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CITY OF HOLLY HILL



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

**PRESENTED TO
City of Holly Hill,
Florida**

**For the Fiscal Year Beginning
October 1, 1999**

Anne Spray Kinsey
President

Jeffrey L. Esselt
Executive Director

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, 1999.

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.

August, 2000

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

Mayor and Commissioners:

The attached document is the budget as proposed for the fiscal year October 1, 2000 to September 30, 2001. 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, and in some areas it will allow us to improve services.

Effectively managing the dollars available to provide basic services and to improve those services is a challenge we face every year. 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 increasing operating costs and capital projects that are needed. We will also continue to examine and reorganize various operations as necessary 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 11,383 and to attract businesses and industries that will contribute to this environment. We have been working diligently the last few years to accomplish the goals of the City Commission for the community and it is becoming quite visible throughout our City that we are making progress in creating a pleasing 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, increased code enforcement activities, and enhancement of recreational programs and facilities.

Infrastructure improvements such as drainage, paving and sidewalks have been accomplished. Beautification of the medians on US#1 is completed. Rehabilitation of the sewage collection system is in progress and will be finished by next spring. The gymnasium is completed with locker rooms and a municipal pool. Annexations and new businesses have helped increase the city's property tax base.

Five year plans for storm drainage work, sidewalks and paving have been updated. About \$300,000 has been allocated in this budget for storm drainage projects and \$164,000 for street resurfacing and sidewalk projects. A traffic light at the corner of US1 and Calle Grande is planned in conjunction with a new shopping area.

Major improvements to the sewer collection system will be completed next year. These improvements will eliminate costly infiltration and inflow to the collection system. Additional water and sewer projects are also planned.

In addition, new tennis courts and racquetball courts are planned in this budget as well as a multi-purpose field.

The City Commission and staff 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 Commission 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 \$1,435,200. The proposed budget does not anticipate using any of this fund balance toward expenditures. At this time an additional \$56,100 is reserved for unanticipated operating expenditures. If this is not used, it will leave an estimated \$1,589,600 in fund balance at the end of fiscal year 2001, about 27% 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 \$10,900 in reserve for Police Education at the beginning of the year. Of this amount, \$4,300 has been appropriated for training of police officers. The reserve is expected to be \$6,600 at the end of the fiscal year.

The Stormwater Drainage Fund is expected to begin the new fiscal year with \$587,100 in reserve for stormwater drainage projects. The stormwater utility fees are also used for labor and other operating expenditures to maintain and repair the storm drainage system. This budget anticipates using \$170,200 from reserves toward the planned projects and will end the year with \$416,900.

The Water and Sewer Enterprise Fund will begin the new year with an estimated operating cash reserve of \$882,000. Approximately \$510,000 (three months operating expenses) is recommended to be maintained as a cash reserve for emergencies. The proposed budget anticipates ending fiscal year 2001 with a cash reserve of \$1,138,200. Any excess reserves

are allocated for improvements.

Unobligated cash reserves for the Water and Sewer Renewal and Replacement Fund are estimated to be \$417,600 at the beginning of the new fiscal year and \$440,000 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 \$17,000 in reserves and end the year with \$17,000. These reserves are restricted to law enforcement purposes only.

The Solid Waste Enterprise Fund is estimated to begin the fiscal year with \$271,400 in reserves and end the year with \$378,700.

The Recreation Activity Fund was established to account for the program revenues and expenditures for special youth activities. It is estimated to begin and end the year with \$2,900 in fund balance.

No fund balance is anticipated for the Community Redevelopment Fund, the Local Law Enforcement Block Grant Fund or the Community Development Block Grant 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, totaling \$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.

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 final payments on this note were made in March 1998. The 1993B note was issued in the amount of \$808,000 at a fixed rate of 4.19%. Principal payments were based on a ten-year amortization schedule with a balloon payment of the remaining principal balance plus any accrued interest due on April 14, 1998. The 1993B note has been retired and a new Utility Service Tax Revenue Bond, Series 1998A was issued for \$1,233,920 on April 14, 1998 at a rate of 4.84% amortized over 10 years. The series 1998A monies were used to pay off the 1993B note and the balance was used for construction of a new recreational facility and median landscaping.

The City entered into a financing agreement with Volusia County during 1995 to participate in a countywide 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 negotiated a loan agreement for up to \$250,000 in December 1996 to finance the purchase of a new computer accounting system. The loan is repayable over a period of five years at a fixed rate of 4.55%.

The City entered into a loan agreement with the State Revolving Loan Fund on July 28, 1998 for a wastewater infiltration and infiltration and inflow project. The loan is repayable over a period of 20 years at a rate of 3.11%. The final loan amount is expected to be about \$2,300,000 with semi-annual payments to begin in 2002, one year after the construction is completed.

Significant Budget Changes

Several factors affected the development of the City's budget. The total budget, including all funds, is about 14% lower than the prior year due primarily to a reduction in the amount allocated for the Sewer Rehabilitation Project funded by the State Revolving Loan.

The City's taxable property value increased during the past year by 7.48%. This is encouraging news indicating that the City's efforts in annexing and redevelopment are working. Property values should continue to increase in the future as we continue efforts in code enforcement, redevelopment and beautification.

Stormwater drainage system improvements will continue and are included in the budget at a cost of \$336,000. 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.

Two additional equipment operator/maintenance worker positions and a housing inspector have been added to this budget.

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

1. Wage adjustments have been provided in this budget. The City is in the process of negotiating wages with its three unions, the Coastal Florida Police Benevolent Association and the International Association of Fire Fighters-Holly Hill Professional Firefighters, Local 3470 and with LIUNA, Public Employees Local 678. There are twenty-six positions in the police bargaining unit, six in the fire bargaining unit and forty-five in the labor bargaining unit.
2. The retirement contributions to the Florida Retirement System for general employees hired prior to 1/1/96 were reduced to 9.15% effective 7/1/00. The defined contribution plan for general employees hired after 1/1/96 requires a 10% contribution. Retirement contributions have been reduced to 8% for the police pension and to 11% for the fire pension.
3. Health insurance rates for employees increased by 4.5% over the prior year.

Revenue Highlights

The General Fund revenue projections include Ad Valorem Tax (property tax) revenues of \$1,567,000. This estimate is based on adopting a millage rate of \$5.09007 per \$1,000 assessed valuation. The current rate is 5.09007 per \$1,000 assessed valuation. The gross taxable value increased by \$22,259,932 or 7.48% over the prior year.

The solid waste rates for garbage pickup are scheduled to increase by 1.92% in accordance with the solid waste contract. The residential rate will increase from \$11.85 to \$12.09 per month.

The Water and Sewer rates were scheduled to increase by 3.2% effective October 1, 2000 according to ordinance. The increase will generate approximately \$120,000 annually, which will be reserved for capital improvements to the water and sewer system. However, recent state law changes requiring additional public notice through the utility billing process will delay the effective date until January 1, 2001.

Major Work Programs

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

GENERAL GOVERNMENT

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

PUBLIC SAFETY

Law Enforcement
Fire Control
Protective Inspection

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 8% 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 ten full-time personnel supplemented by part-time firefighters.

The *Public Services* division maintains streets, sidewalks, drainage systems, parks and grounds. It also provides motor vehicle maintenance for all City vehicles and administers the contract for solid waste services.

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.

We are fortunate to be entering the year 2001, our Centennial Year, with the cooperative efforts of our residents, business leaders, employees and commissioners dedicated to improving our city. In summary, this budget provides for normal operations at current service levels and continues the policies set by current and previous City Commissions. 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,



Joseph Forte
City Manager



Brenda Gubernator
Finance Director

LONG RANGE GOALS

The City of Holly Hill reviewed 1996 goals and amended them in 1998. The goals were revised in January, 1999. It should be noted that the goals are interrelated and that all of the goals were developed to better serve the main constituents of the city.

GOAL #1 To adopt and implement a plan to redevelop Tax Increment Financing District-CC-1 Corridor

GOAL #2 To develop a five (5) year capital improvements plan

GOAL #3 To develop a Five Year Recreation Plan

GOAL #4 To create a better “people” environment for the city

GOAL #5 To enhance the city's code enforcement efforts

GOAL #6 To continue and expand economic development activities

UPDATE 1999

Goal #1 – U.S. #1 is the main artery through the city. Numerous areas have upgraded or redeveloped in recent years. The city committed to continue this trend.

1. All of the city’s volunteer boards will be encouraged to step up their efforts.
2. All codes and ordinances will be reviewed and updated and enforced. A Minimum Standards Ordinance will be established and enforced.
3. Individual businesses and residences, civic groups, advisory boards, Chamber of Commerce and staff will be encouraged to use every possible source of funds and volunteers to enhance this area.

Goal #2 - The city is faced with limited funds to accomplish numerous capital projects. The city committed to developing a defined capital improvements plan.

1. The Commission and staff have developed several plans for individual projects. The budget process will function as a component and as a review of the complete plan.
2. As projects are completed, new projects will be added.
3. Current projects within the plan include, sidewalks, drainage, street resurfacing, solid waste, water and sewer upgrade and extensions, and reuse of treated water.

Goal #3 – The multi-purpose recreational facility and gymnasium being built next door to City Hall will provide a “center” for enhanced recreational activities.

1. Draft a five-year recreation plan for the city.
2. Charge the Recreation Board with developing plans for multipurpose facilities for recreational uses, to include mixed uses and all age groups.

Goal #4 – The City Commission will institute policies to create a better environment for all residents, business owners, staff and visitors to the city.

1. Alternative taxing methods will be considered.
2. Innovative approaches to business development will be considered.
3. Residents and business owners will be included in Commission discussions regarding issues regulating businesses.
4. Training for all employees and volunteers will be enhanced with the goal of providing quality services.
5. “Commission Day” Neighborhood Tours will be conducted.

Goal #5 – For the benefit of the residents and businesses, the Commission recognizes the need to enhance its enforcement efforts.

1. The ordinances will be reviewed and modified to “tighten up” timelines and provide better tools for the code enforcement staff. The minimum standards ordinance will enhance these efforts.
2. The city’s code reinforcement efforts will be used to encourage citizens and businesses to improve the look of the city. The code enforcement efforts may be transferred to the Police Department.
3. The staff and Commission will track the code enforcement efforts.

Goal #6 – Economic development is acknowledged as an important factor for the future well being of the City. Efforts will be made to enhance the image of the city and to expand its economic base.

1. The City will create a web page.
2. Planning will begin to celebrate the City’s 100th birthday in 2001.
3. A theme (“The Avenue”) will be developed for Ridgewood Avenue.

MANAGEMENT AND BUDGET POLICIES

The 2000-01 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 Commissions.

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 Certificates of Deposit and government securities and at the State Board of Administration Pooled Investments Account when 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* - The use of fund balance reserves in order to balance the budget is given serious consideration by management and the City Commission during budget workshops. Information regarding the dollars available, percentages of the budget, possible future needs and alternatives are discussed prior to approval.

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 City has established an operating fund reserve with the goal of achieving three months operating expenses as a reserve. The Renewal and Replacement Fund has a recommended reserve level of \$300,000. The Solid Waste Enterprise Fund reserve is estimated to be \$378,000 at the end of the fiscal year.

5. *Purchasing* - All contracts, when the sum is \$10,000, or less, may be awarded by the City Manager to the lowest and best bidder. When contracts are expected to exceed \$10,000, the City staff solicits sealed bids. Bids are publicly opened, tallied and forwarded to the City Commission with staff recommendations. The City Commission 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 Personnel Rules and Regulations 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 9.15% 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 contributes 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 Commission, and are responsible for the administration of each fund. The City is now contributing 8% of covered gross wages to the police officers' pension fund on behalf of each officer and no additional contribution is expected to be made for an actuarial deficiency. The City contributions to the firefighters' pension fund are estimated at 11% in fiscal year 2000-01. The City is responsible for any actuarial deficiency which may arise in either fund. The pension funds are included in the financial statements of the City, but are not included in the city's annual budget as funds. The contributions to each fund are budgeted within the respective departmental budgets.

FINANCIAL STRUCTURE

Currently, the City prepares an annual budget for six funds. These funds are the General Fund, Community Redevelopment Trust Fund, Community Development Block Grant 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 Commission; 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 both accounting and 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 *Community Redevelopment Trust Fund* is a special revenue fund established to record property tax revenues and other revenues for the Tax Increment Financing District and to record the expenditure of those revenues. Expenditures are generally recognized when they are incurred.

The *Community Development Block Grant Fund* is a special revenue fund established to record CDBG funds received from the County of Volusia and to record the expenditure of those funds on approved projects in CDBG areas. Expenditures are generally recognized when they are 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 revenues 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 and 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 State Revolving Loan proceeds. These resources are being used for the rehabilitation of the sewer collection system.

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. 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.

BUDGET PROCESS

The City of Holly Hill's budget process is a continuing process that involves the City Commission, 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 Commission. 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 Commission 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 Commission and staff. Audience members are encouraged to ask questions and voice concerns to the City Commission, 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 Commission 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 Commission 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 Commission. Transfers between departments must be accomplished by ordinance.

CITY OF HOLLY HILL PERSONNEL SUMMARY

	<u>1998-99</u> Budgeted Positions	<u>1999-2000</u> Budgeted Positions	<u>2000-2001</u> Budgeted Positions
GENERAL GOVERNMENT			
<u>City Manager</u>			
City Manager	1	1	1
City Clerk	1	1	1
Asst to City Manager/Economic Devel	1	1	1
Admin Assistant	1	1	1
Staff Assistant	0	0.5	0
IT Manager	1	1	1
	<hr/> 5	<hr/> 5.5	<hr/> 5
<u>Finance and Administration</u>			
Finance Director	1	1	1
Personnel Director	1	1	1
Chief Accountant/Asst Finance Director	1	1	1
Customer Serv Supervisor/Accountant	1	1	1
Accountant	1	1	1
Accounting Clerk III	2	2	2
Accounting Clerk II	1	1	2
Accounting Clerk I	1	1	1
	<hr/> 9	<hr/> 9	<hr/> 10
<u>Civil Service</u>			
Secretary	0	0	0
	<hr/> 0	<hr/> 0	<hr/> 0
PUBLIC SAFETY			
<u>Law Enforcement</u>			
Police Chief	1	1	1
Police Lieutenant	2	1	1
Police Sergeant	4	4	4
Police Corporal	3	3	3
Lieutenant/Criminal Investigator Div	0	1	1
Police Investigator	3	2	2
Police Officer	10	11	11
Telecommunicators	4	4	4
Admin Assistant	1	1	1
Staff Assistant/CID	1	1	1
Staff Assistant/Records	1	1	1
Animal Control Officer	1	1	1
	<hr/> 31	<hr/> 31	<hr/> 31
<u>Community Development Block Grant</u>			
Police Officer	3	3	3
	<hr/> 3	<hr/> 3	<hr/> 3

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

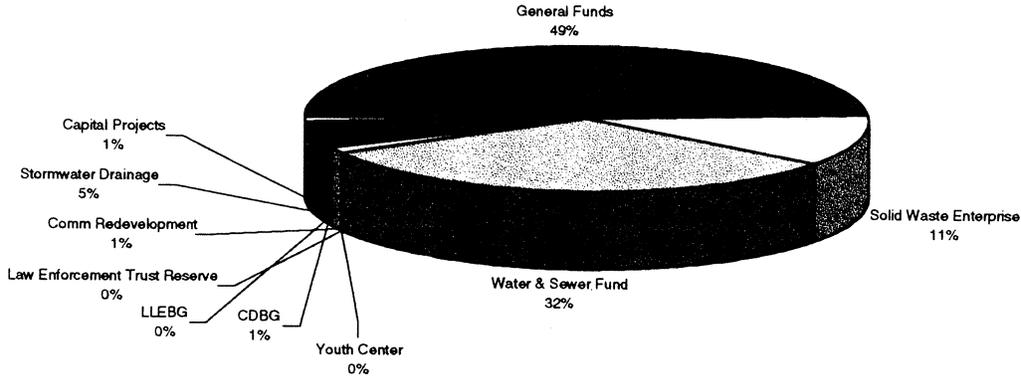
	<u>1998-99</u> Budgeted Positions	<u>1999-2000</u> Budgeted Positions	<u>2000-2001</u> Budgeted Positions
<u>Fire Control</u>			
Fire Chief	1	1	1
Captain	1	1	1
Fire Lieutenant	2	2	2
Fire Inspector	1	1	1
Driver/Engineer EMT	3	3	3
Firefighter EMT	3	3	3
	<u>11</u>	<u>11</u>	<u>11</u>
<u>Protective Inspection</u>			
Chief Building Official	1	1	1
Code Enforcement Officer	1	1	1
Admin Assistant	1	1	1
Code Admin/Clerk	1	1	0
Housing Rehab Inspector	0	0.5	0.5
Rental Housing Inspector	0	0	1
	<u>4</u>	<u>4.5</u>	<u>4.5</u>
PUBLIC SERVICES			
<u>Administration</u>			
Public Works Director	1	1	1
Public Works Manager	1	1	0
Utilities Supervisor	1	1	1
Admin Assistant	1	1	1
Staff Assistant/PW	1	1	1
	<u>5</u>	<u>5</u>	<u>4</u>
<u>Transportation/Road & Street Facilities</u>			
Garage Supervisor	1	1	1
Streets Foreman	1	1	1
Senior Mechanic	2	2	2
Equipment Operator/Maint Worker	4	4	4
	<u>8</u>	<u>8</u>	<u>8</u>
<u>Buildings & Grounds</u>			
Buildings & Grounds Supervisor	1	1	1
Tradesworker	1	1	1
Equipment Operator/Maint Worker	3	3	4
Custodian	1	2	2
Heavy Equipment Operator	1	1	1
	<u>7</u>	<u>8</u>	<u>9</u>

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>1998-99</u>	<u>1999-2000</u>	<u>2000-2001</u>
	<u>Budgeted</u>	<u>Budgeted</u>	<u>Budgeted</u>
	<u>Positions</u>	<u>Positions</u>	<u>Positions</u>
<u>Recreation</u>			
Recreation Director	0	1	1
Recreation Supervisor	1	1	1
Program Supervisor	0	1	1
Custodian	1	1	1
Staff Assistant	1	0	0
Caretaker	0.5	0.5	0.5
Youth Center Worker	1	0	0
PAL PPA Employees (part time)	1.5	1.5	2
Aquatics/Life Guard (FTE)	0	1	1
	<hr/>	<hr/>	<hr/>
	6	7	7.5
<u>Stormwater Drainage</u>			
Equipment Operator/Maint Worker I	1	1	1
Equipment Operator/Maint Worker	1	2	3
	<hr/>	<hr/>	<hr/>
	2	3	4
<u>Garbage/Solid Waste Control</u>			
Solid Waste Coordinator	1	1	1
	<hr/>	<hr/>	<hr/>
	1	1	1
PUBLIC UTILITIES			
<u>Water Utility Service/Water Plant</u>			
Chief Water Plant Operator	1	1	1
Lab Technician	1	1	1
Water Plant Operator	3	3	3
Utility Mechanic	2	2	2
Meter Reader	2	2	2
Utility Service Worker	0	1	1
	<hr/>	<hr/>	<hr/>
	9	10	10
<u>Sewer Service/Water Pollution Control Plant</u>			
Chief Wastewater Plant Operator	1	1	1
Plant Operator	3	4	4
Sludge Belt Press Operator	1	1	1
Utility Mechanic	3	3	3
Lab Technician/Plant Operator	1	0	0
	<hr/>	<hr/>	<hr/>
	9	9	9
 TOTAL PERSONNEL	 110.0	 115.0	 117.0

CITY OF HOLLY HILL
BUDGET YEAR 2000-2001

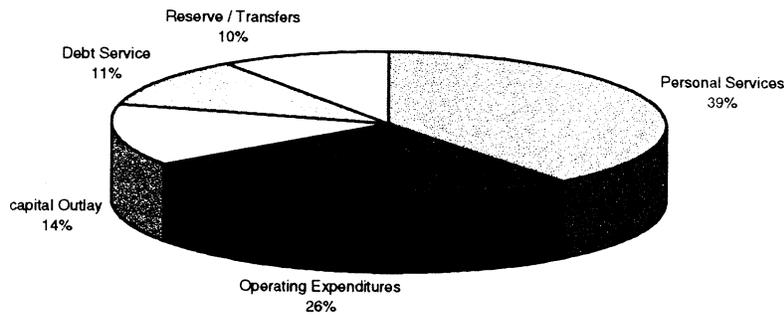
ALL FUNDS REVENUES



General Funds	5,895,100
Solid Waste Enterprise	1,366,300
Water & Sewer Fund	3,843,200
Law Enforcement Trust Reserve	0
Youth Center	100
Comm Redevelopment	179,200
CDBG	100,000
LLEBG	21,700
Stormwater Drainage	560,200
Capital Projects	150,000
Total Revenue	\$12,115,800

* Includes Interest & Impact fees in the R&R Fund and Debt Service Fund

ALL FUNDS EXPENDITURES



Personal Services	4,761,700
Operating Expenditures	3,118,100
capital Outlay	1,680,900
Debt Service	1,356,500
Reserve / Transfers	1,198,600
Total Expenditures	\$12,115,800

**CITY OF HOLLY HILL
COMBINED BUDGET SUMMARY
2000-2001**

REVENUES		EXPENDITURES	
TOTAL TAXES	3,490,900	GENERAL GOVERNMENT	1,222,300
LICENSES & PERMITS	241,000	PUBLIC SAFETY	2,724,000
INTERGOVERNMENTAL	1,288,800	PUBLIC SERVICES	1,318,200
CHARGES FOR SERVICES	488,900	CULTURE/RECREATION	344,600
OTHER REVENUES	407,200	PUBLIC UTILITIES	1,570,100
SOLID WASTE REVENUES	1,341,300	STORMWATER DRAINAGE	560,200
WATER & SEWER REVENUE	3,643,800	SOLID WASTE	1,019,000
TRANSFERS IN	692,000	DEBT SERVICE	1,356,500
APPROPRIATED RESERVES	341,900	BUDGET RESERVES	506,600
DEBT PROCEEDS	180,000	TRANSFERS OUT	692,000
		RENEWAL & REPLACEMENT	418,400
		COMMUNITY REDEVELOPMENT	112,200
		CDBG TRUST FUND	100,000
		LLEBG	21,700
		CAPITAL PROJECTS	150,000
TOTAL REVENUES	<u>12,115,800</u>	TOTAL EXPENDITURES	<u>12,115,800</u>

**CITY OF HOLLY HILL
REVENUE COMPARISON
2000 - 2001**

	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 AMENDED	2000-2001 PROPOSED	% CHANGE
<u>GENERAL FUND</u>					
Ad Valorem Taxes	1,424,800	1,511,976	1,456,000	1,512,800	3.9%
Sales & Use Taxes	183,862	159,418	243,000	276,000	13.6%
Franchise Fees	588,515	591,964	615,300	616,900	0.3%
Utility Service Taxes	962,570	939,349	1,006,000	1,011,000	0.5%
Total Taxes	3,159,747	3,202,707	3,320,300	3,416,700	2.9%
Licenses & Permits	222,300	245,185	216,000	241,000	11.6%
Federal Shared Revenues	16,553	74,869	81,400	89,400	9.8%
State Shared Revenues	877,821	876,032	822,800	812,200	-1.3%
Local Shared Revenues	25,381	17,079	13,300	12,500	-6.0%
Total Shared Revenues	919,755	967,980	917,500	914,100	-0.4%
Charges for Services	113,272	116,708	125,800	128,900	2.5%
Fines & Forfeitures	81,317	77,588	75,600	85,600	13.2%
Interest Earnings	119,477	109,591	119,000	119,000	0.0%
Sales & Compensation	12,833	7,768	6,800	5,000	-26.5%
Contributions	740	5,470	19,500	800	100.0%
Other Miscellaneous Revenues	29,018	201,165	15,700	15,700	0.0%
Total Misc Revenue	356,657	518,290	362,400	355,000	-2.0%
Appropriations	0	0	41,300	98,300	100.0%
Loan Proceeds	0	0	0	180,000	100.0%
Transfers	1,081,693	665,300	683,900	690,000	0.9%
Total General Fund Revenues	5,740,152	5,599,462	5,541,400	5,895,100	6.4%
<u>LAW ENFORCEMENT TRUST FUND</u>					
Law Enforcement Trust	11,073	29,888	4,700	0	-100.0%
<u>RECREATION ACTIVITY FUND</u>					
Youth Center	210	291	200	100	-50.0%
<u>COMMUNITY REDEVELOPMENT TRUST FUND</u>					
Community Redevelopment	67,627	108,693	99,700	179,200	79.7%
<u>COMMUNITY DEVELOPMENT BLOCK GRANT</u>					
Comm Development Block Grant	176,014	124,916	279,700	100,000	-64.2%
<u>LOCAL LAW ENFORCEMENT BLOCK GRANT</u>					
LLEBG	21,252	16,346	16,500	21,700	31.5%
<u>STORMWATER DRAINAGE</u>					
Charges for Services	395,843	464,796	440,000	390,000	-11.4%
Appropriations	0	91,163	144,400	170,200	17.9%
Total Stormwater Drainage	395,843	555,959	584,400	560,200	-4.1%
<u>CAPITAL PROJECTS FUND</u>					
Capital Projects	1,242,112	1,190,232	635,300	150,000	-76.4%
<u>SOLID WASTE ENTERPRISE</u>					
State Shared Revenue	537	1,023	4,200	0	-100.0%
Charges for Services	1,315,212	1,299,340	1,320,000	1,341,300	1.6%
Other Miscellaneous Revenue	286,703	62,675	25,000	25,000	0.0%
Non Revenues	0	0	122,400	0	-100.0%
Total Solid Waste Enterprise	1,602,452	1,363,038	1,471,600	1,366,300	-7.2%

**CITY OF HOLLY HILL
REVENUE COMPARISON
2000 - 2001**

	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 AMENDED	2000-2001 PROPOSED	% CHANGE
<u>WATER & SEWER ENTERPRISE</u>					
Federal Grants	0	0	0	0	0.0%
Water Revenue	1,686,557	1,736,572	1,751,600	1,798,000	2.6%
Sewer Reveune	1,678,093	1,760,889	1,789,200	1,825,800	2.0%
Interest Earnings	109,766	107,920	97,000	94,000	-3.1%
Impact Fees	58,543	43,296	20,000	20,000	0.0%
Other Income	51,459	64,470	32,000	32,000	0.0%
DOT Reimbursement	9,868	0	0	0	0.0%
State Revolving Loan Fund	34,893	0	1,870,300	0	-100.0%
Appropriations	0	0	5,000	73,400	1368.0%
Total Water & Sewer	3,629,179	3,713,147	5,565,100	3,843,200	-30.9%
TOTAL ALL FUNDS	12,885,914	12,701,972	14,198,600	12,115,800	-14.7%

**CITY OF HOLLY HILL
EXPENDITURE COMPARISON
2000 - 2001**

	1997-1998 ACTUAL	1998-1999 ACTUAL	1999-2000 AMENDED	2000-2001 PROPOSED	% CHANGE
<u>GENERAL FUND</u>					
General Government	\$1,797,201	\$1,397,751	\$1,338,700	\$1,452,300	8.5%
Public Safety	2,401,184	2,279,242	2,573,800	2,724,000	5.8%
Public Services	894,971	942,421	1,041,600	1,318,200	26.6%
Culture/Recreation	235,038	242,004	354,000	344,500	-2.7%
Transfers/Reserves/Advance	42,800	367,817	233,300	56,100	-76.0%
Total General Fund	5,371,194	5,229,235	5,541,400	5,895,100	6.4%
<u>LAW ENFORCEMENT TRUST FUND</u>					
Law Enforcement Trust	6,096	24,176	4,700	0	-100.0%
<u>RECREATION ACTIVITY FUND</u>					
Recreation Activity	1,195	219	200	100	-50.0%
<u>COMMUNITY REDEVELOPMENT TRUST FUND</u>					
Community Redevelopment	85,831	102,371	99,700	179,200	79.7%
<u>COMMUNITY DEVELOPMENT BLOCK GRANT</u>					
Community Development	176,014	124,916	279,700	100,000	-64.2%
<u>LOCAL LAW ENFORCEMENT BLOCK GRANT</u>					
LLEBG	21,252	15,918	16,500	21,700	31.5%
<u>STORMWATER DRAINAGE FUND</u>					
Stormwater Drainage	352,832	555,959	584,400	560,200	-4.1%
<u>CAPTIAL PROJECTS FUND</u>					
Captial Projects	618,267	1,638,711	635,300	150,000	-76.4%
<u>SOLID WASTE ENTERPRISE</u>					
Solid Waste	1,626,138	1,912,659	1,471,600	1,366,300	-7.2%
<u>WATER & SEWER ENTERPRISE</u>					
Water & Sewer	1,843,186	2,047,926	2,039,600	2,020,100	-1.0%
Renewal and Replacement	375,819	396,615	375,000	418,400	11.6%
Debt Service	1,127,467	1,124,131	1,127,000	1,126,500	0.0%
Reserves	50,000	116,000	153,200	278,200	81.6%
Total Water and Sewer Funds	3,396,472	3,684,672	3,694,800	3,843,200	4.0%
<u>CONSTRUCTION FUND</u>					
State Revolving Loan	34,893	0	1,870,300	0	0.0%
TOTAL ALL FUNDS	11,690,184	13,288,836	14,198,600	12,115,800	-14.7%

CITY OF HOLLY HILL
SUMMARY OF EXPENDITURES
Proposed Budget 1999-2000

	Operating	Capital	Debt Service & Reserves	Total
<u>GENERAL FUND</u>				
General Government	1,171,300	51,000	230,000	1,452,300
Law Enforcement	1,548,000	13,500	0	1,561,500
Fire Control	714,500	187,000	0	901,500
Protective Inspection	239,000	22,000	0	261,000
Transportation/Road & Street	591,600	322,100	0	913,700
Buildings & Grounds	367,400	37,100	0	404,500
Recreation	341,500	3,000	0	344,500
Reserves/Transfers/ Advances	0	0	56,100	56,100
Total General Fund	4,973,300	635,700	286,100	5,895,100
<u>LAW ENFORCEMENT TRUST FUND</u>	0	0	0	0
<u>YOUTH CENTER</u>	100	0	0	100
<u>COMMUNITY REDEVELOPMENT TRUST</u>	98,200	14,000	67,000	179,200
<u>COMMUNITY DEVELOPMENT BLOCK GRANT</u>	0	100,000	0	100,000
<u>LOCAL LAW ENFORCEMENT BLOCK GRANT</u>	900	20,800	0	21,700
<u>STORMWATER DRAINAGE FUND</u>	223,700	336,500	0	560,200
<u>CAPITAL PROJECTS FUND</u>	0	150,000	0	150,000
<u>SOLID WASTE ENTERPRISE FUND</u>	1,013,500	5,500	347,300	1,366,300
<u>WATER & SEWER ENTERPRISE FUND</u>				
Water Utility Service	736,100	0	0	736,100
Sewer Service	779,000	0	0	779,000
Administrative	55,000	0	706,200	761,200
Operating Reserve	0	0	0	0
Debt Service	0	0	1,126,500	1,126,500
Renewal & Replacement	0	418,400	22,000	440,400
Total Water & Sewer	1,570,100	418,400	1,854,700	3,843,200
<u>CONSTRUCTION FUND</u>	0	0	0	0
TOTAL EXPENDITURES	7,879,800	1,680,900	2,555,100	12,115,800

**CITY OF HOLLY HILL
ESTIMATED FUND BALANCES
2000 - 2001**

	Est Beginning Fund Balance Sept 30, 2000	Revenue Projection 2000-01	Expenditure Projection 2000-01	Estimated Fund Balance Sept 30, 2001
General Fund				
Unreserved	1,435,200	5,768,400	5,614,000	1,589,600
Police Education	10,900	3,700	8,000	6,600
Transportation	94,000	123,000	217,000	0
Total General Fund	1,540,100	5,895,100	5,839,000	1,596,200
Law Enforcement Trust	17,000	0	0	17,000
Recreation Activity Fund	2,900	100	100	2,900
Community Redevelopment	(11,000)	179,200	112,200	56,000
Community Development	0	100,000	100,000	0
Local Law Enforcement Block Grant	0	21,700	21,700	0
Stormwater Drainage	587,100	390,000	560,200	416,900
Capital Projects	84,200	150,000	150,000	84,200
Solid Waste	271,400	1,366,300	1,259,000	378,700
Water and Sewer	882,000	3,745,800	3,489,600	1,138,200
Renewal & Replacement	417,600	440,400	418,400	439,600
Construction	0	0	0	0
 TOTAL	 3,791,300	 12,288,600	 11,950,200	 4,129,700

**CITY OF HOLLY HILL
NOTES PAYABLE
2000 - 2001**

Present notes payable are summarized as follows:

<u>Lender / Purpose</u>	<u>Principal Balance 1999-00</u>	<u>Principal Payment 2000-01</u>	<u>Interest Payment 2000-01</u>	<u>Principal Balance 9/30/2001</u>
GENERAL FUND				
Sun Bank of Volusia County-				
* New Gym , City Hall/Fire Station Renovation	977,540	110,751	46,623	820,166 ***
** Computer System	128,476	53,428	3,132	71,916 ****
Volusia County				
800 MHZ Radio System	63,874	12,625	3,344	47,906 *****
NOTES PAYABLE BALANCE	<u>1,169,890</u>	<u>176,804</u>	<u>53,099</u>	<u>939,987</u>

- * Pledged Revenue Utility Service Taxes
- ** Budget Agreement (General Funds Revenues)
- *** Paid in Full 3/2008
- **** Paid in Full 12/2001
- ***** Paid in Full 9/2004

**CITY OF HOLLY HILL
BONDS PAYABLE
2000 - 2001**

DEBT SERVICE REQUIREMENTS TO MATURITY

	FISCAL YEAR ENDING	PRINCIPAL	INTEREST	TOTAL DEBT SERVICE
OCTOBER 1,	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	13,705,000	12,141,110	25,846,110

CAPITAL OUTLAY

Capital outlay and improvements included in this 2000-01 budget are listed on the following pages. Generally, the items listed under \$30,000 are replacements of existing equipment and/or upgrades and repairs to existing equipment or buildings. Repair costs and maintenance are expected to decrease the impact on the operating budget and/or extend the life of existing fixed assets.

The following summaries describe capital projects over \$30,000.

1. AS 400 Upgrade

Replacement of the current AS 400 computer that will reach capacity next year.

Cost: \$30,000 Source: General Revenue

Impact: Improved speed and capacity for the city computer system. Maintenance costs will remain about the same as the current machine. It is possible the old unit will have some resale value.

2. ALS Engine

Replacement Fire Engine equipped to fight fires as well as provide Advanced Life Support services.

Cost: \$180,000 Source: Loan Proceeds

Impact: Maintenance, repairs and insurance costs will decrease about \$8,000 since this engine will replace three other units once it is placed into service.

3. Traffic Light-US #1 and Calle Grande

New traffic light that will be required in conjunction with the development of a new shopping area.

Cost: \$100,000 Source: Gas Tax

Impact: Annual maintenance and repairs about \$500.

4. Street Resurfacing Program

First year of the updated five year plan.

Cost: \$98,600 Source: Gas Tax

Impact: Reduced labor and materials for maintenance and repair of roads.

5. Sidewalk Program

First year of the updated five year plan to build new sidewalks.

Cost: \$64,000 Source: Sidewalk fee: \$9,000 General Revenue: \$55,000

Impact: No immediate impact on maintenance costs.

6. Excavator

Replacement of 22-year old excavator.

Cost: \$30,000 with trade-in Source: General Revenue

Impact: Reduced down-time for maintenance and repairs - \$2,000. Increased productivity for labor force.

7. Multi-Purpose Field, Tennis and Racquetball Courts
Construction of additional recreational facilities for the community.
Cost: \$150,000 Source: General Revenue
Impact: \$20,000 annual labor and maintenance

8. Infrastructure Improvements
Construction of various improvements for the development of an affordable housing project.
Cost: \$100,000 Source: Community Development Block Grant
Impact: \$10,000 annual labor and maintenance.

9. Drainage Improvements
First year of updated five-year plan.
Cost: \$303,000 Source: Stormwater Fees
Impact: Reduced labor requirements during flooding conditions. Annual maintenance about \$4,000.

10. Paint Elevated Tank
Painting the outside of the elevated water tank on Jarecki Avenue.
Cost \$30,000 Source: Water Revenues
Impact: Regular repainting maintains tank in good condition.

11. Rebuild Sand Filters
Replace sand and underdrain system in both sets that treat the effluent from the advanced wastewater treatment plant.
Cost \$100,000 Source: Sewer Revenues Impact: Reduced maintenance and repairs.

12. Hoffman Blowers
Replace 2 Hoffman Blowers (compressors) in the aeration system at the wastewater treatment plant.
Cost \$41,000 Source: Sewer Revenues
Impact: Reduced maintenance and repairs.

**CAPITAL OUTLAY
FISCAL YEAR 2000-01**

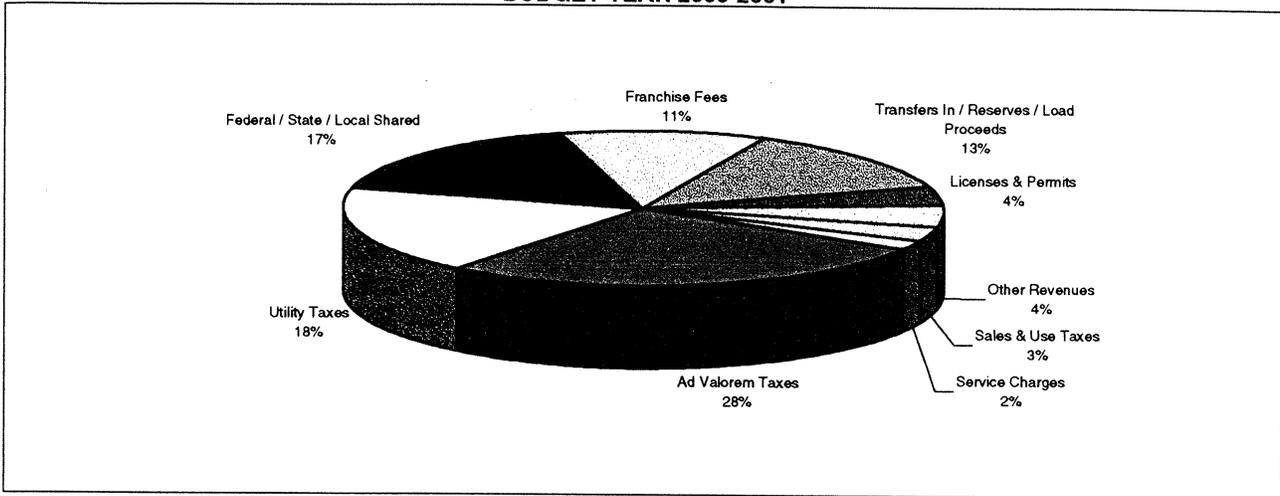
A list of Capital Outlay items proposed for each department is noted below:

	ITEM COST	TOTAL COST
General Government		\$51,000
AS 400 Upgrade	30,000	
Computer Upgrade	10,000	
Air Conditioner Units (2)	10,000	
Workstation	1,000	
Law Enforcement		\$13,500
Animal Transport Body with Fans & Locks	8,500	
Used Vehicle (Replace #104)	5,000	
Fire Control		\$187,000
ALS Engine	180,000	
Flooring - Carpet or Tile	4,500	
Thermal Imaging Upgrade	2,500	
Protective Inspection		\$22,000
New Vehicle	22,000	
Transportation/Road & Street Facilities		\$322,100
Traffic Light-US1 & Calle Grande	100,000	
Street Resurfacing Program (5Year Plan)	98,600	
Sidewalk Program (5 Year Plan)	64,000	
Excavator - Used w/Trade-in	30,000	
New Vehicle	22,000	
Communication Radios (800 MHZ)	5,000	
Welcome Sign on Riverside Drive	2,500	
Buildings and Grounds		\$187,100
Multi Purpose Field, Tennis Courts (2), and Racquetball Court	150,000	
Playground Equipment	10,000	
Lights for Gym Parking Lot	5,000	
Small Mower	8,500	
Air Conditioner for Public Works Admin Bldg	5,000	
Paint Sunrise North, South & Ross Point Bldg	4,000	
Paint Sica Hall (Outside)	2,500	
Ice Machine at Hollyland Park	2,100	
Recreation		\$3,000
Lighting Around Pool Deck & Light Censor	3,000	
Community Redevelopment Trust Fund		\$14,000
Welcome Signs (2)	5,000	
Grant Program	6,000	
Tree Planting	3,000	
Community Development Block Grant Fund		\$100,000
Affordable Housing-Infrastructure Improvemts	100,000	

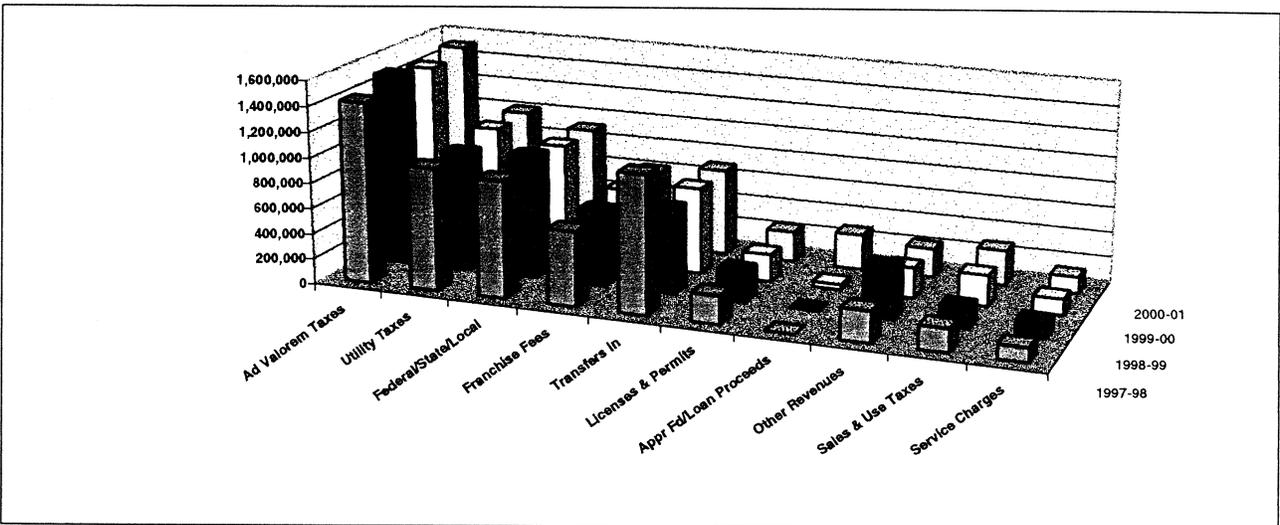
**CAPITAL OUTLAY
FISCAL YEAR 2000-01**

Local Law Enforcement Block Grant		\$20,800
Police Equipment	20,800	
Stormwater Drainage		\$336,500
Drainage Improvements - 5 Year Plan	303,000	
Ditch Mower	15,000	
Vehicle	11,500	
Roller - Backfill & Patch Steets, etc.	5,000	
Viber Strike (Concrete Sidewalk Repair)	2,000	
Garbage/Solid Waste Control Services		\$5,500
Communication Radio (800 MHZ)	3,500	
Carpet (Admin Office Bldg)	2,000	
Renewal & Replacement		\$418,400
Water		
Elevated Tank & Water Plant Instrumentation	15,000	
Required Chemical Analysis by CUP	5,000	
Repair Water Treatment Plant Filter Walls	5,500	
Fire Hydrants (3)	4,500	
Water Meters (200)	19,000	
Paint Elevated Tank - Outside	30,000	
Well Pumps Pulled & Repaired (3)	15,000	
New Instrumentation, Cable & Installation	20,000	
Electric Hoist on Chlorine Cylinder	2,700	
Replace Filter Valve Actuators	2,000	
Wellfield Instrumentation Repairs	6,000	
Radio Repair & Replacement (800 MHZ)	7,500	
Replace Transfer Pump Motors (2)	3,700	
Replace High Service Pump & Motor	8,500	
Sewer		
Roof on Observation Tower	10,000	
Instrumentation Replacemt & Rehab IP-2 Sys	22,000	
Belt Press, Mech Seals & Elect Valve Replcm	8,600	
Rebuild Sand Filters	100,000	
Biological Treatment Units (2)	1,500	
CL2 & SO2 Repairs (Chemical Storage Bldg)	6,600	
Pista Grit	3,000	
Bar Screen	3,600	
Meter Calibrated	4,000	
Hoffman Blowers (Aeration System) 2	41,000	
Recycle Pumps (6)	4,100	
Defused Air Flotation Unit (DAF)	2,200	
Return Pumps (3)	8,500	
Equilization Pump Drives	10,500	
Lift Station (onsite)	5,000	
Instrumentation & Scada Systems	20,000	
Lift Station Rehabilitation (#17A)	10,000	
Lift Station Rehabilitation (#24)	12,000	
Drying Oven	1,400	
Total Capital Outlay		\$1,680,900

**CITY OF HOLLY HILL
GENERAL FUND REVENUES
BUDGET YEAR 2000-2001**



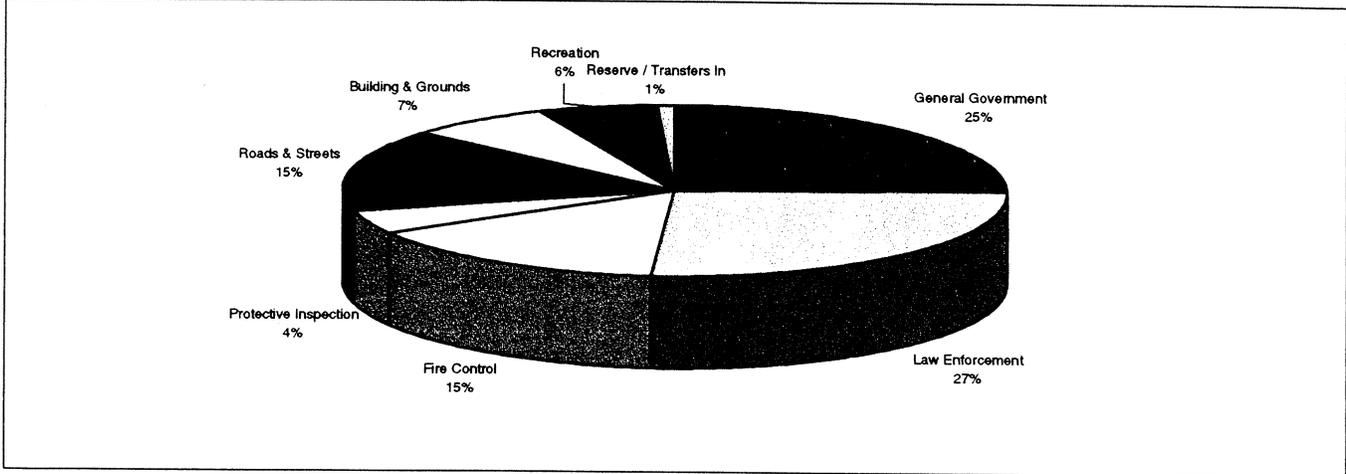
Ad Valorem Taxes	1,512,800	Licenses & Permits	241,000
Utility Taxes	1,011,000	Other Revenues	226,100
Federal / State / Local Shared	914,100	Sales & Use Taxes	276,000
Franchise Fees	616,900	Service Charges	128,900
Transfers In / Reserves	788,300	Total Revenue	5,715,100



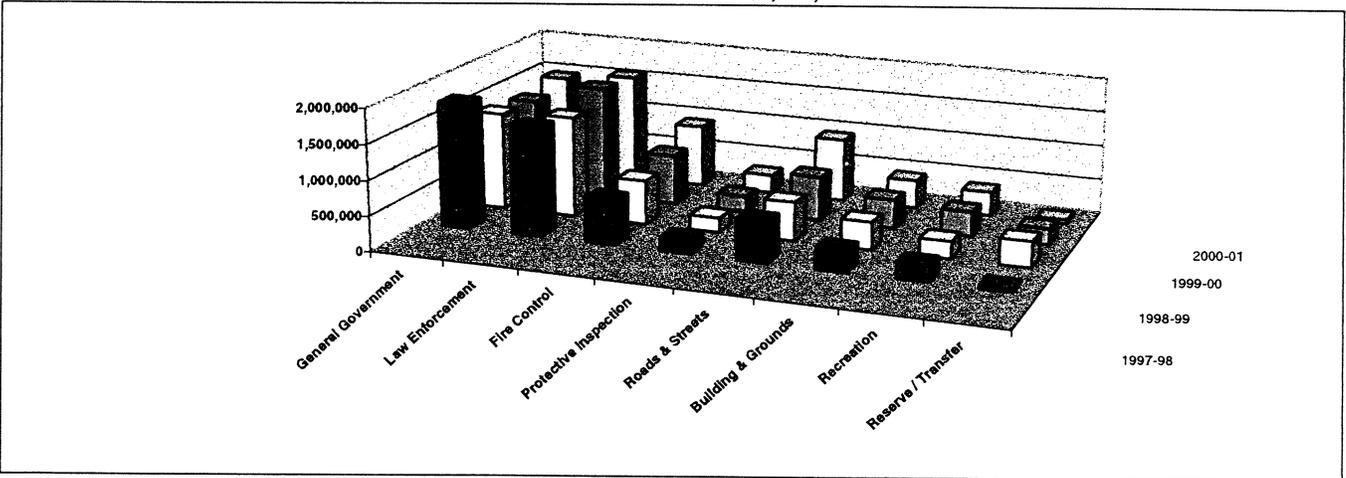
FOUR YEAR HISTORY

	1997-98	1998-99	1999-00	2000-01
	ACTUAL	ACTUAL	AMENDED	BUDGET
Ad Valorem Taxes	1,424,800	1,511,976	1,456,000	1,512,800
Utility Taxes	962,570	939,349	1,006,000	1,011,000
Federal/State/Local	919,754	967,980	917,500	914,100
Franchise Fees	588,515	591,964	615,300	616,900
Transfers In	1,081,693	665,300	683,900	690,000
Licenses & Permits	222,300	245,185	216,000	241,000
Appr Fd/Loan Proceeds	0	0	41,300	278,300
Other Revenues	243,385	401,582	236,600	226,100
Sales & Use Taxes	183,862	159,418	243,000	276,000
Service Charges	113,272	116,708	125,800	128,900
TOTAL REVENUES	\$5,740,151	\$5,599,462	\$5,541,400	\$5,895,100

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES
BUDGET YEAR 2000-2001**



General Government	1,452,300
Law Enforcement	1,561,500
Fire Control	901,500
Protective Inspection	261,000
Roads & Streets	913,700
Building & Grounds	404,500
Recreation	344,500
Reserve / Transfers In	56,100
Total Revenues	\$5,895,100



FOUR YEAR HISTORY

	1997-1998 ACTUAL	1998-1999 ACTUAL	1999-2000 AMENDED	2000-2001 BUDGET
EXPENDITURES				
General Government	1,797,201	1,397,751	1,338,700	1,452,300
Law Enforcement	1,558,157	1,442,185	1,624,000	1,561,500
Fire Control	643,287	632,079	724,100	901,500
Protective Inspection	199,740	204,978	225,700	261,000
Roads & Streets	583,501	552,542	632,400	913,700
Building & Grounds	311,470	389,879	409,200	404,500
Recreation	235,038	242,004	354,000	344,500
Reserve / Transfer	42,800	367,817	233,300	56,100
TOTAL EXPENDITURES	\$5,371,194	\$5,229,235	\$5,541,400	\$5,895,100

GENERAL FUND REVENUE EXPLANATION

Property Tax Revenue

The General Fund revenue projections include ad valorem tax revenue of \$1,567,024 less \$74,177 to be placed in the Community Redevelopment Trust Fund. This estimate is based on the current back rate of \$5.09007 per \$1,000 assessed valuation of \$319,662,350. The proposed millage rate represents a 6.72% increase over the rolled-back rate of \$4.76967. The current year estimated gross taxable value increased by \$22,259,932, or 7.48% from the 1999 final gross taxable value of \$297,402,418. The following table provides a summary of the City's anticipated tax collections at the rate of 97% estimated collections.

Gross taxable value	\$319,662,350
Less exemptions	
(new construction + additions - deletions)	2,281,764
Adjusted taxable value	317,380,586
Rate per \$1,000	5.09007
2000 tax levy	1,615,489
Estimated % of collections	97%
Estimated current tax collections	1,567,024

Sales and Use Taxes

The City receives a percentage of the first two cents (\$.02) per gallon of the six cent local option gas tax charged in Volusia County which is allocated among the cities on an equally weighted basis of taxable value and population. This revenue, estimated at \$158,000 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.

The new 2nd Local Option Gas of five cents (\$.05) per gallon charged in Volusia County is also allocated among the cities based on population and taxable value. This gas tax is restricted to "transportation expenditures needed to meet the requirements of the capital improvements element of an adopted comprehensive plan". Expenditures may not include routine maintenance of roads.

Franchise Fees

Based on eight months' collections, revenue from franchise fees is expected to be slightly higher than the 1999-00 Budget. The following table shows the franchise fee charged to various companies:

Florida Power & Light	6%
Bellsouth	1%
Peoples Gas	6%
Time-Warner	3%
Towing Services	\$7,200

Utility Service Taxes

Based on current and historical revenue information, the electric, telephone and gas utility taxes are expected to be higher than the 1999-00 budget.

Electric	10%
Gas	10%
Telecommunications	7%

Licenses and Permits

Revenue from occupational licenses is expected to increase about \$25,000 with a new license requirement for owners of residential rental units. Permit fees and inspection fees are also expected at the same amount as anticipated in the 1999-00 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, 39.4% of the City's State Revenue Sharing funds are from the 8th cent motor fuel tax. This amount, approximately \$101,000, 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 be slightly lower than 1999-00 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 remain the same.

Fines and Forfeitures

Based on current projections, court fines and police education, revenues are expected to increase. Code enforcement fines and parking violations are expected to remain the same.

Interest Earnings

Interest earnings are based on current average earnings and are expected to remain about the same as the 1999-00 budget.

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 1999-00.

Appropriated Fund Balances and Reserves

Prior year cash reserves from the 2nd Local Option Gas Tax and sidewalk fee will be used to fund road and sidewalk projects. Reserves designated for police education will be used for police training.

Transfers

Transfers from the Water and Sewer Enterprise Fund and the Solid Waste Enterprise Fund totaling \$690,000 will defray those funds' administrative expenses and share of debt service payments for City Hall Renovations budgeted in the General Fund.

Loan Proceeds

Loan proceeds of \$180,000 are anticipated to purchase a new Fire Truck.

**CITY OF HOLLY HILL
GENERAL FUND REVENUES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
AD VALOREM TAXES						
311.10.00	Current Ad Valorem Taxes	1,404,816	1,407,231	1,436,000	1,436,000	1,492,800
311.20.00	Delinquent Ad Valorem Taxes	19,984	104,746	20,000	20,000	20,000
	Total Ad Valorem Taxes	<u>1,424,800</u>	<u>1,511,976</u>	<u>1,456,000</u>	<u>1,456,000</u>	<u>1,512,800</u>
SALES AND USE TAXES						
312.41.00	Local Option Gas Tax	183,862	159,311	165,000	158,000	158,000
312.41.10	2nd Local Option Gas Tax	0	0	0	85,000	118,000
312.42.00	Local Altern. Fuel Decal User Fee	0	107	0	0	0
	Total Sales and Use Taxes	<u>183,862</u>	<u>159,418</u>	<u>165,000</u>	<u>243,000</u>	<u>276,000</u>
FRANCHISE FEES						
313.10.00	Electricity	492,988	488,022	505,000	510,000	510,000
313.20.00	Telecommunications	18,111	19,849	20,000	26,000	28,000
313.40.00	Gas	21,126	20,835	21,000	15,700	15,700
313.50.00	CATV	45,472	52,440	52,000	55,800	56,000
313.90.00	Towing Services	10,818	10,818	10,800	7,800	7,200
	Total Franchise Fees	<u>588,515</u>	<u>591,964</u>	<u>608,800</u>	<u>615,300</u>	<u>616,900</u>
UTILITY SERVICE TAXES						
314.10.00	Electricity	744,021	713,645	745,000	681,000	686,000
314.20.00	Telecommunications	179,800	191,403	210,000	290,000	290,000
314.40.00	Gas	38,750	34,301	35,000	35,000	35,000
	Total Utility Taxes	<u>962,570</u>	<u>939,349</u>	<u>990,000</u>	<u>1,006,000</u>	<u>1,011,000</u>
	Total Taxes	<u>3,159,746</u>	<u>3,202,706</u>	<u>3,219,800</u>	<u>3,320,300</u>	<u>3,416,700</u>
LICENSES & PERMITS						
321.10.00	Professional & Occupational Licenses	152,809	179,622	153,000	153,000	153,000
321.10.10	Rental Housing Occupational License	0	0	0	0	25,000
322.10.00	Building Permits	30,729	26,145	20,000	23,000	23,000
322.11.00	Electrical Permits	9,190	6,137	5,000	5,000	5,000
322.12.00	Plumbing Permits	2,869	2,338	1,500	4,000	4,000
322.13.00	Mechanical Permits	3,404	2,040	2,000	2,000	2,000
329.10.00	Other Licenses & Permits	6,618	8,624	12,000	9,000	9,000
329.20.00	Inspection Fees	16,682	20,280	18,000	20,000	20,000
	Total Licenses & Permits	<u>222,300</u>	<u>245,185</u>	<u>211,500</u>	<u>216,000</u>	<u>241,000</u>
FEDERAL SHARED REVENUES						
331.21.00	D.A.R.E. Grant	16,553	20,374	0	0	0
331.22.00	Part-time COPS Grant	0	0	0	12,000	20,000
331.24.00	Pal Grant	0	39,505	69,400	69,400	69,400
331.25.00	US DOT/Florida DOT	0	14,990	0	0	0
	Total Federal Shared Revenues	<u>16,553</u>	<u>74,869</u>	<u>69,400</u>	<u>81,400</u>	<u>89,400</u>

**CITY OF HOLLY HILL
GENERAL FUND REVENUES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
STATE SHARED REVENUES						
334.15.00	Dept of Community Affairs	0	205	0	0	0
334.75.00	State Grant	0	0	0	0	0
335.11.00	Two Cents Additional Cigarette Tax	33,245	30,921	32,000	30,000	30,000
335.12.00	State Revenue Sharing	281,376	267,785	279,000	260,000	255,000
335.14.00	Mobile Home Licenses	14,151	13,628	15,000	14,000	14,000
335.15.00	Alcoholic Beverage Licenses	7,294	6,603	7,000	7,000	7,000
335.18.00	Half Cent Sales Tax	466,440	495,711	480,000	495,000	500,000
335.23.00	Firefighter Supplemental Comp.	1,500	1,550	1,800	1,800	1,200
335.25.00	Youth Tobacco Program	60,645	48,633	0	10,000	0
335.41.00	Motor Fuel Tax Rebate	13,170	5,052	3,000	5,000	5,000
335.49.90	Other Transportation - SP	0	5,944	0	0	0
	Total State Shared Revenues	877,821	876,032	817,800	822,800	812,200
LOCAL SHARED REVENUES						
337.20.00	City Contrib EMS Grant	12,905	1,300	0	0	0
337.40.00	Co Contrib/Sidewalks	0		0	0	0
337.70.00	Port Authority Grant	0	0	0	0	0
337.71.00	Emergency Response Plan	0	3,000	0	800	0
338.20.00	City Share of County Licenses	12,475	12,779	12,500	12,500	12,500
	Total Local Shared Revenues	25,381	17,079	12,500	13,300	12,500
	Total Shared Revenues	919,754	967,981	899,700	917,500	914,100
CHARGES FOR SERVICES						
341.20.00	Zoning Fees	2,800	2,315	2,500	2,500	2,500
341.30.00	Sales of Maps/Publications	464	636	500	500	500
341.40.00	Certifications/Copies/Research	4,780	6,621	6,000	6,000	6,000
342.10.00	Police Services	1,114	2,468	1,500	1,600	1,600
342.20.00	Fire Programs	998	233	1,000	1,000	1,000
344.90.10	Median Maintenance (DOT)	20,052	25,676	19,000	19,000	20,100
344.90.20	Sidewalk Fee	4,696	25	5,000	9,000	5,000
344.90.30	R-O-W Maint. Volusia Cty	0	2,051	2,000	2,200	2,200
347.21.00	Program Activity Fees	52,560	56,106	70,000	75,000	80,000
347.21.50	Boys & Girls Club Fees	18,000	10,500	0	0	0
347.43.00	Special Events	0	3,525	0	0	0
347.53.00	Sica Hall Revenues	7,808	6,554	8,000	9,000	10,000
	Total Charges for Services	113,272	116,708	115,500	125,800	128,900
FINES & FORFEITURES						
351.10.00	Court Fines	76,104	72,378	80,000	70,000	80,000
351.30.00	Police Education	3,908	3,714	4,000	3,700	3,700
351.50.00	Code Enforcement Fines	900	498	900	900	900
351.60.00	Parking Violations	405	835	1,000	1,000	1,000
359.10.00	Other Fines and Forfeitures	0	164	0	0	0
	Total Fines & Forfeitures	81,317	77,588	85,900	75,600	85,600

**CITY OF HOLLY HILL
GENERAL FUND REVENUES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
INTEREST EARNINGS						
361.10.00	Investments	30,773	10,278	19,000	19,000	19,000
361.20.00	Investments/State Bd of Administration	88,704	99,313	90,000	100,000	100,000
	Total Interest Earnings	<u>119,477</u>	<u>109,591</u>	<u>109,000</u>	<u>119,000</u>	<u>119,000</u>
SALES & COMPENSATION/LOSS OF FIXED ASSETS						
364.41.00	Surplus Sales (Equip., Land, Bldgs.)	5,952	3,098	5,000	5,000	5,000
364.42.00	Insurance Proceeds/Loss	6,881	4,670	0	1,800	0
	Total Sales & Compensation	<u>12,833</u>	<u>7,768</u>	<u>5,000</u>	<u>6,800</u>	<u>5,000</u>
CONTRIBUTIONS						
366.90.00	Contributions & Donations	740	5,470	15,000	18,700	0
366.90.10	VIP Program Donations	0	0	0	800	800
366.91.00	D.A.R.E. Contributions	0	0	0	0	0
	Total Contributions	<u>740</u>	<u>5,470</u>	<u>15,000</u>	<u>19,500</u>	<u>800</u>
OTHER MISCELLANEOUS REVENUES						
365.10.00	Scrap Sales	0	127	500	500	500
369.50.00	FEMA Reimbursement	1,279	167,921	0	0	0
369.90.00	Other Miscellaneous Revenue	27,739	33,118	15,200	15,200	15,200
	Total Other Misc. Revenues	<u>29,018</u>	<u>201,165</u>	<u>15,700</u>	<u>15,700</u>	<u>15,700</u>
	Total Misc. Revenue	<u>162,068</u>	<u>323,995</u>	<u>144,700</u>	<u>161,000</u>	<u>140,500</u>
APPROPRIATIONS						
380.10.00	Appropriated Fund Balance	0	0	0	37,000	94,000
380.11.00	Appropriated Reserve for Police Education	0	0	4,000	4,300	4,300
TRANSFERS FROM OTHER FUNDS						
381.50.00	Transfer from Law Enf. Trust Fund	0	0	0	0	0
381.65.00	Transfer from CDBG Fund	0	0	8,600	8,600	0
381.90.00	Transfer from Capital Projects Fund	484,693	0	0	0	0
TRANSFERS FROM ENTERPRISE OPERATIONS						
381.10.00	Transfer From Water & Sewer Fund	400,000	440,000	450,000	450,000	450,000
381.70.00	Transfer From Solid Waste Fund	197,000	225,300	225,300	225,300	240,000
	Total Transfers From Enterprise	<u>597,000</u>	<u>665,300</u>	<u>675,300</u>	<u>675,300</u>	<u>690,000</u>
LOAN PROCEEDS						
384.10.40	Loan Proceeds	0	0	0	0	180,000
	Total General Fund Revenues	<u>5,740,151</u>	<u>5,599,464</u>	<u>5,365,000</u>	<u>5,541,400</u>	<u>5,895,100</u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
GENERAL FUND EXPENDITURES SUMMARY						
	General Government	1,797,201	1,397,751	1,330,600	1,338,700	1,452,300
	Law Enforcement	1,558,157	1,442,185	1,514,800	1,624,000	1,561,500
	Fire Control	643,287	632,079	721,600	724,100	901,500
	Protective Inspection	199,740	204,978	220,000	225,700	261,000
	Transportation/Road & Street	583,501	552,542	605,200	632,400	913,700
	Buildings & Grounds	311,470	389,879	376,300	409,200	404,500
	Recreation Department	235,038	242,004	363,200	354,000	344,500
	Community Redevelopment Trust Fund	42,800	18,300	6,400	6,400	0
	Transfer to LLEBG Fund	0	1,617	1,600	1,600	2,000
	Transfer to Capital Projects	0	347,900	225,300	225,300	0
	Reserve	0		0	0	54,100
	TOTAL EXPENDITURES	5,371,194	5,229,235	5,365,000	5,541,400	5,895,100

CITY COMMISSION

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	17,381	16,111	21,500	24,000	25,600
Operating Expenses	37,063	44,408	44,100	45,100	46,100
TOTAL	54,444	60,519	65,600	69,100	71,700

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

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

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

The City Commission 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 Commission.

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 property adjacent to City Hall.

ACTIVITY MEASUREMENTS	ACTUAL 1997-98	ACTUAL 1998-99	ESTIMATED 1999-00	PROJECTED 2000-01
Number of Reg City Commission Meetings	24	24	24	24
Number of Special Commission Meetings	8	6	6	6
Number of Ordinances adopted	45	40	30	30
Number of Resolutions adopted	30	30	30	30

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
GENERAL GOVERNMENT - COMMISSION						
PERSONAL SERVICES						
511.11.00	Executive Salaries	0	0	0	0	0
511.12.00	FICA Taxes	0	0	0	0	0
511.22.00	Retirement Contributions	0	0	0	0	0
511.23.00	Life & Health Insurance	10,160	10,730	14,000	14,000	14,000
511.24.00	Workers' Compensation	0	0	0	0	0
511.28.01	Training & Travel	7,221	5,381	7,500	10,000	11,600
	Total Personal Services	<u>17,381</u>	<u>16,111</u>	<u>21,500</u>	<u>24,000</u>	<u>25,600</u>
OPERATING EXPENSES						
511.41.00	Telephone/Communications Service	1,188	1,678	1,200	1,200	1,000
511.47.00	Printing & Binding	71	0	200	800	200
511.49.01	Other Charges & Obligations	619	210	500	1,200	500
511.49.10	Other Special Costs	30,240	36,240	36,300	36,300	36,300
511.51.00	Office Supplies	556	306	0	0	200
511.54.00	Subscriptions & Memberships	4,390	5,975	5,900	5,600	7,900
	Total Operating Expenses	<u>37,063</u>	<u>44,408</u>	<u>44,100</u>	<u>45,100</u>	<u>46,100</u>
	TOTAL CITY COMMISSION	<u>54,444</u>	<u>60,519</u>	<u>65,600</u>	<u>69,100</u>	<u>71,700</u>

CITY MANAGER

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	272,666	389,361	260,600	220,200	273,400
Operating Expenses	<u>24,971</u>	<u>22,655</u>	<u>23,000</u>	<u>47,900</u>	<u>43,000</u>
TOTAL	297,637	412,016	283,600	268,100	316,400

PERMANENT POSITIONS	1998-99	1999-00	2000-01
City Manager	1.00	1.00	1.00
Assistant to City Manager	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00
Administrative Assistant	0.00	1.00	1.00
IT Manager	1.00	1.00	1.00
Staff Assistant	<u>0.00</u>	<u>0.50</u>	<u>0.00</u>
Total	4.00	5.50	5.00

SIGNICANT EXPENDITURE CHANGES

None

ACTIVITY DESCRIPTION

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

The City Clerk records and maintains the City Commission 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 Commission.
2. Continue developing five-year capital improvement plans for programs that have not been addressed yet
3. Provide guidance to Commission in promoting redevelopment of the Ridgewood Avenue corridor.
4. Record and maintain City Records in the records in the records retention schedule.
5. Administrate all municipal elections and assist in county, state, and federal elections, as necessary.

ACTIVITY MEASUREMENTS

	ACTUAL 1997-98	ACTUAL 1998-99	ESTIMATED 1999-00	PROJECTED 2000-01
Number of City Comm meetings attended	27	32	32	28
Number of agendas prepared	27	32	32	28
Number of resolutions and ordinances filed	95	71	75	80
Number of elections administered	2	0	3	0
Number of job advertisements placed	5	10	30	40
Number of tests given	0	2	0	2

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
GENERAL GOVERNMENT - CITY MANAGER						
PERSONAL SERVICES						
512.11.00	Executive Salaries	117,782	196,225	112,800	72,000	111,300
512.12.00	Regular Salaries & Wages	91,466	127,139	90,900	94,800	98,000
512.13.00	Other Salaries	0	0	0	2,600	0
512.14.00	Overtime/Regular Employees	246	213	1,000	500	500
512.19.01	Uniforms	450	450	500	500	500
512.21.00	FICA Taxes	15,551	21,407	15,700	13,000	16,000
512.22.00	Retirement Contributions	34,617	30,424	22,200	16,900	23,400
512.23.00	Life & Health Insurance	7,441	9,412	12,600	11,000	12,800
512.24.00	Workers' Compensation	571	649	900	900	800
512.28.01	Training & Travel	4,542	3,441	4,000	8,000	10,100
	Total Personal Services	272,666	389,361	260,600	220,200	273,400
OPERATING EXPENSES						
512.31.01	Professional Services	0	225	100	500	200
512.41.00	Telephone/Communications Services	3,662	3,288	3,400	3,900	3,400
512.42.00	Postage, Freight & Express	95	65	200	200	200
512.44.00	Rentals and Leases	766	46	800	200	200
512.45.00	Non-Employee Insurance	938	530	600	600	600
512.46.01	Repair & Maintenance Services	1,089	193	1,200	4,000	2,000
512.46.50	Vehicle Repairs & Maintenance	1,300	43	400	400	400
512.47.00	Printing & Binding	1,647	1,122	300	1,500	800
512.49.01	Other Charges & Obligations	8,680	9,913	10,000	24,300	29,000
512.49.10	Other Special Costs	0	150	500	1,500	1,500
512.51.00	Office Supplies	3,352	3,774	3,000	8,000	1,500
512.52.50	Fuel & Oil Supplies	492	1,406	300	600	700
512.54.00	Subscriptions & Memberships	2,952	1,901	2,200	2,200	2,500
	Total Operating Expenses	24,971	22,655	23,000	47,900	43,000
	TOTAL CITY MANAGER	297,637	412,016	283,600	268,100	316,400

FINANCE AND ADMINISTRATION

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	399,736	339,925	407,900	411,900	432,600
Operating Expenses	<u>249,708</u>	<u>208,714</u>	<u>241,100</u>	<u>241,400</u>	<u>250,700</u>
TOTAL	649,444	548,639	649,000	653,300	683,300

PERMANENT POSITIONS	1998-99	1999-00	2000-01
Finance Director	1.00	1.00	1.00
Personnel Director	1.00	1.00	1.00
Chief Acct/Asst Fin Dir	1.00	1.00	1.00
C. S. Super/Acct	1.00	1.00	1.00
Accountant	1.00	1.00	1.00
Accounting Clerk III	2.00	2.00	2.00
Accounting Clerk II	1.00	1.00	1.00
Accounting Clerk I	<u>1.00</u>	<u>1.00</u>	<u>2.00</u>
Total	9.00	9.00	10.00

SIGNIFICANT EXPENDITURE CHANGES

Additional mid-year position.

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 distribution 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 revenue. 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 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 bi-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 analyzes for all funds and departments.
8. Invest idle funds efficiently and effectively.
9. Provide information to Commission, City Manager, Department Heads, and Citizens.

ACTIVITY MEASUREMENTS	ACTUAL 1997-98	ACTUAL 1998-99	ESTIMATED 1999-00	PROJECTED 2000-01
Number of utility bills mailed	66,475	66,167	67,200	67,200
Number of penalty notices mailed	N/A	*5,000	12,660	13,000
Number of payroll checks prepared	3,099	**45	**45	25
Number of direct deposit receipts prepared	N/A	3,350	3,350	3,500
Number of accounts payable checks issued	4,465	4,600	4,600	4,600
Number of insurance claims filed	6	8	7	6

* Partial year

** Began direct deposit of payroll in September, 1998

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
GENERAL GOVERNMENT - FINANCE AND ADMINISTRATION						
PERSONAL SERVICES						
513.11.00	Executive Salaries	88,997	53,585	55,500	56,700	58,000
513.12.00	Regular Salaries & Wages	211,887	212,285	217,900	227,400	243,200
513.13.00	Other Salaries & Wages	352	0	0	0	0
513.14.00	Overtime	7,017	120	1,000	1,000	1,000
513.21.00	FICA Taxes	22,557	19,310	21,100	21,100	23,100
513.22.00	Retirement Contributions	45,311	36,971	28,000	28,000	22,700
513.23.00	Life & Health Insurance	17,119	16,252	19,800	19,800	22,900
513.24.00	Workers' Compensation	348	846	1,200	1,200	1,100
513.28.01	Training & Travel	6,148	555	3,000	2,000	4,000
	Total Personal Services	399,736	339,925	347,500	357,200	376,000
OPERATING EXPENSES						
513.31.01	Professional Services	95,271	71,855	100,000	100,000	110,000
513.31.10	Engineering	895	0	1,000	0	1,000
513.31.20	Pension Administration	1,680	0	1,700	2,200	1,700
513.32.00	Accounting & Auditing Services	50,833	47,917	40,000	36,000	44,000
513.41.00	Telephone/Communications Services	6,350	7,528	6,800	7,600	7,700
513.42.00	Postage, Freight & Express	23,234	24,143	26,500	26,500	27,500
513.44.00	Rentals & Leases	7,844	7,793	9,500	9,500	7,000
513.46.01	Repairs & Maintenance	23,522	24,227	24,000	24,000	25,000
513.47.00	Printing & Binding	10,919	11,629	12,500	12,500	12,500
513.49.01	Other Charges & Obligations	4,454	6,627	0	2,000	1,500
513.49.10	Other Special Charges	13,198	0	2,000	4,000	0
513.51.00	Office Supplies	10,347	6,174	13,000	13,000	10,000
513.54.00	Subscriptions & Memberships	1,160	822	1,200	1,400	1,200
	Total Operating Expenses	249,708	208,714	238,200	238,700	249,100
	TOTAL FINANCE AND ADMIN	649,444	548,639	585,700	595,900	625,100

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
GENERAL GOVERNMENT - PERSONNEL						
PERSONAL SERVICES						
513.11.00	Executive Salaries	0	39,666	41,100	41,700	42,900
513.12.00	Regular Salaries & Wages	0	0	0	0	0
513.13.00	Other Salaries & Wages	0	0	7,700	0	0
513.14.00	Overtime	0	0	0	0	0
513.21.00	FICA Taxes	0	2,888	3,600	3,600	3,300
513.22.00	Retirement Contributions	0	3,967	4,100	4,100	4,300
513.23.00	Life & Health Insurance	0	2,296	2,500	2,500	2,600
513.24.00	Workers' Compensation	0	179	200	200	200
513.28.01	Training & Travel	0	2,759	1,200	2,600	3,300
	Total Personal Services	0	51,756	60,400	54,700	56,600
OPERATING EXPENSES						
513.31.01	Professional Services	0	0	100	100	0
513.41.00	Telephone/Communications Services	0	272	400	400	400
513.42.00	Postage, Freight & Express	0	107	100	100	100
513.46.01	Repairs & Maintenance	0	0	0	0	0
513.47.00	Printing & Binding	0	103	100	100	200
513.49.01	Other Charges & Obligations	0	5	1,000	500	200
513.50.00	Advertising	0	0	0	300	0
513.51.00	Office Supplies	0	2,974	500	1,000	200
513.54.00	Subscriptions & Memberships	0	245	700	200	500
	Total Operating Expenses	0	3,707	2,900	2,700	1,600
	TOTAL PERSONNEL	0	55,463	63,300	57,400	58,200

CIVIL SERVICE

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	849	743	0	0	0
Operating Expenses	<u>8,031</u>	<u>4,490</u>	<u>7,700</u>	<u>9,800</u>	<u>7,700</u>
TOTAL	7,854	8,880	7,700	9,800	7,700

PERMANENT POSITIONS

None

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

This Board, composed of five unpaid members appointed by the City Commission, is responsible for assisting in personnel matters as necessary. The board assists the City Commission, in personnel matters covered by the Civil Service Ordinance.

ACTIVITY GOALS

1. Assists in personnel matters as necessary.

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS

	ACTUAL 1997-98	ACTUAL 1998-99	ESTIMATED 1999-00	PROJECTED 2000-01
Number of Regular Board meetings	4	0	0	4
Number of joint meetings with City Commission	1	0	0	0

*Activities moved to City Manager's Department

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
GENERAL GOVERNMENT - CIVIL SERVICE						
PERSONAL SERVICES						
513.13.00	Salaries & Wages/Parttime	720	600	0	0	0
513.21.00	FICA Taxes	55	46	0	0	0
513.22.00	Retirement Contributions	0	0	0	0	0
513.24.00	Workers' Compensation	74	97	0	0	0
513.28.01	Training & Travel	0	0	0	0	0
	Total Personal Services	<u>849</u>	<u>743</u>	<u>0</u>	<u>0</u>	<u>0</u>
OPERATING EXPENSES						
513.31.01	Professional Services	0	0	200	0	200
513.41.00	Telephone/Communications Services	0	0	300	0	300
513.42.00	Postage, Frt, Express	12	0	0	0	0
513.43.01	Utility Services	1,335	1,324	1,400	1,400	1,400
513.46.01	Repair & Maintenance Services	0	0	400	0	400
513.47.00	Printing & Binding	0	0	200	0	200
513.49.01	Other Charges & Obligations	972	0	500	0	500
513.50.00	Advertising	5,521	2,901	4,000	8,000	4,000
513.51.00	Office Supplies	0	0	300	0	300
513.54.00	Subscription & Membership	190	265	400	400	400
	Total Operating Expenses	<u>8,031</u>	<u>4,490</u>	<u>7,700</u>	<u>9,800</u>	<u>7,700</u>
	TOTAL CIVIL SERVICE	<u>8,880</u>	<u>5,233</u>	<u>7,700</u>	<u>9,800</u>	<u>7,700</u>

GENERAL GOVERNMENT – DEBT SERVICES

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Debt Service	<u>669,904</u>	<u>227,329</u>	<u>227,300</u>	<u>227,300</u>	<u>230,000</u>
TOTAL	669,904	227,329	227,300	227,300	230,000

PERMANENT POSITIONS
N/A

ACTIVITY DESCRIPTION

This is a non-department established to record principal and interest debt for General Government, Police and Fire equipment.

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
GENERAL GOVERNMENT - DEBT SERVICE						
DEBT SERVICE - PRINCIPAL						
517.71.01	General Government	581,022	149,298	156,400	156,400	164,200
517.71.10	Police Equipment	11,444	12,312	12,700	12,700	13,300
517.71.20	Fire Equipment	24,201	0	0	0	0
	Total Principal Payments	<u>616,667</u>	<u>161,610</u>	<u>169,100</u>	<u>169,100</u>	<u>177,500</u>
DEBT SERVICE - INTEREST						
517.72.01	General Government	48,197	62,062	54,800	54,800	49,800
517.72.10	Police Equipment	4,525	3,657	3,400	3,400	2,700
517.72.20	Fire Equipment	516	0	0	0	0
	Total Interest Payments	<u>53,237</u>	<u>65,719</u>	<u>58,200</u>	<u>58,200</u>	<u>52,500</u>
	TOTAL GEN GOVT DEBT SERVICE	<u><u>669,904</u></u>	<u><u>227,329</u></u>	<u><u>227,300</u></u>	<u><u>227,300</u></u>	<u><u>230,000</u></u>

GENERAL GOVERNMENT – OTHER SERVICES

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	4,330	11,485	12,500	18,500	12,500
Operating Expenses	90,616	73,307	84,900	81,600	79,700
Capital Outlay	<u>21,946</u>	<u>3,760</u>	<u>10,000</u>	<u>11,000</u>	<u>51,000</u>
TOTAL	116,892	88,552	97,400	111,100	143,200

PERMANENT POSITIONS
N/A

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, and 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, Fire and Protective Inspection departments.

The City owns the Library 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.

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
GENERAL GOVERNMENT - OTHER SERVICES						
PERSONAL SERVICES						
519.25.00	Unemployment Insurance	11	7,088	4,000	10,000	4,000
519.29.01	Other Personal Services	4,319	4,397	8,500	8,500	8,500
519.29.10	Reserve/ Retirees & Personal Services	0	0	0	0	0
	Total Personal Services	<u>4,330</u>	<u>11,485</u>	<u>12,500</u>	<u>18,500</u>	<u>12,500</u>
OPERATING EXPENSES						
519.43.01	Utility Services	15,382	17,396	15,000	15,000	16,000
519.45.00	Non-employee Insurance	21,907	17,969	18,500	27,000	28,000
519.46.01	Repair & Maintenance Services	10,496	5,119	8,000	7,100	8,000
519.50.00	Advertising	5,800	5,989	5,000	7,000	6,000
519.52.01	Operating Supplies	8,664	8,286	7,000	5,000	7,000
519.58.00	Election Expenses	13,367	4,484	6,000	5,100	0
519.80.00	Grants and Aids	15,000	14,065	15,400	15,400	14,700
	Total Operating Expenses	<u>90,616</u>	<u>73,307</u>	<u>74,900</u>	<u>81,600</u>	<u>79,700</u>
CAPITAL OUTLAY						
519.61.00	Land	0	0	0	0	0
519.62.00	Buildings	3,896	0	0	0	0
519.62.10	Buildings (Youth Center)	0	0	0	0	0
519.63.00	Improvements Other than Buildings	0	0	0	0	0
519.64.00	Machinery & Equipment	18,050	3,760	10,000	11,000	51,000
	Total Capital Outlay	<u>21,946</u>	<u>3,760</u>	<u>10,000</u>	<u>11,000</u>	<u>51,000</u>
TOTAL OTHER SERVICES		<u><u>116,891</u></u>	<u><u>88,553</u></u>	<u><u>97,400</u></u>	<u><u>111,100</u></u>	<u><u>143,200</u></u>
TOTAL GENERAL GOVERNMENT		<u><u>1,797,201</u></u>	<u><u>1,397,751</u></u>	<u><u>1,330,600</u></u>	<u><u>1,338,700</u></u>	<u><u>1,452,300</u></u>

LAW ENFORCEMENT

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	1,335,982	1,260,193	1,354,800	1,438,800	1,366,600
Operating Expenses	138,483	132,794	158,700	175,900	181,400
Capital Outlay	83,692	49,198	1,300	9,300	13,500
TOTAL	1,558,157	1,442,185	1,514,800	1,624,000	1,561,500

PERMANENT POSITIONS	1998-99	1999-00	2000-01
Police Chief	1.00	1.00	1.00
Police Captain	1.00	1.00	0.00
Police Lieutenants	1.00	1.00	2.00
Police Sergeants	4.00	4.00	4.00
Police Corporals	3.00	3.00	3.00
Police Investigators	2.00	2.00	2.00
Police Officers	11.00	11.00	11.00
Telecommunicators	4.00	4.00	4.00
Animal Control Officer	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Staff Assistant II CID	1.00	1.00	1.00
Staff Assistant II/Records	1.00	1.00	1.00
Total	31.00	31.00	31.00

SIGNIFICANT EXPENDITURE CHANGES

None

ACTIVITY DESCRIPTION

The Police Department is charged with the responsibility of preserving peace and good order and providing for the security of 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 patrol officers take the initial report. 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 investigation 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 minutes or less on all calls for police assistance.
5. Maximize traffic safety and reduce accidents by 5%.
6. Reduce crime
7. Achieve above 50% minimum recovery of stolen property.
8. Coordinate investigative efforts to achieve a maximum workload of 25 cases per month per investigator.
9. Reduce the number of stray animals within the City.

ACTIVITY MEASUREMENTS	ACTUAL	ACTUAL	ACTUAL	PROJECTED
	1997-98	1998-99	1999-00	2000-01
Number of calls dispatched	19,502	17,208	15,691	16,000
Number of reports processed	6,809	6,184	5,495	5,500
Average response time (minutes)	2	2	2	2
Number of traffic accidents	507	510	521	500
Crimes per 100,000 population	8,000	N/A	N/A	N/A
Number of active reserves	7	7	8	8
Number of animal licenses issued	106	107	106	110

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
PUBLIC SAFETY/LAW ENFORCEMENT						
PERSONAL SERVICES						
521.11.00	Executive Salaries	44,226	52,514	55,900	56,200	58,400
521.12.00	Regular Salaries	895,630	819,787	842,000	919,000	857,800
521.13.00	Other Salaries	41,703	27,426	31,700	45,000	55,000
521.14.00	Overtime/Regular Employees	41,059	35,218	52,000	42,000	52,000
521.15.00	Incentive Pay Supplement	13,240	12,880	13,600	13,600	13,200
521.19.01	Uniforms	12,872	13,726	15,000	15,000	15,000
521.19.10	Uniform & Equipment Allowances	7,606	8,940	10,400	10,400	10,500
521.21.00	FICA Taxes	82,468	76,747	83,300	87,000	85,500
521.22.00	Retirement Contributions	115,065	102,409	102,100	102,100	81,100
521.23.00	Life & Health Insurance	58,826	69,395	77,000	77,000	78,200
521.24.00	Workers' Compensation	15,781	32,133	55,800	54,300	43,900
521.28.01	Training & Travel	6,503	7,828	8,000	9,200	8,000
521.28.20	Second Dollar Training Fund	1,002	1,191	8,000	8,000	8,000
	Total Personal Services	<u>1,335,982</u>	<u>1,260,193</u>	<u>1,354,800</u>	<u>1,438,800</u>	<u>1,366,600</u>
OPERATING EXPENSES						
521.31.01	Professional Services	5,052	476	2,500	2,500	2,500
521.34.00	Contractual Service/Animal Control	14,702	16,391	15,000	16,500	18,000
521.41.00	Telephone/Communications Services	9,426	9,855	10,000	12,000	11,800
521.42.00	Postage, Freight & Express	751	1,187	1,000	1,000	1,000
521.43.01	Utility Services	9,792	9,708	9,500	9,800	9,500
521.44.00	Rentals & Leases	5,514	5,104	9,700	9,700	15,600
521.45.00	Non-Employee Insurance	22,782	17,864	18,800	18,800	21,000
521.46.01	Repair & Maintenance Services	4,367	5,095	11,000	11,000	11,000
521.46.50	Vehicle Repairs & Maintenance	19,685	24,601	20,000	19,000	20,000
521.47.00	Printing & Binding	2,701	4,105	5,000	5,000	5,000
521.49.01	Other Charges & Obligations	1,223	135	1,500	1,500	1,500
521.51.00	Office Supplies	3,068	2,553	9,000	13,000	5,000
521.52.01	Operating Supplies	16,144	16,181	20,700	19,000	17,000
521.52.50	Fuel & Oil Supplies	20,952	17,658	19,000	30,100	35,700
521.54.00	Subscriptions & Memberships	2,184	1,855	2,000	2,200	2,000
521.56.01	Program Expenses	140	26	4,000	4,000	4,000
521.56.10	Program Expenses - VIPS	0	0	0	800	800
	Total Operating Expenses	<u>138,483</u>	<u>132,794</u>	<u>158,700</u>	<u>175,900</u>	<u>181,400</u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
PUBLIC SAFETY/LAW ENFORCEMENT CONTINUED						
CAPITAL OUTLAY						
521.62.00	Buildings	0	0	0	0	0
521.63.00	Improvements other than Buildings	0	0	0	0	0
521.64.00	Machinery & Equipment	83,692	49,198	1,300	9,300	13,500
	Total Capital Outlay	<u>83,692</u>	<u>49,198</u>	<u>1,300</u>	<u>9,300</u>	<u>13,500</u>
	TOTAL LAW ENFORCEMENT	<u>1,558,157</u>	<u>1,442,185</u>	<u>1,514,800</u>	<u>1,624,000</u>	<u>1,561,500</u>

FIRE CONTROL

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	546,007	551,134	591,900	594,300	612,200
Operating Expenses	68,683	74,260	103,400	103,500	102,300
Capital Outlay	<u>28,597</u>	<u>6,685</u>	<u>26,300</u>	<u>26,300</u>	<u>187,000</u>
TOTAL	643,287	632,079	721,600	724,100	901,500

PERMANENT POSITIONS	1998-99	1999-00	2000-01
Fire Chief	1.00	1.00	1.00
Captain	1.00	1.00	1.00
Fire Lieutenant	2.00	2.00	2.00
Driver Engineer	3.00	3.00	3.00
Firefighters/EMT	3.00	3.00	3.00
Fire Inspector	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	11.00	11.00	11.00

PERMANENT PART-TIME
POSITIONS

Permanent Part Time	6.00	10.00	10.00
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SIGNIFICANT EXPENDITURE CHANGES

1. Mid-year salary adjustments

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 and injured. All full-time personnel maintain Emergency Medical Technician (EMT) or Paramedic certification. The full-time firefighters are assisted by State certified permanent part-time firefighters.

ACTIVITY GOALS

1. Minimize fire losses.
2. Reduce fire hazards.
3. Provide fire prevention training to school children, residents and business owners.
4. Provide higher levels of training to employees.
5. Reduce equipment downtime.
6. Respond immediately to alarms.
7. Reduce code violations related fires.

ACTIVITY OBJECTIVES

1. Maintain a response time of 4 – 6 minutes for all high priority emergency calls.
2. Enforce fire and building codes and increase fire protection. Perform annual fire inspections of all businesses and retirement facilities.
3. Allow time to work with schools and retirement homes on fire prevention and safety.
4. Allow opportunities for training and education while on duty.
5. Develop and maintain weekly and monthly preventative maintenance on all equipment.
6. Maintain a ready response mode at all times by positioning personnel and equipment accordingly.
7. Increase and improve pre-emergency plan and company inspection programs.

ACTIVITY MEASUREMENTS	ACTUAL 1997-98	ACTUAL 1998-99	PROJECTED 1999-00	PROJECTED 2000-01
Number of fire responses	169	169	130	143
Number of medical responses	1,285	1,275	1,450	1,500
Number of other responses	128	130	150	160
Total estimated fire losses	110,925	200,000	200,000	150,000
Number of locations inspected	N/A	N/A	N/A	N/A
Number of part- time personnel	10	6	9	9
Number of Support Unit members	10	10	10	10
Number of vehicle accident responses	162	175	200	220
Number of environmental responses	3	3	5	5

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
PUBLIC SAFETY/FIRE CONTROL						
PERSONAL SERVICES						
522.11.00	Executive Salaries	46,265	49,930	51,300	46,300	48,000
522.12.00	Regular Salaries	269,076	299,216	293,300	293,300	316,400
522.13.00	Other Salaries	53,780	53,397	68,000	58,000	74,700
522.14.00	Overtime/Regular Employees	18,751	12,973	11,000	42,000	11,000
522.15.00	Incentive Pay Supplement	1,200	1,700	1,200	1,500	600
522.19.01	Uniforms	5,944	4,367	7,500	6,500	7,500
522.21.00	FICA Taxes	28,525	30,941	32,500	33,700	34,500
522.22.00	Retirement Contributions	90,551	55,928	57,100	49,000	54,500
522.23.00	Life & Health Insurance	19,493	22,190	27,200	26,000	27,800
522.24.00	Workers' Compensation	4,458	14,831	30,300	29,000	24,700
522.28.01	Training & Travel	7,964	5,660	12,500	9,000	12,500
	Total Personal Services	<u>546,007</u>	<u>551,134</u>	<u>591,900</u>	<u>594,300</u>	<u>612,200</u>
OPERATING EXPENSES						
522.31.01	Professional Services	2,091	2,606	1,300	2,300	1,300
522.34.00	Contractual Services	0	1,536	19,400	19,400	20,400
522.41.00	Telephone/Communications Services	4,392	4,076	4,500	4,500	4,500
522.42.00	Postage, Freight & Express	545	585	500	800	600
522.43.01	Utility Services	5,488	6,898	6,800	6,800	6,800
522.44.00	Rentals & Leases	11,326	11,126	11,700	11,700	11,700
522.45.00	Non-Employee Insurance	8,933	8,918	10,000	9,000	9,000
522.46.01	Repair & Maintenance Services	1,884	3,001	8,000	7,000	6,000
522.46.50	Vehicle Repairs & Maintenance	11,706	9,715	12,000	11,000	10,000
522.47.00	Printing & Binding	261	57	800	800	800
522.49.01	Other Charges & Obligations	59	129	500	500	500
522.51.00	Office Supplies	1,082	1,430	2,600	2,900	1,300
522.52.01	Operating Supplies	16,550	19,606	15,500	17,500	15,500
522.52.50	Fuel & Oil Supplies	2,806	2,459	2,500	3,000	6,600
522.52.70	EMS Supplies	0	0	4,500	3,500	4,500
522.52.90	Fire Prevention Supplies	1,000	1,581	1,500	1,500	1,500
522.54.00	Subscriptions & Memberships	560	535	1,300	1,300	1,300
	Total Operating Expenses	<u>68,683</u>	<u>74,260</u>	<u>103,400</u>	<u>103,500</u>	<u>102,300</u>

FUND		1997-98	1998-99	1999-2000	1999-2000	2000-2001
001	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	PROPOSED
PUBLIC SAFETY/FIRE CONTROL CONTINUED						
CAPITAL OUTLAY						
522.62.00	Buildings	0	0	0	0	0
522.63.00	Improvements other than Buildings	0	0	0	0	4,500
522.64.00	Machinery & Equipment	28,597	6,685	26,300	26,300	182,500
	Total Capital Outlay	28,597	6,685	26,300	26,300	187,000
TOTAL FIRE CONTROL		643,287	632,079	721,600	724,100	901,500

PROTECTIVE INSPECTION

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	137,717	142,814	165,700	152,500	170,000
Operating Expenses	58,288	62,164	52,800	72,000	69,000
Capital Outlay	<u>3,735</u>	<u>0</u>	<u>1,500</u>	<u>1,200</u>	<u>22,000</u>
TOTAL	199,740	204,978	220,000	225,700	261,000

PERMANENT POSITIONS	1998-99	1999-00	2000-01
Chief Building Official	1.00	1.00	1.00
Rental Housing Inspector	0.00	0.00	1.00
Housing Rehab Inspector	0.00	0.50	0.50
Administrative Assistant	1.00	1.00	1.00
Code Administration Clerk	1.00	1.00	0.00
Code Enforcement Officer	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	4.00	4.50	4.50

SIGNIFICANT EXPENDITURE CHANGES

Housing Rehab Inspector position added.

ACTIVITY DESCRIPTION

This department is responsible for issuing all building permits, which include electrical, plumbing, mechanical, and sewer and performs inspections pertaining to these permits. Other permits issued include special events, tents, signs, garage sales and tree removal. All applications are processed and checked for zoning and business regulations. Property rezoning and variance applications are processed by this office and brought before the board for public hearings. This office works very closely with the Board of Planning and Appeals and the Redevelopment Board. This department is responsible for occupational licensing of businesses and registration of contractors. The Building Official co-ordinates work with the Fire Inspectors and the Code Enforcement Officer. The Code Enforcement Officer's duties include patrolling the City, and contacting property owners for violations of City Ordinances concerning junk vehicles, high weeds, etc. and issues 72-hour notices or N.T.A.'s (Notice to Appear). This person also checks businesses for current occupational licenses.

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. Canvas 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 administer the collection of occupational licenses and renewals.
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. Locate, identify, rehabilitate or eliminate substandard structures throughout the city.
5. Provide information to various boards, City Commission and City Manager.
6. Reduce the number of City Ordinance violations within the City.
7. Process all appeals, variances, rezoning, amendments and comprehensive land use matters through the Board of Planning and Appeals.
8. Maintain occupational license and sign permit records of renewals and new licenses.
9. Maintain a land management system that will provide historical information on all properties within the city relating to annexation, permits, code violations and zoning.

ACTIVITY MEASUREMENTS	ACTUAL 1997-98	ACTUAL 1998-99	ESTIMATED 1999-00	PROJECTED 2000-01
Number of building permits issued	823	700	700	700
Number of other permits issued	0	**560	560	560
Number of occupational license renewals	1,463	1,460	1460	1460
Number of new occupational license issued	250	250	250	250
Number of code inspections & notices	2,027	1,400	1400	1400
Number of building inspections performed	1,378	1,000	1000	1000
Number of license registrations	345	250	250	250
Number of Board of Planning & Appeals meetings	9	12	12	12

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

**Other permits include those permits issued that are not relative to the changes or repairs of structures. These permits have been included with the building permits issued totals in the past and had little impact on the overall total. Since the Code Administration office became responsible for issuing garage sale permits as of April, 1998 and with the increase in special event permits for businesses, the totals have been separated for more accuracy.

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
PUBLIC SAFETY/PROTECTIVE INSPECTION						
PERSONAL SERVICES						
524.11.00	Executive Salaries	46,517	47,436	49,500	49,500	50,200
524.12.00	Regular Salaries	57,272	61,301	64,900	55,000	67,200
524.13.00	Other Salaries & Wages	0	0	10,000	10,000	10,500
524.14.00	Overtime/Regular Employees	529	102	1,000	500	1,000
524.19.01	Uniforms	360	360	400	400	300
524.21.00	FICA Taxes	7,539	7,904	8,900	8,000	9,900
524.22.00	Retirement Contributions	16,750	15,128	11,800	10,800	11,200
524.23.00	Life & Health Insurance	7,980	8,378	9,900	9,000	10,100
524.24.00	Workers' Compensation	568	1,120	8,200	8,200	7,800
524.28.01	Training & Travel	201	1,086	1,100	1,100	1,800
	Total Personal Services	<u>137,717</u>	<u>142,814</u>	<u>165,700</u>	<u>152,500</u>	<u>170,000</u>
OPERATING EXPENSES						
524.31.01	Professional Services	31,986	36,184	27,000	36,300	27,000
524.34.00	Contractual Services	0	0	0	6,000	14,000
524.41.00	Telephone/Communications Services	3,161	2,992	2,800	3,000	2,800
524.42.00	Postage, Freight, & Express	1,137	510	1,800	1,800	1,800
524.43.01	Utility Services	1,623	1,324	1,300	1,300	1,300
524.44.00	Rentals & Leases	203	35	0	200	200
524.45.00	Non-Employee Insurance	1,973	2,177	2,500	2,500	3,000
524.46.01	Repair & Maintenance Services	1,091	979	1,300	1,300	1,300
524.46.50	Vehicle Repairs & Maintenance	840	1,436	2,500	2,000	2,500
524.47.00	Printing & Binding	2,309	1,583	1,600	1,600	1,600
524.49.01	Other Charges & Obligations	1,445	1,564	1,200	500	500
524.49.10	Other Special Charges	2,206	3,928	0	200	0
524.50.00	Advertising	5,801	5,712	6,500	6,500	6,500
524.51.00	Office Supplies	1,612	1,405	1,800	4,800	1,400
524.52.01	Operating Supplies	1,429	1,150	1,000	1,000	1,000
524.52.50	Fuel & Oil Supplies	997	959	1,000	2,500	3,600
524.54.00	Subscriptions & Memberships	475	225	500	500	500
	Total Operating Expenses	<u>58,288</u>	<u>62,164</u>	<u>52,800</u>	<u>72,000</u>	<u>69,000</u>

FUND		1997-98	1998-99	1999-2000	1999-2000	2000-2001
001	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	PROPOSED
PUBLIC SAFETY/PROTECTIVE INSPECTION						
CAPITAL OUTLAY						
524.62.00	Buildings	3,070	0	0	0	0
524.63.00	Improvements other than Buildings	0	0	0	0	0
524.64.00	Machinery & Equipment	665	0	1,500	1,200	22,000
	Total Capital Outlay	<u>3,735</u>	<u>0</u>	<u>1,500</u>	<u>1,200</u>	<u>22,000</u>
	TOTAL PROTECTIVE INSPECTION	<u>199,740</u>	<u>204,978</u>	<u>220,000</u>	<u>225,700</u>	<u>261,000</u>
	TOTAL PUBLIC SAFETY	<u>2,401,184</u>	<u>2,279,241</u>	<u>2,456,400</u>	<u>2,573,800</u>	<u>2,724,000</u>

TRANSPORTATION / ROAD AND STREET FACILITIES

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	231,734	329,706	320,900	339,000	313,400
Operating Expenses	190,553	207,866	264,100	275,200	278,200
Capital Outlay	<u>161,214</u>	<u>15,470</u>	<u>20,200</u>	<u>18,200</u>	<u>322,100</u>
TOTAL	583,501	553,042	605,200	632,400	913,700

PERMANENT POSITIONS	1998-99	1999-00	2000-01
Public Works Director	0.30	0.25	0.25
Public Works Manager	0.00	0.33	0.00
Foreman	1.00	0.75	0.75
Admin Assistant	0.50	0.50	0.50
Staff Assistant	0.50	0.50	0.50
Garage Supervisor	0.50	0.50	0.50
Senior Mechanic	2.00	2.00	2.00
Equip Operator/Maint Worker	<u>2.50</u>	<u>4.00</u>	<u>4.00</u>
Total	7.30	8.83	8.50

SIGNIFICANT EXPENDITURE CHANGES

Public Works Manager position eliminated.

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 the City's storm drainage system, streets and sidewalks. These reports are being used to determine priorities for repair and maintenance during the year. Cost information for resurfacing is \$34,320 per mile and sidewalk on one side of street only, cost is \$44,880 per mile.

ACTIVITY GOALS

1. Maintain streets, sidewalks, and traffic signal systems effectively.
2. Clean, maintain and construct neighborhood drainage systems throughout the community and residential areas.
3. Maintain and repair City vehicles and equipment with a minimum of downtime and expense.

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS	ACTUAL 1997-98	ACTUAL 1998-99	ACTUAL 1999-00	PROJECTED 2000-01
Paved Streets	50.30 miles	55.00 miles	55.00 miles	58.00 miles
Unpaved Streets	.80 miles	.80 miles	.80 miles	.80 miles
Sidewalks	24.00 miles	26.00 miles	26.00 miles	28.00 miles

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
TRANSPORTATION/ROAD & STREET FACILITIES						
PERSONAL SERVICES						
541.11.00	Executive Salaries	12,848	22,971	27,300	27,600	16,000
541.12.00	Regular Salaries	156,861	210,870	204,200	227,200	214,700
541.13.00	Other Salaries	2,752	7,176	0	0	0
541.14.00	Overtime/Regular Employees	2,604	1,624	3,000	3,000	3,000
541.19.01	Uniforms	1,559	2,845	2,600	2,600	2,600
541.21.00	FICA Taxes	12,685	17,397	18,100	19,800	17,600
541.22.00	Retirement Contributions	28,537	36,323	23,900	24,900	21,900
541.23.00	Life & Health Insurance	11,320	18,703	27,000	21,000	25,100
541.24.00	Workers' Compensation	1,611	10,481	12,400	11,400	10,100
541.28.01	Training & Travel	956	1,316	2,400	1,500	2,400
	Total Personal Services	231,734	329,706	320,900	339,000	313,400
OPERATING EXPENSES						
541.31.01	Professional Services	1,670	793	2,000	26,000	2,000
541.34.00	Contractual Services	0	0	39,700	35,700	47,000
541.41.00	Telephone/Communications Services	366	661	900	900	900
541.42.00	Postage, Freight, & Express	275	557	500	800	500
541.43.01	Utility Services	2,395	2,221	2,500	3,700	4,000
541.43.50	Street Lighting	81,486	86,802	92,200	87,200	92,200
541.43.60	Traffic Lights	10,110	11,173	12,000	11,000	12,000
541.44.00	Rentals & Leases	623	484	1,000	1,000	1,700
541.45.00	Non-Employee Insurance	11,856	10,135	11,000	12,000	11,600
541.46.01	Repair & Maintenance Services	6,917	20,168	10,500	10,500	11,500
541.46.10	Traffic Light Repairs	8,968	8,309	12,000	12,000	15,000
541.46.50	Vehicle Repairs & Maintenance	16,041	16,113	20,500	16,500	16,500
541.47.00	Printing & Binding	76	119	400	400	400
541.49.01	Other Charges & Obligations	462	0	500	500	500
541.49.10	Other Special Charges	921	0	1,000	0	1,000
541.49.20	Tree Removal	3,115	5,365	8,000	8,000	10,000
541.51.00	Office Supplies	1,238	1,723	800	800	800
541.52.01	Operating Supplies	26,179	23,831	26,000	23,000	26,000
541.52.10	Signs & Materials	3,079	4,693	6,000	6,000	6,000
541.52.50	Fuel & Oil Supplies	5,692	8,934	8,500	10,100	10,800
541.53.00	Road Materials & Supplies	8,836	4,992	7,000	8,000	7,000
541.54.00	Subscriptions & Memberships	247	293	1,100	1,100	800
	Total Operating Expenses	190,553	207,366	264,100	275,200	278,200

FUND		1997-98	1998-99	1999-2000	1999-2000	2000-2001
001	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	PROPOSED
TRANSPORTATION/ROAD & STREET FACILITIES CONTINUED						
CAPITAL OUTLAY						
541.62.00	Buildings	0	0	0	0	0
541.63.00	Improvements other than Buildings	156,678	9,093	0	8,500	262,600
541.64.00	Machinery & Equipment	4,536	6,377	20,200	9,700	59,500
	Total Capital Outlay	<u>161,214</u>	<u>15,470</u>	<u>20,200</u>	<u>18,200</u>	<u>322,100</u>
	TOTAL STREETS	<u>583,501</u>	<u>552,542</u>	<u>605,200</u>	<u>632,400</u>	<u>913,700</u>

BUILDINGS AND GROUNDS

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	218,186	223,854	217,700	258,400	263,900
Operating Expenses	76,658	125,081	140,000	125,100	103,500
Capital Outlay	16,626	40,945	18,600	25,700	37,100
TOTAL	311,470	389,879	376,300	409,200	404,500

PERMANENT POSITIONS	1998-99	1999-00	2000-01
Public works Director	0.20	0.25	0.25
Public Works Manager	0.33	0.33	0.00
Buildings & Grounds Supervisor	1.00	1.00	1.00
Heavy Equip Opr	1.00	1.00	1.00
Equip Operator/Maint Worker	3.00	4.00	4.00
Tradesworker	1.00	1.00	1.00
Custodian	1.00	1.00	2.00
Total	7.53	8.58	9.25

SIGNIFICANT EXPENDITURE CHANGES

Additional custodian position mid-year and public works manager position eliminated.

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	Ivanyoe Park
Median Strips	Grove Street Park
a. US #1	Youth Center
b. Riverside	Box Car Memorial
City Hall	Municipal Gym & Pool
Holly Hill Library	Schadow Nature Area
Holly Hill Welcome Park	

Plans include a new park to be constructed in the Schadow Lane nature area. The improvements include playground equipment, picnic pavilion, multiple covered picnic tables, wood bridge, park benches,

restrooms and an additional ballfield. Improvements with plantings and irrigation are planned for parks and highway medians.

This budget provides funds for highway maintenance of the FDOT roads US1/Ridgewood Avenue and Nova Road.

ACTIVITY GOALS

1. Provide residents with buildings, parks and grounds that are safe, useful, attractive and meet the needs of the community.
2. Provide colorful and attractive planting around the City to enhance the community.
3. Provide attractive "Welcome to the City of Holly Hill" signs to greet residents, tourist and newcomers to our area.
4. Develop open spaces as needed.
5. To actively pursue grants and funding to enrich our parks and recreational programs.

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	ACTUAL	ACTUAL	ACTUAL	PROJECTED
	1997-98	1998-99	1999-00	2000-01
Number of acres of park space	89	98	118	118
Building area square footage	45,200	50,000	69,300	69,300
Number of playgrounds	5.0	6.0	6	6
Number of Ballfields	6	5	6	7
Number of public boat ramps	3	2	2	2
Number of fishing piers	3	3	3	3
Number of public overlooks to Halifax River	12	12	12	12
Construction of new Parks & Rec areas	2	1	1	1
Municipal Gymnasium	0	0	1	1
Municipal Multi-Activities Center	0	0	1	1
Boys & Girls Youth Center	0	0	1	1
Municipal Swimming Pool	0	0	1	1
Holly Hill Welcome Park & Fountain	0	0	1	1

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
BUILDINGS AND GROUNDS - DIVISION 7210						
PERSONAL SERVICES						
572.11.00	Executive Salaries	12,848	15,602	27,300	27,300	16,000
572.12.00	Regular Salaries & Wages	142,982	141,168	126,000	154,000	169,900
572.13.00	Other Salaries & Wages	5,216	10,016	4,000	4,100	6,000
572.14.00	Overtime/Regular Employees	2,289	1,197	2,000	4,500	4,000
572.19.01	Uniforms	1,629	1,592	2,100	2,100	1,500
572.21.00	FICA Taxes	11,683	12,260	12,200	14,400	15,000
572.22.00	Retirement Contributions	25,521	20,026	15,700	18,500	18,300
572.23.00	Life & Health Insurance	13,315	15,019	17,200	22,900	22,400
572.24.00	Workers' Compensation	2,644	6,802	10,600	10,000	10,200
572.28.01	Training & Travel	59	172	600	600	600
	Total Personal Services	218,186	223,854	217,700	258,400	263,900
OPERATING EXPENSES						
572.31.01	Professional Services	1,438	268	1,000	1,000	1,000
572.34.00	Contractual Services	0	35,567	60,000	15,000	10,500
572.41.00	Telephone/Communications Services	69	68	800	800	800
572.42.00	Postage, Freight, & Express	92	690	400	800	400
572.43.01	Utility Services	18,101	19,909	20,000	20,000	20,000
572.44.00	Rentals & Leases	271	618	1,000	1,000	1,000
572.45.00	Non-Employee Insurance	4,513	5,106	5,600	6,500	7,400
572.46.01	Repairs & Maintenance Services	11,565	4,424	3,000	13,000	5,300
572.46.50	Vehicle Repair & Maintenance	7,565	9,682	5,500	8,500	8,000
572.47.00	Printing & Binding	165	84	200	200	200
572.49.01	Other Charges & Obligations	73	25	200	0	200
572.49.10	Other Special Charges	0	2,143	0	13,800	0
572.49.20	Tree Removal	1,400	700	3,000	3,000	5,000
572.51.00	Office Supplies	108	604	300	300	300
572.52.01	Operating Supplies	27,461	36,880	31,000	31,000	32,000
572.52.50	Fuel & Oil Supplies	3,317	4,961	5,000	7,700	7,800
572.54.00	Subscriptions & Memberships	0	0	500	0	100
572.57.00	Beautification	522	3,351	2,500	2,500	3,500
	Total Operating Expenses	76,658	125,081	140,000	125,100	103,500

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
BUILDINGS AND GROUNDS CONTINUED						
CAPITAL OUTLAY						
572.61.00	Land	0	0	0	0	0
572.62.00	Buildings	0	22,347	3,100	9,100	6,500
572.63.00	Improvements other than Buildings	0	4,741	7,000	7,000	15,000
572.64.00	Machinery & Equipment	16,626	13,857	8,500	9,600	15,600
	Total Capital Outlay	<u>16,626</u>	<u>40,945</u>	<u>18,600</u>	<u>25,700</u>	<u>37,100</u>
	TOTAL BUILDINGS AND GROUNDS	<u><u>311,470</u></u>	<u><u>389,879</u></u>	<u><u>376,300</u></u>	<u><u>409,200</u></u>	<u><u>404,500</u></u>

RECREATION DEPARTMENT

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	149,678	164,997	203,700	197,100	203,100
Operating Expenses	63,140	71,039	132,000	129,400	138,400
Capital Outlay	<u>22,220</u>	<u>5,968</u>	<u>27,500</u>	<u>27,500</u>	<u>3,000</u>
TOTAL	235,038	242,004	363,200	354,000	344,500

PERMANENT POSITIONS	1998-99	1999-00	2000-01
Recreation Director	0.00	1.00	1.00
Recreation Supervisor	1.00	1.00	1.00
Program Supervisor	0.00	1.00	1.00
Custodian	1.00	1.00	1.00
Staff Assistant/Intern	1.00	0.00	0.00
Youth Center Worker	1.00	0.00	0.00
Caretaker	0.50	0.50	0.50
PAL Program Asst (Part-time FTE)	1.50	1.50	2.00
Aquatics/Life Guard (FTE)	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total Permanent Positions	6.00	7.00	7.50
TEMPORARY POSITIONS			
Day Camp Counselors	<u>7.00</u>	<u>15.00</u>	<u>15.00</u>
Total Temporary Positions	7.00	15.00	15.00
Total Positions for Recreation	13.00	22.00	22.50

SIGNIFICANT EXPENDITURE CHANGES

1. Addition of Aquatic/Life Guard staff as permanent part-time positions.

ACTIVITY DESCRIPTION

The Recreation department is responsible for the planning of various programs and special activities. The programs include, but are not limited to: all youth activities, adult and senior programs, and summer day camp. In addition, the department presents special activities such as City Hall Christmas Lighting Ceremony, Christmas parade and parade-fest.

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.
3. Provide staff and leadership for our new municipal gymnasium.
4. Utilize Grant funding to establish a strong PAL Program.

ACTIVITY OBJECTIVES

1. Continue current schedule of programs and build new programs around municipal gym the activities center and the swimming pool.
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 municipal gymnasium and swimming pool.
6. Encourage all citizens to take a more active part in our City.
7. Establish positive interaction and support with the Boys and Girls Club.

ACTIVITY MEASUREMENTS	ACTUAL 1997-98	ACTUAL 1998-99	PROJECTED 1999-00	PROJECTED 2000-01
Number of ball fields	4	5	5	5
Number of tennis courts	1	1	1	1
Number of shuffleboard courts	9	9	9	9
Number of community centers	1	2	2	2
Number of pool facilities	0	0	0	1
Number of other recreation centers	4	5	5	5
Number of youth baseball participants	680	700	480	500
Number of day camp weekly registrations	50	50	75	80
Number of weekly senior participants	400	450	500	500
Number of basketball participants	40	35	120	150
Number of cheerleading participants	0	12	28	30

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
RECREATION DEPARTMENT - DIVISION 7220						
PERSONAL SERVICES						
572.11.00	Executive Salaries	0	0	33,600	34,300	40,000
572.12.00	Regular Salaries & Wages	78,009	89,743	83,100	77,100	74,800
572.13.00	Other Salaries & Wages	39,012	38,386	39,000	39,000	43,100
572.14.00	Overtime/Regular Employees	1,799	385	500	500	500
572.19.01	Uniforms	581	805	1,000	1,000	1,000
572.21.00	FICA Taxes	8,690	9,383	11,900	11,500	12,100
572.22.00	Retirement Contributions	14,109	13,117	11,900	11,000	10,900
572.23.00	Life & Health Insurance	5,975	6,912	10,000	9,000	10,100
572.24.00	Workers' Compensation	1,153	5,368	9,200	9,200	7,100
572.28.01	Training & Travel	350	898	3,500	4,500	3,500
	Total Personal Services	149,678	164,997	203,700	197,100	203,100
OPERATING EXPENSES						
572.31.01	Professional Services	120	485	200	300	200
572.41.00	Telephone/Communications Services	1,285	1,290	2,000	2,000	2,000
572.42.00	Postage, Freight, & Express	391	501	600	600	600
572.43.01	Utility Services	14,058	14,004	25,000	29,000	35,000
572.44.00	Rentals & Leases	105	23	1,300	1,300	200
572.45.00	Non-Employee Insurance	2,418	2,147	2,600	3,000	3,300
572.46.01	Repair & Maintenance Services	1,823	1,887	4,000	12,000	10,000
572.46.50	Vehicle Repairs & Maintenance	237	1,020	2,000	1,000	1,000
572.47.00	Printing & Binding	45	273	500	500	500
572.49.01	Other Charges & Obligations	26	30	500	500	500
572.49.10	Other Special Charges	0	0	200	0	0
572.51.00	Office Supplies	823	3,176	1,000	5,500	1,000
572.52.01	Operating Supplies	3,064	2,682	7,000	7,600	7,800
572.52.50	Fuel & Oil Supplies	146	276	900	500	700
572.54.00	Subscriptions & Memberships	75	158	600	600	600
572.56.01	Program Expense	38,522	43,087	83,600		75,000
	Total Operating Expenses	63,140	71,039	132,000	64,400	138,400

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
RECREATION DEPARTMENT CONTINUED						
CAPITAL OUTLAY						
572.61.00	Land	0	0	0	0	0
572.62.00	Buildings	0	0	0	0	0
572.63.00	Improvements	0	3,945	0	0	0
572.64.00	Machinery & Equipment	22,220	2,023	27,500	27,500	3,000
	Total Capital Outlay	<u>22,220</u>	<u>5,968</u>	<u>27,500</u>	<u>27,500</u>	<u>3,000</u>
	TOTAL RECREATION	<u>235,038</u>	<u>242,004</u>	<u>363,200</u>	<u>289,000</u>	<u>344,500</u>

LAW ENFORCEMENT TRUST FUND

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	0	0	0	0	0
Operating Expenses	6,096	3,912	0	1,800	0
Capital Outlay	<u>0</u>	<u>20,264</u>	<u>0</u>	<u>2,900</u>	<u>0</u>
TOTAL	6,096	24,176	0	4,700	0

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

N/A

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.

**CITY OF HOLLY HILL
LAW ENFORCEMENT TRUST FUND**

FUND 110	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
REVENUES						
351.20.00	Confiscated Property	12,373	29,657	0	0	0
361.10.00	Interest Earnings	(1,300)	230	0	0	0
380.10.00	Appropriated Fund Balance	0	0	0	4,700	0
TOTAL REVENUES		11,073	29,888	0	4,700	0
EXPENDITURES						
521.28.01	Training & Travel	0	0	0	0	0
521.31.01	Professional Services	0	0	0	0	0
521.44.00	Rentals & Leases	6,096	2,465	0	0	0
521.49.10	Other Special Costs	0	0	0	1,800	0
521.52.01	Operating Supplies	0	1,447	0	2,900	0
521.64.00	Machinery & Equipment	0	20,264	0	0	0
TOTAL EXPENDITURES		6,096	24,176	0	4,700	0

RECREATION ACTIVITY FUND

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Operating Expenses	<u>1,195</u>	<u>219</u>	<u>100</u>	<u>200</u>	<u>100</u>
TOTAL	1,195	219	100	200	100

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

The Recreation Activity Fund was established to account for program revenue and expenses as recommended by the Library/Youth Center Board.

The Activity Center is a focal point for youth activities in our community.

**CITY OF HOLLY HILL
RECREATION ACTIVITY FUND**

FUND #120	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
REVENUES						
347.21.00	Program Activity Fees	10	91	0	0	0
347.43.00	Special Events	0	0	0	0	0
366.90.00	Youth Center Contributions	200	200	0	0	0
369.90.00	Miscellaneous Revenue	0	0	100	200	100
TOTAL REVENUES		210	291	100	200	100
EXPENDITURES						
572.47.00	Printing & Binding	0	0	0	0	0
572.49.01	Other Charges	0	219	0	0	0
572.52.01	Operating Supplies	1,195	0	100	200	100
TOTAL EXPENDITURES		1,195	219	100	200	100

COMMUNITY REDEVELOPMENT TRUST FUND

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Operating Expenses	<u>85,831</u>	<u>102,371</u>	<u>99,900</u>	<u>99,700</u>	<u>179,200</u>
TOTAL	85,831	102,371	99,900	99,700	179,200

PERMANENT POSITIONS	1998-99	1999-00	2000-01
Police Officers	3.00	3.00	3.00

ACTIVITY DESCRIPTION

The Community Redevelopment Agency (City Commission) approved the redevelopment plan in May, 1996 and established this trust fund to record the property tax revenues received from the Tax Increment Financing district and the expenditure of those funds within the district.

The district has received a federal COPS grant which added three police officers to patrol on bicycles throughout the district encouraging community cohesiveness. They provide support to businesses and residents within the area and discourage the elements of crime.

**CITY OF HOLLY HILL
COMMUNITY REDEVELOPMENT TRUST FUND**

FUND 130	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
REVENUES						
311.10.00	Ad Valorem Taxes (Tax Increment Funds)	0	12,024	36,000	32,600	74,200
331.22.00	Federal Grant/Cops	67,627	59,863	2,500	9,000	0
388.30.00	Intergovernmental Share of TIF	0	18,506	55,000	51,700	105,000
384.10.00	Debt Proceeds/Advance from General Fund	0	18,300	6,400	6,400	0
361.10.00	Interest Earned	0	0	0	0	0
366.90.00	Contributions & Donations	0	0	0	0	0
380.10.00	Appropriated Fund Balance (Re-appropriate)	0	0	0	0	0
TOTAL REVENUES		67,627	108,693	99,900	99,700	179,200
EXPENDITURES						
5510.552	Administration	740	175	300	300	300
5520.552	Public Safety/Law Enforcement	85,091	90,243	99,600	92,400	97,900
5530.552	Transportation/Road & Street Facilities	0	11,953	0	7,000	5,000
5530.552	Economic Environment Grant Program	0	0	0	0	9,000
	Reserve - Future Projects	0	0	0	0	67,000
TOTAL EXPENDITURES		85,831	102,371	99,900	99,700	179,200

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Operating Expenses	0	0	0	0	0
Capital Outlay	<u>176,014</u>	<u>124,916</u>	<u>108,600</u>	<u>0</u>	<u>100,000</u>
TOTAL	176,014	124,916	108,600	0	100,000

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

The community Development Block Grant Fund was established to record revenues from the CDBG funds and to record the expenditure of those funds in approved CDBG areas.

This budget provides for drainage and wastewater projects in those areas.

**CITY OF HOLLY HILL
COMMUNITY DEVELOPMENT BLOCK GRANT**

FUND 140	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
REVENUES						
331.500	Community Development Block Grant Funds	176,014	124,916	108,600	279,700	100,000
361.100	Interest on Investments	0		0		0
TOTAL REVENUES		176,014	124,916	108,600	279,700	100,000
EXPENDITURES						
519.800	Grants & Aids	0	0	0	0	0
535.630	Wastewater Lift Station Rehabilitation	0	43,325	0	5,300	0
541.630	Improvements Other Than Bldgs	0	74,766	0	165,800	100,000
542.631	Sidewalks	0	0	0		0
	Drainage	176,014	6,826	0		0
	Recreation Facilities/Pool/Youth Center	0	0	100,000	100,000	0
	Housing Rehabilitation Inspector	0	0	8,600	8,600	0
TOTAL EXPENDITURES		176,014	124,916	108,600	279,700	100,000

LOCAL LAW ENFORCEMENT BLOCK GRANT FUND

EXPENDITURES	ACTUAL 1998-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-00
Operating Expenses	800	15,003	900	0	0
Capital Outlay	<u>20,452</u>	<u>915</u>	<u>14,900</u>	<u>0</u>	<u>0</u>
TOTAL	21,252	15,918	15,800	0	0

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

The Local Law Enforcement Block Grant was established to record revenues from the LLEBG funds and to record the expenditure of those funds in approved LLEBG areas.

**CITY OF HOLLY HILL
LOCAL LAW ENFORCEMENT BLOCK GRANT**

FUND		1997-98	1998-99	1999-2000	1999-2000	2000-2001
150	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	PROPOSED
REVENUES						
331.23.00	Local Law Enforcement Block Grant	18,688	14,551	14,200	14,700	19,700
361.10.00	Interest on Investments	361	178	0	200	0
381.60.00	Transfer from General Fund	2,203	1,617	1,600	1,600	2,000
TOTAL REVENUES		21,252	16,346	15,800	16,500	21,700
EXPENDITURES						
521.44.11	Rentals & Leases	0	15,003	0	0	0
521.56.01	Program Expenses	800	915	900	900	900
521.64.00	Machinery & Equipment	20,452	0	14,900	15,600	20,800
TOTAL EXPENDITURES *		21,252	15,918	15,800	16,500	21,700

* Expenditures to be Recommended by Advisory Committee

STORMWATER DRAINAGE

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	54,088	55,669	133,300	123,300	125,600
Operating Expenses	42,157	38,109	95,300	103,600	98,100
Capital Outlay	<u>256,586</u>	<u>462,181</u>	<u>350,500</u>	<u>357,500</u>	<u>336,500</u>
TOTAL	352,831	555,959	579,100	584,400	560,200

PERMANENT POSITIONS	1998-99	1999-00	2000-01
Public Works Director	0.00	0.10	0.10
Public Works Manager	0.33	0.33	0.00
Foreman	0.00	0.25	0.25
Equip Operator/Maint Worker I	1.00	1.00	1.00
Equip Operator/Maint Worker	<u>1.00</u>	<u>2.00</u>	<u>3.00</u>
Total	2.33	3.68	4.35

SIGNIFICANT EXPENDITURE CHANGES

1. Additional Equip Operator/Maint Worker position created.

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 \$340,000 based on current year estimates. This department is responsible for the construction of major new drainage facilities, maintenance of culverts, storm drains and street sweeping.

ACTIVITY GOALS

1. Maintain major storm drainage system.
2. Review all new construction for acceptable drainage consideration.
3. Prepare HPDES permit.
4. Construct two new retention areas.

ACTIVITY OBJECTIVES

1. Reduce maintenance and repair costs through preventive programs.
2. Continue storm drainage improvement programs.
3. Improve safety awareness among employees.
4. To ensure our residents of a safe and acceptable drainage system.
5. To encourage all regulatory agencies to work together for one common goal...better drainage!

ACTIVITY MEASUREMENTS

	ACTUAL 1997-98	ACTUAL 1998-99	ACTUAL 1999-00	PROJECTED 2000-01
Storm Sewers	30.50 miles	30.50 miles	32.50 miles	32.50 miles

**CITY OF HOLLY HILL
STORMWATER DRAINAGE REVENUES**

FUND 160	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
CHARGES FOR SERVICES						
337.30.00	SJWMD/Stormwater Grant	0	65,000	0	40,000	0
343.60.91	Stormwater Management Utility Fee	348,047	358,184	350,000	360,000	360,000
361.20.00	Interest Earnings	47,546	41,294	40,000	40,000	30,000
369.90.00	Miscellaneous Revenue	250	318	0	0	0
	Total Revenues	395,843	464,796	390,000	440,000	390,000
APPROPRIATIONS						
380.12.00	Appropriated Reserve for Storm Drainage	0	91,163	189,100	144,400	170,200
	Total Appropriated Reserves	0	91,163	189,100	144,400	170,200
	Total Stormwater Drainage Revenues	395,843	555,959	579,100	584,400	560,200

STORMWATER DRAINAGE EXPENSES

FUND 160	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
PERSONAL SERVICES						
541.11.00	Executive Salaries	0	2,005	17,900	17,900	6,400
541.12.00	Regular Salaries	38,571	35,984	79,100	69,100	85,200
541.13.00	Other Salaries	0	0	0	0	0
541.14.00	Overtime/Regular Employees	893	524	1,000	1,000	1,000
541.19.01	Uniforms	428	555	800	800	1,000
541.21.00	FICA Taxes	2,879	3,259	7,500	7,500	7,100
541.22.00	Retirement Contributions	6,857	6,460	9,900	9,900	8,700
541.23.00	Life & Health Insurance	3,887	4,618	9,800	9,800	9,900
541.24.00	Workers' Compensation	572	2,260	6,000	6,000	4,500
541.28.01	Training & Travel	0	4	1,300	1,300	1,800
Total Personal Services		<u>54,088</u>	<u>55,669</u>	<u>133,300</u>	<u>123,300</u>	<u>125,600</u>
OPERATING EXPENSES						
541.31.01	Professional Services	1,778	1,235	25,000	25,000	25,000
541.34.00	Contractual Services	0	0	1,100	1,100	1,500
541.42.00	Postage, Freight & Express	54	12	200	200	200
541.43.01	Utility Services	0	0	0	10,000	3,600
541.44.00	Rentals & Leases	0	0	6,000	6,000	6,000
541.45.00	Non-Employee Insurance	4,839	2,942	3,100	3,100	3,400
541.46.01	Repairs & Maintenance Service	0	1,726	0	4,000	2,900
541.46.50	Vehicle Repairs & Maintenance	12,081	6,373	10,000	12,000	10,000
541.47.00	Printing & Binding	545	587	600	600	600
541.49.01	Other Charges & Obligations	68	237	700	700	700
541.49.10	Other Special Charges	1,725	0	800	0	800
541.52.01	Operating Supplies	15,445	12,120	24,800	24,800	22,000
541.52.50	Fuel & Oil Supplies	4,603	1,759	2,500	5,500	10,900
541.53.00	Road Materials & Supplies	656	10,756	20,000	10,000	10,000
541.54.00	Subscriptions & Memberships	364	363	500	600	500
Total Operating Expenses		<u>42,157</u>	<u>38,109</u>	<u>95,300</u>	<u>103,600</u>	<u>98,100</u>
CAPITAL OUTLAY						
541.61.00	Land	0	35,274	0	0	0
541.62.00	Buildings	0	0	18,000	25,000	0
541.63.00	Improvements	253,022	298,720	283,000	283,000	303,000
541.64.00	Machinery & Equipment	3,564	128,187	49,500	49,500	33,500
Total Capital Outlay		<u>256,586</u>	<u>462,181</u>	<u>350,500</u>	<u>357,500</u>	<u>336,500</u>
TOTAL STORMWATER DRAINAGE		<u>352,832</u>	<u>555,959</u>	<u>579,100</u>	<u>584,400</u>	<u>560,200</u>

CAPITAL PROJECTS FUND

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Capital Outlay	618,267	1,638,711	1,970,500	635,300	150,000
Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	618,267	1,638,711	1,970,500	635,300	150,000

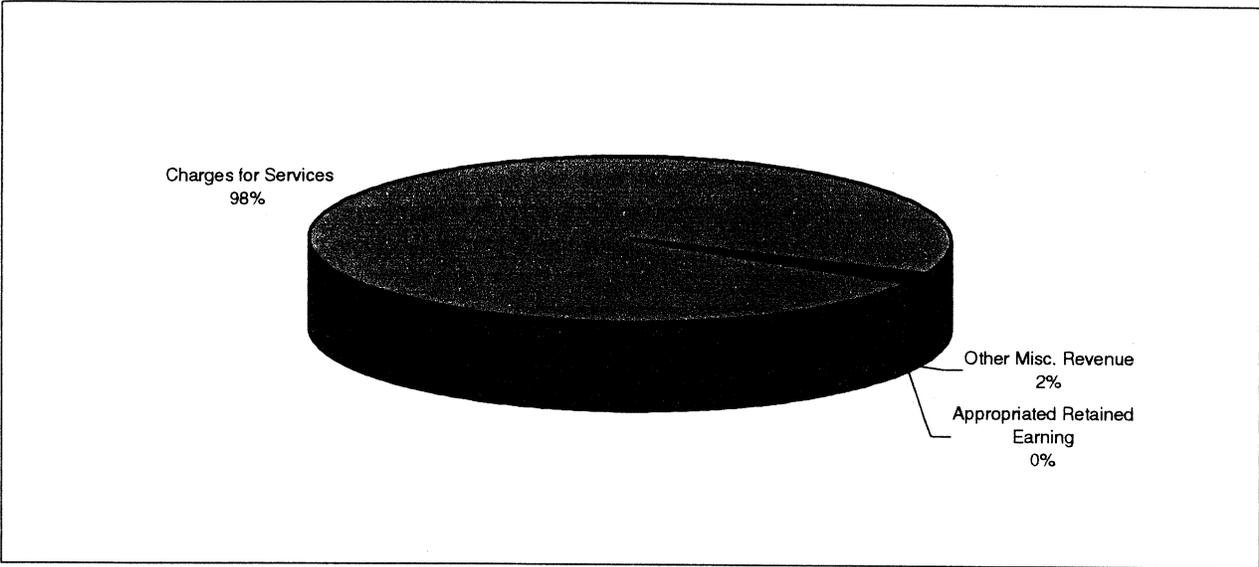
ACTIVITY DESCRIPTION

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

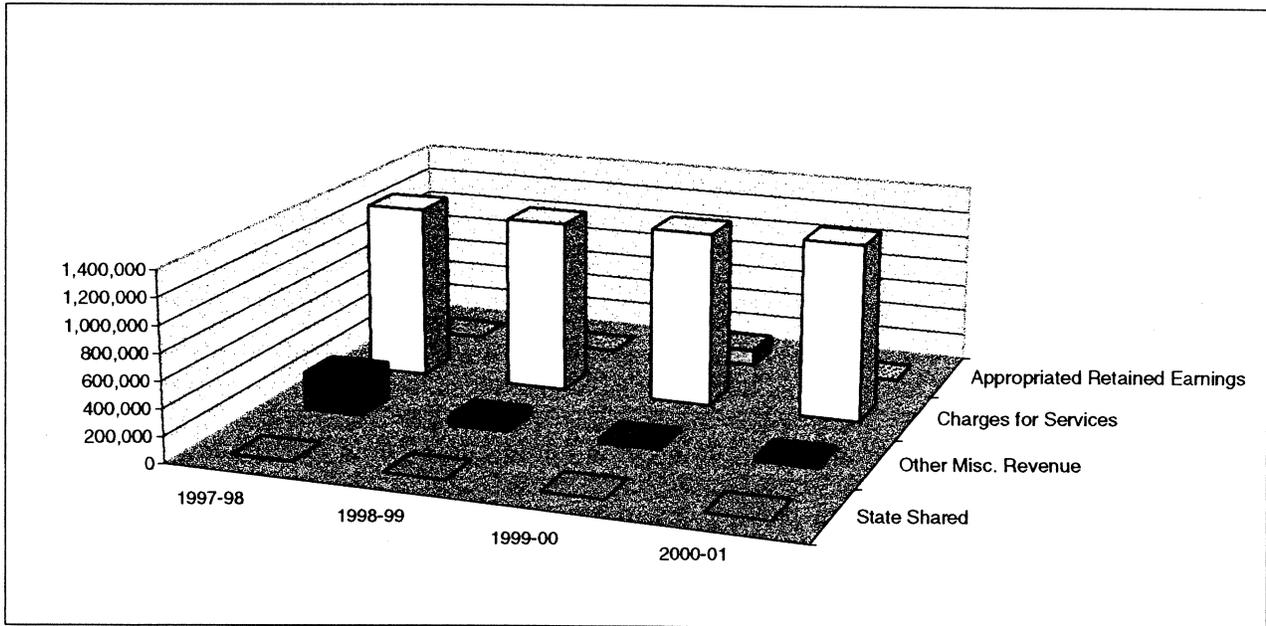
**CITY OF HOLLY HILL
CAPITAL PROJECTS FUND**

FUND 301	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
REVENUES						
334.49.10	Median Beautification Grant	0	90,174	72,500	41,800	0
334.75.10	FDACS Grant/Youth Center	0	80,000	0	0	0
334.75.20	FRDAP Grant	0	0	67,800	67,800	150,000
361.10.00	Interest Earnings	7,070	33,881	0	8,400	0
361.20.00	Interest Earnings/SBA	1,122	3,276	0	1,500	0
366.90.00	Contributions/Youth Center	0	10,000	0	0	0
380.10.00	Appropriated Fund Balance	0	0	0	110,500	0
381.60.00	Transfer from General Fund	0	347,900	225,300	225,300	0
381.65.00	Transfer from CDBG	0			100,000	0
381.70.00	Transfer from Solid Waste	0	625,000	80,000	80,000	0
384.10.00	Debt Proceeds	1,233,920	0	0	0	0
TOTAL REVENUES		1,242,112	1,190,232	445,600	635,300	150,000
EXPENDITURES						
519.31.01	Professional Services	3,500	0	0		0
519.64.00	Computer System Improvements	21,377	0	0		0
541.63.00	Median Improvements	0	196,603	147,800	86,500	0
572.63.00	Park Improvements	0	0	77,800	77,800	0
572.62.00	Recreation-Gym & Locker Rooms	0	1,361,324	0	306,000	0
572.63.00	Recreational Facilities Improvements	108,697	80,783	220,000	165,000	150,000
572.99.01	Reserve for Gym	0	0	0	0	0
581.91.01	Transfer to General Fund	484,693	0	0	0	0
TOTAL EXPENDITURES		618,267	1,638,711	445,600	635,300	150,000

**CITY OF HOLLY HILL
SOLID WASTE REVENUES
BUDGET YEAR 2000-2001**



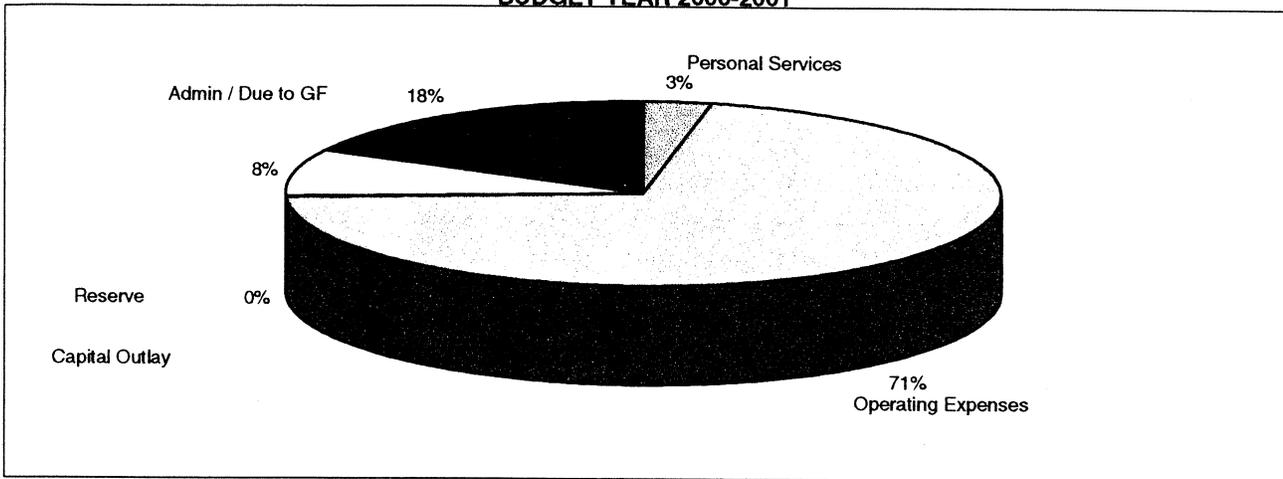
Charges for Services	1,341,300
Other Misc. Revenue	25,000
Appropriated Retained Earning	0
Total Solid Waste Revenues	\$1,366,300



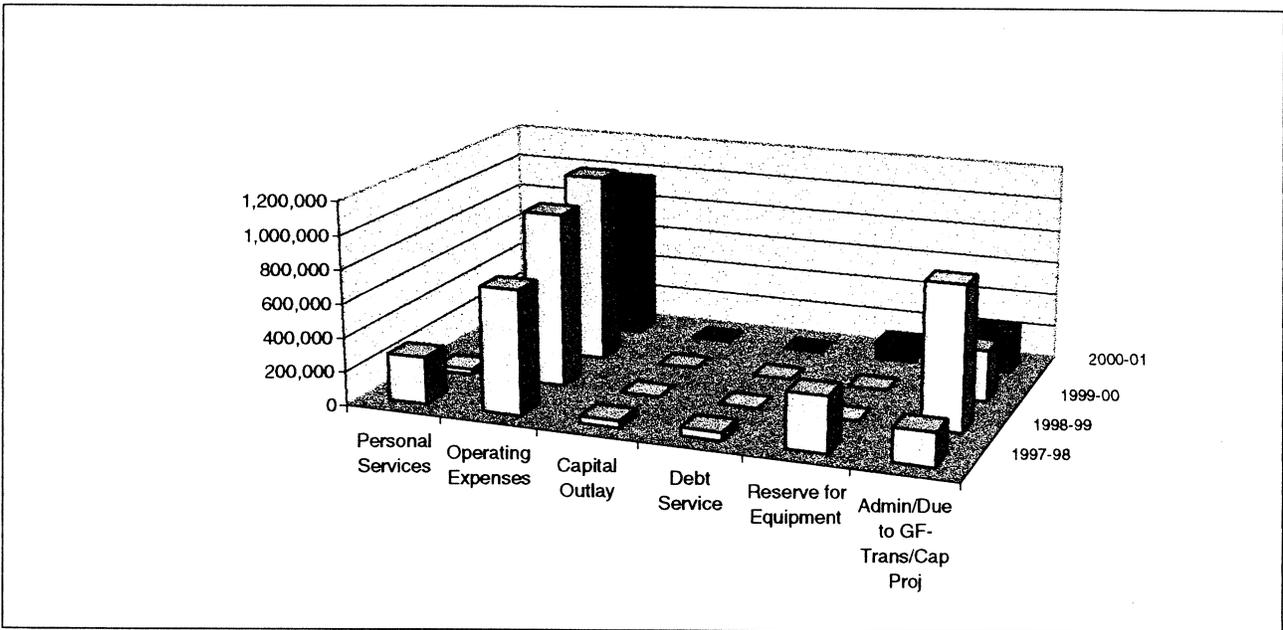
FOUR YEAR HISTORY

	1997-1998 ACTUAL	1998-1999 ACTUAL	1999-2000 AMENDED	2000-2001 BUDGET
REVENUES				
State Shared	537	1,023	4,200	0
Other Misc. Revenue	286,703	62,675	25,000	25,000
Charges for Services	1,315,212	1,299,340	1,320,000	1,341,300
Appropriated Retained Earnings	0	0	122,400	0
TOTAL REVENUES	\$1,602,452	\$1,363,038	\$1,471,600	\$1,366,300

**CITY OF HOLLY HILL
SOLID WASTE EXPENDITURES
BUDGET YEAR 2000-2001**



Personal Services	40,300
Operating Expenses	973,200
Capital Outlay	5,500
Reserve	107,300
Admin / Due to GF	240,000
Total Solid Waste Expenditures	\$1,366,300



FOUR YEAR HISTORY

	1997-1998	1998-1999	1999-2000	2000-2001
	ACTUAL	ACTUAL	AMENDED	BUDGET
EXPENDITURES				
Personal Services	277,510	30,636	38,100	40,300
Operating Expenses	733,258	1,031,723	1,128,200	973,200
Capital Outlay	41,759	0	0	5,500
Debt Service	48,410	0	0	0
Reserve for Equipment	328,200	0	0	107,300
Admin/Due to GF-Trans/Cap Proj	197,000	850,300	305,300	240,000
Total Expenditures	\$1,626,137	\$1,912,659	\$1,471,600	\$1,366,300

SOLID WASTE REVENUE EXPLANATION

State Shared Revenues

The Recycling Grant funds represent the thirteenth 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. The amount anticipated is not available at the current time.

Charges for Services

Anticipated revenues for trash and garbage pickup are based on current averages with an anticipated 1.92% increase in rates which is the increase called for by the contract with the city's solid waste carrier.

Other Miscellaneous Revenue

This is anticipated revenue from the sale of newspaper, glass and aluminum collected at the City's recycling center and interest earnings. Revenues are expected to be slightly less than 1999-00.

CITY OF HOLLY HILL
PHYSICAL ENVIRONMENT/GARBAGE/SOLID WASTE CONTROL SERVICES

FUND 495	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
STATE SHARED REVENUE						
334.39.00	Recycling Grant	537	1,023	0	4,200	0
Total State Shared Revenues		537	1,023	0	4,200	0
CHARGES FOR SERVICES						
343.10.42	Refuse Charges	1,315,212	1,299,340	1,304,000	1,320,000	1,341,300
Total Charges for Services		1,315,212	1,299,340	1,304,000	1,320,000	1,341,300
OTHER MISCELLANEOUS REVENUE						
361.10.00	Interest Earnings	9,374	22,731	5,000	5,000	0
361.20.00	Interest Earnings/SBA	29,297	30,563	20,000	15,000	20,000
364.42.00	Insurance Proceeds/Loss of Equipment	0	0	0	0	0
369.90.00	Miscellaneous	645	0	0	0	0
369.95.00	Recycling Revenue	13,549	9,382	0	5,000	5,000
369.96.00	Gains (Losses)	233,838	0	0	0	0
Total Other Misc. Revenue		286,703	62,675	25,000	25,000	25,000
NON-REVENUE						
364.41.00	Sale of Equipment	0	0	0		0
380.10.00	Appropriated Retained Earnings	0	0	0	122,400	0
Total Non Revenue		0	0	0	122,400	0
Total Enterprise Fund Revenues		1,602,452	1,363,038	1,329,000	1,471,600	1,366,300

**CITY OF HOLLY HILL
PHYSICAL ENVIRONMENT/GARBAGE/SOLID WASTE CONTROL SERVICES
EXPENSE SUMMARY**

FUND 495	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 BUDGET
OPERATING						
534.00.00	Solid Waste Expenses	1,100,937	1,062,359	964,300	1,166,300	1,019,000
ADMINISTRATIVE						
539.00.00	Transfer to General Fund	197,000	225,300	225,300	225,300	240,000
RESERVES						
580.99.00	Operating Reserves	328,200	0	59,400	0	107,300
EXPENDITURE APPROPRIATIONS & TRANSFERS						
581.91.60	Transfer to Capital Projects Fund	0	625,000	80,000	80,000	0
	Appropriated Retained Earnings	0		0		0
GRAND TOTAL		1,626,137	1,912,659	1,329,000	1,471,600	1,366,300

SOLID WASTE

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	277,510	30,637	39,000	38,100	40,300
Operating Expenses	733,258	1,031,723	925,300	1,128,200	973,200
Capital Outlay	41,759	0	0	0	5,500
Debt Service	48,410	0	0	0	0
Reserve for Equipment	328,200	0	59,400	0	107,300
Transfer to Capital Project	0	625,000	80,000	80,000	0
Transfer to General Fund	<u>197,000</u>	<u>225,300</u>	<u>225,300</u>	<u>225,300</u>	<u>240,000</u>
TOTAL	1,626,138	1,912,660	1,329,000	1,471,600	1,366,300

PERMANENT POSITIONS	1998-99	1999-00	2000-01
Solid Waste Coordinator	1.00	1.00	1.00
Total	1.00	1.00	1.00

SIGNIFICANT EXPENDITURE CHANGES

None

ACTIVITY DESCRIPTION

This contractor is responsible for the pick-up, collection and disposal of residential and commercial garbage, trash and solid waste. Residential garbage is picked up twice each week, recycling picked up once each week and trash pickup is once each week or as frequent as once each day, depending on the customer's needs. Roll-off containers are provided to residents for removing and commercial contains are pulled twice each month or as often as needed.

Solid Waste Management is still administrated by the Public Works Director and the Solid Waste Coordinator. By contracting, the City was able to decrease cost to the citizens and add additional services.

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.
3. Provide efficiently, timely service to our residents and commercial users at the least commercial cost.

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

	ACTUAL 1997-98	ACTUAL 1998-99	ACTUAL 1999-00	PROJECTED 2000-01
Number of residential units	4,135	4,135	4,135	4,135
Number of commercial units	500	500	500	500
Number of dumpster customers	150	150	150	150
Number of Roll-off customers	10	120	120	120

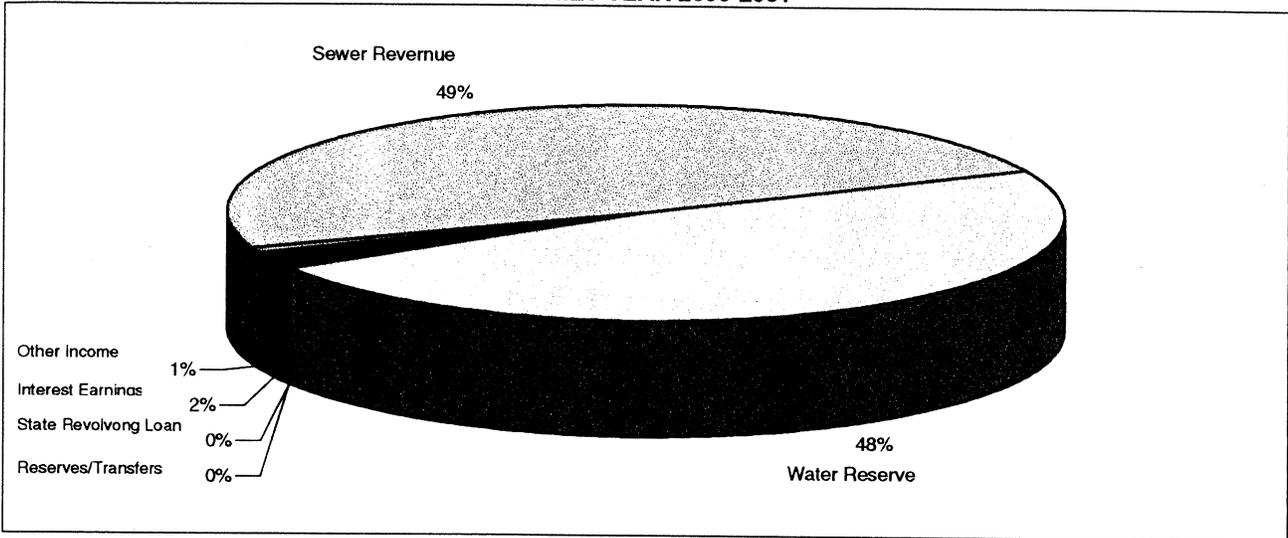
**CITY OF HOLLY HILL
PHYSICAL ENVIRONMENT/GARBAGE/SOLID WASTE CONTROL SERVICES**

FUND 495	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
PERSONAL SERVICES						
534.11.00	Executive Salaries	11,692	0	0	0	0
534.12.00	Regular Salaries	180,556	21,558	25,400	25,400	27,400
534.13.00	Other Salaries & Wages	4,429	0	0	0	0
534.14.00	Overtime/Regular Employees	10,312	0	1,500	600	1,500
534.19.01	Uniforms	1,932	243	300	300	300
534.21.00	FICA Taxes	18,545	1,682	2,100	2,100	2,200
534.22.00	Retirement Contributions	26,637	3,213	2,700	2,700	2,600
534.23.00	Life & Health Insurance	12,395	2,055	2,600	2,600	2,500
534.24.00	Worker's Compensation	10,437	1,841	3,800	3,800	3,200
534.28.01	Training & Travel	576	45	600	600	600
	Total Personal Services	<u>277,510</u>	<u>30,636</u>	<u>39,000</u>	<u>38,100</u>	<u>40,300</u>
OPERATING EXPENSES						
534.31.01	Professional Services	633	0	0	0	0
534.32.00	Accounting & Auditing	5,000	0	0	0	0
534.34.00	Other Contractual Services	426,596	999,782	900,000	1,102,000	950,000
534.41.00.	Telephone/Communications Services	1,456	1,143	1,500	500	1,500
534.42.00	Postage, Freight, & Express	1,277	257	0	200	200
534.44.00	Rentals & Leases	194,633	0	0	0	0
534.45.00	Non-employee Insurance	20,147	14,654	7,700	6,200	6,500
534.46.01	Repair & Maintenance Services	6,460	4,704	3,000	3,000	3,000
534.46.50	Vehicle Repairs & Maintenance	28,642	2,377	1,500	1,500	1,000
534.47.00	Printing & Binding	1,273	1,136	0	200	0
534.49.01	Other Charges & Obligations	297	5,946	500	500	500
534.49.10	Other Special Costs	10,050	175	1,000	1,000	0
534.50.00	Advertising	1,183	0	0	400	400
534.51.00	Office Supplies	536	504	400	500	700
534.52.01	Operating Supplies	4,367	216	400	3,400	600
534.52.50	Fuel & Oil Supplies	18,269	830	1,500	1,000	1,000
534.54.00	Subscriptions & Memberships	379	0	300	300	300
534.59.01	Bad Debt Expense	12,059		7,500	7,500	7,500
	Total Operating Expenses	<u>733,258</u>	<u>1,031,723</u>	<u>925,300</u>	<u>1,128,200</u>	<u>973,200</u>

**CITY OF HOLLY HILL
PHYSICAL ENVIRONMENT/GARBAGE/SOLID WASTE CONTROL SERVICES**

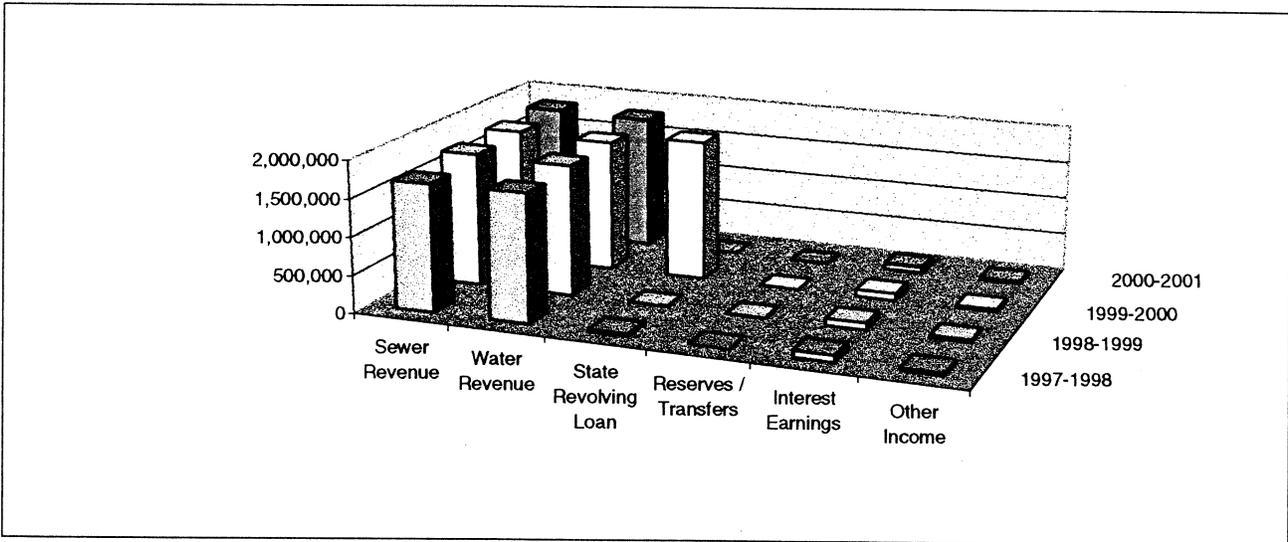
FUND 495	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
CAPITAL OUTLAY						
534.62.00	Buildings	16,600	0	0	0	0
534.63.00	Improvements other than Buildings	0	0	0	0	2,000
534.64.00	Machinery & Equipment	25,159	0	0	0	3,500
534.64.10	Equip (Special Revenues - Recycling Grant)	0	0	0	0	0
	Total Capital Outlay	<u>41,759</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,500</u>
DEBT SERVICE						
534.71.00	Debt Service - Principal	47,494	0	0	0	0
534.72.00	Debt Service - Interest	916	0	0	0	0
	Total Debt Service	<u>48,410</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
CAPITAL RESERVES AND TRANSFERS						
539.99.01	Budget Reserves	328,200	0	59,400	0	107,300
581.91.01	Transfer to General Fund	197,000	225,300	225,300	225,300	240,000
581.91.60	Transfer to Capital Projects Fd	0	625,000	80,000	80,000	0
	TOTAL SOLID WASTE CONT SERVICES	<u>1,626,138</u>	<u>1,912,660</u>	<u>1,329,000</u>	<u>1,471,600</u>	<u>1,366,300</u>

**CITY OF HOLLY HILL
WATER AND SEWER REVENUES
BUDGET YEAR 2000-2001**



Sewer Revenue	1,825,800
Water Revenue	1,798,000
State Revolving Loan	0
Reserves/Transfers	0
Interest Earnings	90,000
Other Income	32,000
Total Water & Sewer Revenues	\$3,745,800

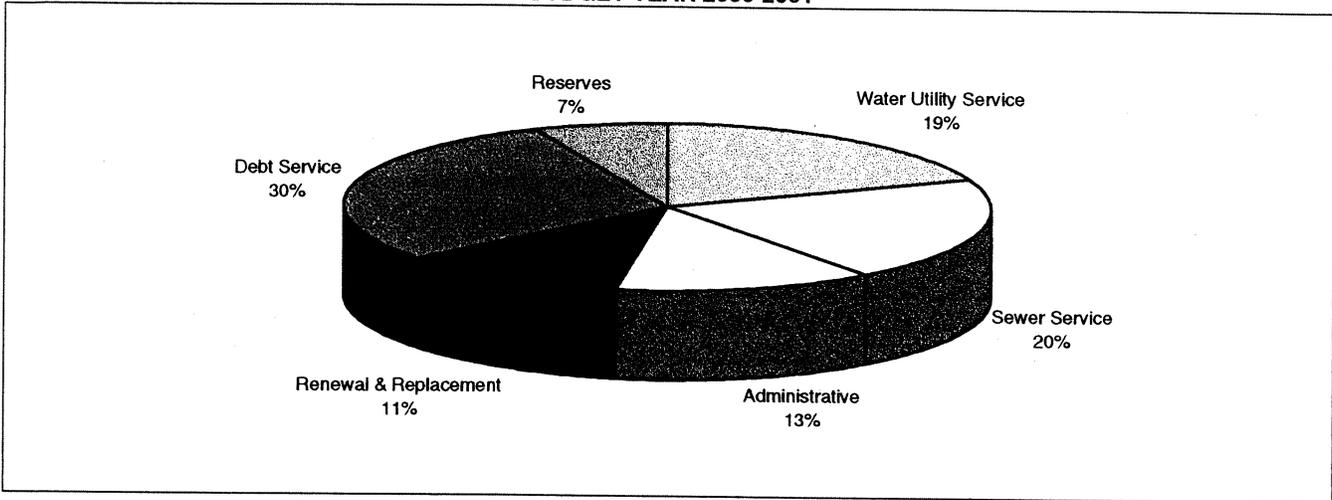
* Includes interest & impact fees in the R & R Fund and Debt Service Fund



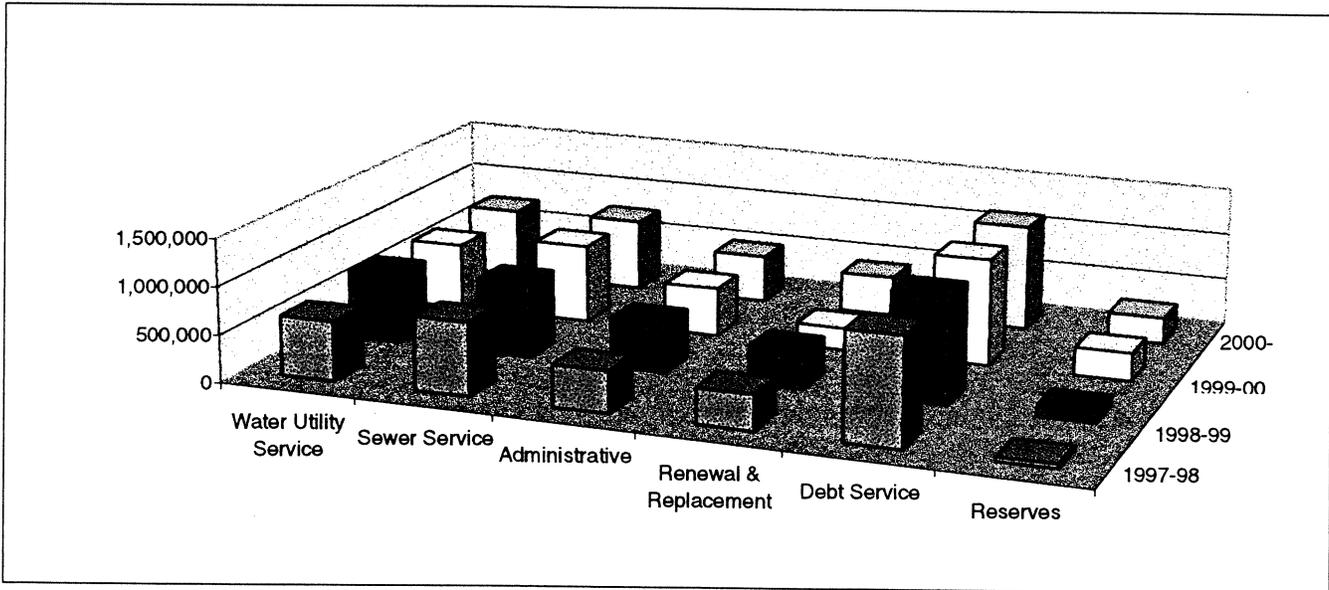
FOUR YEAR HISTORY

	1997-1998	1998-1999	1999-2000	2000-2001
	ACTUAL	ACTUAL	AMENDED	BUDGET
REVENUES				
Sewer Revenue	1,678,093	1,760,889	1,789,200	1,825,800
Water Revenue	1,686,557	1,736,572	1,751,600	1,798,000
State Revolving Loan	34,893	0	1,870,300	0
Reserves / Transfers	0	0	0	0
Interest Earnings	88,118	90,849	90,000	90,000
Other Income	36,460	29,988	32,000	32,000
TOTAL REVENUES	\$3,524,121	\$3,618,298	\$5,533,100	\$3,745,800

**CITY OF HOLLY HILL
WATER AND SEWER EXPENDITURES
BUDGET YEAR 2000-2001**



Water Utility Service	736,100
Sewer Service	779,000
Administrative	505,000
Renewal & Replacement	440,400
Debt Service	1,126,500
Reserves	256,200
Total Expenditures	\$3,843,200



FOUR YEAR HISTORY

	1997-1998	1998-1999	1999-2000	2000-2001
	ACTUAL	ACTUAL	AMENDED	BUDGET
EXPENDITURES				
Water Utility Service	628,647	745,249	699,400	741,600
Sewer Service	773,539	786,389	832,800	762,900
Administrative	441,000	525,612	515,000	505,000
Renewal & Replacement	375,819	393,615	232,500	418,400
Debt Service	1,127,467	1,124,131	1,127,000	1,126,500
Reserves	50,000	116,000	295,700	278,200
TOTAL EXPENDITURES	\$3,396,472	\$3,690,996	\$3,702,400	\$3,832,600

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 1999-00. A 3% increase in revenue is projected for 2000-01.

Meter Connection Charges

Current estimates indicate that revenues will be as originally anticipated for 1999-00. No increase is anticipated the 2000-01 budget.

Service Charges

Current estimates indicate that revenues will be slightly less than anticipated for 1999-00. No increase is anticipated in 2000-01.

Cut-Off Charges

Current estimates indicate that revenues will be less than anticipated for 1999-00. No increase is anticipated for 2000-01.

Hydrant Rental

Current estimates indicate that revenues will be as anticipated for 1999-00. No increase has been projected for 2000-01.

Sewer Charges

Based on a rate increase to be effective in October, revenues from sewer charges will be higher than anticipated for 1999-00. A 2% increase in revenue is projected for 2000-01.

Sewer Connection Charges

Current estimates indicate that revenues will be as anticipated for 1999-00. No change is anticipated for 2000-01.

Interest Earnings

Current estimates for 1999-00 indicate that earnings will be as anticipated. No change is expected in 2000-01.

Other Income

Current estimates indicate revenues will be as anticipated for 1999-00. The 2000-01 budget level is based on current year estimates.

Impact Fees

Current estimates indicate that revenues will be as anticipated for 1999-00. No change is anticipated in the 2000-01 budget.

Appropriated Reserves

The budget does not anticipate using any cash reserves in 2000-01.

**CITY OF HOLLY HILL
WATER AND SEWER SYSTEMS - REVENUE**

FUND 400	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
FEDERAL GRANTS						
331.39.00	Flouride Grant	0	0	0	0	0
WATER REVENUE						
343.60.10	Water Sales	1,624,588	1,683,020	1,681,000	1,700,000	1,750,000
343.60.20	Meter Connection Charges	8,739	5,880	5,000	8,600	5,000
343.60.30	Service Charges	15,988	11,668	15,000	12,000	12,000
343.60.40	Cut-off Charges	27,159	25,898	25,000	21,000	21,000
343.60.50	Hydrant Rental	10,083	10,107	10,000	10,000	10,000
	Total Water Revenue	<u>1,686,557</u>	<u>1,736,572</u>	<u>1,736,000</u>	<u>1,751,600</u>	<u>1,798,000</u>
SEWER REVENUE						
343.60.60	Sewer Charges	1,674,213	1,750,669	1,759,000	1,779,000	1,815,000
343.60.70	Sewer Connection Charges	1,650	3,250	3,000	3,000	3,000
343.60.80	Reclaimed Water Charges	2,230	2,400	2,400	2,400	3,000
343.90.10	Inspections	0	4,570	0	4,800	4,800
	Total Sewer Revenue	<u>1,678,093</u>	<u>1,760,889</u>	<u>1,764,400</u>	<u>1,789,200</u>	<u>1,825,800</u>
INTEREST EARNINGS						
361.10.00	Investment Income	0	0	0	0	0
361.20.00	SBA Int/Wtr Rev & Opr Fd	88,118	90,849	70,000	90,000	90,000
	Total Interest Earnings	<u>88,118</u>	<u>90,849</u>	<u>70,000</u>	<u>90,000</u>	<u>90,000</u>
OTHER INCOME						
362.21.00	Communications Lease/Apt & Sprint	19,417	20,000	20,000	20,000	20,000
364.41.00	Surplus Sales	356	1,109	1,000	1,000	1,000
364.42.00	Insurance Proceeds/Loss	0	0	0	0	0
365.10.00	Scrap Sales	0	0	1,000	1,000	1,000
369.90.00	Miscellaneous	16,686	8,879	10,000	10,000	10,000
	Total Other Income	<u>36,460</u>	<u>29,988</u>	<u>32,000</u>	<u>32,000</u>	<u>32,000</u>
OTHER NON-REVENUES						
384.30.00	State Revolving Loan Fund	34,893	0	0	1,870,300	0
	Total Non-revenues	<u>34,893</u>	<u>0</u>	<u>0</u>	<u>1,870,300</u>	<u>0</u>
TOTAL WATER AND SEWER REVENUE		<u><u>3,524,120</u></u>	<u><u>3,618,299</u></u>	<u><u>3,602,400</u></u>	<u><u>5,533,100</u></u>	<u><u>3,745,800</u></u>

**CITY OF HOLLY HILL
WATER & SEWER SYSTEM - EXPENSES**

FUND 400	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
WATER & SEWER SYSTEM - EXPENDITURE SUMMARY						
OPERATING						
533.00.00	Water Utility Service/Water Plant	628,647	745,249	741,600	731,300	736,100
535.00.00	Sewer Service/Water Pollution Control Plant	773,538	786,389	762,900	793,300	779,000
ADMINISTRATIVE						
536.00.00	Transfer to General Fund	400,000	461,288	450,000	450,000	450,000
536.00.00	Other Administrative Expense	41,000	64,324	55,000	65,000	55,000
RESERVES						
580.99.00	Operating Reserve	50,000	116,000	122,900	153,200	256,200
EXPENDITURE APPROPRIATIONS & TRANSFERS						
581.91.20	Series 1992 Transfer	1,123,200	1,090,000	1,120,000	1,120,000	1,119,500
581.91.10	Renewal & Replacement Transfer	313,700	379,200	350,000	350,000	350,000
GRAND TOTAL		3,330,086	3,642,451	3,602,400	3,662,800	3,745,800

WATER UTILITY SERVICE

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	333,936	377,400	381,800	382,000	399,600
Operating Expenses	265,371	286,327	359,800	349,300	336,500
Capital Outlay	<u>9,340</u>	<u>81,522</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	628,647	745,249	741,600	731,300	736,100

PERMANENT POSITIONS	1998-99	1999-00	2000-00
Public Works Director	0.20	0.20	0.20
Utility Supervisor	0.50	0.50	0.50
Administrative Assistant	0.25	0.25	0.25
Staff Assistant	0.25	0.25	0.25
Lab Technician	0.50	0.50	0.50
Garage Supervisor	0.25	0.25	0.25
Chief Plant Operator	1.00	1.00	1.00
Water Plant Operator	3.00	3.00	3.00
Utility Mechanic	3.00	2.00	2.00
Utility Service Worker	0.00	1.00	1.00
Meter Reader	<u>2.50</u>	<u>2.00</u>	<u>2.00</u>
Total	11.45	10.95	10.95

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

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

ACTIVITY GOALS

1. Provide the highest quality water to the citizens of Holly Hill.
2. Operate the water treatment plant to meet or exceed all State and Federal regulations and requirements.
3. Maintain well fields and water distribution to provide quality water to citizens.
4. Remain knowledgeable of and assure an adequate supply of raw water.
5. Upgrade system communications, instrumentation and reporting.

ACTIVITY OBJECTIVES

1. Improve performance and efficiency of the water treatment plant.
2. Develop and implement an effective cross-connection/back-flow 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

	ACTUAL 1997-98	ACTUAL 1998-99	ACTUAL 1999-00	PROJECTED 2000-01
Water Treatment Plant Capacity	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
Number of fire hydrants	270	270	290	290
Average number of meters read per month	5,600	5,600	5,700	5,700

**CITY OF HOLLY HILL
WATER & SEWER SYSTEM - EXPENSES**

FUND 400	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
WATER UTILITY SERVICE/WATER PLANT						
PERSONAL SERVICES						
533.11.00	Executive Salaries	30,471	34,746	32,800	32,800	34,000
533.12.00	Regular Salaries & Wages	204,426	240,366	235,900	235,900	259,500
533.13.00	Other Salaries & Wages	0	2,401	8,000	2,000	0
533.14.00	Overtime/Regular Employees	10,097	9,739	12,000	18,000	12,000
533.19.01	Uniforms	2,000	2,432	2,500	2,700	2,500
533.21.00	FICA Taxes	19,599	21,172	22,100	22,100	23,400
533.22.00	Retirement Contributions	43,168	38,501	28,400	28,400	28,500
533.23.00	Life & Health Insurance	19,263	20,740	24,400	24,400	25,000
533.24.00	Workers' Compensation	2,787	7,122	12,500	12,500	10,100
533.28.01	Training & Travel	2,127	181	3,200	3,200	4,600
	Total Personal Services	333,936	377,400	381,800	382,000	399,600
OPERATING EXPENSES						
533.31.01	Professional Services	7,702	25,074	48,500	48,500	48,500
533.34.00	Contractual Services	0	0	23,800	23,800	25,000
533.41.00	Telephone/Communications Services	519	499	1,200	1,200	1,200
533.42.00	Postage, Freight & Express	155	207	600	600	600
533.43.01	Utility Services	113,917	109,276	112,500	112,500	112,500
533.44.00	Rentals & Leases	1,939	153	400	400	400
533.45.00	Non-employee Insurance	11,656	18,295	11,000	13,500	13,700
533.46.01	Repair & Maintenance Services	42,307	38,152	32,300	33,300	34,600
533.46.50	Vehicle Repairs & Maintenance	3,163	3,085	5,000	5,000	7,000
533.47.00	Printing & Binding	414	305	400	600	400
533.49.01	Other Charges & Obligations	325	274	500	500	500
533.49.10	Other Special Costs	2,208	0	1,000	0	1,000
533.51.00	Office Supplies	494	1,118	1,900	4,000	1,000
533.52.01	Operating Supplies	75,438	82,720	115,500	95,000	79,300
533.52.50	Fuel & Oil Supplies	2,853	5,149	3,000	7,800	8,300
533.54.00	Subscriptions & Memberships	2,284	2,020	2,200	2,600	2,500
	Total Operating Expenses	265,371	286,327	359,800	349,300	336,500
CAPITAL OUTLAY						
533.62.00	Buildings	0	0	0		0
533.63.00	Improvements other than Buildings	9,242	14,397	0		0
533.64.00	Machinery & Equipment	20,098	67,125	0		0
	Total Capital Outlay	29,340	81,522	0	0	0
	TOTAL WATER PLANT	628,647	745,249	741,600	731,300	736,100

SEWER SERVICE

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	406,079	401,967	409,800	415,300	425,000
Operating Expenses	344,986	381,091	353,100	378,000	354,000
Capital Outlay	<u>22,274</u>	<u>3,332</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	773,339	786,389	762,900	793,300	779,000

PERMANENT POSITIONS	1998-99	1999-00	2000-01
Public Works Director	0.25	0.20	0.20
Utility Supervisor	0.50	0.50	0.50
Administrative Assistant	0.25	0.25	0.25
Staff Assistant	0.25	0.25	0.25
Lab Technician	0.50	0.50	0.50
Garage Supervisor	0.25	0.25	0.25
Chief Wastewater Plant Operator	1.00	1.00	1.00
Wastewater Plant Operator	4.00	4.00	4.00
Sludge Belt Press Operator	1.00	1.00	1.00
Utility Mechanic	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total	11.00	10.95	10.95

SIGNIFICANT EXPENDITURE CHANGES

1. None

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 more effluent disposal from the Halifax River.
4. Integrate reuse control system with wastewater plant.
5. Develop a program for reducing the infiltration and inflow in the gravity sewer system.
6. Rehab lift stations.

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.
4. Install a modern and efficient system of operation controls and instrumentation.

ACTIVITY MEASUREMENTS	ACTUAL 1997-98	ACTUAL 1998-99	ACTUAL 1999-00	PROJECTED 2000-01
Wastewater Treatment Plant Capacity	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
Number of lift stations	26	28	28	28
Miles of sanitary sewers	67.0 miles	67.0 miles	67.0 miles	67.0 miles

**CITY OF HOLLY HILL
WATER & SEWER SYSTEM - EXPENSES**

FUND 400	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
SEWER SERVICE/WATER POLLUTION CONTROL PLANT						
PERSONAL SERVICES						
535.11.00	Executive Salaries	30,470	34,746	32,800	32,800	34,000
535.12.00	Regular Salaries & Wages	266,810	254,172	261,400	261,400	272,900
535.1300	Other Salaries & Wages	540	1,958	0	0	0
535.14.00	Overtime/Regular Employees	14,923	13,866	15,000	21,000	15,000
535.19.01	Uniforms	1,869	2,793	2,500	3,000	2,400
535.21.00	FICA Taxes	23,192	22,691	23,700	23,700	24,600
535.22.00	Retirement Contributions	45,898	40,459	30,800	31,800	30,200
535.23.00	Life & Health Insurance	19,090	24,205	26,700	26,700	27,600
535.24.00	Workers' Compensation	2,847	6,423	10,000	10,000	10,700
535.28.01	Training & Travel	639	653	6,900	4,900	7,600
	Total Personal Services	<u>406,279</u>	<u>401,967</u>	<u>409,800</u>	<u>415,300</u>	<u>425,000</u>
OPERATING EXPENSES						
535.31.01	Professional Services	16,422	10,606	25,000	25,000	31,200
535.34.00	Contractial Service	0	0	23,800	23,800	25,100
535.41.00	Telephone/Communications Services	972	975	1,200	1,200	1,200
535.42.00	Postage, Freight & Express	390	175	500	500	500
535.43.01	Utility Services	91,056	89,174	100,000	100,000	100,000
535.44.00	Rentals & Leases	303	1,471	500	500	500
535.45.00	Non-Employee Insurance	17,685	21,598	13,500	16,500	16,700
535.46.01	Repair & Maintenance Services	50,546	121,974	38,000	93,000	38,000
535.46.50	Vehicle Repairs & Maintenance	2,434	2,944	5,000	5,000	7,000
535.47.00	Printing & Binding	541	204	300	300	300
535.49.01	Other Charges & Obligations	1,379	1,899	300	300	300
535.49.10	Other Special Costs	15,311	477	1,000	500	1,000
535.51.00	Office Supplies	740	726	700	800	700
535.52.01	Operating Supplies	143,624	123,741	138,400	100,000	116,200
535.52.50	Fuel & Oil Supplies	2,742	4,653	4,000	9,700	13,900
535.54.01	Subscriptions & Memberships	841	475	900	900	1,400
	Total Operating Expense	<u>344,986</u>	<u>381,091</u>	<u>353,100</u>	<u>378,000</u>	<u>354,000</u>
CAPITAL OUTLAY						
535.62.00	Buildings	7,000	0	0		0
535.63.00	Improvements other than Buildings	3,013	0	0		0
535.64.00	Machinery & Equipment	12,261	3,332	0		0
	Total Capital Outlay	<u>22,274</u>	<u>3,332</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL SEWER SERVICE		<u>773,538</u>	<u>786,389</u>	<u>762,900</u>	<u>793,300</u>	<u>779,000</u>

WATER & SEWER ADMINISTRATION

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Personal Services	282,700	245,700	245,700	245,700	251,300
Operating Expenses	153,500	274,912	244,300	269,300	253,700
Capital Outlay	<u>4,800</u>	<u>5,000</u>	<u>15,000</u>	<u>0</u>	<u>0</u>
TOTAL	441,000	525,612	505,000	515,000	505,000

PERMANENT POSITIONS	1998-99	1999-00	2000-01
City Manager	0.33	0.33	0.33
City Clerk	0.33	0.33	0.33
Finance Director	0.33	0.33	0.33
Chief Acct/Asst Fin Dir	0.25	0.33	0.33
C. S. Super/Acct	0.75	0.75	0.75
Accountant	0.33	0.33	0.33
Account Clerk III	0.33	0.33	0.33
Account Clerk III	0.75	0.75	0.75
Account Clerk II	0.75	0.75	0.75
Account Clerk II	0.00	0.00	0.75
Account Clerk I	0.75	0.75	0.75
Deputy Clerk	0.33	0.33	0.00
IT Director	0.33	0.33	0.33
Custodian	<u>0.33</u>	<u>0.00</u>	<u>0.00</u>
Total	5.89	5.64	6.06

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION, GOALS, OBJECTIVES, MEASUREMENTS

See General Government departments

ACTIVITY MEASUREMENTS	ACTUAL 1997-98	ACTUAL 1998-99	ESTIMATED 1999-00	PROJECTED 2000-01
Number of utility bills mailed	74,000	0	0	0
Number of penalty notices mailed	13,000	0	0	0
Number of payroll checks prepared	4,000	0	0	0
Number of accounts payable checks issued	15	0	0	0
Number of insurance claims filed	5	0	0	0

**CITY OF HOLLY HILL
WATER & SEWER SYSTEM - EXPENSES**

FUND 400	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
WATER AND SEWER ADMINISTRATION						
PERSONAL SERVICES						
536.11.00	Executive Salaries	69,400	73,800	73,800	73,800	73,800
536.12.00	Regular Salaries & Wages	136,700	106,000	106,000	106,000	109,000
536.14.00	Overtime	8,200	2,000	2,000	2,000	2,000
536.19.01	Uniforms	100	0	0	0	0
536.21.00	FICA Taxes	16,400	13,900	13,900	13,900	14,200
536.22.00	Retirement Contributions	29,400	28,900	28,900	28,900	29,200
536.23.00	Life & Health Insurance	12,900	13,400	13,400	13,400	13,900
536.24.00	Worker's Compensation	900	800	800	800	900
536.25.00	Unemployment Compensation	1,200	1,200	1,200	1,200	1,300
536.28.01	Training & Travel	4,500	2,700	2,700	2,700	4,000
536.29.01	Other Personal Services	3,000	3,000	3,000	3,000	3,000
	Total Personal Services	<u>282,700</u>	<u>245,700</u>	<u>245,700</u>	<u>245,700</u>	<u>251,300</u>
OPERATING EXPENSES						
536.31.01	Professional Services	20,300	58,300	58,300	58,300	59,000
536.32.00	Accounting & Auditing	15,000	15,000	15,000	15,000	16,500
536.41.00	Telephone/Communications Services	2,500	4,300	4,300	4,300	4,800
536.42.00	Postage, Freight, & Express	11,600	15,000	15,000	15,000	15,500
536.43.01	Utility Services	4,800	5,500	5,500	5,500	7,000
536.44.00	Rentals & Leases	3,800	4,000	4,000	4,000	4,500
536.46.01	Repair & Maintenance Services	12,700	15,000	15,000	15,000	16,000
536.46.50	Vehicle Repairs & Maintenance	400	400	400	400	800
536.47.00	Printing & Binding	8,000	9,000	9,000	9,000	10,500
536.49.01	Other Charges & Obligations	12,900	32,300	32,300	32,300	32,900
536.49.10	Other Special Costs	16,000	25,072	30,000	30,000	30,000
536.50.00	Advertising	1,000	1,000	1,000	1,000	2,000
536.51.00	Office Supplies	7,500	15,500	15,500	15,500	10,200
536.52.01	Operating Supplies	2,300	4,000	4,000	4,000	6,000
536.52.50	Fuel & Oil Supplies	100	0	0	0	1,000
536.54.00	Subscriptions & Memberships	4,300	4,500	4,500	4,500	4,500
536.59.01	Bad Debt Expense	25,000	39,252	25,000	35,000	25,000
536.64.00	Machinery & Equipment	4,800	5,000	15,000	15,000	0
536.73.20	Amortization Expense	0	21,288	0	0	0
536.80.00	Grants & Aids	5,300	5,500	5,500	5,500	7,500
	Total Operating Expenses	<u>158,300</u>	<u>279,912</u>	<u>259,300</u>	<u>269,300</u>	<u>253,700</u>
TOTAL WATER & SEWER ADMINIS		<u>441,000</u>	<u>525,612</u>	<u>505,000</u>	<u>515,000</u>	<u>505,000</u>

WATER & SEWER DEBT SERVICE FUND

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Principal Payments	270,000	280,000	295,000	295,000	310,000
Interest Expense	853,414	840,589	827,000	827,000	811,500
Other Debt Service	<u>4,053</u>	<u>3,543</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
TOTAL	1,127,467	1,124,131	1,127,000	1,127,000	1,126,500

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

1. None

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.

ACTIVITY GOAL

N/A

ACTIVITY MEASUREMENTS

N/A

**CITY OF HOLLY HILL
WATER AND SEWER DEBT SERVICE**

FUND		1997-98	1998-99	1999-2000	1999-2000	2000-2001
471	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	PROPOSED
REVENUES						
SERIES 1992						
361.20.00	Interest from SBA	16,365	15,736	2,000	2,000	2,000
380.10.00	Appropriated Retained Earnings	0	0	5,000	5,000	5,000
381.10.00	Transfer from Water & Sewer Fund	1,123,200	1,090,000	1,120,000	1,120,000	1,119,500
TOTAL DEBT SERVICE REVENUES		1,139,565	1,105,736	1,127,000	1,127,000	1,126,500
EXPENDITURES						
SERIES 1992						
587.71.60	Principal	270,000	280,000	295,000	295,000	310,000
587.72.60	Interest	853,414	840,589	827,000	827,000	811,500
587.73.60	Other Debt Service Costs	4,053	3,543	5,000	5,000	5,000
TOTAL DEBT SERVICE EXPENDITURES		1,127,467	1,124,131	1,127,000	1,127,000	1,126,500

WATER & SEWER RENEWAL AND REPLACEMENT FUND

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Capital Outlay	375,408	393,616	198,500	232,500	418,400
Reserve for Improvement	<u>0</u>	<u>0</u>	<u>176,500</u>	<u>142,500</u>	<u>22,000</u>
TOTAL	375,408	393,616	375,000	375,000	440,400

PERMANENT POSITIONS
N/A

SIGNIFICANT EXPENDITURE CHANGES

None

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 GOAL

N/A

ACTIVITY OBJECTIVE

N/A

ACTIVITY MEASUREMENTS

N/A

**CITY OF HOLLY HILL
WATER AND SEWER RENEWAL AND REPLACEMENT FUND
SUMMARY**

FUND R & R	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
	REVENUES	88,694	79,113	25,000	25,000	22,000
	APPROPRIATIONS & TRANSFERS	313,700	379,200	350,000	0	418,400
	TOTAL R & R FUND REVENUES	402,394	458,313	375,000	25,000	440,400
	EXPENDITURES					
	WATER PLANT/ CAPITAL OUTLAY	118,803	102,750	49,500	69,500	144,400
	SEWER PLANT/ CAPITAL OUTLAY	243,735	290,865	149,000	163,000	274,000
	WATER & SEWER ADMIN	13,281	0	0	0	0
	RESERVE	0	0	176,500	142,500	22,000
	TOTAL EXPENDITURES & RESERVES	375,819	393,615	375,000	375,000	440,400

**CITY OF HOLLY HILL
RENEWAL AND REPLACEMENT FUND
WATER & SEWER IMPACT FEES**

FUND 480	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
REVENUES						
361.20.00	Interest Earnings	0	0	0	0	0
369.60.00	DOT Reimbursement	9,868	0	0	0	0
389.40.00	Contributions from Other Sources	15,000	34,482	0	0	0
	Total Revenues	24,868	34,482	0	0	0
APPROPRIATIONS & TRANSFERS						
380.10.00	Appropriated Retained Earnings	0	0	0	0	68,400
381.10.00	Transfer from Water & Sewer Fund	313,700	379,200	350,000	350,000	350,000
381.41.00	Transfer from Water Impact Fees	0	0	0	0	0
381.42.00	Transfer from Sewer Impact Fees	0	0	0	0	0
	Total Appropriations & Transfers	313,700	379,200	350,000	350,000	418,400
	TOTAL R & R FUND REVENUES	338,568	413,682	350,000	350,000	418,400
EXPENDITURES						
WATER PLANT/CAPITAL OUTLAY						
533.31.01	Professional Services	46,495	15,610	0	20,000	20,000
533.62.00	Buildings	0	0	0	0	5,500
533.63.00	Improvements other than Buildings	57,341	20,015	16,500	16,500	88,500
533.64.00	Machinery & Equipment	14,967	67,125	33,000	33,000	30,400
	Total Water Plant	118,803	102,750	49,500	69,500	144,400
WATER POLLUTION CONTROL/CAPITAL OUTLAY						
535.31.01	Professional Services	60,484	171,002	0	14,000	0
535.62.00	Buildings	6,576	0	0	0	10,000
535.63.00	Improvements other than Buildings	153,529	38,540	0	0	22,000
535.64.00	Machinery & Equipment	22,735	81,323	149,000	149,000	242,000
	Total Water Pollution Control	243,324	290,865	149,000	163,000	274,000
WATER & SEWER ADMINISTRATION						
536.64.00	Machinery & Equipment	13,281	0	0	0	0
BUDGET RESERVE						
582.99.01	Reserve for Improvements	0	0	176,500	142,500	0
	TOTAL EXPENDITURES & RESERVES	375,408	393,615	375,000	375,000	418,400

**CITY OF HOLLY HILL
RENEWAL AND REPLACEMENT FUND
WATER & SEWER IMPACT FEES**

FUND 481 & 482 ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 PROPOSED
REVENUES					
361.20.00 Interest Earnings	5,283	1,335	5,000	5,000	2,000
363.36.00 Impact Fees	58,543	43,296	20,000	20,000	20,000
Total Revenues	<u>63,826</u>	<u>44,631</u>	<u>25,000</u>	<u>25,000</u>	<u>22,000</u>
TOTAL W&S IMPACT FEE REVENUES	<u>63,826</u>	<u>44,631</u>	<u>25,000</u>	<u>25,000</u>	<u>22,000</u>
EXPENDITURES					
581.91.10 Transfer to Fund 480	0	0	0	0	0
Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
RESERVES	0	0	0	0	22,000
TOTAL W&S IMPACT FEE EXPENDITURES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>22,000</u>

STATE REVOLVING CONSTRUCTION FUND

EXPENDITURES	ACTUAL 1997-98	ACTUAL 1998-99	BUDGET 1999-00	AMENDED 1999-00	BUDGET 2000-01
Capital Outlay	38,764	0	0	1,870,300	0
Reserve for Improv	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	38,764	0	0	1,870,300	0

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

None

ACTIVITY DESCRIPTION

The State Revolving Construction fund was established to account for the expenditure of the State Revolving loan proceeds.

**CITY OF HOLLY HILL
STATE REVOLVING LOAN CONSTRUCTION FUND**

FUND 491	ACCOUNT DESCRIPTION	1997-98 ACTUAL	1998-99 ACTUAL	1999-2000 BUDGET	1999-2000 AMENDED	2000-2001 BUDGET
REVENUES						
361.20.00	Interest from SBA	893	0	0	0	0
380.10.00	Appropriated Fund Balance	34,000	0	0	0	0
384.30.00	Debt Proceeds	0	0	0	1,870,300	0
TOTAL CONSTRUCTION FUND REVENUES		34,893	0	0	1,870,300	0
EXPENDITURES						
WATER PLANT IMPROVEMENTS						
533.31.01	Professional Services	0	0	0	0	0
533.62.00	Buildings	0	0	0	0	0
533.63.00	Improvements other than Buildings	0	0	0	0	0
533.64.00	Machinery & Equipment	38,764	0	0	0	0
WASTEWATER IMPROVEMENT						
535.31.01	Professional Services	0	0	0	95,000	0
535.62.00	Buildings	0	0	0	0	0
535.63.00	Improvements other than Buildings	0	0	0	1,775,300	0
535.64.00	Machinery & Equipment	0	0	0	0	0
TOTAL EXPENDITURES		38,764	0	0	1,870,300	0
RESERVES		0	0	0	0	0
TOTAL CONSTRUCTION FUND		38,764	0	0	1,870,300	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.

CDBG - Community Development Block Grant

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.

FDOT - Federal Department of Transportation

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.

LLEBG - Local Law Enforcement Block Grant fund.

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 earning 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 expenses are incurred.