxes	\$ 2,956,522	\$ 2,991,617	\$ 2,977,910	\$ 3,038,400	\$ 3,058,800	\$ 3,064,800

FUND ACCOUNT ACCOUNT NAME			1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1995-96 AMENDED	1996-97 PROPOSED
LICENSES & PERMITS								
001	321.100	Professional & Occupational Licenses	\$ 112,570	\$ 124,498	\$ 126,406	\$ 130,000	\$ 130,000	\$ 127,000
001	322.100	Building Permits	12,441	15,241	21,017	14,000	15,000	14,000
001	322.110	Electrical Permits	7,127	7,637	5,447	7,000	6,000	5,000
001	322.120	Plumbing Permits	2,511	3,717	2,410	2,500	2,000	1,500
001	322.130	Mechanical Permits	3,464	2,772	2,254	2,800	2,300	2,000
001	329.100	Other Licenses & Permits	10,536	9,124	8,635	9,000	10,000	10,000
001	329.200	Inspection Fees	0	0	10,420	32,300	20,300	24,000
		Sub-total Licenses & Permits	\$ 148,648	\$ 162,989	\$ 176,588	\$ 197,600	\$ 185,600	\$ 183,500
FEDERAL SHARED REVENUES								
001	331.210	D.A.R.E. Grant	\$ 5,807	\$ 8,240	\$ 4,458	\$ 0	\$ 0	\$ 18,000
001	331.710	Land & Water conservation Fund Grant	0	14,252	71,131	0	0	0
001	331.720	Symms Trails Fund Grant	0	0	0	25,000	25,000	0
		Sub-total Federal Shared Revenues	\$ 5,807	\$ 22,492	\$ 75,589	\$ 25,000	\$ 25,000	\$ 18,000
STATE SHARED REVENUES								
001	334.150	Dept of Community Affairs	\$ 3,483	\$ 0	\$	\$ 0	\$ 0	\$ 0
001	334.750	State Grant	0	40,000	47,500	137,000	137,000	0
001	335.110	Two Cents Additional Cigarette Tax	43,762	40,530	42,043	43,000	40,000	42,000
001	335.120	State Revenue Sharing	282,935	271,508	281,909	270,000	270,000	270,000
001	335.140	Mobile Home Licenses	14,354	14,601	14,269	14,000	15,000	14,000
001	335.150	Alcoholic Beverage Licenses	7,766	9,821	5,205	10,000	10,000	10,000
001	335.180	Half Cent Sales Tax	455,053	433,414	440,850	435,000	435,000	441,000
001	335.230	Firefighter Supplemental Comp.	0	450	600	1,200	1,200	1,200
001	335.410	Motor Fuel Tax Rebate	3,373	3,661	1,986	3,000	7,000	3,000
		Sub-total State Shared Revenues	\$ 810,726	\$ 813,986	\$ 834,362	\$ 913,200	\$ 915,200	\$ 781,200

FUND ACCOUNT		ACCOUNT NAME	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1995-96 AMENDED	1996-97 PROPOSED
INTEREST EARNINGS								
001	361.100	Investments	\$ 10,229	\$ 5,854	\$ 5,358	\$ 5,000	\$ 3,000	\$ 5,000
001	361.200	Investments/State Bd of Administration	50,122	63,530	73,454	66,000	86,000	66,000
		Sub-total Interest Earnings	\$ 60,351	\$ 69,384	\$ 78,812	\$ 71,000	\$ 89,000	\$ 71,000
SALES & COMPENSATION/LOSS OF FIXED ASSETS								
001	364.410	Surplus Sales (Equip., Land, Bldgs.)	\$ 10,501	\$ 492	\$ 4,313	\$ 10,000	\$ 84,200	\$ 5,000
001	364.420	Insurance Proceeds/Loss	0	5,224	2,725	0	16,700	0
		Sub-total Sales & Compensation	\$ 10,501	\$ 5,716	\$ 7,038	\$ 10,000	\$ 100,900	\$ 5,000
CONTRIBUTIONS								
001	366.900	Contributions & Donations - Bricks	\$ 588	\$ 649	\$ 1,225	\$ 0	\$ 16,000	\$ 0
001	366.910	D.A.R.E. Contributions	301	150	0	200	0	0
		Sub-total Contributions	\$ 889	\$ 799	\$ 1,225	\$ 200	\$ 16,000	\$ 0
OTHER MISCELLANEOUS REVENUES								
001	365.100	Scrap Sales	\$ 1,291	\$ 3,517	\$ 2,320	\$ 1,000	\$ 3,700	\$ 1,000
001	369.900	Other Miscellaneous Revenue	\$ 11,369	\$ 99,787	\$ 7,033	\$ 10,000	\$ 8,000	\$ 10,000
001	369.910	Lime & Sludge Bed Cleaning	\$ 200	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
		Sub-total Other Misc. Revenues	\$ 12,860	\$ 103,304	\$ 9,353	\$ 11,000	\$ 11,700	\$ 11,000
		Total Misc. Revenue	\$ 84,600	\$ 179,204	\$ 96,428	\$ 92,200	\$ 217,600	\$ 87,000
								Page 56



City Council



CITY COUNCIL

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Personal Services	\$12,747	\$14,150	\$12,157	\$15,100	\$15,000	\$15,100
Operating Expenses	<u>35,160</u>	<u>34,930</u>	<u>36,137</u>	<u>36,000</u>	<u>36,100</u>	<u>36,200</u>
TOTAL	\$47,908	\$49,080	\$48,294	\$51,100	\$51,100	\$51,300

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

The City Council is the governing body of the City, responsible for making and enforcing the laws and regulations of the City. Policy decisions regarding types and levels of services to be provided are also the responsibility of the council.

The City Council consists of the Mayor and four council members. They are elected on a city-wide basis for a two-year term in December of odd-numbered years. They share equal voting powers.

The City Council appoints the City Manager, City Attorney, City Engineers, City Auditors and various members of advisory boards, all of whom serve at the pleasure of the council.

ACTIVITY GOALS

1. Represent the residents of Holly Hill by formulating and enacting public policy and by providing the leadership necessary to meet community needs.

ACTIVITY OBJECTIVES

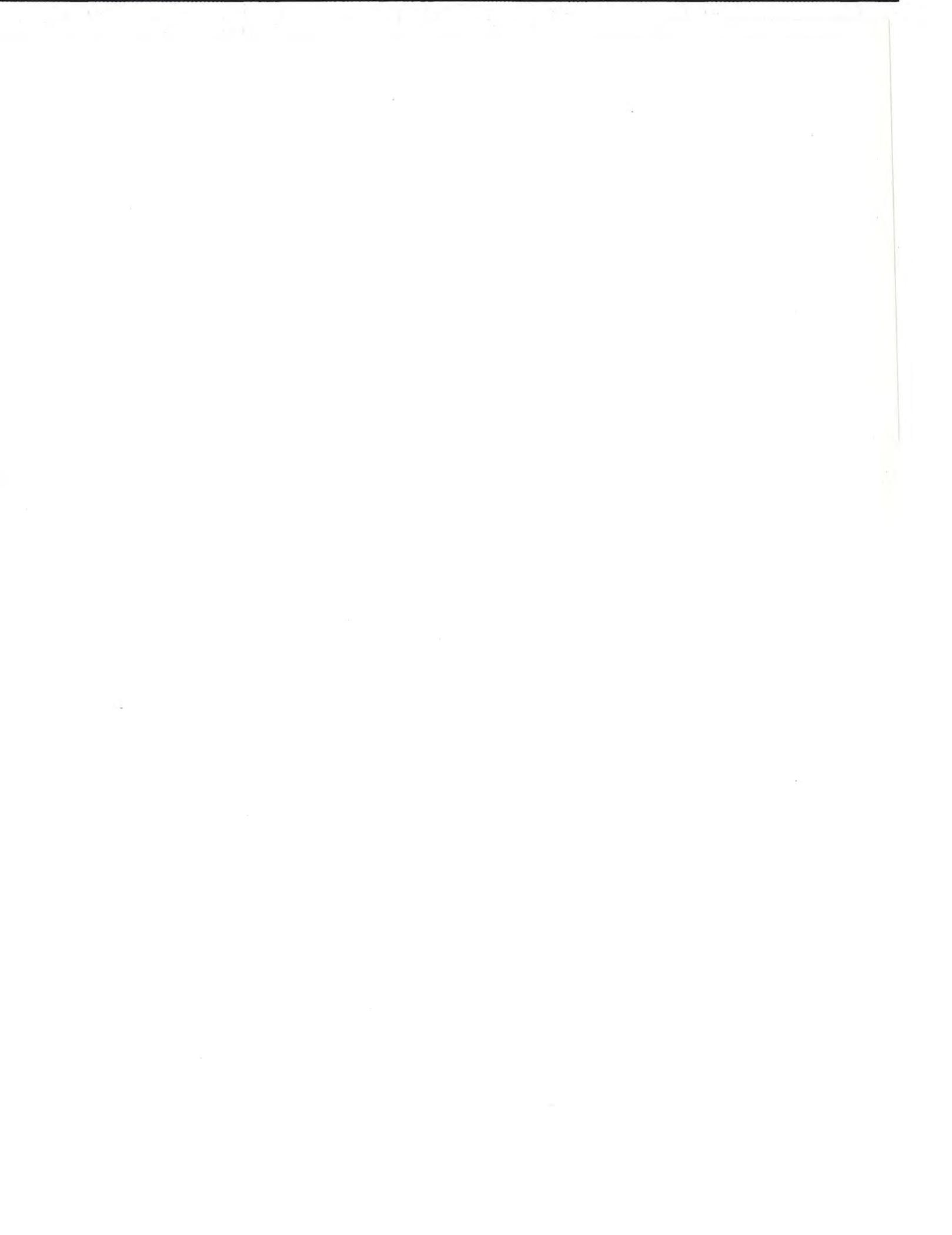
1. Review, evaluate and adopt the annual budget.
2. Review, evaluate and adopt the Redevelopment District.
3. Review and evaluate alternative uses of the school property adjacent to City Hall.

ACTIVITY MEASUREMENTS

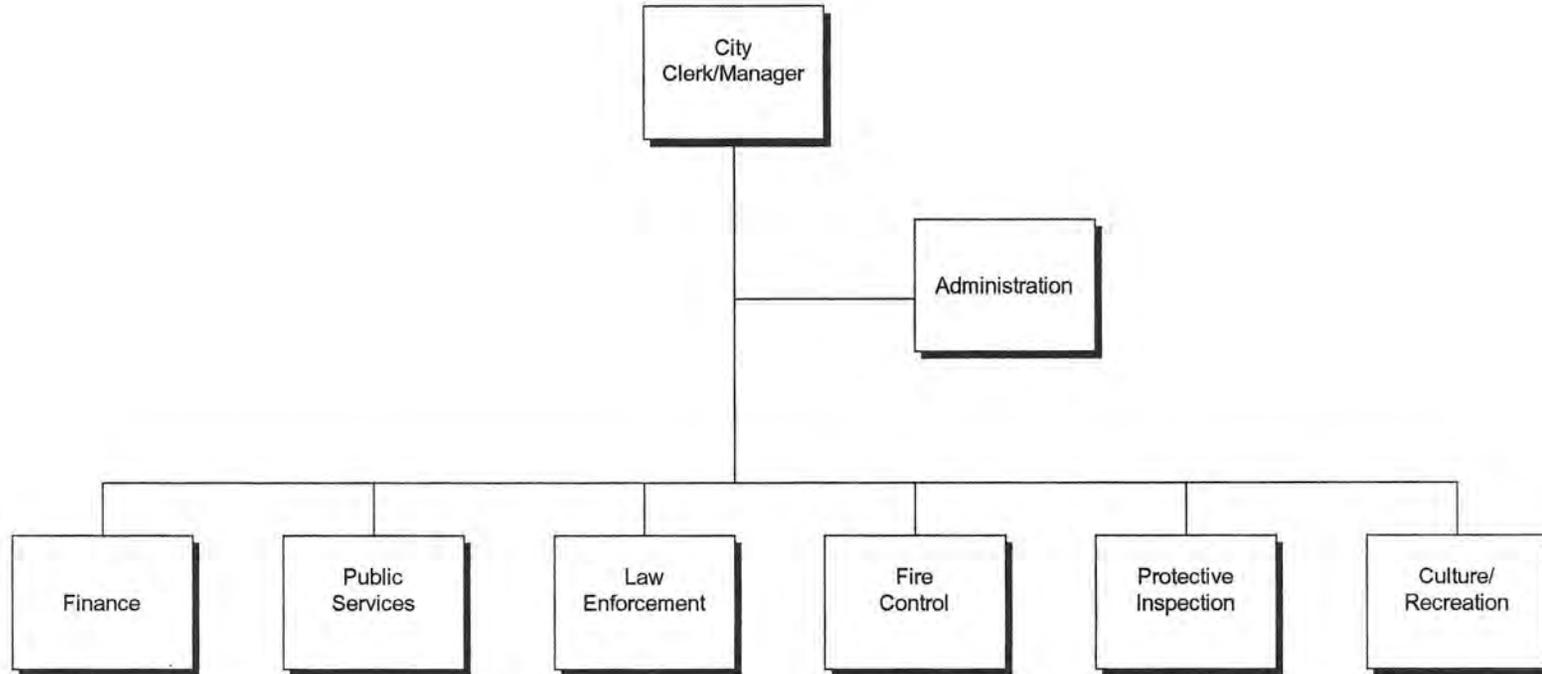
	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ESTIMATED</u> <u>1994-95</u>	<u>PROJECTED</u> <u>1995-96</u>
Number of Regular City Council meetings	23	23	23	23
Number of Special Council meetings	10	10	10	10
Number of Ordinances adopted	35	35	35	35
Number of Resolutions adopted	60	60	60	60

FUND ACCOUNT	ACCOUNT NAME	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1995-96 AMENDED	1996-97 PROPOSED
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		GENERAL GOVERNMENT - CITY COUNCIL						
		PERSONAL SERVICES						
001	511.110	Executive Salaries	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	
001	511.210	FICA Taxes	0	0	0	0	0	
001	511.220	Retirement Contributions	0	0	0	0	0	
001	511.230	Life & Health Insurance	8,251	8,655	8,529	9,100	9,100	
001	511.240	Workers' Compensation	0	0	0	0	0	
001	511.280	Training & Travel	4,496	5,495	3,629	6,000	6,000	
		Sub-total Personal Services	\$ 12,747	\$ 14,150	\$ 12,157	\$ 15,100	\$ 15,100	
		OPERATING EXPENSES						
001	511.410	Telephone/Communications Service	\$ 0	\$ 126	\$ 258	\$ 300	\$ 700	
001	511.440	Rentals & Leases	119	133	0	0	0	
001	511.470	Printing & Binding	93	233	58	300	200	
001	511.490	Other Charges & Obligations	485	649	1,253	500	500	
001	511.491	Other Special Costs (Council Expense Allowance)	29,700	29,430	30,240	30,300	30,300	
001	511.510	Office Supplies	0	0	0	0	0	
001	511.540	Subscriptions & Memberships	4,763	4,360	4,328	4,600	4,500	
		Sub-total Operating Expenses	\$ 35,160	\$ 34,930	\$ 36,137	\$ 36,000	\$ 36,100	
		TOTAL CITY COUNCIL	\$ 47,908	\$ 49,080	\$ 48,294	\$ 51,100	\$ 51,300	



City Manager



CITY MANAGER

<i>EXPENDITURES</i>	ACTUAL <u>1992-93</u>	ACTUAL <u>1993-94</u>	ACTUAL <u>1994-95</u>	BUDGET <u>1995-96</u>	AMENDED <u>1995-96</u>	PROPOSED <u>1996-97</u>
Personal Services	\$229,068	\$301,484	\$244,328	\$297,800	\$301,300	\$275,200
Operating Expenses	<u>26,681</u>	<u>16,056</u>	<u>26,214</u>	<u>31,600</u>	<u>28,100</u>	<u>31,800</u>
TOTAL	\$255,749	\$317,540	\$270,542	\$329,400	\$329,400	\$307,000

PERMANENT POSITIONS

City Manager	1.00
Deputy Clerk	1.00
Employee Relations Co-ordinator	1.00
City Manager Secretary	1.00
Custodian	<u>1.00</u>
TOTAL	5.00

CITY MANAGER CON'T

SIGNIFICANT EXPENDITURE CHANGES

The Assistant to the City Manager position has been abolished.

ACTIVITY DESCRIPTION

The City Clerk - Manager is the administrative head of the City and is responsible to the City Council for the proper administration of all affairs of the City. The City Manager provides information and recommends policies and procedures to the Council, implements council decisions, and provides direction and guidance to all city departments for coordination of city operations.

The Deputy Clerk records and maintains the City Council minutes, agendas, ordinances, resolutions and other official city records. This office is also responsible for administering all municipal elections.

ACTIVITY GOALS

1. Coordinate and administer all city functions effectively and efficiently.
2. Provide leadership, direction and guidance for all city departments, programs and projects.

ACTIVITY OBJECTIVES

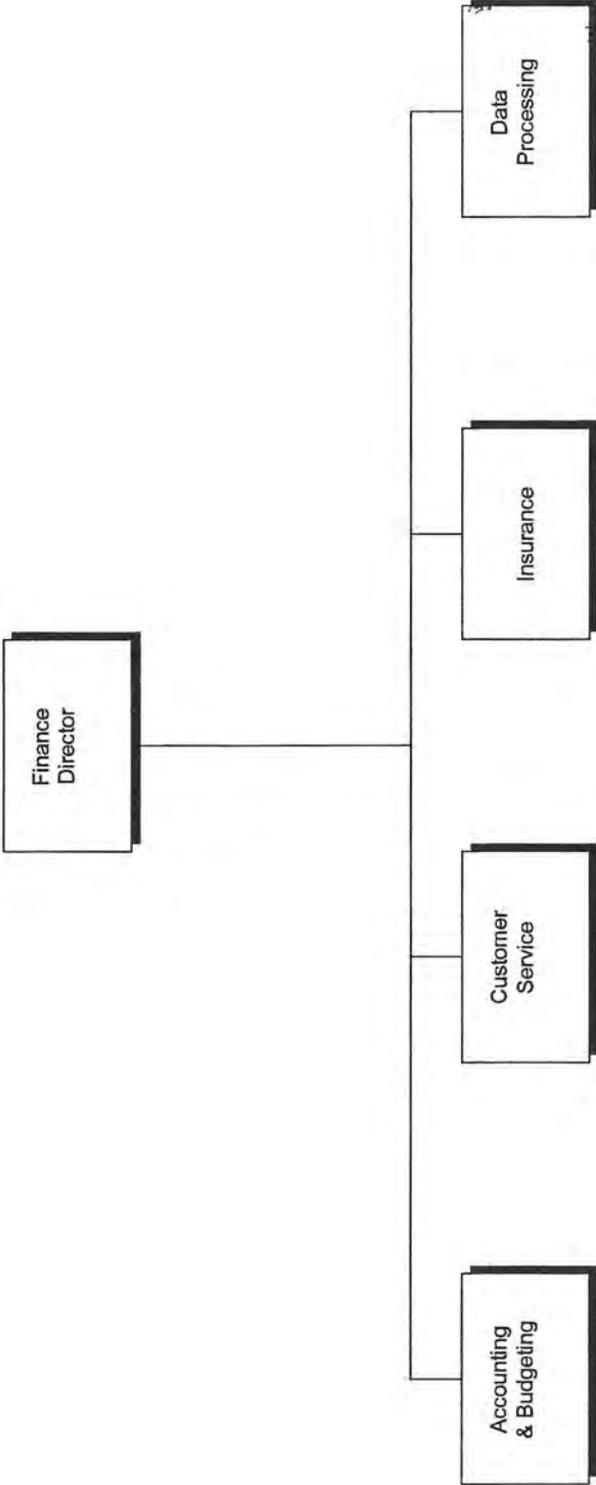
1. Prepare and present the Annual Budget to the City Council.
2. Develop a five-year capital improvement program for Council consideration.
3. Provide direction and guidance to Council on establishing the Redevelopment District.
4. Provide direction and guidance to Council on developing Master Plans for the school property, the parks system, and wastewater reuse.
5. Record and maintain City Records in the records retention schedule.
7. Administrate all municipal elections and assist in county, state, and federal elections, as necessary.

ACTIVITY MEASUREMENTS

	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>ESTIMATED</u> <u>1995-96</u>	<u>PROJECTED</u> <u>1996-97</u>
Number of City Council meetings attended	35	35	44	36
Number of agendas prepared	35	35	36	30
Number of resolutions and ordinances filed	80	80	87	90
Number of elections administered	0	0	2	2
Number of job advertisements placed	0	0	4	2
Number of tests given	0	0	4	2



Finance



FINANCE AND ADMINISTRATION

<i>EXPENDITURES</i>	ACTUAL <u>1992-93</u>	ACTUAL <u>1993-94</u>	ACTUAL <u>1994-95</u>	BUDGET <u>1995-96</u>	AMENDED <u>1995-96</u>	PROPOSED <u>1996-97</u>
Personal Services	\$411,198	\$354,366	\$321,942	\$333,400	\$323,000	\$361,700
Operating Expenses	<u>223,702</u>	<u>180,973</u>	<u>180,280</u>	<u>196,000</u>	<u>232,800</u>	<u>191,500</u>
TOTAL	\$634,900	\$535,339	\$502,222	\$529,400	\$555,800	\$553,200

PERMANENT POSITIONS

Finance Director	1.0
Chief Accountant	1.0
C.S. Super/Acct	1.0
Sr. Account Clerk	1.0
Sr. C.S. Clerk	1.0
Account Clerk	1.0
Customer Service Clerk II	1.0
Customer Service Clerk I	1.0
Computer System Analyst	<u>1.0</u>
TOTAL	9.0

SIGNIFICANT EXPENDITURE CHANGES

1. Computer System Analyst position moved to the Finance Department this year.

ACTIVITY DESCRIPTION

Finance and Administration is responsible for the accounting and reporting of financial activities and the recording and maintaining of official city records. Approximately 45% of the Finance and Administration budget is funded by the Water and Sewer Enterprise Fund and the Solid Waste Enterprise Fund.

The department is organized into two units with overlapping responsibilities as follows:

The Finance Director is responsible for the financial activities of the City. This includes the accounting and reporting of all financial transactions, maintaining permanent accounting records, budget presentations, budget monitoring, preparation of special reports and the investment of idle funds. This office is responsible for the disbursement of all monies, including payroll, and for the proper documentation and reporting which this entails. The Finance Office also processes all insurance claims and maintains fixed asset records and assists other departments with data processing needs.

The Customer Service office handles the billing of water, sewer, garbage, stormwater utility fees, and payments for licenses, permits and other city revenues. The personnel in this office are often the general public's first contact with City Hall and they provide information with regard to water, sewer and garbage and they may direct customers to various other offices for additional assistance.

ACTIVITY GOALS

1. Complete billing cycle accurately and on a timely basis.
2. Process cash receipts and disbursements accurately and in a timely manner.
3. Provide and maintain accurate financial information.
4. Provide polite and cordial contact to the general public.

ACTIVITY OBJECTIVES

1. Provide customers with bills on a monthly basis.
2. Process cash receipts on a daily basis.
3. Complete payroll accurately on a weekly basis.
4. Provide payments to all vendors accurately and timely.
5. Maintain insurance policies and file claims as necessary.
6. Prepare routine and special reports as necessary.
7. Maintain general ledgers and provide up-to-date budget analyses for all funds and departments.
8. Invest idle funds efficiently and effectively.
9. Provide information to Council, City Manager, Department Heads, and Citizens.

ACTIVITY MEASUREMENTS

	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>PROJECTED</u> <u>1995-96</u>	<u>PROJECTED</u> <u>1996-97</u>
Number of utility bills mailed	72,759	73,847	73,295	74,000	74,000
Number of penalty notices mailed	11,000	11,916	11,987	12,329	12,300
Number of payroll checks prepared	7,683	7,607	7,328	4,500	4,000
Number of accounts payable checks issued	5,300	5,473	5,094	4,944	4,000
Number of insurance claims filed	24	15	22	20	15



CIVIL SERVICE

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Personal Services	\$ 6,653	\$ 6,350	\$ 8,411	\$ 200	\$ 800	\$ 1,100
Operating Expenses	6,348	4,030	6,476	14,000	5,800	5,200
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$12,987	\$10,380	\$14,887	\$14,200	\$ 6,600	\$ 6,300

PERMANENT POSITIONS

Recording Secretary

SIGNIFICANT EXPENDITURE CHANGES

1. Decrease activity required by the Civil Service Board due to the Employee Relations Co-ordinator position under the City Manager.

ACTIVITY DESCRIPTION

This department, composed of five unpaid board members appointed by the City Council and a paid part-time secretary, is responsible for assisting in personnel matters as necessary. The board assists the City Council, City Manager, department heads and employees in personnel matters covered by the Civil Service Ordinance.

ACTIVITY GOALS

1. Assist in personnel matters as necessary.

ACTIVITY OBJECTIVES

1. Maintain records and minutes of all Civil Service Board meetings.

ACTIVITY MEASUREMENTS

	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>PROJECTED</u> <u>1995-96</u>	<u>PROJECTED</u> <u>1996-97</u>
Number of Regular Board meetings	4	6	6	8	4
Number of joint meetings with City Council	3	2	2	0	1
Number of joint meetings with Employees Committee	4	2	2	4	N/A*
Number of job advertisements placed	7	8	8	4	N/A*
Number of tests given	7	8	8	4	0
Number of appeals hearings	2	0	1	1	0
Number of special joint meetings	3	3	3	3	0

*Activities moved to City Manager's Department

GENERAL GOVERNMENT - OTHER SERVICES

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Personal Services	\$21,517	\$ 30,039	\$214,109	\$ 33,000	\$ 32,000	\$ 34,000
Operating Expenses	<u>66,999</u>	<u>74,558</u>	<u>73,001</u>	<u>84,500</u>	<u>94,000</u>	<u>79,500</u>
TOTAL	\$88,517	\$104,597	\$287,110	\$117,500	\$126,000	\$113,500

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

1. None

building and the Chamber of Commerce building and provides for the maintenance and repairs of these buildings. Volusia County provides for the operations of the Library and local business people operate the Chamber of Commerce.

ACTIVITY DESCRIPTION

This is a non-department established to record expenditures that are not allocated to the various departments. These expenditures include some insurance expenses, election expenses, advertising, grants and aids, annual service award payments. It also includes utilities, operating supplies and repairs for the City Hall building which houses the City Manager, Finance and Administration, Civil Service, Police and Protective Inspection departments. The City owns the Library

ACTIVITY GOALS

N/A

ACTIVITY OBJECTIVES

N/A

ACTIVITY MEASUREMENTS

N/A

FUND ACCOUNT	ACCOUNT NAME	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1995-96 AMENDED	1996-97 PROPOSED
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		GENERAL GOVERNMENT - OTHER SERVICES						
		OPERATING EXPENSES						
001	519.430	Utility Services	\$ 11,736	\$ 13,051	\$ 14,475	\$ 13,000	\$ 18,000	\$ 14,500
001	519.450	Non-employee Insurance	24,974	27,622	25,691	30,000	30,000	27,000
001	519.460	Repair & Maintenance Services	6,095	3,162	7,062	5,000	5,000	5,500
001	519.500	Advertising	5,965	4,020	3,369	4,500	4,500	4,500
001	519.520	Operating Supplies	10,628	8,403	11,705	8,000	8,500	9,000
001	519.580	Election Expenses	0	7,100	0	8,000	12,000	3,000
001	519.800	Grants and Aids	7,600	11,200	10,700	16,000	16,000	16,000
		Sub-total Operating Expenses	\$ 66,999	\$ 74,558	\$ 73,001	\$ 84,500	\$ 94,000	\$ 79,500
		TOTAL OTHER SERVICES	\$ 88,517	\$ 104,597	\$ 287,110	\$ 117,500	\$ 126,000	\$ 113,500

GENERAL GOVERNMENT - CAPITAL OUTLAY

<i>EXPENDITURES</i>	<u>ACTUAL 1992-93</u>	<u>ACTUAL 1993-94</u>	<u>ACTUAL 1994-95</u>	<u>BUDGET 1995-96</u>	<u>AMENDED 1995-96</u>	<u>PROPOSED 1996-97</u>
Capital Outlay	\$21,649	\$ 59,719	\$ 34,201	\$ 3,200	\$ 9,000	\$ 3,000
Debt Service	<u>49,869</u>	<u>99,737</u>	<u>99,738</u>	<u>99,800</u>	<u>99,800</u>	<u>99,800</u>
TOTAL	\$ 71,518	\$159,456	\$133,939	\$ 103,000	\$108,800	\$102,800

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY GOALS

N/A

ACTIVITY DESCRIPTION

This is a non-department established to record the equipment expenditures of the general government departments and for acquisitions of land or improvements that cannot be properly allocated to other departments.

ACTIVITY OBJECTIVES

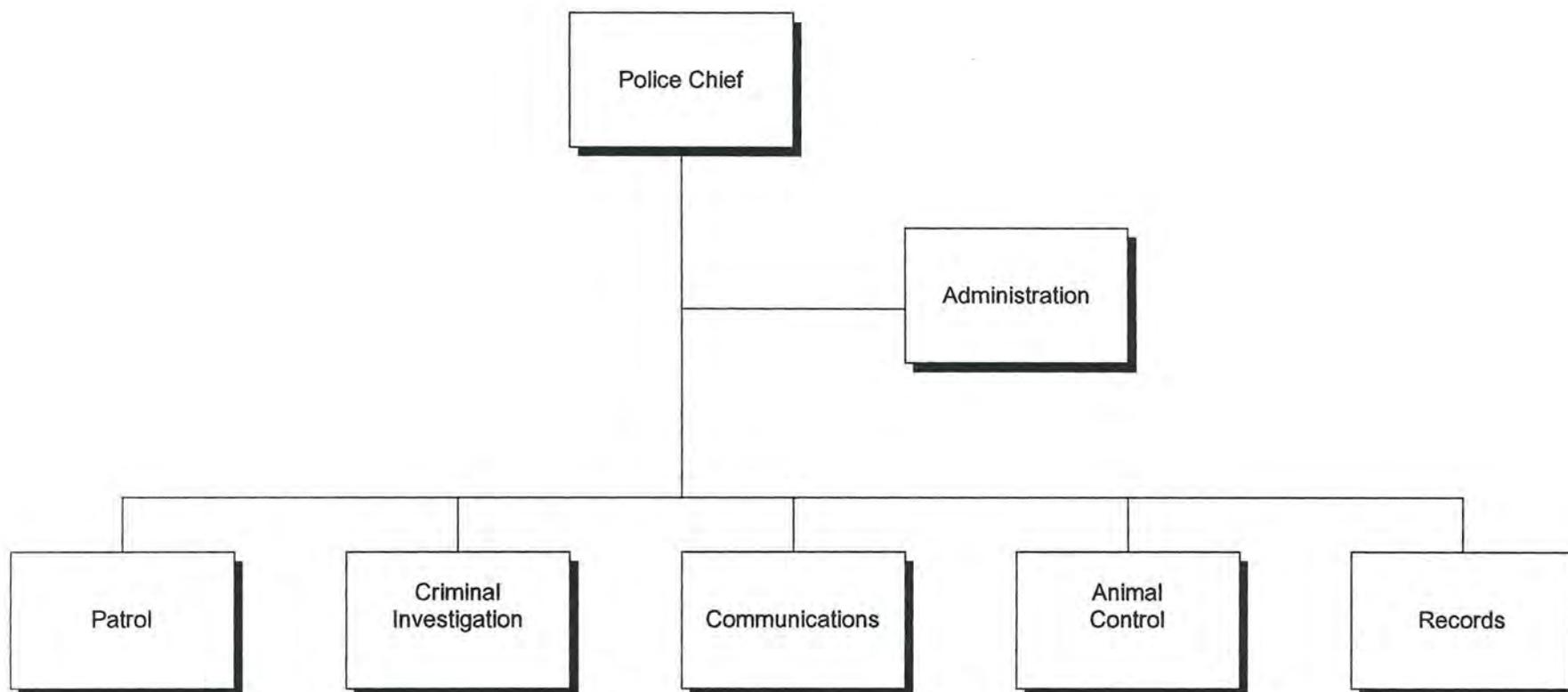
N/A

ACTIVITY MEASUREMENTS

N/A



Law Enforcement



LAW ENFORCEMENT

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Personal Services	\$1,435,761	\$1,416,409	\$1,437,587	\$1,419,900	\$1,395,200	\$1,382,200
Operating Expenses	151,036	161,014	154,601	144,500	156,100	147,500
Capital Outlay	68,656	9,681	19,290	1,000	21,000	17,000
Debt Service	<u>0</u>	<u>0</u>	<u>16,003</u>	<u>16,000</u>	<u>16,100</u>	<u>16,100</u>
 TOTAL	 \$1,655,453	 \$1,587,104	 \$1,627,481	 \$1,581,400	 \$1,588,400	 \$1,562,800

PERMANENT POSITIONS

Police Chief	1.0
Police Captain	1.0
Sergeants/CID	1.0
Police Sergeant	4.0
Police Corporal	3.0
Police Investigator	2.0
Police Officers	11.0
Telecommunicators	4.0
Animal Control Officer	1.0
Staff Assistant	1.0
Office Assistant II/CID	1.0
Office Assistant II/Records	<u>1.0</u>
 TOTAL	 31.0

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

The Police Department is charged with the responsibility of preserving peace and good order and providing for the security of all persons and property within the city. There are five distinct activities included in the Law Enforcement budget.

The communications activity provides radio communications services, telephone answering services (regular and 9-1-1), and the breakdown of paperwork for prisoner transport and court processing.

The police patrol activity provides the first response to criminal activity and calls for police service, and serves to deter criminal acts through observation and inspection. It also regulates traffic, enforces federal, state and local laws and ordinances, and investigates reported or suspected crimes.

The investigation division specializes in the investigation of crimes after the initial report is taken by patrol officers. They are responsible for the collection of evidence, questioning of witnesses and suspects, preparation of criminal cases, and the apprehension of suspects. This division is also responsible for an on-going investigation of all crimes reported until they are cleared or until all leads are exhausted. They also conduct undercover narcotics operations, prepare all search warrants, affidavits, etc., serve search warrants, inventory confiscated property, and submit evidence to the crime lab for processing.

The duties of the animal control officer include patrolling city streets, apprehending stray animals, transferring unclaimed animals to the County Humane Society, investigating complaints of reported violations, and issuing citations when warranted.

ACTIVITY GOALS

1. Provide prompt radio communications service.
2. Provide fast, efficient telephone answering service.
3. Maintain police information effectively.
4. Provide thorough and complete patrol of the city.
5. Enforce all laws in a non-discriminatory manner.
6. Respond promptly to requests for police service.
7. Provide thorough offense reports to minimize time spent by investigators.
8. Provide investigative services to insure adequate and thorough investigations are conducted.
9. Control the stray animal population.
10. Provide residents with protection from loose and dangerous animals.

ACTIVITY OBJECTIVES

1. Reduce the error rate to less than 1% on the teletype.
2. Dispatch calls for service within an average of one minute or less.
3. Provide immediate notification to ambulance, fire and wrecker services.
4. Achieve response time of 2.5 minutes or less on all calls for police assistance.
5. Maximize traffic safety and reduce accidents by 5%.

6. Reduce crimes per 100,000 population to 8,000.
7. Achieve a minimum of 25% clearance/exception for all Part I crimes (felonies).
8. Achieve above 50% minimum recovery of stolen property.
9. Coordinate investigative efforts to achieve a maximum workload of 25 cases per month per investigator.
10. Reduce the number of stray animals within the City.

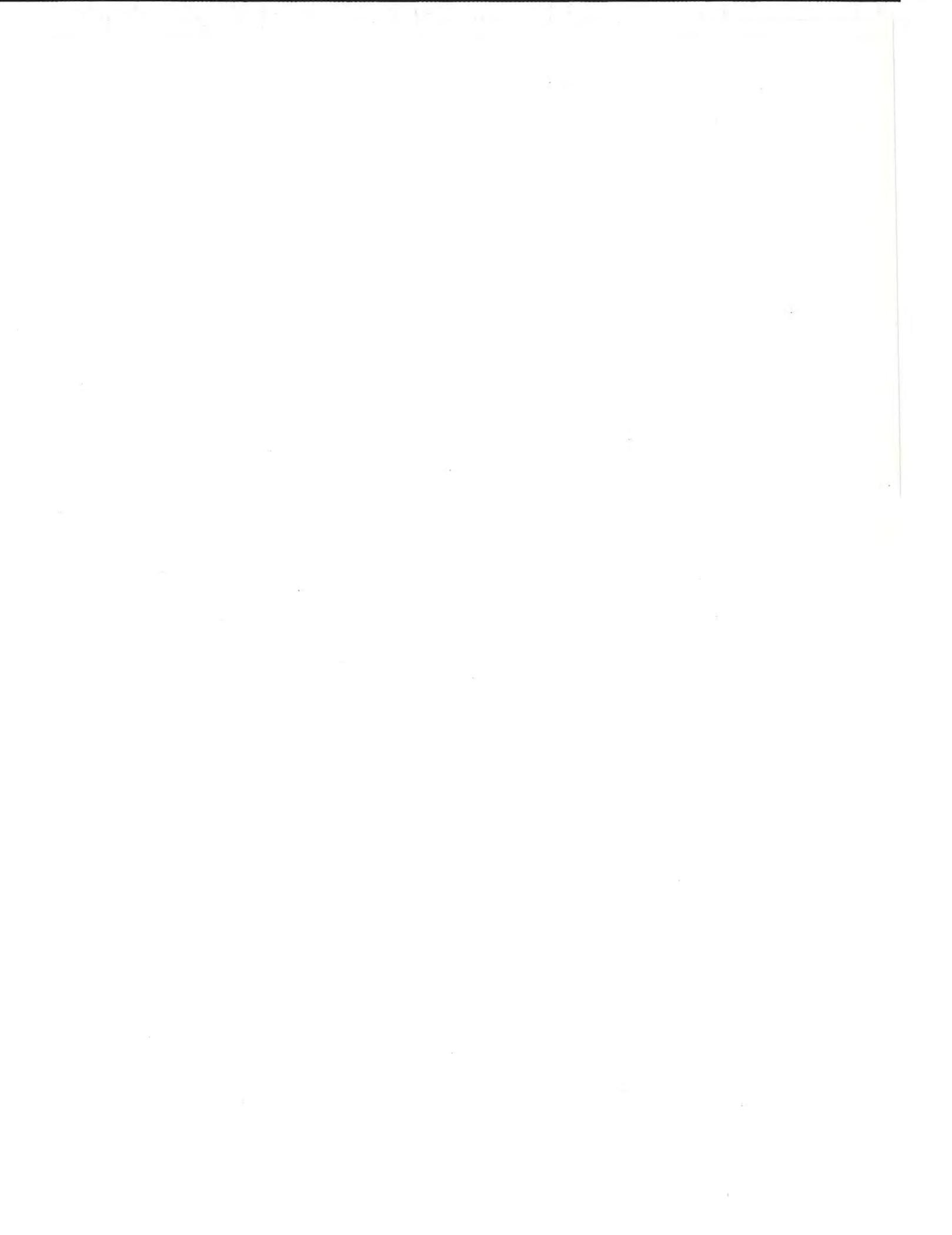
ACTIVITY MEASUREMENTS

	ACTUAL <u>1993</u>	ACTUAL <u>1994</u>	ACTUAL <u>1995</u>	PROJECTED <u>1996</u>	PROJECTED <u>1997</u>
Number of calls dispatched	17,412	16,288	15,182	15,800	15,800
Number of reports processed	6,275	5,787	5,470	6,100	6,100
Average response time (minutes)	2.69	2.68	2.57	2.45	2.45
Number of traffic accidents	544	543	489	475	475
Crimes per 100,000 population	9,877	9,594	7,956	8,000	8,000
Number of active reserves	7	8	4	8	8
Percent of Part I crimes cleared	27.9%	24.8%	26.8%	27.0%	27.0%
Percent of recovered prop/vehicles	55.3%	66.3%	78.6%	70.0%	70.0%
Number of animal licenses issued (FY)	360	208	183	200	200

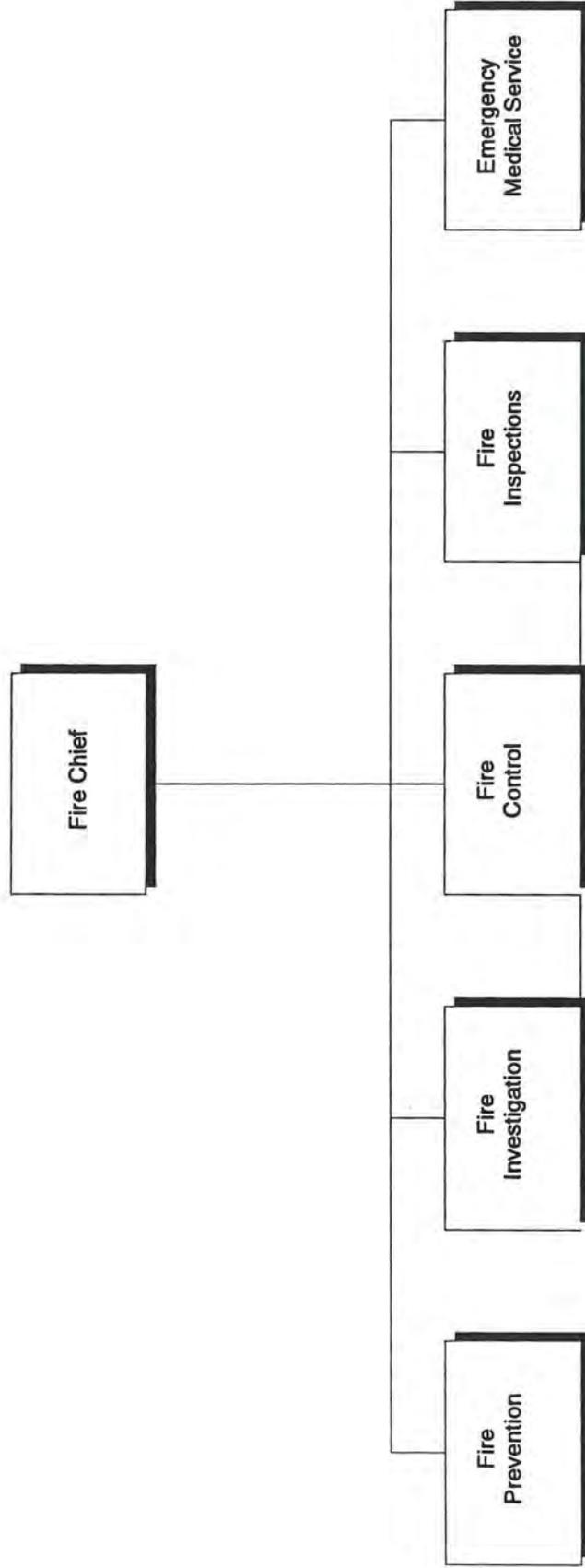
All information is calendar year except animal licenses issued (they are fiscal year)

FUND ACCOUNT	ACCOUNT NAME	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1995-96 AMENDED	1996-97 PROPOSED
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		PUBLIC SAFETY/LAW ENFORCEMENT						
		OPERATING EXPENSES						
001	521.310	Professional Services	\$ 2,051	\$ 412	\$ 4,964	\$ 2,500	\$ 2,500	\$ 2,500
001	521.340	Contractual Service/Animal Control	14,632	17,761	12,980	15,000	15,500	15,000
001	521.410	Telephone/Communications Services	10,660	9,365	9,562	10,000	10,000	10,000
001	521.420	Postage, Freight & Express	634	699	899	1,000	1,000	1,000
001	521.430	Utility Services	7,822	8,417	8,697	9,000	10,000	9,500
001	521.440	Rentals & Leases	6,678	13,908	5,197	4,500	4,500	4,500
001	521.450	Non-Employee Insurance	26,705	34,152	35,032	31,300	30,000	31,000
001	521.460	Repair & Maintenance Services	14,675	13,812	8,204	9,000	7,000	10,000
001	521.465	Vehicle Repairs & Maintenance	23,930	20,053	28,206	20,000	31,000	20,000
001	521.470	Printing & Binding	2,762	3,639	1,935	3,000	3,000	3,000
001	521.490	Other Charges & Obligations	2,939	1,530	1,785	2,000	2,500	2,000
001	521.510	Office Supplies	1,742	2,659	3,446	4,000	4,000	3,800
001	521.520	Operating Supplies	12,010	10,123	13,970	12,000	12,000	14,000
001	521.525	Fuel & Oil Supplies	17,792	19,233	17,393	19,000	20,500	19,000
001	521.540	Subscriptions & Memberships	694	690	736	1,000	1,000	1,000
001	521.560	Program Expenses	3,508	842	535	1,000	1,000	1,000
001	521.562	D.A.R.E. Program	1,801	3,684	1,063	200	600	200
		Sub-total Operating Expenses	\$ 151,036	\$ 160,979	\$ 154,601	\$ 144,500	\$ 156,100	\$ 147,500



Fire Control



FIRE CONTROL

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Personal Services	\$400,440	\$451,504	\$508,231	\$524,800	\$498,500	\$554,700
Operating Expenses	69,290	78,857	75,420	78,200	76,100	72,600
Capital Outlay	139,805	2,260	8,749	42,000	42,000	11,200
Debt Service	<u>3,321</u>	<u>29,528</u>	<u>28,362</u>	<u>27,400</u>	<u>27,400</u>	<u>26,200</u>
TOTAL	\$612,856	\$562,149	\$620,762	\$672,400	\$644,000	\$664,700
<i>PERMANENT POSITIONS</i>						
Fire Chief	1.0					
Captain	1.0					
Fire Lieutenant	2.0					
Driver Engineer	3.0					
Firefighters/EMT	3.0					
Fire Inspector	<u>1.0</u>					
TOTAL	11.0					

SIGNIFICANT EXPENDITURE CHANGES

1. Promoted one Lieutenant to Captain and moved the Fire Inspector position from Protective Inspection's to the Fire Department.

ACTIVITY DESCRIPTION

This department has the responsibility of preserving and protecting lives and property from fire or other disasters that may occur. The main functions performed include: fighting fires, performing rescue operations, handling hazardous material spills and leaks, promoting fire prevention, and providing emergency medical treatment for the sick or injured. All full-time personnel maintain Emergency Medical Technician (EMT) certification. The full-time firefighters are assisted by reserves and State certified permanent part-time firefighters.

ACTIVITY GOALS

1. Minimize fire losses.
2. Reduce fire hazards.
3. Provide prevention training to schoolchildren, residents and business people.
4. Provide training to employees, reserves and City Fire Support Unit.
5. Reduce equipment down-time.

6. Respond immediately to all alarms.

7. Reduce code violation related fires.

ACTIVITY OBJECTIVES

1. Continue to improve and train the part-time and reserve firefighters.

2. Keep fire and building codes updated to increase fire protection.

3. Increase fire inspections and pre-emergencies of residences and retirement centers.

4. Spend more time working with schools and rest homes on fire prevention.

5. Train all reserves to at least minimum standards.

6. Maintain a response time of 4 to 6 minutes for all Code 3 (high priority) calls.

7. Increase and improve the pre-emergency planning program and flow testing of hydrants.

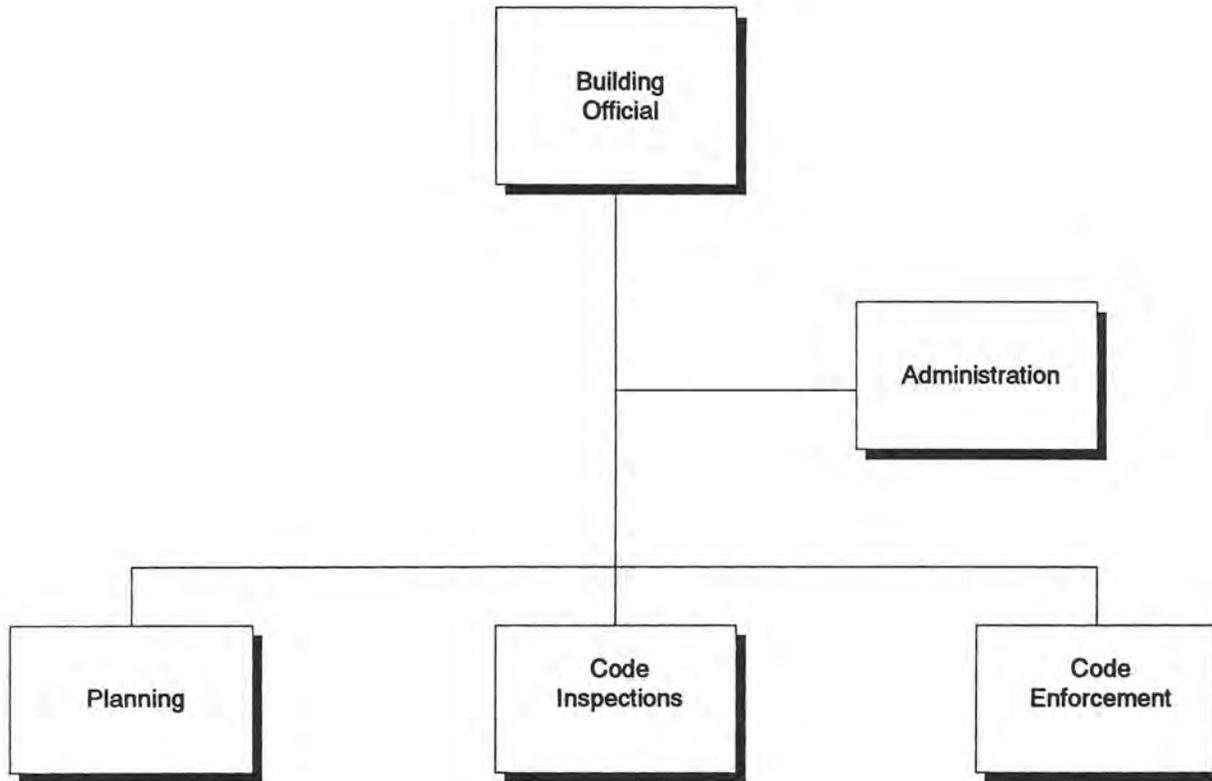
8. Improve full-time training activities.

ACTIVITY MEASUREMENTS

	<u>ACTUAL</u> <u>1992</u>	<u>ACTUAL</u> <u>1993</u>	<u>ACTUAL</u> <u>1994</u>	<u>ACTUAL</u> <u>1995</u>	<u>PROJECTED</u> <u>1996</u>
Number of fire responses	140	85	140	138	145
Number of medical responses	800	1,329	1,367	1,312	1,320
Number of other responses	N/A	N/A	81	147	150
Total estimated fire losses	\$197,720	\$290,465	\$202,950	\$583,749	\$250,000
Number of locations inspected	1,100	1,100	838	N/A	N/A
Number of reserves	13	13	6	3	3
Number of Support Unit members	10	10	10	10	10
Number of vehicle accidents responses	N/A	N/A	N/A	186	180
Number of environmental responses	N/A	N/A	N/A	6	4



Protective Inspection Code Administration



ACTIVITY GOALS

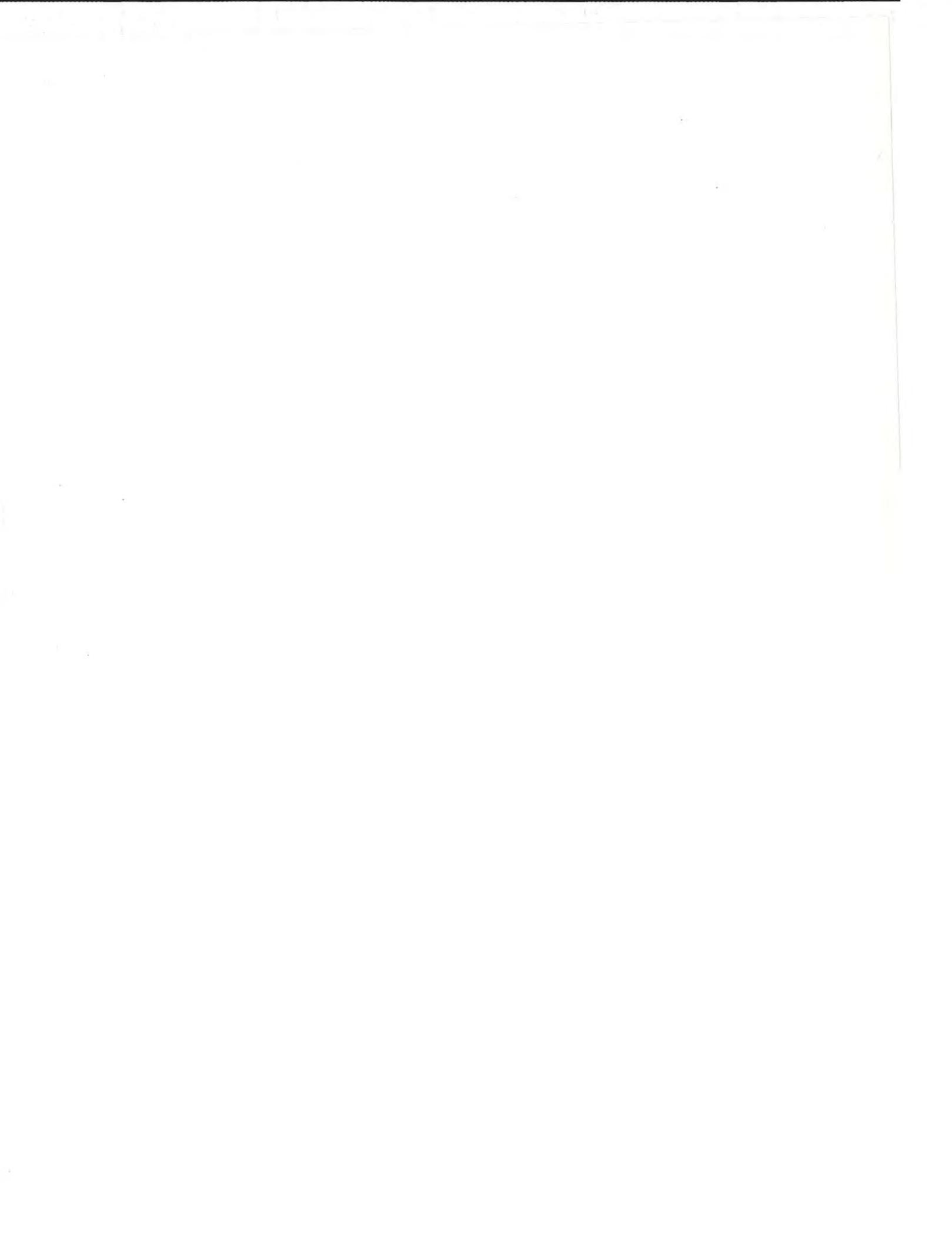
1. Provide through inspections of zoning, construction and health regulations in accordance with municipal building codes and ordinances to promote the health, safety and welfare of the public.
2. Provide information and assistance to residents, builders and business owners.
3. Canvass the city to rehabilitate or eliminate sub-standard housing and commercial buildings.
4. Control violations of City ordinances in an impartial manner.
5. Insure all city businesses are properly licensed and administers the collection of occupational licenses.
6. Coordinate work with the Fire Inspectors to keep the city up to code and inspect all city businesses.

ACTIVITY OBJECTIVES

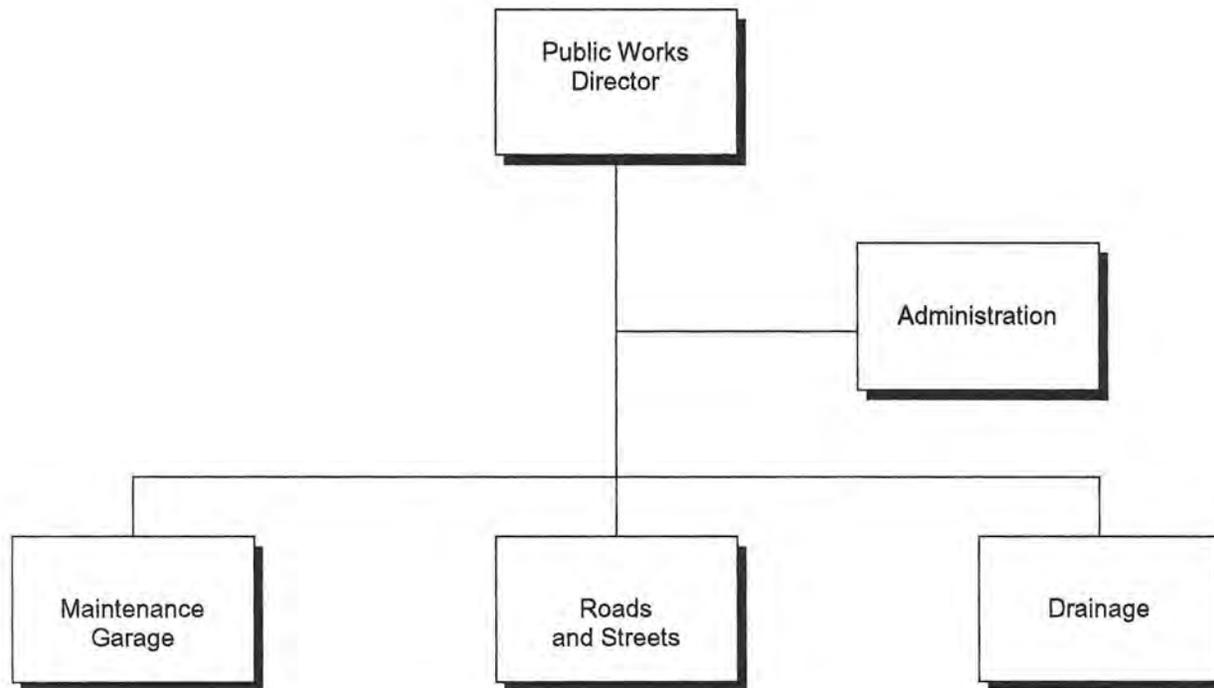
1. Enforce the provisions of the City's building, zoning and licensing codes.
2. Provide all inspections promptly.
3. Process applications and permits in a timely manner.
4. Provide information to various boards, City Council and City Manager.
5. Reduce the number of City Ordinance violations within the City.
6. Process all appeals, variances, rezonings, amendments and comprehensive land use matters through the Board of Planning and Appeals.
7. Maintain occupational license and sigh permit records of renewals and new licenses.

<i>ACTIVITY MEASUREMENTS</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>PROJECTED</u> <u>1995-96</u>	<u>PROJECTED</u> <u>1996-97</u>
Number of building permits issued	853	869	751	759	760
Number of license registrations	0	0	269	154	350
Number of occupational license renewals	1,400	1,445	1,448	1,486	1,400
Number of new occupational licenses issued	250	276	215	285	270
Number of code enforcement inspections & notices	0	0	669	1,320	* 1,400
Number of building inspections performed	2,094	1,959	1,196	760	* 700
Number of Board of Planning and Appeals meetings	12	17	10	10	10

*In the past the building and code enforcement inspectors were combined and done by the Building Inspector.



Transportation/Road and Street Facilities



TRANSPORTATION/ROAD AND STREET FACILITIES

<i>EXPENDITURES</i>	ACTUAL <u>1992-93</u>	ACTUAL <u>1993-94</u>	ACTUAL <u>1994-95</u>	BUDGET <u>1995-96</u>	AMENDED <u>1995-96</u>	PROPOSED <u>1996-97</u>
Personal Services	\$586,233	\$457,157	\$332,604	\$310,700	\$260,700	\$266,800
Operating Expenses	220,540	210,135	173,228	203,300	210,400	215,300
Capital Outlay	8,765	16,746	25,684	68,000	147,000	41,500
Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$815,538	\$684,038	\$531,516	\$582,000	\$618,100	\$523,600

PERMANENT POSITIONS

Public Works Director	.20
Foreman	1.00
Admin Asstistat	.25
Staff Assistant	.25
Garage Supervisor	.25
Sr. Mechanic	1.50
Hvy Equip Opr	1.00
Equip Opr/Maint Wrkr	<u>2.50</u>
Total	6.95

TRANSPORTATION/ROAD AND STREET FACILITIES CON'T

SIGNIFICANT EXPENDITURE CHANGES

1. The stormwater drainage revenues and expenses have been transferred to the Stormwater Drainage Fund.

ACTIVITY DESCRIPTION

This department is responsible for the maintenance of streets, sidewalks, bridges, traffic lights and signs. The City Garage is included in this department and it is responsible for providing maintenance and repairs to 68 cars and trucks, 20 off-road vehicles and other pieces of equipment.

The department has prepared reports on the condition of City streets and sidewalks and these reports are being used to determine priorities for repair and maintenance during the year. Cost information for paving is \$84,500 per mile and sidewalk cost is \$42,240 per mile.

ACTIVITY GOALS

1. Maintain streets, sidewalks, and traffic signal systems effectively.
2. Maintain and repair City vehicles and equipment with a minimum of down-time and expense.

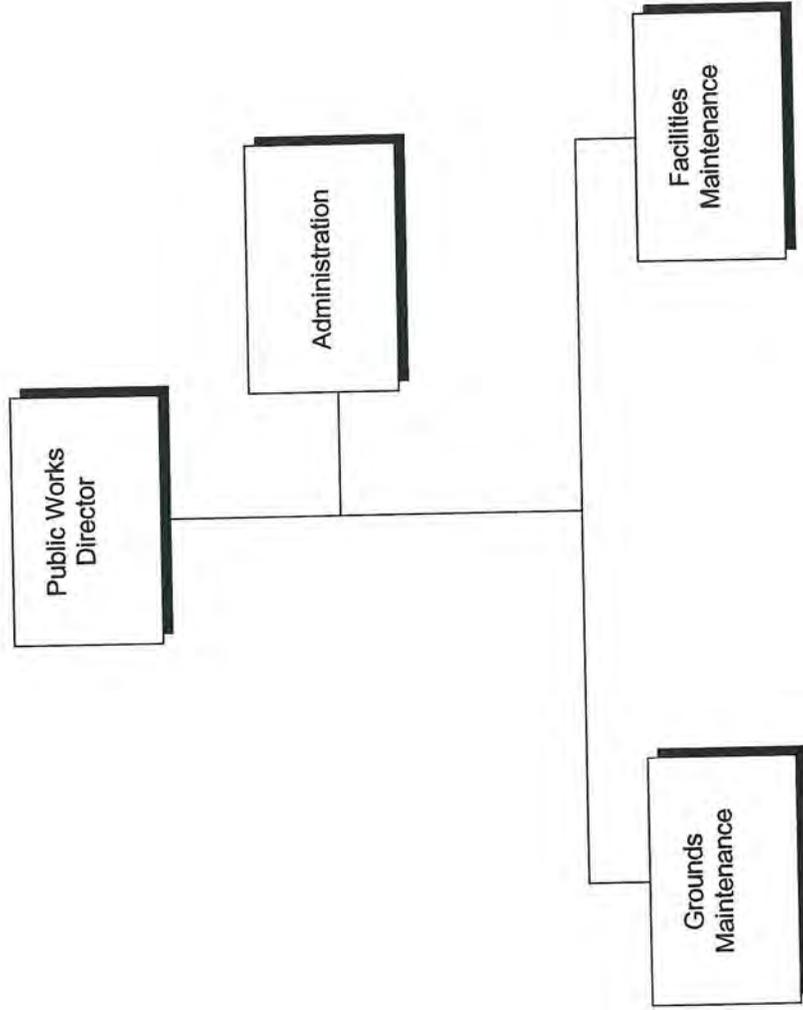
ACTIVITY OBJECTIVES

1. Continue preventative maintenance program for all City equipment.
2. Reduce maintenance and repair costs through preventative maintenance programs.
3. Continue street paving, sidewalk maintenance and construction.
4. Improve safety awareness among employees.

ACTIVITY MEASUREMENTS

	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>ACTUAL</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Paved Streets	50.3 miles				
Unpaved Streets	2.3 miles	1.3 miles	1.3 miles	1.3 miles	.80 miles
Sidewalks	22.7 miles	23.0 miles	23.0 miles	23.0 miles	24.0 miles

Buildings & Grounds



BUILDINGS AND GROUNDS

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Personal Services	\$154,068	\$341,697	\$344,612	\$308,900	\$300,500	\$270,200
Operating Expenses	67,682	71,823	72,324	77,000	86,200	79,300
Capital Outlay	<u>175,131</u>	<u>42,675</u>	<u>197,759</u>	<u>225,000</u>	<u>227,100</u>	<u>34,100</u>
TOTAL	\$396,880	\$456,195	\$614,695	\$610,900	\$613,800	\$383,600

PERMANENT POSITIONS

Public Works Director	.20
Foreman	1.00
Tradesworker	1.00
Equip Opr/Maint Wrkr	5.00
Grounds Specialist	1.00
Custodian	<u>1.00</u>
Total	9.20

SIGNIFICANT EXPENDITURE CHANGES

1. One position for tradeworker has been abolished.

ACTIVITY DESCRIPTION

The Buildings and Grounds department is responsible for the development and maintenance of parks, grounds, park facilities, all medians, right-of-ways and other City buildings. These facilities include:

- Sunrise Park (N & S) Daytona Clubhouse
- Sica Hall Hollyland Park
- Big Tree Park MacArthur Circle
- Ross Point Park Ivanhoe Park
- Median Strips Grove Street Park
- City Hall Youth Center
- Holly Hill Liabrary Box Car Memorial

This budget provides funds for improvements to Ross Point Park. The improvements include restrooms, playground and picnic shelters. A new pier, dock and walkway around the lagoon is proposed for construction at Sunrise Park.

ACTIVITY GOALS

1. Provide residents with buildings, parks and grounds that are safe, useful, attractive and meet the needs of the community.
2. Develop open spaces as needed.

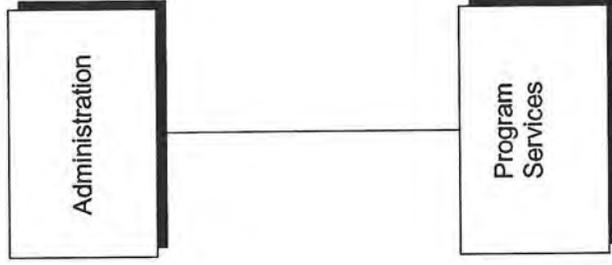
ACTIVITY OBJECTIVES

1. Develop a comprehensive maintenance program to increase the attractiveness and safety of facilities.
2. Reduce time spent on weed control by the effective use of herbicides.
3. Reduce vandalism damage.

ACTIVITY MEASUREMENTS

	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>PROJECTED</u> <u>1995-96</u>	<u>PROJECTED</u> <u>1996-97</u>
Number of acres of park space	44.2	44.2	52.0	54.0	54.0
Building area square footage	11,600	41,600	42,200	43,200	43,200
Number of playgrounds	2	2	3	3	3
Number of ballfields	5	5	5	5	5
Number of public boat ramps	1	1	1	1	1
Number of fishing piers	1	1	3	3	3

Culture/Recreation



RECREATION DEPARTMENT

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Personal Services	\$159,357	\$108,480	\$ 94,902	\$156,100	\$150,400	\$154,900
Operating Expenses	86,591	86,001	81,665	89,900	91,500	110,700
Capital Outlay	<u>1,252</u>	<u>0</u>	<u>9,293</u>	<u>14,700</u>	<u>22,200</u>	<u>10,000</u>
TOTAL	\$247,199	\$194,481	\$185,860	\$260,700	\$264,100	\$275,600

PERMANENT POSITIONS

Recreation Supervisor	1.00
Staff Assistant	1.00
Youth Center Worker	.50
Custodian	1.00
Caretaker	<u>.50</u>
Total	4.00

TEMPORARY POSITIONS

Day Camp Counselors	7.0
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SIGNIFICANT EXPENDITURE CHANGES

Due to additional programs.

ACTIVITY DESCRIPTION

The Recreation department is responsible for the planning of various programs and special activities. The programs include, but are not limited to: youth baseball, and basketball; senior programs; and summer day camp. In addition, the department presents special activities such as the City Hall Christmas Lighting ceremony, parade and paradefest.

For eight months of the year, during spring baseball, summer day camp and fall baseball, the Recreation department operates the concession stand located in Hollyland Park.

ACTIVITY GOALS

- 1. Provide a variety of quality recreational programs that are affordable and meet the needs of the community.
- 2. Use staff and facilities to optimum.

ACTIVITY OBJECTIVES

- 1. Continue current schedule of programs.
- 2. Develop additional programs to increase community participation.
- 3. Develop and promote programs to encourage senior participation.
- 4. Operate concession stand at a profit.
- 5. Operate Youth Center.

ACTIVITY MEASUREMENTS

	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>PROJECTED</u> <u>1996-97</u>	<u>PROJECTED</u> <u>1996-97</u>
Number of ballfields	5	4	4	4	4
Number of tennis courts	1	1	1	1	1
Number of shuffleboard courts	9	9	9	9	9
Number of community centers	1	1	1	1	1
Number of other recreations centers	3	4	4	4	4
Number of youth baseball participants	650	650	650	650	650
Number of summer day camp weekly registrations	480	480	480	480	480
Number of senior participants	300	300	300	300	300

LAW ENFORCEMENT

TRUST FUND

ANNUAL BUDGET

1996 - 1997



LAW ENFORCEMENT TRUST FUND

<i>EXPENDITURES</i>	ACTUAL <u>1992-93</u>	ACTUAL <u>1993-94</u>	ACTUAL <u>1994-95</u>	BUDGET <u>1995-96</u>	AMENDED <u>1995-96</u>	PROPOSED <u>1996-97</u>
Personal Services	\$ 4,500	\$ 4,500	\$ 4,000	\$ 4,500	\$ 3,800	\$ 0
Operating Expenses	12,150	5,930	7,269	8,000	8,000	5,900
Capital Outlay	<u>1,398</u>	<u>2,280</u>	<u>10,742</u>	<u>0</u>	<u>22,000</u>	<u>0</u>
TOTAL	\$18,048	\$12,710	\$22,011	\$12,500	\$33,800	\$ 5,900

PERMANENT POSITIONS

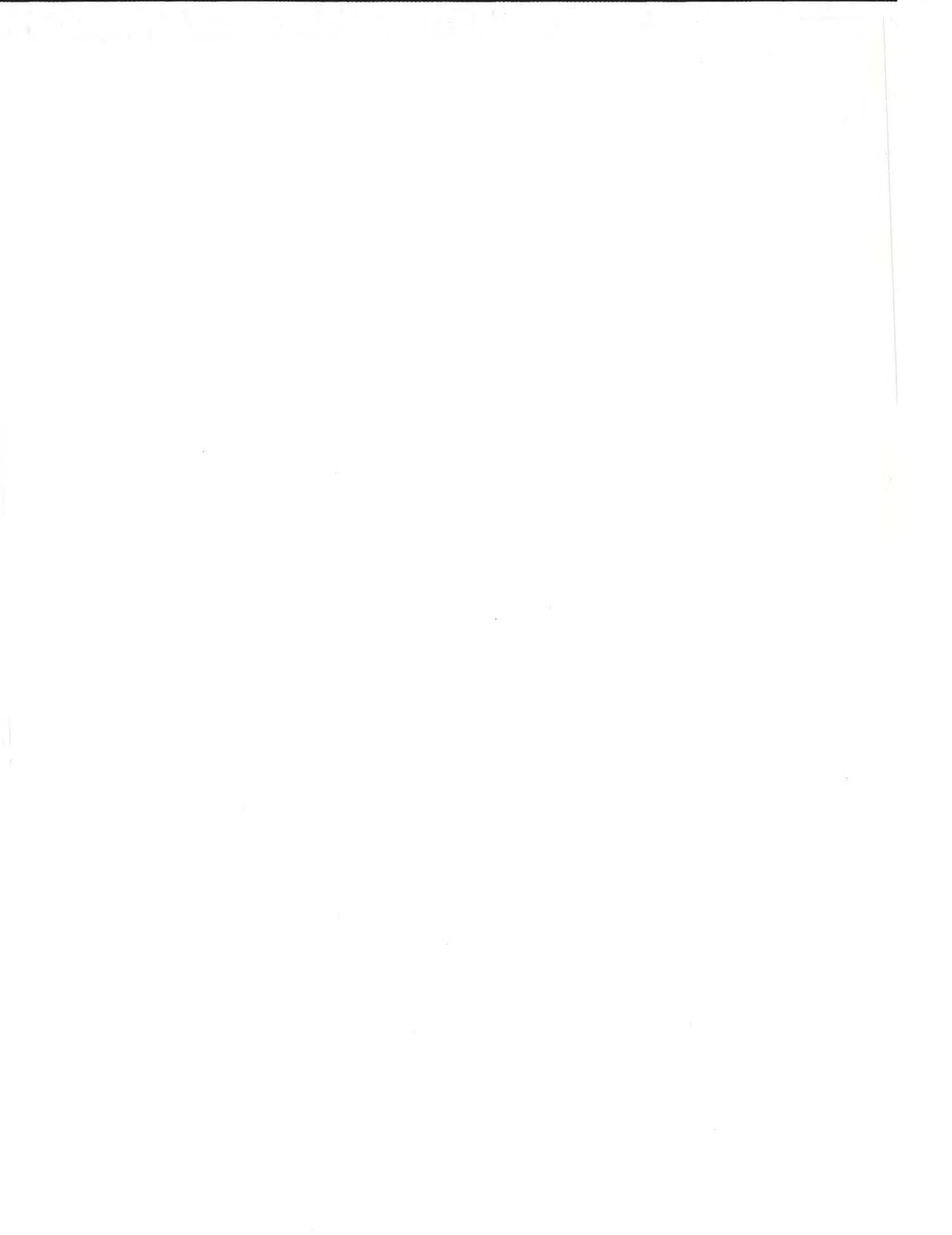
N/A

SIGNIFICANT EXPENDITURE CHANGES

Purchase of computer equipment in prior year.

ACTIVITY DESCRIPTION

The Law Enforcement Trust Fund is an expendable trust fund established to record confiscated property forfeiture revenues, interest earnings and the expenditure of those revenues for law enforcement purposes. This budget does not anticipate any future revenues and provides only a plan for the expenditure of prior year revenues.



YOUTH CENTER

ANNUAL BUDGET

1996 - 1997

YOUTH CENTER

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Operating Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,700	\$ 2,500
TOTAL	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,700	\$ 2,500

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

The Youth Center Fund was established to account for program revenue and expences as recomanded by the Youth Center Board.



COMMUNITY REDEVELOPMENT

TRUST FUND

ANNUAL BUDGET

1996 - 1997

COMMUNITY REDEVELOPMENT TRUST FUND

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Operating Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

The Community Redevelopment Agency (City Council) approved the redevelopment plan in May, 1996 and established this trust fund. The plan calls for a budget to be developed after tax increment funds have been deposited. The County property appraiser is in the process of developing the 1996 property tax roll for the redevelopment district and projections for the amount of tax increment funds that will be available at a later date. The budget for the Community Redevelopment Trust Fund will require a public notice and a public hearing before adoption.

FUND ACCOUNT		ACCOUNT NAME	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1995-96 AMENDED	1996-97 PROPOSED
COMMUNITY REDEVELOPMENT TRUST FUND								
REVENUES								
130	311.100	Ad Valorem Taxes (Tax Increment Funds)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
130			0	0	0	0	0	0
130			0	0	0	0	0	0
130			0	0	0	0	0	0
TOTAL REVENUES			\$ 0	\$ 0				
EXPENDITURES								
130			\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
130			0	0	0	0	0	0
130			0	0	0	0	0	0
130			0	0	0	0	0	0
TOTAL EXPENDITURES			\$ 0	\$ 0				

STORMWATER
DRAINAGE

STORMWATER DRAINAGE

ANNUAL BUDGET

1996 - 1997

STORMWATER DRAINAGE

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Personal Services	\$ 0	\$ 0	\$ 43,041	\$ 52,100	\$ 52,500	\$ 52,700
Operating Expenses	0	0	16,632	17,900	28,400	28,900
Capital Outlay	<u>0</u>	<u>0</u>	<u>368,955</u>	<u>285,000</u>	<u>332,000</u>	<u>275,000</u>
TOTAL	\$ 0	\$ 0	\$428,628	\$355,000	\$412,900	\$356,600

PERMANENT POSITIONS

Hvy Equip Opr	1.00
Equip Opr/Maint Wrkr	<u>1.00</u>
Total	2.75

SIGNIFICANT EXPENDITURE CHANGES

1. None.

This department is responsible for the maintenance of culverts, storm drains, and street sweeping.

ACTIVITY DESCRIPTION

The Stormwater Drainage Fund is a special revenue fund established to record stormwater revenues and the expenditure of those revenues for the repair maintenance and improvement of the stormwater drainage system. The stormwater utility fee revenue is anticipated at \$271,000 based on current year estimates.

Improvement projects are planned for the storm drain system and a list of these can be found in the Capital Outlay section of the budget.

Community Development Block Grant Funds will be used toward storm water improvements. These funds are administered by Volusia County.

ACTIVITY GOALS

1. Maintain major storm drainage system.

ACTIVITY OBJECTIVES

1. Reduce maintenance and repair costs through preventative maintenance programs.
2. Continue storm drainage improvements programs.
3. Improve safety awareness among employees.

ACTIVITY MEASUREMENTS

	ACTUAL <u>1992-93</u>	ACTUAL <u>1993-94</u>	ACTUAL <u>1994-95</u>	ACTUAL <u>1995-96</u>	PROPOSED <u>1996-97</u>
Storm Sewers	28.9 miles	29.4 miles	30.5 miles	30.5 miles	30.5 miles



CAPITAL PROJECTS FUND

ANNUAL BUDGET

1996 - 1997

CAPITAL PROJECTS FUND

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Capital Outlay	\$366,525	\$657,740	\$133,007	\$ 0	\$ 1,600	\$250,000
Reserve	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$366,525	\$657,740	\$133,007	\$ 0	\$ 1,600	\$250,000

ACTIVITY DESCRIPTION

The Capital Projects Fund was established to account for the expenditure of the debt proceeds to be used for Capital Improvements.



**SOLID WASTE
ENTERPRISE FUND
ANNUAL BUDGET**

1996 - 1997

SOLID WASTE REVENUE EXPLANATION

State Shared Revenues

The Recycling Grant funds anticipated represent the eighth year of participation for the City. These monies are received through the County from the State and will be used to continue the City Recycling Program.

Charges for Services

Anticipated revenues for trash and garbage pickup are based on current average collections and a rate increase. The residential rate for garbage, trash and recycling pickups will increase from \$12.00 to \$12.85 per month. Commercial can rates will increase by an equivalent amount. Per cubic yard fees will increase from \$6.75 to \$7.00 per cubic yard. The rate increase is necessary to offset increased landfill fees and to purchase replacement equipment.

Other Miscellaneous Revenue

This is anticipated revenue from the selling of newspaper, glass and aluminum collected at the City's recycling centers.

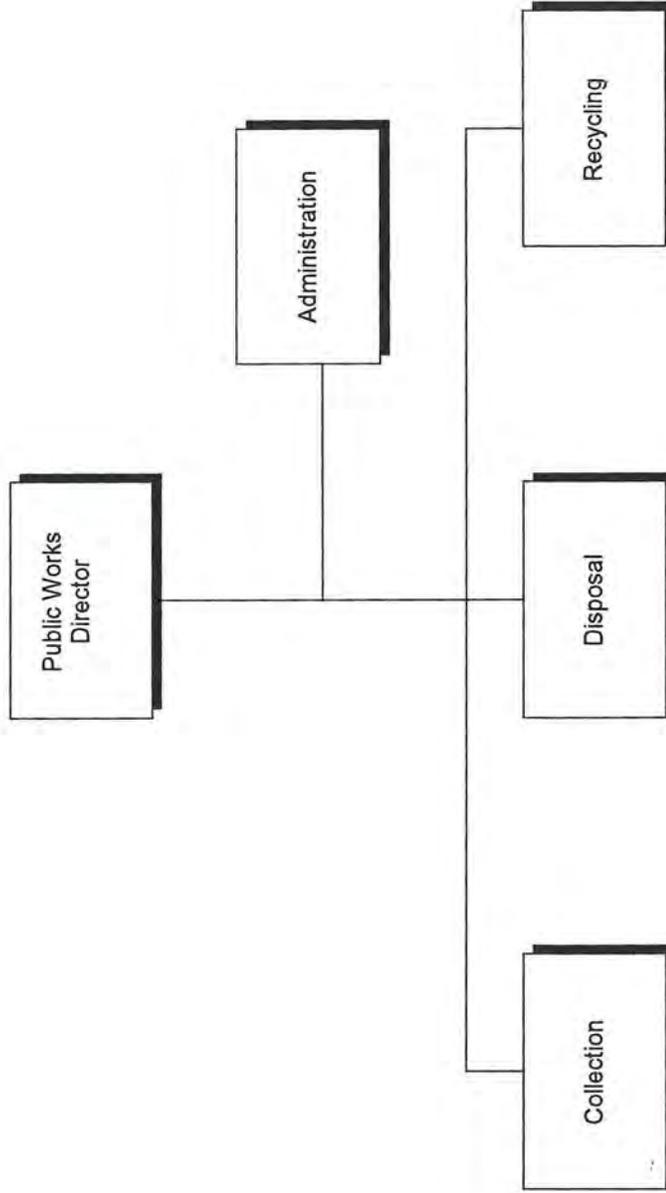
Loan Proceeds

No loan proceeds are anticipated in this budget.

Appropriated Retained Earnings

The 1996-97 budget anticipates using cash reserves for a new Front Load Packer garbage truck.

Garbage/Solid Waste



GARBAGE/SOLID WASTE CONTROL

<i>EXPENDITURES</i>	ACTUAL <u>1992-93</u>	ACTUAL <u>1993-94</u>	ACTUAL <u>1994-95</u>	BUDGET <u>1995-96</u>	AMENDED <u>1995-96</u>	PROPOSED <u>1996-97</u>
Personal Services	\$503,817	\$461,585	\$451,868	\$483,700	\$476,800	\$456,400
Operating Expenses	578,322	599,837	564,700	614,700	608,700	674,400
Capital Outlay	455,728	105,043	43,744	32,000	35,000	216,500
Debt Service	140,660	61,176	56,182	53,600	53,600	51,100
Reserve for Equip	0	0	0	0	0	0
Tnsfr to Gen Fnd	<u>77,000</u>	<u>84,900</u>	<u>86,600</u>	<u>96,300</u>	<u>96,300</u>	<u>99,100</u>
TOTAL	\$1,755,527	\$1,312,541	\$1,203,094	\$1,280,300	\$1,270,400	\$1,497,500

PERMANENT POSITIONS

Public Works Director	.20
Admin Asstistant	.25
Staff Assistant	.25
Garage Supervisor	.25
Foreman	1.00
Sr. Mechanic	1.50
Equip Opr/Maint Wkr	.50
F'Load Refuse Truck Driver	1.00
Auto Ref Truck Driver	2.00
Refuse Collector/Driver	<u>6.00</u>
TOTAL	12.95

SIGNIFICANT EXPENDITURE CHANGES

1. The City plans to buy a new front loader garbage truck.

ACTIVITY DESCRIPTION

This department is responsible for the pickup, collection and disposal of residential and commercial garbage, trash and solid waste. Residential garbage is picked up twice each week and trash pickup is once each week. Commercial dumpsters are emptied at least once each week or as frequently as once each day, depending on the customer's needs. Roll-off containers are pulled twice each month or as often as needed.

Solid Waste Management is a major concern for the City Council and staff. Eight years ago the City implemented an automated garbage and trash pick up system. This system uses special containers that can be picked up by a mechanical arm mounted on a truck, and it needs only one person to operate the truck and pick up the container.

Due to recycling requirements, the City implemented a curbside recycling program. A recycling truck with bins to separate newspapers, plastics and aluminum for 4,500 residential

customers will eliminate two trucks and temporary labor presently in operation. The County of Volusia and the State of Florida has implemented a mandatory commercial recycling program effective October 1, 1994. This commercial recycling program has significantly reduced commercial solid waste.

ACTIVITY GOALS

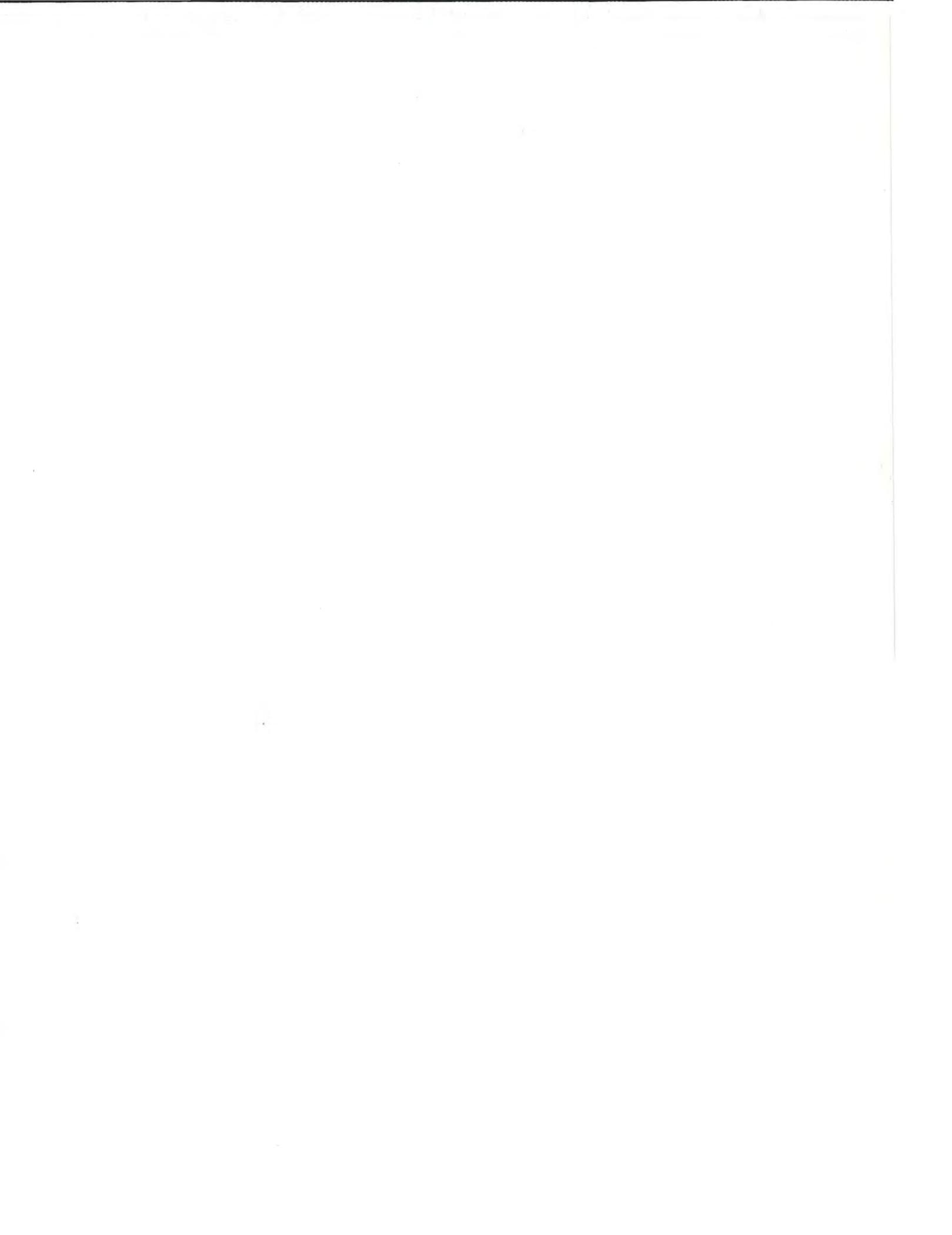
1. Collect garbage, trash and other solid waste in an effective manner.
2. Maintain communications with users to insure public needs are met.

ACTIVITY OBJECTIVES

1. Continue to look for more efficient methods of collecting garbage, trash, solid waste, and recyclable materials.
2. Continue recycling programs to conform with State of Florida mandates.
3. Improve safety awareness among employees.

ACTIVITY MEASUREMENTS

	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>PROJECTED</u> <u>1995-96</u>	<u>PROJECTED</u> <u>1996-97</u>
Number of residential units	4,130	4,130	4,140	4,200	4,200
Number of commercial units	436	436	535	600	600
Number of dumpster customers	235	235	135	100	100
Number of Roll-off customers	25	25	25	7	7



WATER AND SEWER

ENTERPRISE FUND

ANNUAL BUDGET

1996 - 1997

WATER AND SEWER ENTERPRISE FUND REVENUE EXPLANATION

Water Sales

Based on a rate increase to be effective in October, revenues from water sales will be higher than anticipated for 1995-96. A 3% increase in revenue is projected for 1996-97.

Meter Connection Charges

Current estimates indicate that revenues will be less than anticipated for 1995-96. A decrease is estimated for the 1996-97 budget.

Service Charges

Current estimates indicate that revenues will be as anticipated for 1995-96. No change is expected in 1996-97.

Cut-Off Charges

Current estimates indicate that revenues will be as anticipated for 1995-96. No change is expected in 1996-97.

Hydrant Rental

Current estimates indicate that revenues will be as anticipated for 1995-96. No increase has been projected for 1996-97.

Sewer Charges

Based on a rate increase to be effective in October, revenues from sewer charges will be higher than anticipated for 1995-96.

Sewer charges are 115% of the water rate. A 2.75% increase in revenue is projected for 1996-97.

Sewer Connection Charges

Current estimates indicate that revenues will be as anticipated for 1995-96. No increase has been projected for 1996-97.

Interest Earnings

Current estimates for 1995-96 indicate that earnings will be higher than anticipated. However, because of spending down some cash reserves for ongoing projects it is anticipated that earnings will be less in 1996-97.

Other Income

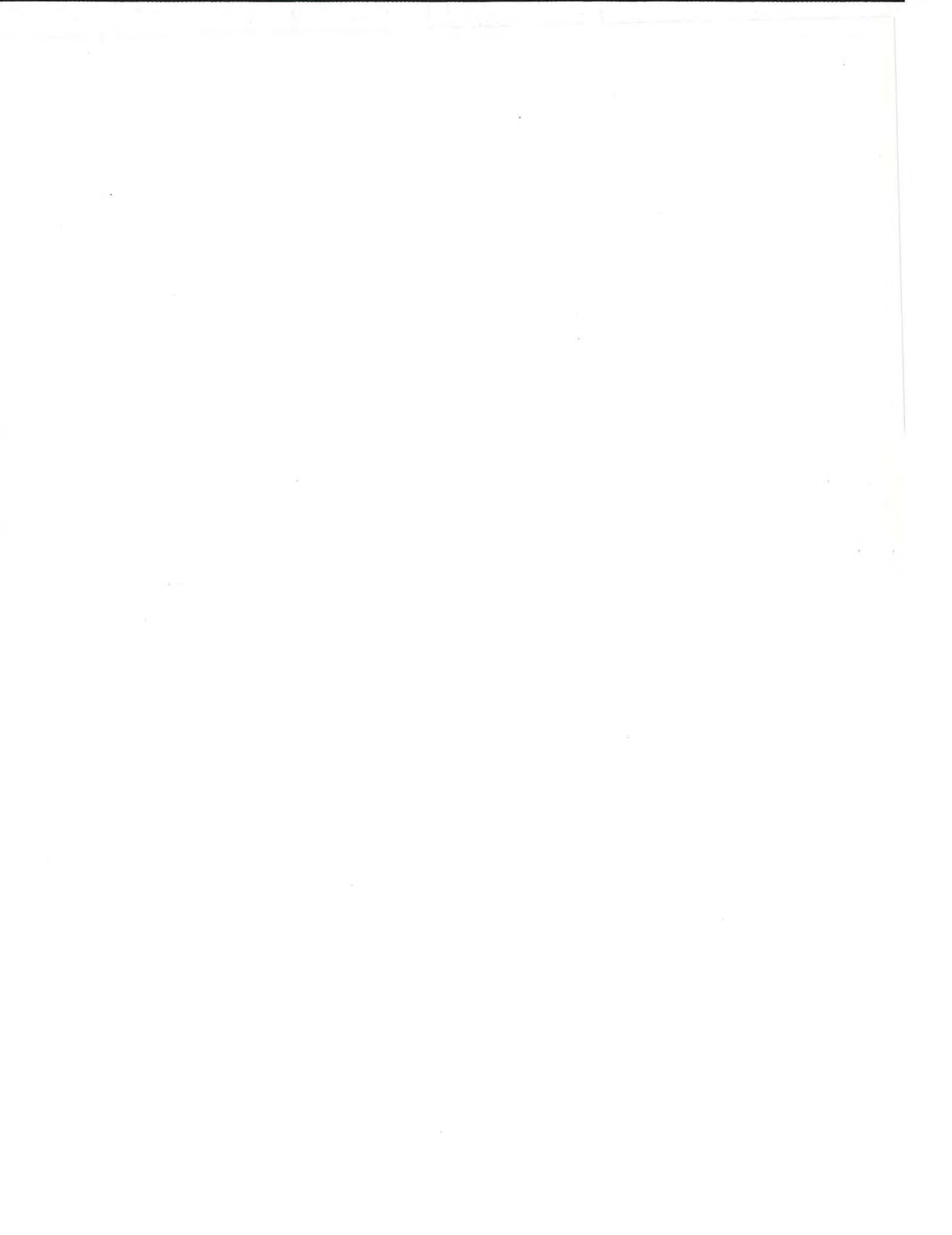
Current estimates indicate revenues will be as anticipated for 1995-96. The 1996-97 budget level is based on current year estimates.

Impact Fees

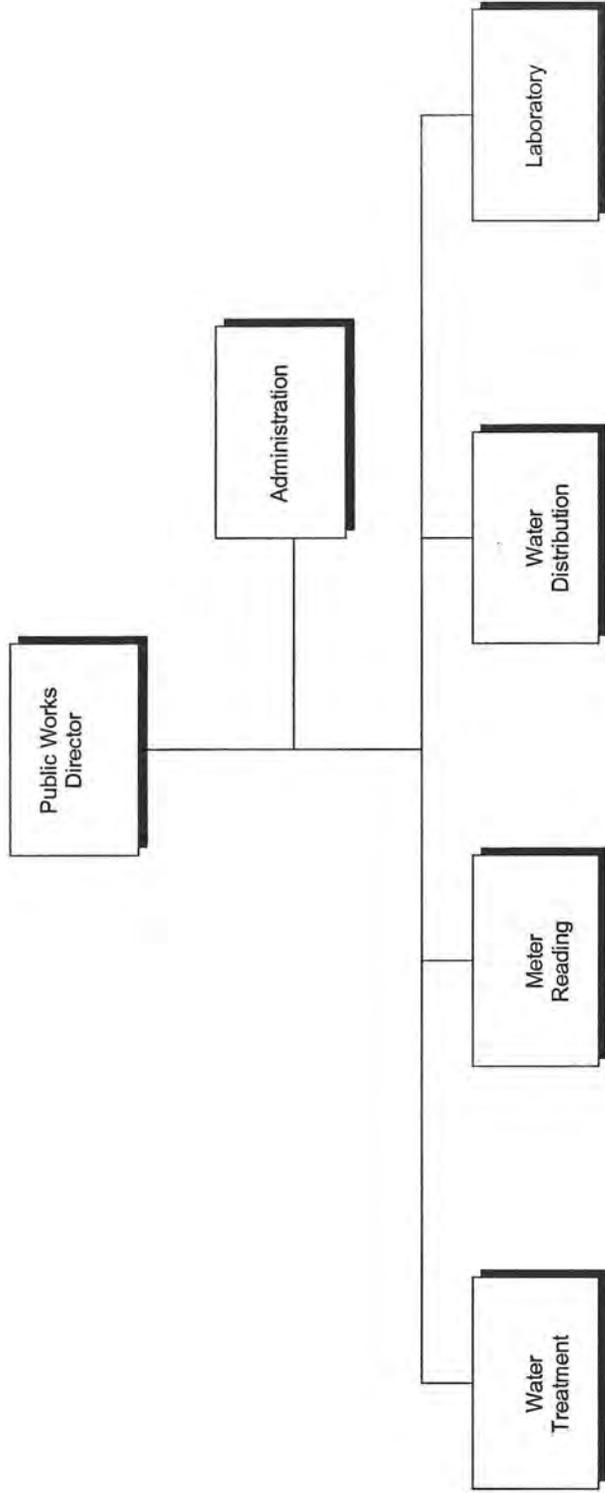
Current estimates indicate that revenues will be as anticipated for 1995-96 budget is estimated to be less than the current year estimate.

Appropriated Reserves

The budget does not anticipate using any cash reserves in 1996-97.



Water Utility Service/Water Plant



WATER UTILITY SERVICE/WATER PLANT

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Personal Services	\$488,915	\$538,247	\$460,564	\$419,600	\$403,100	\$381,200
Operating Expenses	276,374	268,651	275,658	327,400	338,800	322,600
Capital Outlay	<u>42,034</u>	<u>0</u>	<u>0</u>	<u>11,800</u>	<u>12,600</u>	<u>56,300</u>
TOTAL	\$807,322	\$806,898	\$736,222	\$758,800	\$754,500	\$760,100

PERMANENT POSITIONS

Public Works Director	.25
Utility Supervisor	.50
Admin Assistant	.25
Staff Assistant	.25
Lab Technician	.50
Garage Supervisor	.25
Chief Plant Operator	1.00
Water Plant Operator	3.00
Utility Mechanic	2.00
Meter Reader	<u>2.00</u>
Total	10.00

SIGNIFICANT EXPENDITURE CHANGES

1. None

WATER UTILITY SERVICE/WATER PLANT CON'T

ACTIVITY DESCRIPTION

The Water Utility Service department is responsible for Water Plant operations, providing good water to the community. The current production rate is approximately 1.2 million gallons per day. This department is also responsible for maintaining the wellfields, laying pipe, repairing water lines, maintaining fire hydrants, installing water meters and reading meters.

ACTIVITY GOALS

1. Replace water treatment plant sand filters, surface water filter controls and instrumentation.
2. Operate the water treatment plant to meet all State and Federal regulations and requirements.
3. Maintain wellfields and water distribution to provide quality water to citizens.

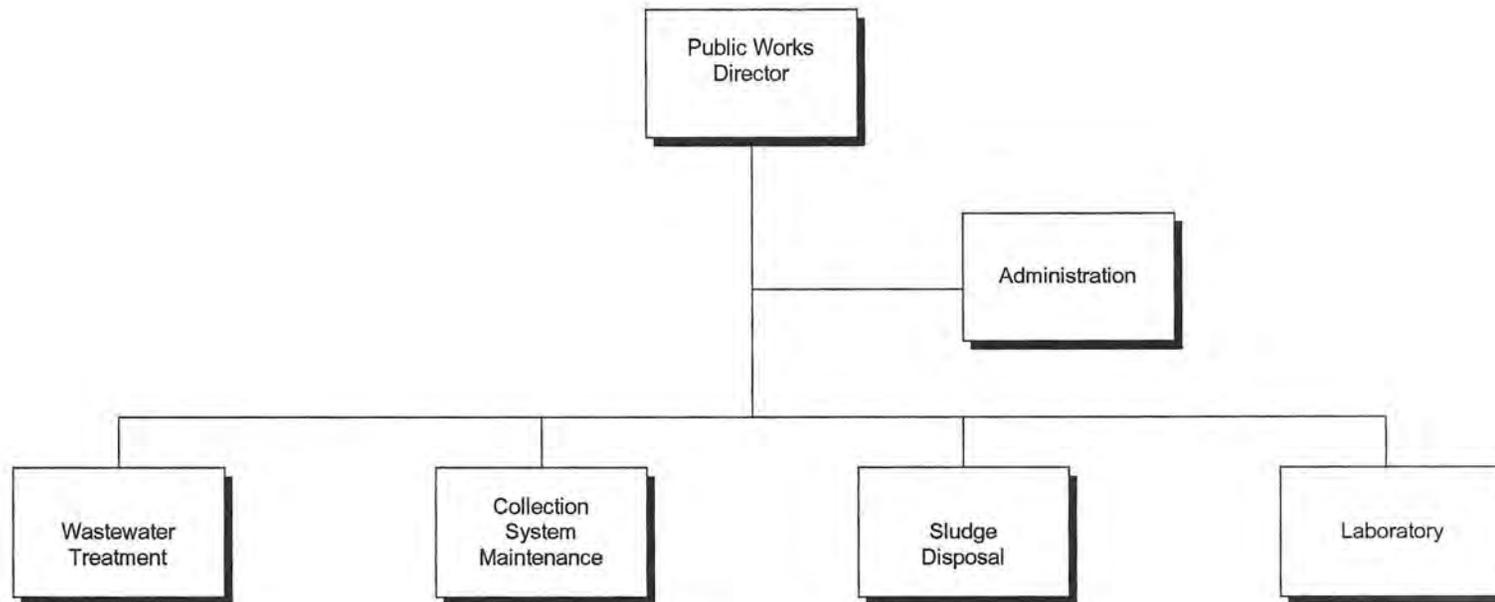
ACTIVITY OBJECTIVES

1. Improve performance and efficiency of the water treatment plant.
2. Develop and implement an effective cross-connection/backflow prevention device testing program.
3. In conjunction with other activities, continue the preventative maintenance program for all City equipment.
4. Improve safety awareness among employees.

ACTIVITY MEASUREMENTS

	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>PROJECTED</u> <u>1995-96</u>	<u>PROJECTED</u> <u>1996-97</u>
Water Treatment Plant capacity	2.3 MGD	2.3 MGD	2.3 MGD	2.3 MGD	2.3 MGD
Water average daily flow	1.1 MGD	1.1 MGD	1.1 MGD	1.1 MGD	1.1 MGD
Number of fire hydrants	264	264	268	270	270
Average number of meters read per month	5,530	5,530	5,590	5,600	5,600

Sewer Service/Water Pollution Control



SEWER SERVICE/WATER POLLUTION CONTROL PLANT

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Personal Services	\$393,344	\$407,830	\$409,887	\$416,300	\$415,800	\$413,300
Operating Expenses	296,820	301,357	323,911	340,800	390,100	329,200
Capital Outlay	<u>42,623</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>42,000</u>	<u>30,100</u>
TOTAL	\$732,787	\$709,187	\$733,798	\$757,100	\$847,900	\$772,600

PERMANENT POSITIONS

Public Works Director	.25
Admin Assistant	.25
Staff Assistant	.25
Lab Technician	.50
Garage Supervisor	.25
Chief Wastewater Plant Operator	1.00
Plant Operator	3.00
Lab Tech/Plant Operator	1.00
Sludge Belt Press Opr	1.00
Utility Mechanic	<u>3.00</u>
TOTAL	10.50

SIGNIFICANT EXPENDITURE CHANGES

1. None

SEWER PLANT CON'T

ACTIVITY DESCRIPTION

The Sewer Service department is responsible for the water pollution control plant operation, treating and disposing of approximately 1.755 million gallons of wastewater every day. It is responsible for the maintenance, repair and cleaning of plant equipment, sewer mains and lift stations.

ACTIVITY GOALS

1. Operate the water pollution control plant to meet all State and Federal regulations and requirements.
2. Maintain sewer mains and lift stations to insure effective, sanitary conditions.

3. Develop reuse system to recycle wastewater effluent by irrigation thus removing some effluent disposal in the Halifax River.

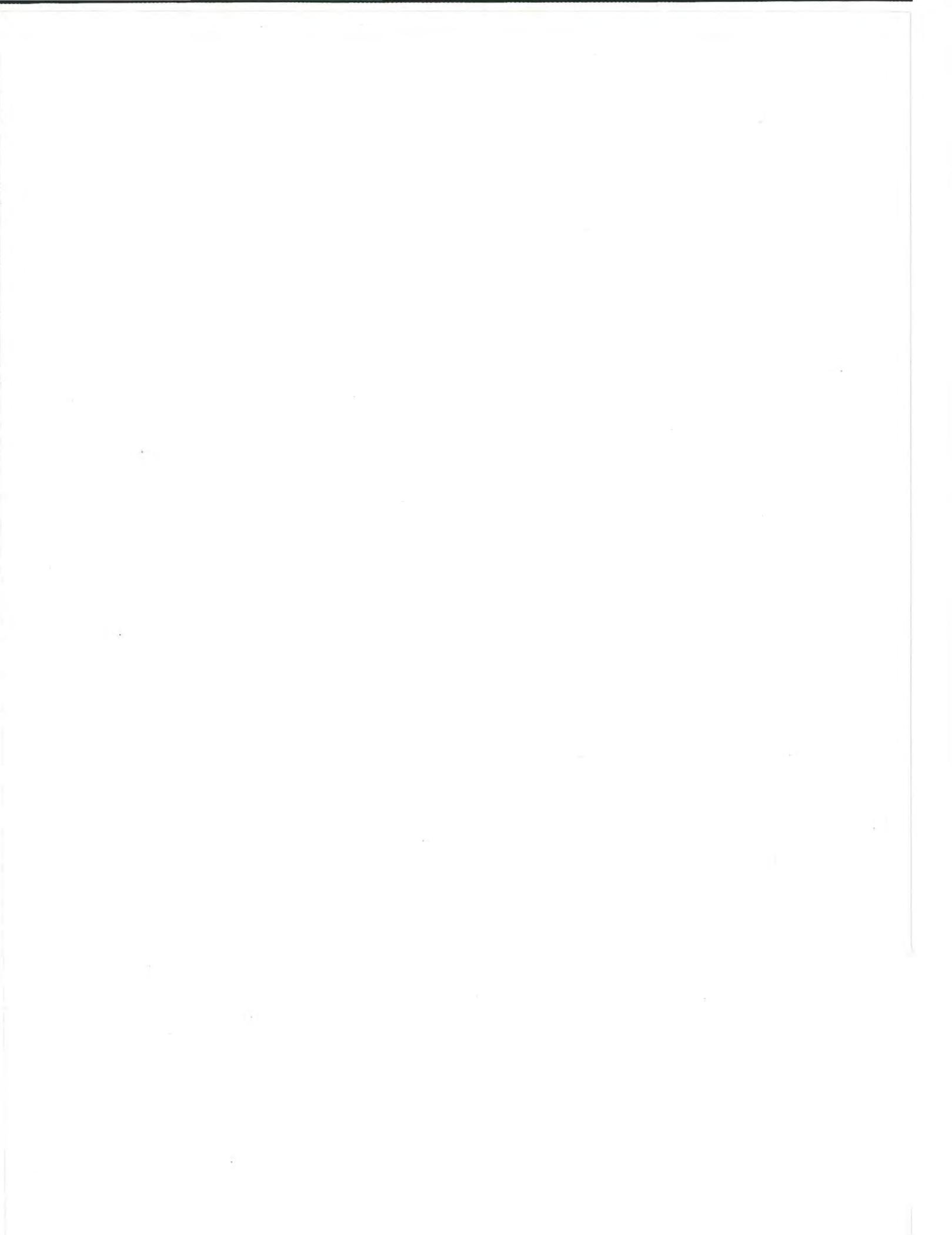
4. Integrate reuse control system with wastewater plant.

ACTIVITY OBJECTIVES

1. Improve performance and efficiency of the water pollution control plant.
2. In conjunction with other activities, continue the preventative maintenance program for all City equipment.
3. Improve safety awareness among employees.

ACTIVITY MEASUREMENTS

	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>PROJECTED</u> <u>1995-96</u>	<u>PROJECTED</u> <u>1996-97</u>
Wastewater treatment capacity	2.4 MGD	2.4 MGD	2.4 MGD	2.4 MGD	2.4 MGD
Wastewater average daily flow	1.8 MGD	1.8 MGD	1.8 MGD	1.8 MGD	1.8 MGD
Number of lift stations	26	26	26	26	26
Miles of sanitary sewers	65.0 miles	65.0 miles	65.0 miles	65.5 miles	65.5 miles



WATER AND SEWER ADMINISTRATION

<i>EXPENDITURES</i>	ACTUAL <u>1992-93</u>	ACTUAL <u>1993-94</u>	ACTUAL <u>1994-95</u>	BUDGET <u>1995-96</u>	AMENDED <u>1995-96</u>	PROPOSED <u>1996-97</u>
Personal Services	\$269,750	\$268,700	\$260,200	\$260,200	\$260,200	\$282,900
Operating Expenses	170,424	168,799	167,000	167,000	172,000	160,000
Capital Outlay	<u>10,000</u>	<u>3,000</u>	<u>4,300</u>	<u>4,300</u>	<u>4,300</u>	<u>1,000</u>
TOTAL	\$450,174	\$440,499	\$432,000	\$432,500	\$436,500	\$443,900

PERMANENT POSITIONS

City Manager	.33
Deputy Clerk	.50
Finance Director	.50
Chief Accountant	.25
C.S. Supervisor/Acct	.25
Sr Account Clerk	.25
Account Clerk	.25
Sr Cust Serv Clerk	.75
Cust Serv Clerk II	.75
Cust Serv Clerk I	.75
City Manager Secretary	.25
Custodian	<u>.33</u>
TOTAL	5.16

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION, GOALS, OBJECTIVES, MEASUREMENTS

See General Government departments



WATER AND SEWER

DEBT SERVICE

ANNUAL BUDGET

1996 - 1997

WATER AND SEWER DEBT SERVICE

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Principal Payments	\$ 165,000	\$ 230,000	\$ 240,000	\$ 245,000	\$ 245,000	\$ 255,000
Interest Expense	836,271	893,319	885,039	876,000	876,000	865,200
Other Debt Service	<u>1,000</u>	<u>2,202</u>	<u>2,310</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
TOTAL	\$1,002,271	\$1,125,521	\$1,127,349	\$1,126,000	\$1,126,000	\$1,125,200

PERMANENT POSITIONS

N/A

ACTIVITY GOAL

N/A

SIGNIFICANT EXPENDITURE CHANGES

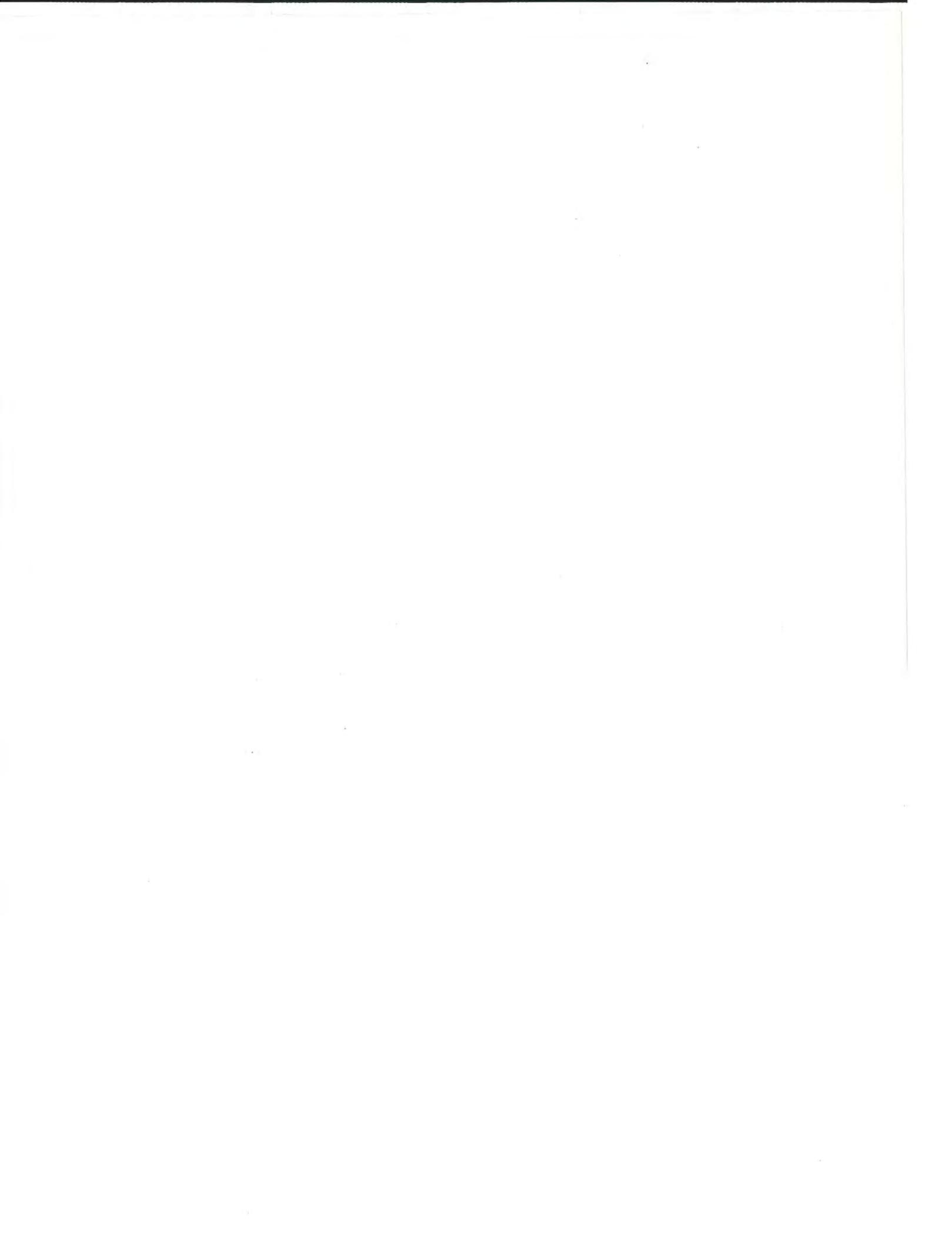
1. None

ACTIVITY MEASUREMENTS

N/A

ACTIVITY DESCRIPTION

The Water and Sewer Debt Service Fund has been established to record the principal and interest payments made on outstanding bonds. The funds allocated for these payments are transferred from Water and Sewer revenues.



**WATER AND SEWER
RENEWAL AND REPLACEMENT FUND
ANNUAL BUDGET**

1996 - 1997

WATER AND SEWER RENEWAL AND REPLACEMENT FUND

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Capital Outlay	\$209,217	\$ 91,324	\$ 77,153	\$559,300	\$992,500	\$ 90,000
Reserve for Improv	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$209,217	\$ 91,324	\$ 77,153	\$559,300	\$992,500	\$ 90,000

PERMANENT POSITIONS

N/A

ACTIVITY GOAL

N/A

SIGNIFICANT EXPENDITURE CHANGES

1. Major projects budgeted in prior years will be on going.

ACTIVITY OBJECTIVE

N/A

ACTIVITY DESCRIPTION

The Renewal and Replacement Fund was established to provide for major improvements and/or repairs to the Water and Sewer Utility System. The funds allocated for these future improvements are transferred from Water and Sewer revenues and impact fees.

ACTIVITY MEASUREMENTS

N/A

FUND	ACCOUNT	ACCOUNT NAME	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1995-96 AMENDED	1996-97 PROPOSED
		WATER AND SEWER RENEWAL AND REPLACEMENT FUND						
		EXPENDITURES						
		WATER PLANT/ CAPITAL OUTLAY						
480	533.310	Professional Services	\$ 77,445	\$ 9,771	\$ 2,752	\$ 45,500	\$ 45,500	\$ 0
480	533.610	Land	0	18,272	134	0	0	0
480	533.620	Buildings	0	0	0	10,000	0	0
480	533.630	Improvements other than Buildings	99,187	61,681	50,367	438,800	612,000	0
480	533.640	Machinery & Equipment	0			0	0	35,300
		Sub-total Water Plant	\$ 176,632	\$ 89,724	\$ 53,253	\$ 494,300	\$ 657,500	\$ 35,300
		WATER POLLUTION CONTROL/ CAPITAL OUTLAY						
480	535.310	Professional Services	\$ 32,585	\$ 1,600	\$ 23,900	\$ 0	\$ 25,000	\$ 0
480	535.620	Buildings	0	0	0	0	0	0
480	535.630	Improvements other than Buildings	0	0	0	45,000	310,000	0
480	535.640	Machinery & Equipment	0	0	0	0	0	0
		Sub-Total Water Pollution Control	\$ 32,585	\$ 1,600	\$ 23,900	\$ 45,000	\$ 335,000	\$ 0
		WATER & SEWER ADMINISTRATION						
480	536.640	Machinery & Equipment	\$ 0	\$ 0	\$ 0	\$ 20,000	\$ 0	\$ 20,000
		BUDGET RESERVE						
480	580.990	Reserve for Improvements	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 34,700
		TOTAL EXPENDITURES & RESERVES	\$ 209,217	\$ 91,324	\$ 77,153	\$ 559,300	\$ 992,500	\$ 90,000



**WATER AND SEWER
CONSTRUCTION FUND
ANNUAL BUDGET**

1996 - 1997

WATER AND SEWER CONSTRUCTION FUND

<i>EXPENDITURES</i>	<u>ACTUAL</u> <u>1992-93</u>	<u>ACTUAL</u> <u>1993-94</u>	<u>ACTUAL</u> <u>1994-95</u>	<u>BUDGET</u> <u>1995-96</u>	<u>AMENDED</u> <u>1995-96</u>	<u>PROPOSED</u> <u>1996-97</u>
Capital Outlay	\$ 584,479	\$ 736,891	\$ 373,612	\$ 200,000	\$ 300,000	\$ 0
Reserve	<u>1,039,132</u>	<u>335,891</u>	<u>162,368</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	\$1,623,611	\$1,072,782	\$ 535,980	\$ 200,000	\$ 300,000	\$ 0

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

Major improvements to the water and sewer system near completion.

ACTIVITY DESCRIPTION

The Construction Fund was established to account for the expenditure of the Series 1992 Bond proceeds to be used for major improvements to the water and sewer system.

FUND ACCOUNT		ACCOUNT NAME	1992-93 ACTUAL	1993-94 ACTUAL	1994-95 ACTUAL	1995-96 BUDGET	1995-96 AMENDED	1996-97 PROPOSED
SERIES 1989 AND 1992 CONSTRUCTION FUND - REVENUES								
491	384.100	Bond Proceeds	\$ 1,590,228	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
491	361.200	Interest from SBA	33,383	33,650	28,149	0	0	0
491	369.960	DOT Reimbursements	0	0	7,831	0	0	0
491	380.100	Appropriated Fund Balance	0	1,039,132	500,000	200,000	300,000	0
TOTAL CONSTRUCTION FUND REVENUES			\$ 1,623,611	\$ 1,072,782	\$ 535,980	\$ 200,000	\$ 300,000	\$ 0
SERIES 1989 AND 1992 CONSTRUCTION FUND - EXPENDITURES								
WATER PLANT								
491	533.310	Professional Services	\$ 49,625	\$ 7,455	\$ 0	\$ 0	\$ 0	\$ 0
491	533.620	Buildings	0	0	0	0	0	0
491	533.630	Improvements other than Buildings	224,147	396,963	71,832	0	0	0
491	533.640	Machinery & Equipment	0	0	0	0	0	0
WASTEWATER TREATMENT PLANT EXPANSION								
491	535.310	Professional Services	\$ 60,412	\$ 29,216	\$ 803	\$ 0	\$ 0	\$ 0
491	535.620	Buildings	0	0	0	0	0	0
491	535.630	Improvements other than Buildings	24,223	136,166	282,822	200,000	300,000	0
491	535.640	Machinery & Equipment	0	0	0	0	0	0
WATER & SEWER ADMINISTRATION								
491	536.310	Bond Issue Costs/Contingencies	\$ 88,042	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
491	581.920	Transfer to Capital Projects Fund/City Hall	138,030	167,091	18,155	0	0	0
TOTAL EXPENDITURES			\$ 584,479	\$ 736,891	\$ 373,612	\$ 200,000	\$ 300,000	\$ 0
RESERVES			\$ 1,039,132	\$ 335,891	\$ 162,368	\$ 0	\$ 0	\$ 0
TOTAL CONSTRUCTION FUND			\$ 1,623,611	\$ 1,072,782	\$ 535,980	\$ 200,000	\$ 300,000	\$ 0

GLOSSARY

Ad Valorem Taxes - Property taxes levied on assessed value of real or personal property.

Appropriation - Authorization granted to make expenditures and to incur obligations for specific purposes. An allocated time is set in which this appropriation can be expended.

Assessed Valuation - A valuation set upon real estate or other property by the County Property Appraiser.

Attrition - A gradual, natural reduction in personnel, as through retirement, resignation or death.

Bond - A certificate of debt issued by the municipality guaranteeing payment of the principal plus interest by a specified date in the future.

Budget - A financial plan for a period of time showing the probable revenues and expenditures. The expenditures are balanced with the revenues.

Budget Amendment - A way of revising budget amounts after the budget has been adopted.

Budget Calendar - A calendar of specific dates for completing the budget process from beginning preparation to adoption of the budget.

Capital Outlay - An expenditure that becomes an addition to the fixed assets of the City.

Construction Fund - A fund established to record the bond proceeds and the expenditure of those proceeds for

improvements to the water and wastewater systems.

Debt Service Fund - A fund established to record the resources for and the payment of long-term debt principal and interest.

Expenditures - A decrease in the net financial resources of the City due to the acquisition of goods and services.

FDER - Florida Department of Environmental Regulations.

Fiscal Year - A twelve month period to which the annual operating budget applies. The City of Holly Hill fiscal year begins on October 1, and ends on September 30 of each year.

Florida State Statutes (F.S.S.) - A law enacted by the Florida Legislature and set forth in a formal document.

Fund - An accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or government functions.

Fund Balance - The excess of assets over liabilities.

General Fund - A fund established to record all revenues and expenditures except those required to be recorded in another fund. The General Fund is used for the ordinary operations of a government.

Grant - Contributions from one governmental unit to another. The contribution is usually made to a specified function, but can at times be used for general purposes.

Law Enforcement Trust Fund - An expendable trust fund established to record confiscated property revenues and the expenditure of those revenues for law enforcement purposes.

Millage Rate - The tax rate stated in terms of dollars and cents per thousand dollars of assessed property value.

Recycling - An operation to collect useful materials from garbage or waste to reprocess in order to have a new use or function.

Operating Budget - A budget for general expenditures such as wages, maintenance, supplies and services.

Ordinance/Resolution - A formal legislative enactment by the governing board of a municipality.

Renewal and Replacement Fund - A fund used to record the resources for and expenditure of certain capital outlay items in the Water and Sewer Enterprise Fund.

Reserves - An account used to indicate that a portion of a fund balance is reserved for a specific purpose.

Retained Earnings - An equity account reflecting accumulated earnings of an enterprise fund.

Revenue - Income of a government from sources, such as tax payments, fees from specific services, receipts from other governments, shared revenues and interest income, fines and forfeitures.

Rolled-Back Rate - This is the tax rate computed in accordance with the "Trim Bill" regulations for an upcoming fiscal year that will yield a dollar amount equal to the amount of property tax levied in the prior year.

Roll-off Containers - A large 20 cubic yard container used for collecting garbage and other waste products.

Solid Waste Enterprise Fund - A fund established to record solid waste revenues and expenditures. The accrual basis of accounting is used. Revenues are recognized when they are earned and expenses are recognized when they are incurred.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed.

Transfer - Amounts transferred from one fund to another fund.

"Trim Bill" - "Trim" is an acronym for the "Truth in Millage" state statute governing the determination of millage for taxing authorities. The statute requires strict adherence to a schedule for advertising and holding public hearings; the language in the advertisements; the size of the advertisements; the method of fixing the millage rate; and other millage limitations.

USEPA - United States Environmental Protection Agency.

Wastewater Reuse System - An operation to recycle wastewater that will provide sprinkling water and reducing the withdrawal from the freshwater aquifer.

Water and Sewer Enterprise Fund - A fund established to record water and sewer revenues and expenditures. The accrual basis of accounting is used. Revenues are recognized when they are earned and expenses are recognized when they are incurred.