



City of Holly Hill
Annual Budget
2001 - 2002

HISTORY OF HOLLY HILL

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

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

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

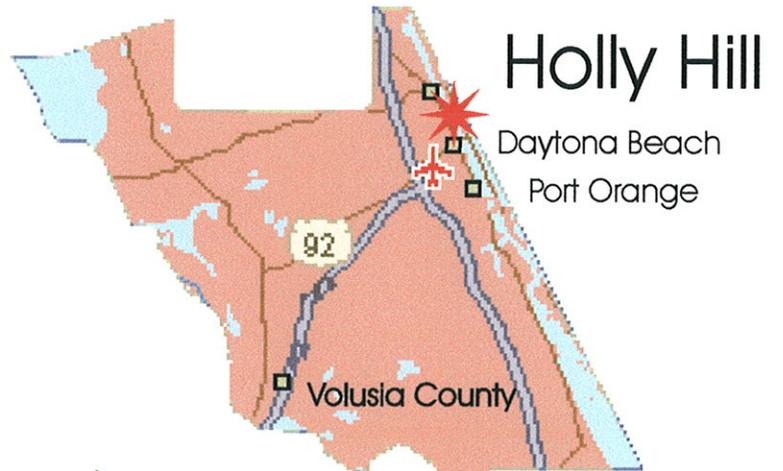
The area has many holly trees in this, their native land. Many beautiful oak, magnolia and palm trees can be found throughout this whole area. Our city occupies a ridge of hammock land, which rises about four feet above sea level at the Halifax River, to an elevation of ten feet at the top of this ridge. The general topography has many paved and improved streets. This, and other advantages make Holly Hill a very desirable residential and industrial location. The growth and development of our city has been uniform in its progress, following the planning requirements of the City.

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

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

Since the City's incorporation in July, 1901, we have grown to a population of 12,152 persons. We have savings and loan institutions, parks, commercial banks, schools, convalescent homes, industry, library, post office, Chamber of Commerce and churches of different denominations. We are known in the area as the "City with a Heart".

City of Holly Hill

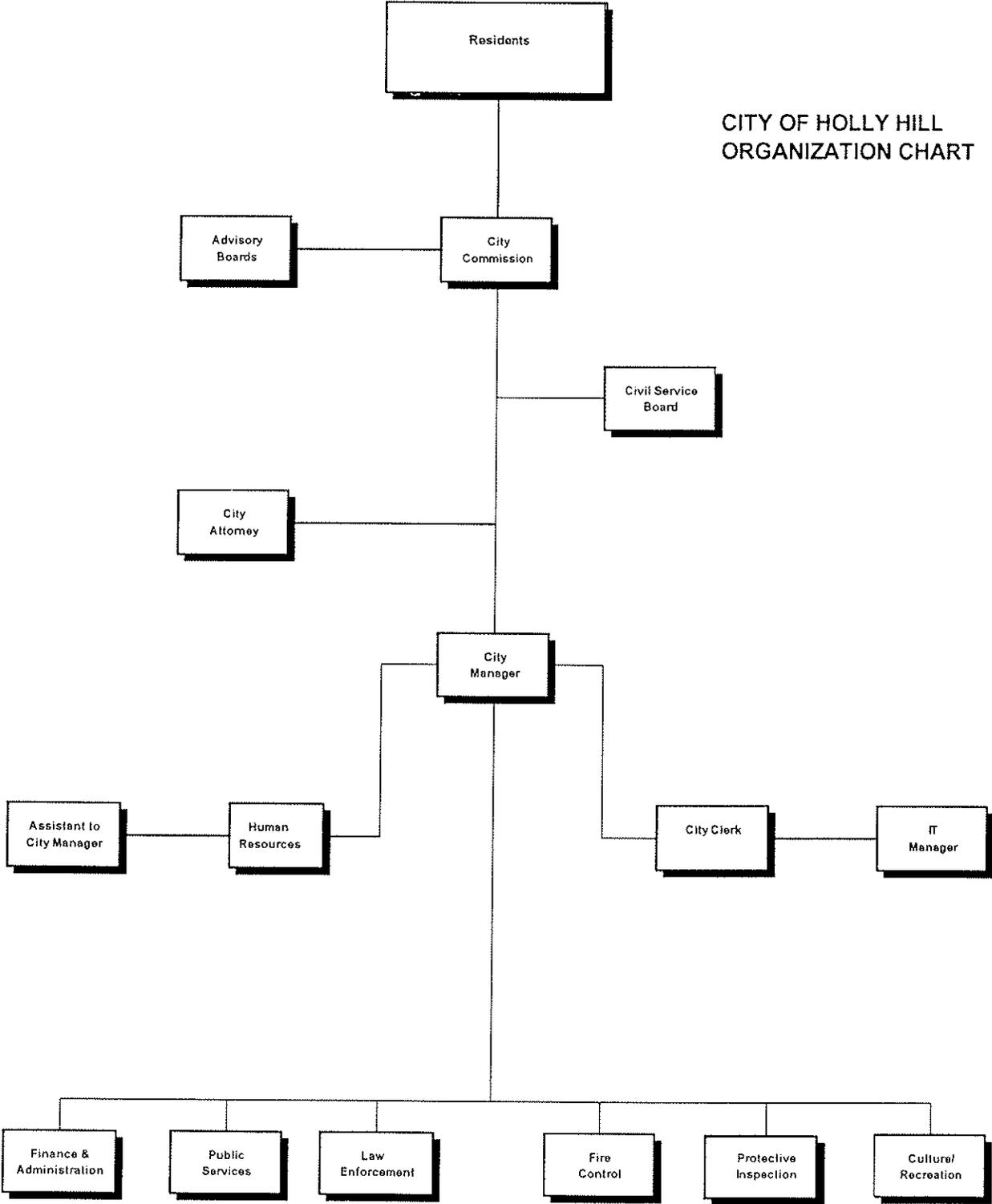


CITY OF HOLLY HILL

ANNUAL BUDGET

2001 - 2002

CITY OF HOLLY HILL
ORGANIZATION CHART



EXECUTIVE DIRECTORY

CITY COMMISSION

WILLIAM D. ARTHUR
Mayor

ARTHUR J. BYRNES
Commissioner – District 1

PAUL LOCKEBY
Commissioner – District 2

KEITH TARRER
Commissioner – District 3

ROLAND VIA
Commissioner – District 4

CITY MANAGER
Joseph Forte

CITY ATTORNEY
Edward F. Simpson, Jr.

CITY CLERK
Jeaneen Clauss

ASSISTANT TO CITY MANAGER
Gregg Wood

FINANCE DIRECTOR
Brenda Gubernator

CHIEF BUILDING OFFICIAL
Timothy Harbuck

IT MANAGER
Scott Gutauckis

RECREATION DIRECTOR
Charles Beach

**DIRECTOR OF
EMERGENCY SERVICES**
Don Shinnamon

PUBLIC SERVICES DIRECTOR
Milton Hallman

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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, 2000



CITY OF HOLLY HILL

The City with a Heart

1065 Ridgewood Avenue ♥ Holly Hill, Florida 32117

www.hollyhillfl.org

August, 2001

**Building,
Zoning,
Licensing &
Inspections**
386-248-9442
Fax 386-248-9498

**City
Clerk**
386-248-9441
Fax 386-248-9448

**City
Manager**
386-248-9425
Fax 386-248-9446

**Economic
Development**
386-248-9424
Fax 386-248-9448

Finance
386-248-9427
Fax 386-248-9448

**Human
Resources**
386-248-9440
Fax 386-248-9448

**Information
Technology**
386-248-9449
Fax 386-248-9448

**Public
Works**
386-248-9463
Fax 386-248-9499

Recreation
386-248-9460
Fax 386-248-9446

**Utility
Billing**
386-248-9432
Fax 386-248-9448

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, 2001 to September 30, 2002. 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 12,152 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 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 are being accomplished. Rehabilitation of the sewage collection system is completed. Additional

recreational facilities are in progress. Annexations and new businesses have helped increase the city's property tax base allowing for a rate decrease below the rolled-back rate.

Five year plans for storm drainage work, sidewalks and paving have been updated. A \$4,312,000 stormwater management program funded by the State Revolving Loan Fund is in the initial stages of planning and design. A traffic light at the corner of US1 and Calle Grande in conjunction with a new shopping area and \$164,000 for street resurfacing and sidewalk projects is planned.

A four-year program to replace the city's water meters with digital wand meters is planned. This is expected to increase revenues in the water and sewer fund and thereby reduce the need for significant rate increases in the future.

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 \$1,953,400. The proposed budget anticipates using \$916,500 toward an affordable housing project and capital outlay. This will leave an estimated \$1,036,900 in fund balance at the end of fiscal year 2002, about 15% 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 \$21,200 in reserve for Police Education at the beginning of the year. Of this amount, \$3,000 has been appropriated for training of police officers. Additional educational programs for police officers will be planned during the coming year. The reserve is expected to be \$18,200 at the end of the fiscal year.

The Stormwater Drainage Fund is expected to begin the new fiscal year with \$497,800 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 does not anticipate using any reserves toward the planned projects and will end the year with \$497,800.

The Water and Sewer Enterprise Fund will begin the new year with an estimated operating cash reserve of \$1,425,000. Approximately \$882,000 (three months operating costs) is recommended to be maintained as a cash reserve for emergencies. The proposed budget anticipates ending fiscal year 2002 with a cash reserve of \$1,300,200. Any excess reserves are allocated for improvements.

Unobligated cash reserves for the Water and Sewer Renewal and Replacement Fund are estimated to be \$263,100 at the beginning of the new fiscal year and \$138,400 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 \$31,800 in reserves and end the year with \$31,800. These reserves are restricted to law enforcement purposes only.

The Solid Waste Enterprise Fund is estimated to begin the fiscal year with \$349,513 in reserves and end the year with \$349,513.

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 a Utility Service Tax Revenue Bond, Series 1998A 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 a previous note and the balance was used for construction of a new recreational facility.

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% and will be paid off in December 2002. In February 2001 the City negotiated a loan to finance the purchase of a new fire truck at a cost of \$204,000. The loan is repayable over five years at a fixed rate of 5.30%.

The City entered into a loan agreement with the State Revolving Loan Fund on July 28, 1998 for a wastewater 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 \$2,286,000 with semi-annual payments to begin in 2002, one year after the construction is completed.

The City entered into another loan agreement with the State Revolving Loan Fund on January 30, 2001 for a stormwater drainage project. The loan is repayable over a period of 20 years at a rate of 3.27%. The final loan amount is expected to be about \$4,312,000.

Significant Budget Changes

Several factors affected the development of the City's budget. The total budget, including all funds, is about 26% higher than the prior year due primarily to major capital projects planned.

The City's taxable property value increased during the past year by 3.63%. During the past two years, the gross taxable property values increased 14.5% allowing the City Commission to reduce the property tax rate for 2001 by 4.9%. Property values are expected to continue increasing at a moderate growth rate 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 \$1,072,000. 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. Additional projects are in the planning and design stage and will be funded by the State Revolving Loan.

One additional equipment operator/maintenance worker position and a community service officer have been added to the General Fund budget. Two plant operator trainee positions, one each for the water and sewer plants have been added to the Water and Sewer Enterprise Fund.

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

1. Wage adjustments have been provided in this budget. The City negotiated wages in

2000 for three years 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. The City implemented a pay step plan that will be adjusted annually through fiscal year 2003 for all employees. There are twenty-nine positions in the police bargaining unit, nine in the fire bargaining unit and fifty-two 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 7.30% effective 7/1/01. The defined contribution plan for general employees hired after 1/1/96 requires a 10% contribution. Retirement contributions stayed the same at 8% for the police pension. Retirement contributions to the fire pension increased to 12.6%
3. Health insurance rates for employees increased by 24% over the prior year.

Revenue Highlights

Revenue projections include Ad Valorem Tax (property tax) revenues of \$1,542,300. This estimate is based on adopting a millage rate of \$4.75000 per \$1,000 assessed valuation, which is 4.9% less than the rolled back rate and 6.7% less than the previous rate 5.09007 per \$1,000 assessed valuation. The gross taxable value increased by \$11,942,892 or 3.63% over the prior year.

The Water and Sewer rates are scheduled to increase by 2.8% effective October 1, 2001 according to ordinance. The increase will generate approximately \$120,000 annually, which will provide for increased costs in the operations of the water and sewer systems.

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 10% 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 and animal control activities are handled by two Community Service Officers and the Fire Inspector to provide daily coverage and enforcement of City codes. Fire and rescue activities are managed by thirteen full-time personnel supplemented by part-time firefighters.

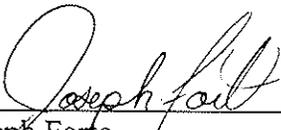
The *Public Services* division maintains streets, sidewalks, drainage systems, parks and grounds. It also provides motor vehicle maintenance for all City vehicles and administers the contract for solid waste services.

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.

With the cooperative efforts of our residents, business leaders, employees and commissioners dedicated to improving our city we have made good progress during the last few years. 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

CITY OF HOLLY HILL
LONG RANGE GOALS
As developed by the City Commission 1/23/01

Goals # 1 through #5 are carried over from 1998 and may be modified or contain new items derived from the 2001 session. The remainder of the goals are completely new or significantly different from the previous lists of goals.

GOAL 1

To adopt and implement a plan to redevelop the Tax Increment Financing District – CC 1 Corridor (The Avenue)

US 1 is the main artery through the city. Numerous areas of The Avenue have been upgraded or redeveloped through efforts resulting from this goal first adopted in 1995 and revised in 1996, and 1998. The city remains committed to this goal.

1. Upgrading, replacement or construction of sidewalks and under grounding of utilities will be considered and/or undertaken.
2. All codes and ordinances will be enforced.
3. All volunteer boards with appropriate authority will continue to be encouraged to participate in this effort.

GOAL 2

To develop a five (5) year capital improvements plan

Through the development of and commitment to the Goals process, the city will continue to support the Five-Year Capital Improvement Plan(s).

1. As projects are completed, new projects will be added.
2. All capital needs will be included in the Five-Year Capital Improvements Plan(s).
3. Current projects include but are not limited to the following: sidewalks, drainage, street resurfacing, improvements to Riverside Drive, water and sewer upgrades and extensions, and the reuse of treated water.
4. Improvements to Sica Hall will be considered and undertaken when financially feasible. Upgrades to the facility will be based on the proposed and potential uses of the building.
5. The upstairs of the Fire Station will be completed. This is one of the few items from previous Goal Setting Sessions that has "fallen through the cracks." Although on the previous lists, this project has not been completed or eliminated from the lists.

GOAL 3

To develop a recreation plan

The Commission supports a strong recreation plan for all residents. Numerous goals addressing this issue have been accomplished since recreation was first adopted as a major issue in 1995.

1. Phase 3 of the recreation complex adjacent to City Hall is to be completed.
2. Emphasis will be placed on soccer fields, multipurpose fields, shuffleboard courts (new and renovated), and skate park(s)/BMX (bicycle) track(s).
3. Facilities and programs for senior citizens will be developed and implemented.
4. Partnerships with other organizations and government entities will be explored.
5. Programs will be developed to benefit all residents regardless of age, gender or physical capabilities.

GOAL 4

To maintain and improve the "people" environment for the city

The city has instituted policies and practices to create a better environment for all residents, business owners, staff, and visitors in the city. The Commission is committed to continuing this effort.

1. All parties will be included in Commission discussions regarding issues concerning them.
2. Enhanced training will continue to be provided for staff with the goal of providing quality services.
3. New technologies will be employed to assist and improve services provided by the city. The public will be able to rely on technologies to access the city and its records. Permitting and similar activities will be technology based and accessible to everyone.
4. Small businesses will be assisted and encouraged by the city.
5. All city boards and advisory committees will be recognized for their efforts. The recommendations and work products of the city's volunteers will be used to better the city.
6. City activities, meetings, programs and projects will be advertised through all means possible. Changes of technology will require ever changing uses of media. Every effort will be made to inform the citizens, business and property owners, and visitors of the city's activities.

GOAL 5

To enhance the city's code enforcement efforts

For the benefit of the residents and businesses, the Commission recognizes the need to continue to enhance its code enforcement efforts.

1. The ordinances will again be reviewed and modified to enhance the efforts of the code enforcement and building permitting procedures of the city.
2. The city's efforts will be used to encourage citizens and businesses to improve the look of the city.

GOAL 6

To maximize the land uses of the City

The City will maximize uses of land within the city's boundaries and encourage the annexation of lands adjacent to the city's boundaries.

1. The highest and best use of land within the city will be encouraged based on the benefits to the property owner and the adjoining owners and residents.
2. Redevelopment of existing properties will be encouraged through a property by property process and adherence to existing and/or modified zoning and building regulations.
3. Annexation will be encouraged on a parcel by parcel basis taking into consideration the benefits to the property owner and to the city.

GOAL 7

To upgrade and improve the city's water and wastewater systems

The Commission recognizes the necessity of maintaining and improving the water and wastewater infrastructure.

1. The total water and wastewater infrastructure will be evaluated at the appropriate time. These evaluations will enable the Commission and staff to best analysis and determine the most expedient path toward the long-term viability of the systems.
2. Based on the above evaluations, electronic water meters will be installed city wide as soon as financially possible.
3. Gray water systems will be evaluated and installed as soon as possible relying on outside sources of funding such as grants.

GOAL 8

To recognize and promote the historical attributes of the city

Holly Hill has a rich and extensive history. The Commission is interested in developing a structured process to retain the historical elements of the city.

1. The 100th Birthday of the City will be celebrated as planned. A time capsule will be buried.
2. A major feature of the city will be recognized as part of the celebration and memorialized as part of the ceremony.

3. A Citizens Historical Board will be established to inventory the city's historical features and to begin developing the historical record and historical program for the city.
4. Uses for the historical features of the city are to be considered including a site (museum) to highlight the city's historical items.

GOAL 9

To adopt and implement a plan to redevelop LPGA Boulevard

A long term, concerted effort has made great strides to improve the look and economic viability of Ridgewood Avenue (The Avenue). The Commission now recognizes the need to begin the same effort on LPGA Boulevard.

1. A long plan will be adopted by the Commission to improve the look and economic viability of LPGA Boulevard. The plan will follow the process so highly successful on The Avenue.
2. Following the adoption of the LPGA Boulevard plan, the staff will provide the Commission with the process, including a timeline, to make the identified improvements.
3. The Commission recognizes that the plan will require a dedication of resources, staff time and money and is committed to a successful long-term redevelopment of LPGA Boulevard.

GOAL 10

To be good financial stewards of the city's funds

The Commission recognizes the need to be fiscally responsible to the city's residents, business and property owners, and visitors. This responsibility includes the need to acquire a reasonable level of funds to accomplish the projects and programs of the City while not placing too heavy a burden on the taxpayers.

1. The Commission will consider the adoption of the fifteen thousand-dollar senior citizens property tax exemption.
2. The Commission will strive to accomplish the programs and projects of the City within the property roll back rate.

MANAGEMENT AND BUDGET POLICIES

The 2001-02 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

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 \$349,000 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 7.30% 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 12.6% in fiscal year 2001-02. 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. 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. An additional special revenue fund is being established in 2002 to accumulate resources for replacement of vehicles and equipment.

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.

CAPITAL BUDGET PROCESS

Requests are submitted by department heads for necessary capital outlay and capital improvement projects to the City Manager when they submit their operating budgets. Items that are considered capital outlay cost more than \$1,000, and result in a fixed asset for the City. The requests include cost, description, and justification for the need. The department heads each meet with the City Manager and the Finance Director and items are prioritized and discussed.

The City Manager then reviews the departmental requests, again meets with the department heads and funds the items deemed necessary. A proposed budget, with the City Manager's recommendations is submitted to the City Commission. A list of items proposed by the departments, but not recommended by the City Manager is also given to the Commission. The Commission then conducts public workshops to discuss the requests. Changes are made according to Commission instructions and the proposed budget is revised.

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

MILEAGE RESOLUTION

BUDGET ORDINANCE

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>1999-2000</u>	<u>2000-2001</u>	<u>2001-2002</u>
	Budgeted Positions	Budgeted Positions	Budgeted Positions
GENERAL GOVERNMENT			
<u>City Manager</u>			
City Manager	1	1	1
City Clerk	1	1	1
Asst to City Manager	1	1	1
Admin Assistant	0.5	0	1
Staff Assistant	1	1	0
IT Manager	1	1	1
	<hr/> 5.5	<hr/> 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	1	1	1
Accountant	1	1	1
Accounting Clerk III	2	2	2
Accounting Clerk II	1	2	2
Accounting Clerk I	1	1	1
	<hr/> 9	<hr/> 10	<hr/> 10
 <u>Civil Service</u>			
Secretary	0	0	0
	<hr/> 0	<hr/> 0	<hr/> 0
 PUBLIC SAFETY			
<u>Law Enforcement</u>			
Director of Emergency Services	0	0	1
Police Chief	1	1	0
Police Commander	0	0	1
Police Lieutenant	1	1	0
Police Sergeant	4	4	5
Police Corporal	3	3	4
Lieutenant/Criminal Investigator Div	1	1	0
Police Investigator	2	2	2
Police Officer	11	11	10
Telecommunicators	4	4	4
Admin Assistant	1	1	1
Staff Assistant/CID	1	1	1
Staff Assistant/Records	1	1	1
Community Service Officer	0	0	1
Animal Control Officer	1	1	0
	<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**

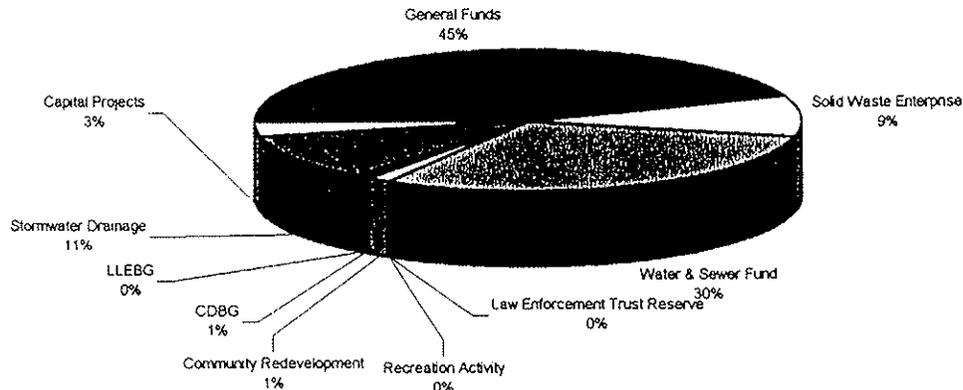
	<u>1999-2000</u> Budgeted Positions	<u>2000-2001</u> Budgeted Positions	<u>2001-2002</u> Budgeted Positions
<u>Fire Control</u>			
Fire Chief	1	1	0
Fire Division Chief	0	0	1
Captain	1	1	0
Fire Lieutenant	2	2	2
Fire Inspector	1	1	1
Driver/Engineer EMT	3	3	3
Firefighter EMT	3	3	6
	<u>11</u>	<u>11</u>	<u>13</u>
<u>Protective Inspection</u>			
Chief Building Official	1	1	1
Code Enforcement Officer	1	1	0
Admin Assistant	1	1	1
Code Admin/Clerk	1	0	0
Housing Rehab Inspector	0.5	0.5	0
Community Service Officer	0	0	2
Rental Housing Inspector	0	1	1
	<u>4.5</u>	<u>4.5</u>	<u>5</u>
PUBLIC SERVICES			
<u>Administration</u>			
Public Works Director	1	1	1
Public Works Manager	1	0	0
Utilities Supervisor	1	1	1
Admin Assistant	1	1	1
Staff Assistant/PW	1	1	1
	<u>5</u>	<u>4</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	4	5
Custodian	2	2	2
Heavy Equipment Operator	1	1	1
	<u>8</u>	<u>9</u>	<u>10</u>
<u>Recreation</u>			
Recreation Director	1	1	1
Recreation Supervisor	1	1	1
Program Supervisor	1	1	1
Custodian	1	1	1
Caretaker	0.5	0.5	0.5
PAL PPA Employees (2 part time)	1.5	2	2
Aquatics/Life Guard (FTE) 2 part time	1	1	1
	<u>7</u>	<u>7.5</u>	<u>7.5</u>

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>1999-2000</u> Budgeted Positions	<u>2000-2001</u> Budgeted Positions	<u>2001-2002</u> Budgeted Positions
<u>Stormwater Drainage</u>			
Equipment Operator/Maint Worker I	1	1	1
Equipment Operator/Maint Worker	2	3	3
	<u>2</u>	<u>4</u>	<u>4</u>
<u>Garbage/Solid Waste Control</u>			
Solid Waste Coordinator	1	1	1
	<u>1</u>	<u>1</u>	<u>1</u>
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	4
Utility Mechanic	2	2	2
Meter Reader	2	2	2
Utility Service Worker	1	1	1
	<u>10</u>	<u>11</u>	<u>11</u>
<u>Sewer Service/Water Pollution Control Plant</u>			
Chief Wastewater Plant Operator	1	1	1
Plant Operator	4	4	5
Sludge Belt Press Operator	1	1	1
Utility Mechanic	3	3	3
	<u>9</u>	<u>9</u>	<u>10</u>
 TOTAL PERSONNEL	 114.0	 117.0	 122.5

CITY OF HOLLY HILL
BUDGET YEAR 2001-2002

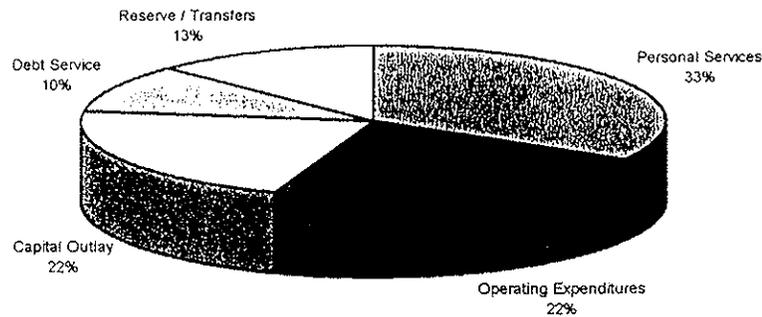
ALL FUNDS REVENUES



General Funds	6,794,400
Solid Waste Enterprise	1,375,300
Water & Sewer Fund	4,588,000
Law Enforcement Trust Reserve	0
Recreation Activity	100
Community Redevelopment	214,500
CDBG	105,700
LLEBG	27,400
Stormwater Drainage	1,637,600
Capital Projects	523,700
Total Revenue	\$15,266,700

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

ALL FUNDS EXPENDITURES



Personal Services	5,138,400
Operating Expenditures	3,332,300
Capital Outlay	3,306,500
Debt Service	1,565,300
Reserve / Transfers	1,924,200
Total Expenditures	\$15,266,700

**CITY OF HOLLY HILL
COMBINED BUDGET SUMMARY
2001-2002**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
TOTAL TAXES	3,545,400	GENERAL GOVERNMENT	1,238,900
LICENSES & PERMITS	243,000	PUBLIC SAFETY	2,723,500
INTERGOVERNMENTAL	1,441,500	PUBLIC SERVICES	1,560,500
CHARGES FOR SERVICES	497,100	CULTURE/RECREATION	383,800
OTHER REVENUES	1,666,200	PUBLIC UTILITIES	1,766,300
SOLID WASTE REVENUES	1,341,300	STORMWATER DRAINAGE	1,637,600
WATER & SEWER REVENUES	3,751,800	SOLID WASTE	1,020,600
TRANSFERS IN	1,338,800	DEBT SERVICE	1,565,300
APPROPRIATED RESERVES	1,441,600	BUDGET RESERVES	585,400
DEBT PROCEEDS	0	TRANSFERS OUT	1,338,800
		RENEWAL & REPLACEMENT	574,700
		COMMUNITY REDEVELOPMENT	214,500
		CDBG TRUST FUND	105,700
		LLEBG	27,400
		CAPITAL PROJECTS	523,700
TOTAL REVENUES	<u>15,266,700</u>	TOTAL EXPENDITURES	<u>15,266,700</u>

CITY OF HOLLY HILL
REVENUE COMPARISON
2001 - 2002

	1998-99 ACTUAL	1999-00 ACTUAL	2000-01 AMENDED	2001-02 PROPOSED	% CHANGE
GENERAL FUND					
Ad Valorem Taxes	1,511,976	1,440,080	1,572,000	1,507,000	-4.1%
Sales & Use Taxes	159,418	227,139	276,000	279,900	1.4%
Franchise Fees	591,964	581,777	613,600	541,200	-11.8%
Utility Service Taxes	939,349	1,030,966	1,029,000	1,140,000	10.8%
Total Taxes	3,202,707	3,279,962	3,490,600	3,468,100	-0.6%
Licenses & Permits	245,185	179,580	243,000	243,000	0.0%
Federal Shared Revenues	242,790	261,499	93,900	120,400	28.2%
State Shared Revenues	876,032	894,623	837,100	844,900	0.9%
Local Shared Revenues	17,079	14,363	13,000	15,300	17.7%
Total Shared Revenues	1,135,901	1,170,485	944,000	980,600	3.9%
Charges for Services	116,708	137,893	140,600	137,100	-2.5%
Fines & Forfeitures	77,588	73,361	102,700	102,400	-0.3%
Interest Earnings	109,591	147,765	139,000	115,000	-17.3%
Sales & Compensation	7,768	3,336	15,000	5,000	-66.7%
Contributions	5,470	21,210	2,300	0	-100.0%
Other Miscellaneous Revenues	33,245	26,609	31,500	35,700	13.3%
Total Misc Revenue	350,370	412,174	431,100	395,200	-8.3%
Appropriations	0	0	103,300	1,007,500	875.3%
Loan Proceeds	0	0	204,000	0	-100.0%
Transfers	665,300	679,644	690,000	700,000	1.4%
Total General Fund Revenues	5,599,463	5,721,845	6,106,000	6,794,400	11.3%
LAW ENFORCEMENT TRUST FUND					
Law Enforcement Trust	29,888	13,628	24,000	0	-100.0%
RECREATION ACTMITY FUND					
Youth Center	291	230	800	100	-87.5%
COMMUNITY REDEVELOPMENT TRUST FUND					
Community Redevelopment	108,693	95,150	191,000	214,500	12.3%
COMMUNITY DEVELOPMENT BLOCK GRAND					
Comm Development Block Grant	124,916	275,351	0	105,700	100.0%
LOCAL LAWENFORCEMENT BLOCK GRANT					
LLEBG	16,346	15,858	22,100	27,400	24.0%
STORMWATER DRAINAGE					
Charges for Services	464,478	413,257	406,000	390,000	-3.9%
State Revolving Loan	0	0	540,000	1,218,000	125.6%
Appropriations	91,163	0	174,200	29,600	-83.0%
Total Stormwater Drainage	555,641	413,257	1,120,200	1,637,600	46.2%
CAPITAL PROJECTS FUND					
Capital Projects	1,190,232	617,709	290,000	523,700	80.6%
SOLID WASTE ENTERPRISE					
State Shared Revenue	1,023	4,271	1,900	0	-100.0%
Charges for Services	1,299,340	1,331,914	1,341,300	1,341,300	0.0%
Other Miscellaneous Revenue	62,675	48,189	34,000	34,000	0.0%
Non Revenues	0	0	0	0	0.0%
Total Solid Waste Enterprise	1,363,038	1,384,374	1,377,200	1,375,300	-0.1%

CITY OF HOLLY HILL
REVENUE COMPARISON
2001 - 2002

	1998-99 ACTUAL	1999-00 ACTUAL	2000-01 AMENDED	2001-02 PROPOSED	% CHANGE
<u>WATER & SEWER ENTERPRISE</u>					
Federal Grants	0	0	0	0	0.0%
Water Revenue	1,736,572	1,738,927	1,808,000	1,858,000	2.8%
Sewer Revenue	1,760,889	1,784,833	1,840,800	1,870,800	1.6%
Interest Earnings	107,920	171,036	94,000	94,000	0.0%
Impact Fees	43,296	694	20,000	23,000	15.0%
Other Income	64,470	160,104	37,000	32,000	-13.5%
DOT Reimbursement	0	0	0	0	0.0%
State Revolving Loan Fund	0	1,870,300	0	0	0.0%
Appropriations	0	0	239,400	254,500	6.3%
Transfers	0	0	0	455,700	100.0%
Total Water & Sewer	3,713,147	5,725,894 #	4,039,200 #	4,588,000	2.3%
TOTAL ALL FUNDS	12,701,655	14,263,296	13,170,500	15,266,700	12.5%

**CITY OF HOLLY HILL
EXPENDITURE COMPARISON
2001 - 2002**

	1998-1999 ACTUAL	1999-2000 ACTUAL	2000-2001 AMENDED	2001-2002 PROPOSED	% CHANGE
<u>GENERAL FUND</u>					
General Government	\$1,397,751	\$1,256,104	\$1,647,300	\$1,487,900	-9.7%
Public Safety	2,279,242	2,443,961	2,854,000	2,723,500	-4.6%
Public Services	942,421	950,310	1,241,300	1,560,500	25.7%
Culture/Recreation	242,004	335,948	361,200	383,700	6.2%
Transfers/Reserves/Advance	367,817	233,300	2,200	638,800	28936.4%
Total General Fund	5,229,235	5,219,623	6,106,000	6,794,400	11.3%
<u>LAW ENFORCEMENT TRUST FUND</u>					
Law Enforcement Trust	24,176	3,766	24,000	0	-100.0%
<u>RECREATION ACTIVITY FUND</u>					
Recreation Activity	219	230	800	100	-87.5%
<u>COMMUNITY REDEVELOPMENT TRUST FUND</u>					
Community Redevelopment	102,371	82,564	191,000	214,500	12.3%
<u>COMMUNITY DEVELOPMENT BLOCK GRANT</u>					
Community Development	124,916	275,351	0	105,700	100.0%
<u>LOCAL LAW ENFORCEMENT BLOCK GRANT</u>					
LLEBG	15,918	16,285	22,100	27,400	24.0%
<u>STORMWATER DRAINAGE FUND</u>					
Stormwater Drainage	555,959	301,726	1,120,200	1,637,600	46.2%
<u>CAPTIAL PROJECTS FUND</u>					
Capitol Projects	1,638,711	561,102	290,000	523,700	80.6%
<u>SOLID WASTE ENTERPRISE</u>					
Solid Waste	1,912,659	1,485,032	1,377,200	1,375,300	-0.1%
<u>WATER & SEWER ENTERPRISE</u>					
Water & Sewer	2,047,926	19,196,700	2,117,400	2,216,300	4.7%
Renewal and Replacement	396,615	133,619	689,400	574,700	-16.6%
Debt Service	1,124,131	1,122,324	1,210,400	1,316,300	8.7%
Reserves	116,000	153,200	22,000	480,700	2085.0%
Total Water and Sewer Funds	3,684,672	20,605,843	4,039,200	4,588,000	13.6%
<u>CONSTRUCTION FUND</u>					
State Revolving Loan	0	1,187,926	0	0	0.0%
TOTAL ALL FUNDS	13,288,836	29,739,448	13,170,500	15,266,700	15.9%

CITY OF HOLLY HILL
SUMMARY OF EXPENDITURES
Proposed Budget 2001-2001

	Operating	Capital	Debt Service & Reserves	Total
<u>GENERAL FUND</u>				
General Government	1,206,900	32,000	249,000	1,487,900
Law Enforcement	1,549,800	45,000	0	1,594,800
Fire Control	781,000	29,500	0	810,500
Protective Inspection	316,900	1,300	0	318,200
Transportation/Road & Street	645,200	366,300	0	1,011,500
Buildings & Grounds	434,500	114,500	0	549,000
Recreation	376,200	7,500	0	383,700
Reserves/Transfers/ Advances	0	0	638,800	638,800
Total General Fund	5,310,500	596,100	887,800	6,794,400
<u>LAW ENFORCEMENT TRUST FUND</u>				
	0	0	0	0
<u>YOUTH CENTER</u>				
	100	0	0	100
<u>COMMUNITY REDEVELOPMENT TRUST</u>				
	107,600	106,900	0	214,500
<u>COMMUNITY DEVELOPMENT BLOCK GRANT</u>				
	0	105,700	0	105,700
<u>LOCAL LAW ENFORCEMENT BLOCK GRANT</u>				
	0	27,400	0	27,400
<u>STORMWATER DRAINAGE FUND</u>				
	265,600	1,372,000	0	1,637,600
<u>CAPITAL PROJECTS FUND</u>				
	0	523,700	0	523,700
<u>SOLID WASTE ENTERPRISE FUND</u>				
	1,020,600	0	354,700	1,375,300
<u>WATER & SEWER ENTERPRISE FUND</u>				
Water Utility Service	864,900	0	0	864,900
Sewer Service	846,400	0	0	846,400
Administrative	55,000	0	450,000	505,000
Operating Reserve	0	0	0	0
Debt Service	0	0	1,316,300	1,316,300
Renewal & Replacement	0	574,700	480,700	1,055,400
Total Water & Sewer	1,766,300	574,700	2,247,000	4,588,000
<u>CONSTRUCTION FUND</u>				
	0	0	0	0
TOTAL EXPENDITURES				
	8,470,700	3,306,500	3,489,500	15,266,700

CITY OF HOLLY HILL
ESTIMATED FUND BALANCES
2001 - 2002

	Est Beginning Fund Balance Sept 30, 2001	Revenue Projection 2000-02	Expenditure Projection 2000-02	Estimated Fund Balance Sept 30, 2002
General Fund				
Unreserved	1,953,400	5,659,600	6,576,100	1,036,900
Police Education	21,200	5,000	8,000	18,200
Transportation	88,000	122,300	210,300	0
Total General Fund	2,062,600	5,786,900	6,794,400	1,055,100
Law Enforcement Trust	31,800	0	0	31,800
Recreation Activity Fund	2,900	100	100	2,900
Community Redevelopment	0	214,500	214,500	0
Community Development	0	105,000	105,000	0
Local Law Enforcement Block Grant	0	27,400	27,400	0
Stormwater Drainage	497,800	1,637,600	1,637,600	497,800
Capital Projects	179,000	373,700	523,700	29,000
Solid Waste	349,513	1,375,300	1,375,300	349,513
Water and Sewer	1,425,000	3,850,800	3,975,600	1,300,200
Renewal & Replacement	263,100	450,000	574,700	138,400
TOTAL	4,811,713	13,821,300	15,228,300	3,404,713

CITY OF HOLLY HILL
 NOTES PAYABLE
 2001 - 2002

Present notes payable are summarized as follows:

<u>Lender / Purpose</u>	<u>Principal Balance 2000-01</u>	<u>Principal Payment 2001-02</u>	<u>Interest Payment 2001-02</u>	<u>Principal Balance 9/30/2002</u>
GENERAL FUND				
<u>Sun Bank of Volusia County-</u>				
* New Gym , City Hall/Fire				
Station Renovation	820,166	116,252	41,121	662,793 ***
** Computer System	71,916	27,641	639	43,636 ***
Fire Truck	187,186	37,828	9,556	139,802 ***
<u>Volusia County</u>				
800 MHZ Radio System	47,906	13,946	2,023	31,937 ***
NOTES PAYABLE BALANCE	<u>1,127,174</u>	<u>195,667</u>	<u>53,339</u>	<u>878,168</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
- ***** Paid in Full 3/2006

CITY OF HOLLY HILL
 BONDS PAYABLE
 2001 - 2002

DEBT SERVICE REQUIREMENTS TO MATURITY

	FISCAL YEAR			TOTAL DEBT
	ENDING	PRINCIPAL	INTEREST	SERVICE
OCTOBER 1,	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		13,410,000	11,314,521	24,724,521

CAPITAL OUTLAY

Capital outlay and improvements included in this 2001-02 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. Vehicles (2) - Police Package

Replacement of vehicles with high mileage and maintenance.

Cost: \$45,000 Source: General Revenue

Impact: Reduce response time, maintenance cost and repairs.

2. 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.

3. Street Resurfacing Program

Second year of the updated five year plan.

Cost: \$98,600 Source: Gas Tax

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

4. Sidewalk Program

Second 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.

5. Excavator

Replacement of 22-year old excavator.

Cost: \$60,000 with trade-in Source: General Revenue

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

6. Tennis and Racquetball Courts

Construction of additional recreational facilities for the community.

Cost: \$168,000 Source: General Revenue

Impact: \$25,000 annual labor and maintenance

7. Wellness Center Addition

Construction of Wellness Center will enhance programs and activities offered to the Community.

Cost: \$168,600 Source: General Fund

Impact: \$12,000 annual labor and maintenance.

8. Drainage Improvements
 Second year of updated five-year plan.
 Cost: \$100,000 Source: Stormwater Fees
 Impact: Reduced labor requirements during flooding conditions. Annual maintenance about \$4,000.

9. Ditch Mower
 Provide mowing maintenance along retention ponds and drainage ditches.
 Cost: \$30,000 Source: Stormwater Fees
 Impact: Reduce maintenance and repairs.

10. Land Acquisition for Stormwater
 Purchase land for stormwater improvements to make major drainage structure changes.
 Cost: \$1,000,000 Source: Stormwater Fees
 Impact: By increasing the number of retention ponds throughout the City this will improve flooding conditions and reduce labor requirements.

11. Stormwater Improvements
 Engineering Services for Stormwater Improvements.
 Cost: \$218,000 Source: State Revolving Loan
 Impact: By increasing the number of retentions ponds throughout the City this will improve flooding conditions and reduce labor requirements.

12. Water Meters
 First year of a four year plan to purchase and install wand water meters.
 Cost: \$150,000 Source: Water Revenues
 Impact: Replacement of old meters should increase revenues and productivity with use of wand meter readings.

13. TV Inspection Equipment
 Replace older worn equipment.
 Cost: \$49,000 Source: Water Revenues
 Impact: Would improve quality inspections of underground sewer lines which in turn would detect minor problems before becoming major.

14. Elevated Tank and Water Plant Instrumentation
 Upgrade instrumentation between the water plant and wellfields west of Interstate 95.
 Cost: \$64,000 Source: Water Revenues
 Impact: Improving capability and control of the raw water supply West of Interstate 95 and reduce labor costs.

15. Sand Filters Hoods
 Adapt the sand filters to hoods.
 Cost: 50,000 Source: Sewer Revenues
 Impact: Improve the operation of filter runs which will give longer life to the sand filters and reduce material costs.

FISCAL YEAR 2001-02

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

	ITEM COST	TOTAL COST
General Government		\$32,000
Multi Media Projector System	15,000	
Software/Hardware Upgrades	10,000	
Fiber Optic Extender Modules (5)	2,275	
12 Port 10/100 Hubs (4)	2,360	
Workstations (2)	2,300	
Law Enforcement		\$45,000
Vehicles (2)	45,000	
Fire Control		\$29,500
Adult ALS Trainer - Grant	2,300	
Traffic Signal Pre-emptive Devices (8) - Grant	27,232	
Protective Inspection		\$1,300
Five Drawer Steel Flat File	1,250	
Transportation/Road & Street Facilities		\$366,300
Garage Building Improvements	7,500	
Street Resurfacing Program (5 Year Plan)	98,600	
Sidewalk Program (5 Year Plan)	64,000	
Gas & Diesel Pumps	17,000	
Communication Radios (800 MHZ)	10,000	
Small Equipment Lift	2,200	
Air Conditioner Flush Machine	2,000	
Color Laser Printer	5,000	
Traffic Light - US1 & Calle Grande	100,000	
Excavator - Used w/Trade-in	60,000	
Buildings and Grounds		\$301,100
Schadow Park Phase II (Centennial Park)-50% FRDAP Grt	186,600	
Replace Floor at Sica Hall	8,000	
Sunrise Park Walkways, Deck & Bridge Impmt - Phase I	32,000	
Playground Equipment	12,500	
Shuffleboard Court Improvements	4,000	
Air Conditioners - Sica Hall & Public Works	15,000	
Small Mower	7,000	
Pick-up Truck	12,000	
Pick-up Truck - Dog Park	14,000	
Rider Mower - Dog Park	6,000	
Paint Sunrise No., So. & Ross Point Bldg	4,000	

FISCAL YEAR 2001-02

Recreation		\$344,600
	Fitness & Exercise Equipment - PAL Grant	7,500
	Wellness Center Addition	95,000
	Site Grading / Stormwater Revisions	18,000
	Contingencies	28,500
	Architects	22,000
	Demolishing Existing Tennis Courts	3,500
	Surveying & Mapping	1,600
	Recreation Facilities Phase III	
	Tennis Courts (2)	50,000
	Tennis Courts Lighting	20,000
	Racquetball Court, Including Lighting	65,000
	Concrete Sidewalks / Paving	20,000
	Landscape / Irrigation	13,500
Community Redevelopment Trust Fund		\$106,900
	Grant Program	106,900
Community Development Block Grant Fund		\$105,700
	Sidewalks - 5 Year Plan	12,000
	Drainage - 5 Year Plan	93,716
Local Law Enforcement Block Grant		\$27,400
	Police Equipment	27,400
Stormwater Drainage		1,372,000
	Land Acquisition for Stormwater Improvements	1,000,000
	Drainage 5 Year Plan - 2001-02	100,000
	Stormwater Improvements (State Revolving Loan)	218,000
	Service Truck	24,000
	Ditch Mower	30,000
Renewal & Replacement		574,700
	Water	
	Water Meters by Contractor (1,500) 4 yr plan	150,000
	Fire Hydrants (5)	7,500
	Replace TV Inspection Equipment	49,000
	Repair & Rebuild Turbine #2 Drive	8,500
	Well Pumps Pulled & Repaired (3)	15,000
	Elevated Tank & Water Plant Instrumentation	64,100
	Replace Filter Valve Actuators	6,000
	Wellfield Radio & Instrumentation Repairs	10,000
	Replace Transfer Pump Motors (2)	17,000
	Replace High Service Pump & Motor	13,500
	TOTAL WATER R&R	340,600

FISCAL YEAR 2001-02

Renewal & Replacement Cont.

Sewer

Trailer or Truck for TV Inspections	24,000
Solids Handling	10,750
Dissolve Air Floatation Device	19,800
Waste Pumps	9,800
Recycle Pumps	12,500
Equalization Pumps & Drives	22,500
Return Pumps	5,000
BTU's (Biological Treatment Units)	20,000
Pista Grit	3,700
Sand Filters Hoods	50,000
Reuse	21,000
Instrumentation & Control	20,000
Electrical Supplies & Parts	3,500
Auto Clave	8,500
Muffler Furnace	3,500

TOTAL SEWER R&R

234,100

TOTAL CAPITAL OUTLAY

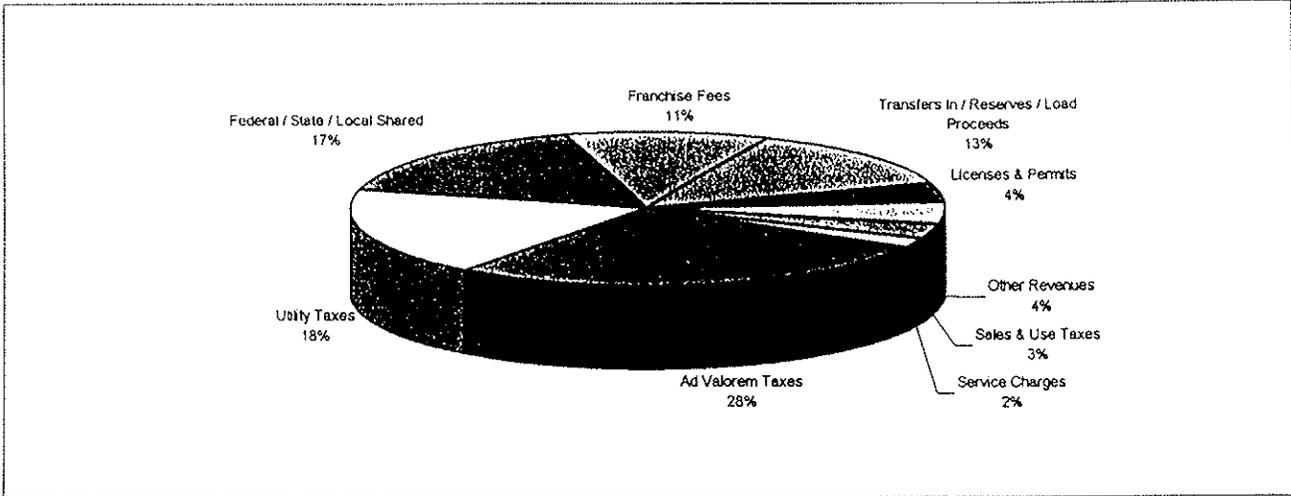
\$3,306,500

GENERAL FUND

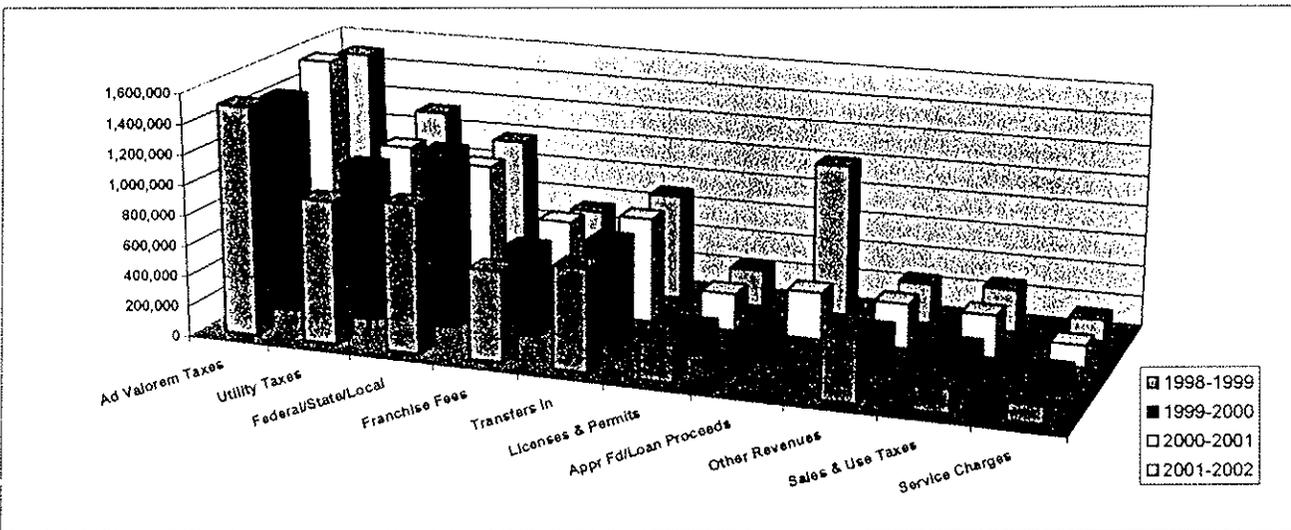
ANNUAL BUDGET

2001-2002

**CITY OF HOLLY HILL
GENERAL FUND REVENUES
BUDGET YEAR 2001-2002**



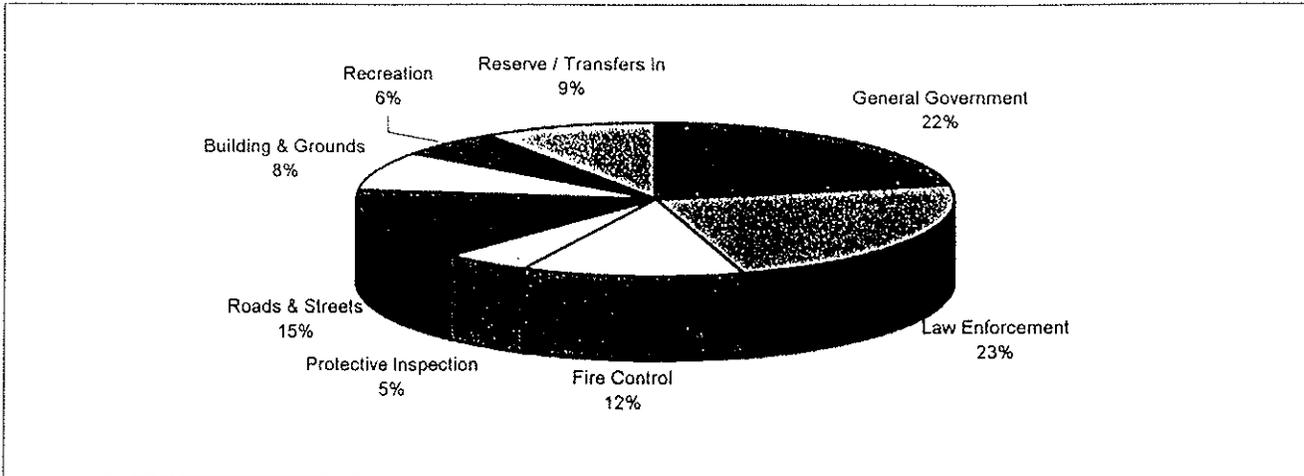
Ad Valorem Taxes	1,507,000	Licenses & Permits	243,000
Utility Taxes	1,140,000	Other Revenues	155,700
Federal / State / Local Shared	980,600	Sales & Use Taxes	279,900
Franchise Fees	541,200	Service Charges	239,500
Transfers In / Reserves	1,707,500	Total Revenue	6,794,400



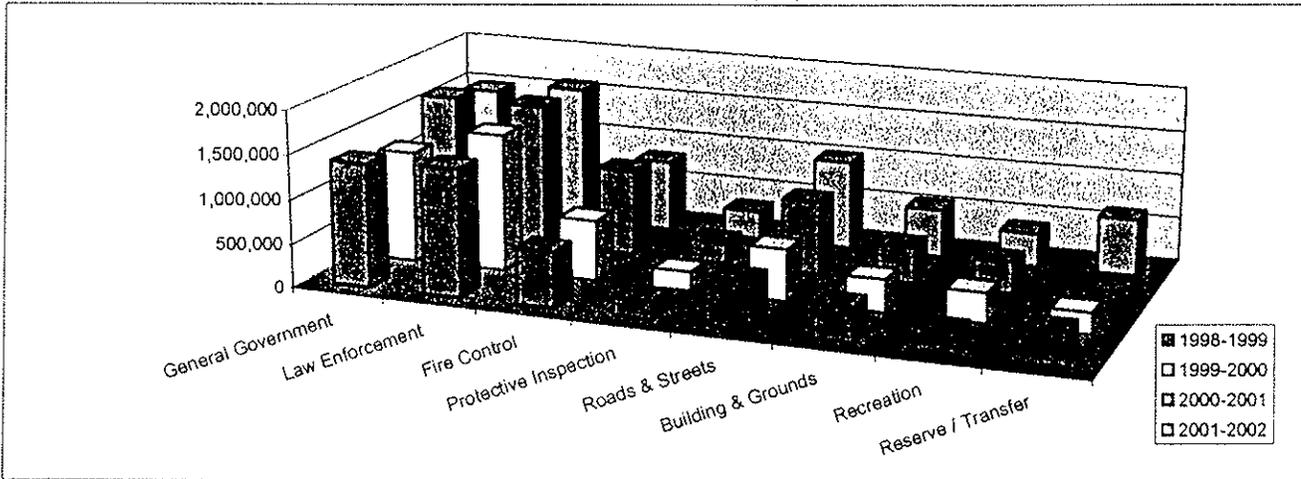
FOUR YEAR HISTORY

	1998-99	1999-00	2000-01	2001-02
	ACTUAL	ACTUAL	AMENDED	BUDGET
Ad Valorem Taxes	1,511,976	1,440,080	1,572,000	1,507,000
Utility Taxes	939,349	1,030,966	1,029,000	1,140,000
Federal/State/Local	967,980	1,170,485	944,000	980,600
Franchise Fees	591,964	581,777	613,600	541,200
Transfers In	665,300	679,644	690,000	700,000
Licenses & Permits	245,185	179,580	243,000	243,000
Appr Fd/Loan Proceeds	0	0	307,300	1,007,500
Other Revenues	401,582	274,280	290,500	258,100
Sales & Use Taxes	159,418	227,139	276,000	279,900
Service Charges	116,708	137,893	140,600	137,100
TOTAL REVENUES	\$5,599,462	\$5,721,844	\$6,106,000	\$6,794,400

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES
BUDGET YEAR 2001-2002**



General Government	1,487,900
Law Enforcement	1,594,800
Fire Control	810,500
Protective Inspection	318,200
Roads & Streets	1,011,500
Building & Grounds	549,000
Recreation	383,700
Reserve / Transfers In	638,800
Total Revenues	\$6,794,400



FOUR YEAR HISTORY

	1998-1999	1999-2000	2000-2001	2001-2002
	ACTUAL	ACTUAL	AMENDED	BUDGET
EXPENDITURES				
General Government	1,397,751	1,256,104	1,647,300	1,487,900
Law Enforcement	1,442,185	1,551,384	1,634,200	1,594,800
Fire Control	632,079	680,083	972,200	810,500
Protective Inspection	204,978	212,494	247,600	318,200
Roads & Streets	552,542	584,863	825,500	1,011,500
Building & Grounds	389,879	365,447	415,800	549,000
Recreation	242,004	335,948	361,200	383,700
Reserve / Transfer	367,817	233,300	2,200	638,800
TOTAL EXPENDITURES	\$5,229,235	\$5,219,623	\$6,106,000	\$6,794,400

GENERAL FUND REVENUE EXPLANATION

Property Tax Revenue

The General Fund revenue projections include ad valorem tax revenue of \$1,542,284 less \$77,290 to be placed in the Community Redevelopment Trust Fund. This estimate is based on the rate of \$4.75000 per \$1,000 assessed valuation of \$340,403,845. The proposed millage rate represents a 4.90% decrease from the rolled-back rate of \$4.99469. The current year estimated gross taxable value increased by \$11,942,892, or 3.63% from the 2000 final gross taxable value of \$328,460,953. The following table provides a summary of the City's anticipated tax collections at the rate of 97% estimated collections.

Gross taxable value	\$340,403,845
Less exemptions	
(new construction + additions - deletions)	5,670,609
Adjusted taxable value	334,733,236
Rate per \$1,000	4.75000
2001 tax levy	1,589,983
Estimated % of collections	97%
Estimated current tax collections	1,542,284

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 except the City of Deltona, on an equally weighted basis of taxable value and population. This revenue, estimated at \$157,600 is based on Volusia County's revenue projections for 2002.

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 2nd Local Option Gas Tax 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. This revenue, estimated at \$122, 300, is based on Volusia County's revenue projections for 2002.

Franchise Fees

Based on eight months' collections, revenue from franchise fees is expected to be slightly higher than the 2000-01 Budget. The following table shows the franchise fee charged to various companies:

Florida Power & Light	6%
Peoples Gas	6%
Towing Services	\$7,200

Utility Service Taxes

Based on current and historical revenue information, the electric and gas utility taxes are expected to be slightly higher than the 2000-01 budget.

Electric	10%
Gas	10%

Telecommunications Tax

During the 2000 regular session, the Florida Legislature created the "Communications Services Tax Simplification Law" which combines seven different state and local taxes or fees and replaces these revenues with a two tiered tax composed of a state tax and a local option tax on communications services. The state provided conversion rates based on estimated numbers from 1999 that could potentially be low. A rate of 5.4% is recommended for this budget with the same dollar amounts anticipated for the 2000-01 budget. The revenues to be combined in the new budget are the cable and telecommunications franchise fees and the telecommunications utility tax.

Licenses and Permits

Revenue from occupational licenses is expected to remain the same as the 2000-01 budget. Permit fees and inspection fees are also expected at the same amount as anticipated in the 2000-01 budget.

State Shared Revenues

This revenue is received from the State for grants, one-half cent of the state sales tax, mobile home licenses, alcoholic beverage licenses and motor fuel tax rebate. The State Revenue Sharing line item is composed of a portion of state sales tax and the 8th cent motor fuel tax. Currently, 36.16% of the City's State Revenue Sharing funds are from the 8th cent motor fuel tax. F.S.S. 206.605(3) restricts this amount, approximately \$105,000, 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 are expected to be the same as 2000-01 estimates.

Local Shared Revenues

This revenue is monies received from the County or other local and regional agencies 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 remain about the same. Code enforcement fines and parking violations are also expected to remain the same.

Interest Earnings

Interest earnings are based on current average earnings and are expected to decrease from the estimates in the 2000-01 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 a slight increase over the 2000-01 budget.

Appropriated Fund Balances and Reserves

Fund balance appropriations for current year projects which are being reappropriated and new capital projects totaling \$376,900 plus a transfer to the Impact Fee accounts in the amount of \$455,700 is planned in this budget. 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 \$700,000 will defray those funds' administrative expenses and share of debt service payments for City Hall Renovations budgeted in the General Fund.

Loan Proceeds

There are no loans planned in the general fund budget.

**CITY OF HOLLY HILL
GENERAL FUND REVENUES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
AD VALOREM TAXES						
311.10.00	Current Ad Valorem Taxes	1,407,231	1,397,304	1,492,800	1,530,000	1,465,000
311.20.00	Delinquent Ad Valorem Taxes	104,746	42,775	20,000	42,000	42,000
	Total Ad Valorem Taxes	<u>1,511,976</u>	<u>1,440,080</u>	<u>1,512,800</u>	<u>1,572,000</u>	<u>1,507,000</u>
SALES AND USE TAXES						
312.41.00	Local Option Gas Tax	159,311	157,776	158,000	158,000	157,600
312.41.10	2nd Local Option Gas Tax	0	69,363	118,000	118,000	122,300
312.42.00	Local Altern. Fuel Decal User Fee	107		0	0	0
	Total Sales and Use Taxes	<u>159,418</u>	<u>227,139</u>	<u>276,000</u>	<u>276,000</u>	<u>279,900</u>
FRANCHISE FEES						
313.10.00	Electricity	488,022	477,219	510,000	510,000	520,000
313.20.00	Telecommunications	19,849	25,289	28,000	25,000	0
313.40.00	Gas	20,835	15,666	15,700	14,700	14,000
313.50.00	CATV	52,440	55,801	56,000	56,700	0
313.91.00	Towing Services	10,818	7,803	7,200	7,200	7,200
	Total Franchise Fees	<u>591,964</u>	<u>581,777</u>	<u>616,900</u>	<u>613,600</u>	<u>541,200</u>
UTILITY SERVICE TAXES						
314.10.00	Electricity	713,645	686,595	686,000	686,000	690,000
314.20.00	Telecommunications	191,403	310,723	290,000	310,000	417,000
314.40.00	Gas	34,301	33,648	35,000	33,000	33,000
	Total Utility Taxes	<u>939,349</u>	<u>1,030,966</u>	<u>1,011,000</u>	<u>1,029,000</u>	<u>1,140,000</u>
	Total Taxes	<u>3,202,706</u>	<u>3,279,961</u>	<u>3,416,700</u>	<u>3,490,600</u>	<u>3,468,100</u>
LICENSES & PERMITS						
321.10.00	Professional & Occupational Licenses	179,622	108,753	153,000	178,000	178,000
321.10.10	Rental Housing Occupational License	0	0	25,000		
322.10.00	Building Permits	26,145	32,486	23,000	25,000	25,000
322.11.00	Electrical Permits	6,137	6,316	5,000	5,000	5,000
322.12.00	Plumbing Permits	2,338	5,000	4,000	4,000	4,000
322.13.00	Mechanical Permits	2,040	2,211	2,000	2,000	2,000
329.10.00	Other Licenses & Permits	8,624	5,573	9,000	9,000	9,000
329.20.00	Inspection Fees	20,280	19,240	20,000	20,000	20,000
	Total Licenses & Permits	<u>245,185</u>	<u>179,580</u>	<u>241,000</u>	<u>243,000</u>	<u>243,000</u>
FEDERAL SHARED REVENUES						
331.21.00	D.A.R.E. Grant	20,374		0	0	0
331.22.00	Part-time COPS Grant	0	25,703	20,000	20,000	10,000
331.22.10	COPS More Grant	0	0	0	0	18,000
331.24.00	Pal Grant	39,505	67,855	69,400	69,400	69,400
331.25.00	US DOT/Florida DOT	14,990	0	0	3,600	0
331.26.00	Bulletproof Vest Grant	0	876	0	900	0
381.29.10	Fire Services Grant / Signal Devices	0	0	0	0	23,000
331.51.00	FEMA Grants	167,921	167,065	0	0	0
	Total Federal Shared Revenues	<u>242,790</u>	<u>261,499</u>	<u>89,400</u>	<u>93,900</u>	<u>120,400</u>

**CITY OF HOLLY HILL
GENERAL FUND REVENUES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
STATE SHARED REVENUES						
334.15.00	Dept of Community Affairs	205	0	0	0	0
334.50.00	DCA Emergency Management	0	26,953	0	0	0
334.75.00	State Grant	0	0	0	0	0
335.12.00	State Revenue Sharing	298,706	281,809	285,000	289,700	289,700
335.14.00	Mobile Home Licenses	13,628	11,058	14,000	17,000	17,000
335.15.00	Alcoholic Beverage Licenses	6,603	5,469	7,000	7,000	7,000
335.18.00	Half Cent Sales Tax	495,711	551,173	500,000	511,000	525,000
335.23.00	Firefighter Supplemental Comp.	1,550	1,534	1,200	1,200	1,200
335.25.00	Youth Tobacco Program	48,633	11,550	0	6,200	0
335.41.00	Motor Fuel Tax Rebate	5,052	5,077	5,000	5,000	5,000
335.49.90	Other Transportation - SP	5,944	0	0	0	0
	Total State Shared Revenues	876,032	894,623	812,200	837,100	844,900
LOCAL SHARED REVENUES						
337.20.00	City Contrib EMS Grant	1,300	0	0	0	2,300
337.40.00	Co Contrib/Sidewalks	0	0	0	0	0
337.70.00	Port Authority Grant	0	0	0	0	0
337.71.00	Emergency Response Plan	3,000	750	0	0	0
338.20.00	City Share of County Licenses	12,779	13,613	12,500	13,000	13,000
	Total Local Shared Revenues	17,079	14,363	12,500	13,000	15,300
	Total Shared Revenues	1,135,901	1,170,485	914,100	944,000	980,600
CHARGES FOR SERVICES						
341.20.00	Zoning Fees	2,315	2,150	2,500	2,200	2,200
341.30.00	Sales of Maps/Publications	636	315	500	500	500
341.40.00	Certifications/Copies/Research	6,621	5,934	6,000	6,000	6,000
342.10.00	Police Services	2,468	2,865	1,600	2,500	2,500
342.20.00	Fire Programs	233	554	1,000	500	500
344.90.10	Median Maintenance (DOT)	25,676	19,540	20,100	20,100	20,100
344.90.20	Sidewalk Fee	25	13,778	5,000	8,000	8,000
344.90.30	R-O-W Maint. Volusia Cty	2,051	2,232	2,200	2,300	2,300
347.21.00	Program Activity Fees	56,106	80,848	80,000	85,000	85,000
347.21.50	Boys & Girls Club Fees	10,500	0	0	0	0
347.43.00	Special Events	3,525	680	0	3,500	0
347.53.00	Sica Hall Revenues	6,554	8,999	10,000	10,000	10,000
	Total Charges for Services	116,708	137,893	128,900	140,600	137,100
FINES & FORFEITURES						
351.10.00	Court Fines	72,378	67,408	80,000	95,000	95,000
351.30.00	Police Education	3,714	3,549	3,700	5,300	5,000
351.50.00	Code Enforcement Fines	498	850	900	1,000	1,000
351.60.00	Parking Violations	835	1,554	1,000	1,400	1,400
359.10.00	Other Fines and Forfeitures	164	0	0	0	0
	Total Fines & Forfeitures	77,588	73,361	85,600	102,700	102,400

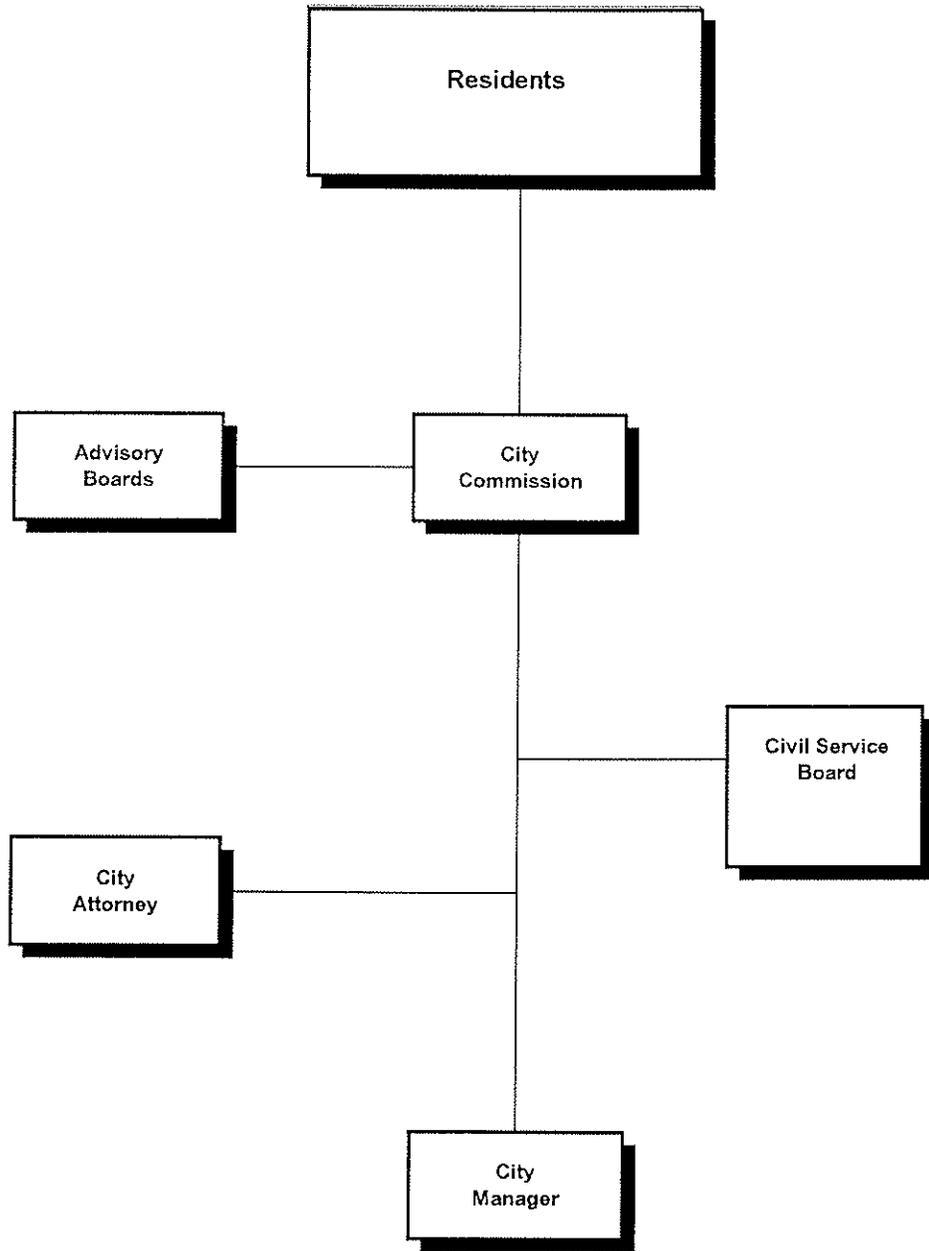
**CITY OF HOLLY HILL
GENERAL FUND REVENUES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
INTEREST EARNINGS						
361.10.00	Investments	10,278	29,425	19,000	29,000	15,000
361.20.00	Investments/State Bd of Administration	99,313	118,340	100,000	110,000	100,000
	Total Interest Earnings	<u>109,591</u>	<u>147,765</u>	<u>119,000</u>	<u>139,000</u>	<u>115,000</u>
SALES & COMPENSATION/LOSS OF FIXED ASSETS						
364.41.00	Surplus Sales (Equip., Land, Bldgs.)	3,098	1,325	5,000	5,000	5,000
364.42.00	Insurance Proceeds/Loss	4,670	2,011	0	10,000	0
	Total Sales & Compensation	<u>7,768</u>	<u>3,336</u>	<u>5,000</u>	<u>15,000</u>	<u>5,000</u>
CONTRIBUTIONS						
366.90.00	Contributions & Donations	5,470	20,474	0	2,300	0
366.90.10	VIP Program Donations	0	736	800	0	0
366.91.00	D.A.R.E. Contributions			0	0	0
	Total Contributions	<u>5,470</u>	<u>21,210</u>	<u>800</u>	<u>2,300</u>	<u>0</u>
OTHER MISCELLANEOUS REVENUES						
365.10.00	Scrap Sales	127	120	500	500	500
369.62.00	Volusia County Reimbursements	0	0	0	15,800	20,000
369.90.00	Other Miscellaneous Revenue	33,118	28,489	15,200	15,200	15,200
	Total Other Misc. Revenues	<u>33,245</u>	<u>28,609</u>	<u>15,700</u>	<u>31,500</u>	<u>35,700</u>
	Total Misc. Revenue	<u>156,074</u>	<u>200,919</u>	<u>140,500</u>	<u>187,800</u>	<u>155,700</u>
APPROPRIATIONS						
380.10.00	Appropriated Fund Balance	0	0	94,000	0	916,500
380.11.00	Appropriated Reserve for Police Education	0	0	4,300	4,300	3,000
380.12.00	Appropriated Reserve for Transportation	0	0	0	99,000	88,000
TRANSFERS FROM OTHER FUNDS						
381.50.00	Transfer from LLEBG	0	0	0	0	0
381.65.00	Transfer from CDBG Fund	0	4,344	0	0	0
381.90.00	Transfer from Capital Projects Fund	0	0	0	0	0
TRANSFERS FROM ENTERPRISE OPERATIONS						
381.10.00	Transfer From Water & Sewer Fund	440,000	450,000	450,000	450,000	450,000
381.70.00	Transfer From Solid Waste Fund	225,300	225,300	240,000	240,000	250,000
	Total Transfers From Enterprise	<u>665,300</u>	<u>675,300</u>	<u>690,000</u>	<u>690,000</u>	<u>700,000</u>
LOAN PROCEEDS						
384.10.40	Loan Proceeds	0	0	180,000	204,000	0
	Total General Fund Revenues	<u>5,599,463</u>	<u>5,721,844</u>	<u>5,895,100</u>	<u>6,106,000</u>	<u>6,794,400</u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
GENERAL FUND EXPENDITURES SUMMARY						
	General Government	1,397,751	1,256,104	1,452,300	1,647,300	1,487,900
	Law Enforcement	1,442,185	1,551,384	1,561,500	1,634,200	1,594,800
	Fire Control	632,079	680,083	901,500	972,200	810,500
	Protective Inspection & Code Enforcement	204,978	212,494	261,000	247,600	210,300 107,900
	Transportation/Road & Street	552,542	584,863	913,700	825,500	1,011,500
	Buildings & Grounds	389,879	365,447	404,500	415,800	549,000
	Recreation Department	242,004	335,948	344,500	361,200	383,700
	Community Redevelopment Trust Fund	18,300	6,400	0	0	0
	Transfer to LLEBG Fund	1,617	1,600	2,000	2,200	2,700
	Transfer to Capital Projects	347,900	225,300	0	0	180,400
	Transfer to Impact Fees	0	0	0	0	455,700
	Reserve	0	0	54,100	0	0
	TOTAL EXPENDITURES	<u>5,229,235</u>	<u>5,219,622</u>	<u>5,895,100</u>	<u>6,106,000</u>	<u>6,794,400</u>

CITY COMMISSION



CITY COMMISSION

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	16,111	18,469	25,600	34,600	31,200
Operating Expenses	<u>44,408</u>	<u>42,017</u>	<u>46,100</u>	<u>45,900</u>	<u>54,600</u>
TOTAL	60,519	60,486	71,700	80,500	85,800

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 citywide 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

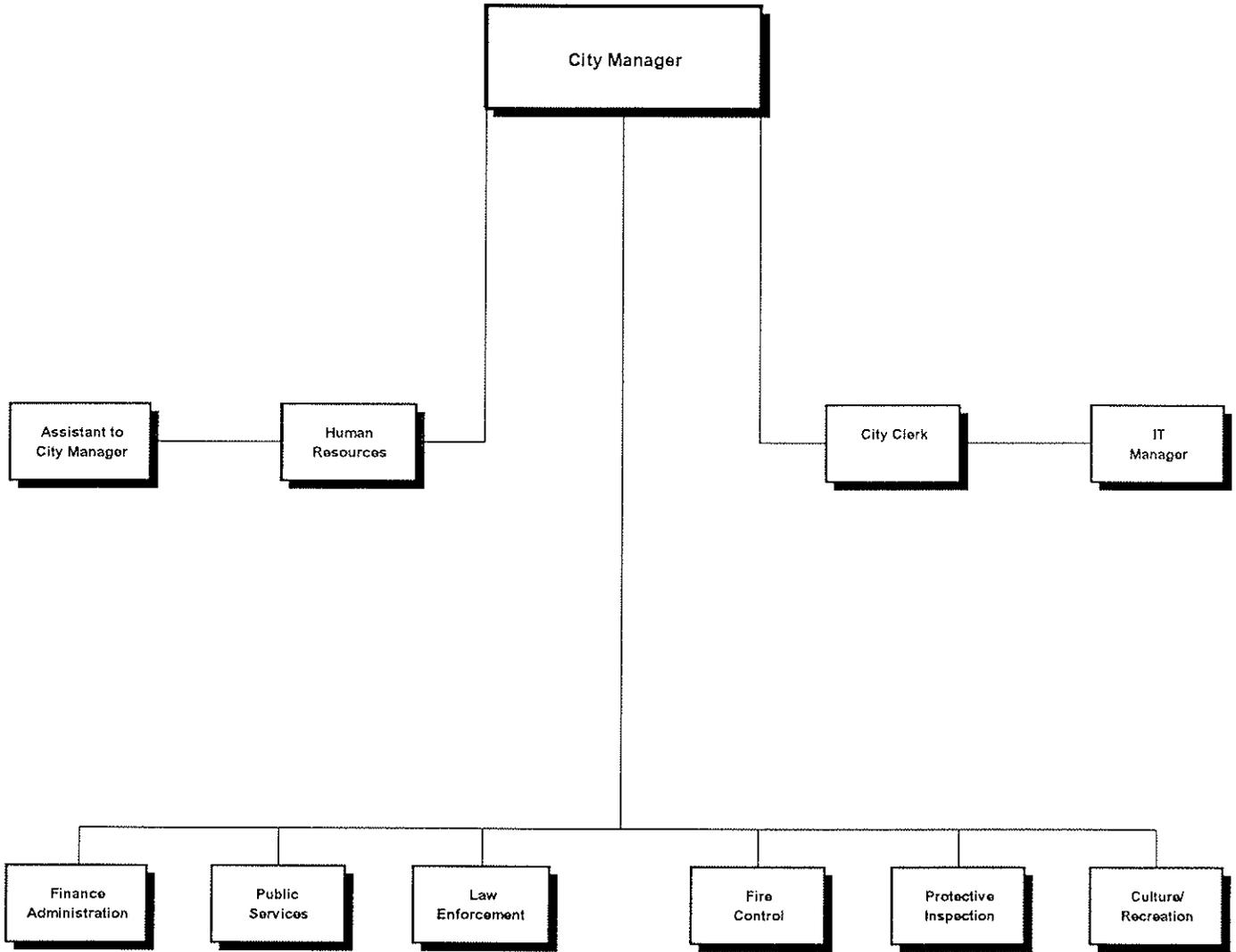
1. Review, evaluate and adopt the annual budget.
2. Review, evaluate and adopt the Redevelopment District.
3. Review and evaluate alternative uses of the property adjacent to City Hall.

	1998-99	1999-00	2000-01	2001-02
Number of Reg City Commission Meetings	21	22	19	21
Number of Special Commission Meetings	9	3	3	3
Number of Commission Workshops	15	16	14	15
Number of Ordinances adopted	37	23	22	22
Number of Resolutions adopted	45	64	75	70

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 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	10,730	9,720	14,000	13,000	15,200
511.24.00	Workers' Compensation	0	0	0	0	0
511.28.01	Training & Travel	5,381	8,749	11,600	21,600	16,000
	Total Personal Services	<u>16,111</u>	<u>18,469</u>	<u>25,600</u>	<u>34,600</u>	<u>31,200</u>
OPERATING EXPENSES						
511.41.00	Telephone/Communications Service	1,678	983	1,000	1,400	1,200
511.44.00	Rentals & Leases	0	0	0	500	600
511.47.00	Printing & Binding	0	343	200	200	200
511.49.01	Other Charges & Obligations	210	1,147	500	500	500
511.49.10	Other Special Costs	36,240	34,040	36,300	36,300	44,000
511.51.00	Office Supplies	306	0	200	200	200
511.54.00	Subscriptions & Memberships	5,975	5,504	7,900	6,800	7,900
	Total Operating Expenses	<u>44,408</u>	<u>42,017</u>	<u>46,100</u>	<u>45,900</u>	<u>54,600</u>
	TOTAL CITY COMMISSION	<u><u>60,519</u></u>	<u><u>60,486</u></u>	<u><u>71,700</u></u>	<u><u>80,500</u></u>	<u><u>85,800</u></u>

CITY MANAGER



CITY MANAGER

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	389,361	195,055	273,400	273,600	281,600
Operating Expenses	<u>22,655</u>	<u>40,777</u>	<u>43,000</u>	<u>40,700</u>	<u>25,500</u>
TOTAL	412,016	235,832	316,400	314,300	307,100

PERMANENT POSITIONS	1999-00	2000-01	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	1.00	1.00	1.00
IT Manager	1.00	1.00	1.00
Staff Assistant	<u>0.50</u>	<u>0.00</u>	<u>0.00</u>
Total	5.50	5.00	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 provide 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

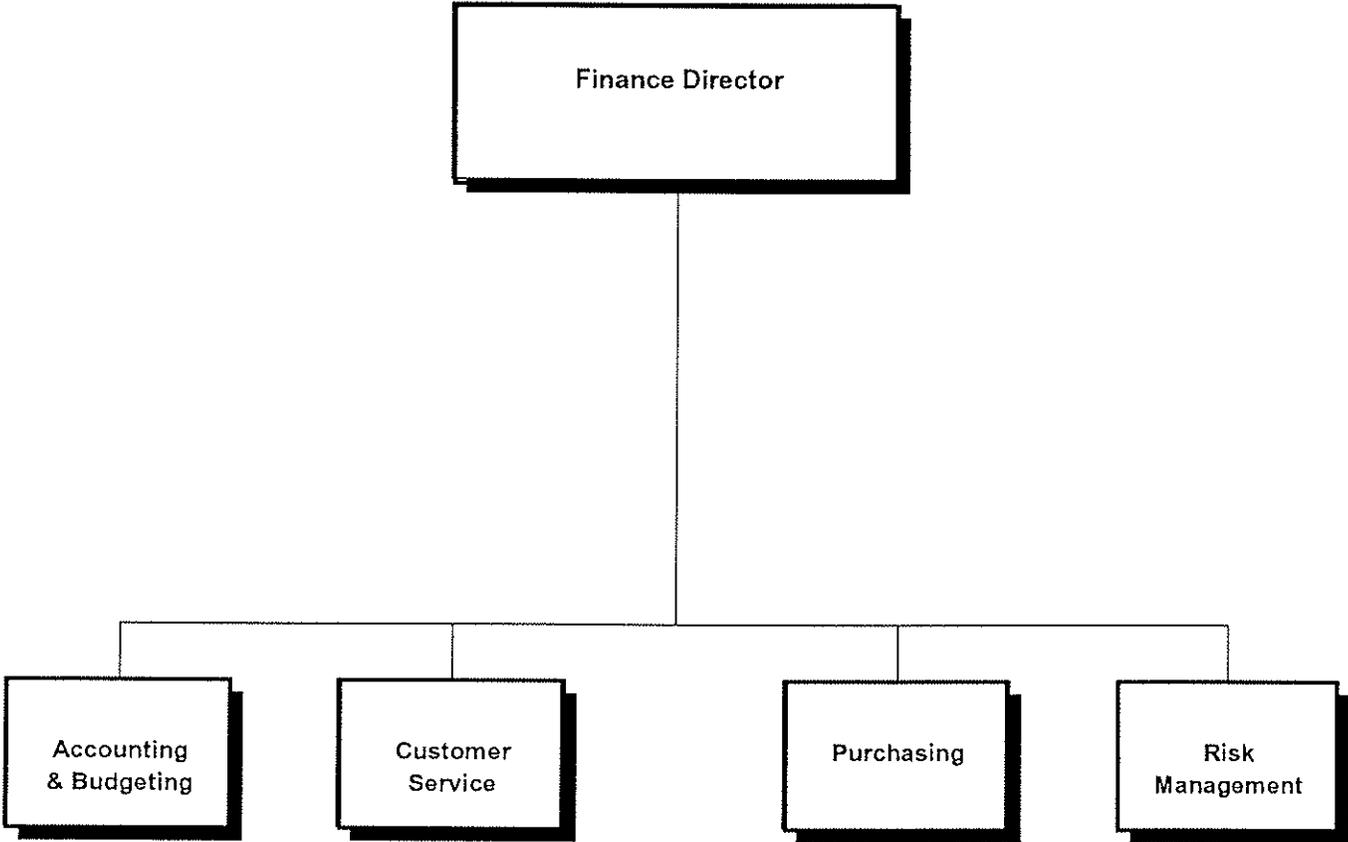
1. Prepare and present the Annual Budget to the City Commission.
2. Continue developing five-year capital improvement plans for programs that have not been addressed.
3. Provide guidance to Commission in promoting redevelopment of the Ridgewood Avenue corridor.
4. Record and maintain City Records in 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	ACTUAL		PROJECTED
	1998-99	1999-00	2000-01	2001-02
Number of City Commission meetings & Workshops attended	45	41	36	39
Number of agendas prepared	45	41	36	39
Number of resolutions & ordinances filed	82	87	97	92
Number of elections administered	1	2	0	2
Number of job advertisements placed	10	32	33	30
Number of tests given	2	0	1	0

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
GENERAL GOVERNMENT - CITY MANAGER						
PERSONAL SERVICES						
512.11.00	Executive Salaries	196,225	61,186	111,300	111,300	117,500
512.12.00	Regular Salaries & Wages	127,139	93,741	98,000	98,000	96,100
512.13.00	Other Salaries	0	2,576	0	0	0
512.14.00	Overtime/Regular Employees	213	145	500	500	500
512.19.01	Uniforms	450	450	500	500	500
512.21.00	FICA Taxes	21,407	11,592	16,000	16,000	16,100
512.22.00	Retirement Contributions	30,424	9,852	23,400	23,400	24,100
512.23.00	Life & Health Insurance	9,412	8,419	12,800	12,800	15,800
512.24.00	Workers' Compensation	649	673	800	1,000	1,000
512.28.01	Training & Travel	3,441	6,422	10,100	10,100	10,000
	Total Personal Services	<u>389,361</u>	<u>195,055</u>	<u>273,400</u>	<u>273,600</u>	<u>281,600</u>
OPERATING EXPENSES						
512.31.01	Professional Services	225	215	200	400	200
512.41.00	Telephone/Communications Services	3,288	4,009	3,400	3,900	2,700
512.42.00	Postage, Freight & Express	65	228	200	1,900	400
512.44.00	Rentals and Leases	46	70	200	200	200
512.45.00	Non-Employee Insurance	530	560	600	600	600
512.46.01	Repair & Maintenance Services	193	3,991	2,000	2,000	500
512.46.50	Vehicle Repairs & Maintenance	43	220	400	400	400
512.47.00	Printing & Binding	1,122	954	800	1,200	800
512.49.01	Other Charges & Obligations	9,913	18,854	29,000	18,100	15,000
512.49.10	Other Special Costs	150	1,408	1,500	1,500	0
512.51.00	Office Supplies	3,774	8,552	1,500	5,500	1,500
512.52.50	Fuel & Oil Supplies	1,406	645	700	700	700
512.54.00	Subscriptions & Memberships	1,901	1,071	2,500	4,300	2,500
	Total Operating Expenses	<u>22,655</u>	<u>40,777</u>	<u>43,000</u>	<u>40,700</u>	<u>25,500</u>
	TOTAL CITY MANAGER	<u><u>412,016</u></u>	<u><u>235,832</u></u>	<u><u>316,400</u></u>	<u><u>314,300</u></u>	<u><u>307,100</u></u>

FINANCE



FINANCE AND ADMINISTRATION

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	391,681	403,951	432,600	437,100	455,800
Operating Expenses	<u>212,421</u>	<u>210,979</u>	<u>250,700</u>	<u>259,400</u>	<u>247,000</u>
TOTAL	604,102	614,930	683,300	696,500	702,800

PERMANENT POSITIONS	1999-00	2000-01	2001-02
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
Customer Service Supervisor	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	2.00
Accounting Clerk I	<u>1.00</u>	<u>2.00</u>	<u>1.00</u>
Total	9.00	10.00	10.00

SIGNIFICANT EXPENDITURE CHANGES

None

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 service 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 1998-99	ACTUAL 1999-00	ESTIMATED 2000-01	PROJECTED 2001-02
Number of utility bills mailed	66,167	66,684	67,272	67,272
Number of penalty notices mailed	*5,000	12,660	10,597	10,597
Number of payroll checks prepared	**45	**15	**118	**208
Number of direct deposit receipts prepared	3,350	3,350	3,270	3,270
Number of accounts payable checks issued	4,600	4,600	4,480	4,480
Number of insurance claims filed	8	7	10	8

* Partial year

** Began direct deposit of payroll in September, 1998

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
GENERAL GOVERNMENT - FINANCE AND ADMINISTRATION						
PERSONAL SERVICES						
513.11.00	Executive Salaries	53,585	56,657	58,000	58,600	61,800
513.12.00	Regular Salaries & Wages	212,285	225,219	243,200	246,400	244,500
513.13.00	Other Salaries & Wages	0	0	0	300	0
513.14.00	Overtime	120	6	1,000	700	1,000
513.21.00	FICA Taxes	19,310	20,620	23,100	23,100	23,500
513.22.00	Retirement Contributions	36,971	26,632	22,700	27,200	28,800
513.23.00	Life & Health Insurance	16,252	18,104	22,900	19,700	28,100
513.24.00	Workers' Compensation	846	899	1,100	1,700	1,500
513.28.01	Training & Travel	555	1,537	4,000	4,000	5,800
	Total Personal Services	<u>339,925</u>	<u>349,675</u>	<u>376,000</u>	<u>381,700</u>	<u>395,000</u>
OPERATING EXPENSES						
513.31.01	Professional Services	71,855	84,163	110,000	110,000	103,000
513.31.10	Engineering	0	0	1,000	1,000	0
513.31.20	Pension Administration	0	2,160	1,700	2,700	3,500
513.32.00	Accounting & Auditing Services	47,917	25,481	44,000	44,000	44,000
513.41.00	Telephone/Communications Services	7,528	7,759	7,700	10,200	8,000
513.42.00	Postage, Freight & Express	24,143	26,809	27,500	27,500	27,500
513.44.00	Rentals & Leases	7,793	8,130	7,000	8,200	6,000
513.46.01	Repairs & Maintenance	24,227	23,112	25,000	25,000	25,000
513.47.00	Printing & Binding	11,629	9,362	12,500	12,500	12,500
513.49.01	Other Charges & Obligations	6,627	1,504	1,500	1,500	1,500
513.49.10	Other Special Charges	0	3,549	0	0	0
513.51.00	Office Supplies	6,174	14,938	10,000	10,000	10,000
513.54.00	Subscriptions & Memberships	822	1,326	1,200	2,000	1,400
	Total Operating Expenses	<u>208,714</u>	<u>208,291</u>	<u>249,100</u>	<u>254,600</u>	<u>242,400</u>
	TOTAL FINANCE AND ADMIN	<u>548,639</u>	<u>557,966</u>	<u>625,100</u>	<u>636,300</u>	<u>637,400</u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
GENERAL GOVERNMENT - PERSONNEL						
PERSONAL SERVICES						
513.11.00	Executive Salaries	39,666	41,792	42,900	43,600	46,000
513.12.00	Regular Salaries & Wages	0	0	0	0	0
513.13.00	Other Salaries & Wages	0	0	0	0	0
513.14.00	Overtime	0	0	0	0	0
513.21.00	FICA Taxes	2,888	3,180	3,300	3,300	3,500
513.22.00	Retirement Contributions	3,967	4,086	4,300	4,300	4,600
513.23.00	Life & Health Insurance	2,296	2,462	2,600	2,600	3,200
513.24.00	Workers' Compensation	179	150	200	300	200
513.28.01	Training & Travel	2,759	2,606	3,300	1,300	3,300
	Total Personal Services	<u>51,756</u>	<u>54,276</u>	<u>56,600</u>	<u>55,400</u>	<u>60,800</u>
OPERATING EXPENSES						
513.31.01	Professional Services	0	0	0	0	0
513.41.00	Telephone/Communications Services	272	306	400	400	300
513.42.00	Postage, Freight & Express	107	99	100	100	100
513.46.01	Repairs & Maintenance	0	0	0	0	0
513.47.00	Printing & Binding	103	75	200	200	200
513.49.01	Other Charges & Obligations	5	90	200	200	200
513.50.00	Advertising	0	518	0	3,000	3,000
513.51.00	Office Supplies	2,974	956	200	0	200
513.54.00	Subscriptions & Memberships	245	643	500	900	600
	Total Operating Expenses	<u>3,707</u>	<u>2,688</u>	<u>1,600</u>	<u>4,800</u>	<u>4,600</u>
	TOTAL PERSONNEL	<u>55,463</u>	<u>56,964</u>	<u>58,200</u>	<u>60,200</u>	<u>65,400</u>

CIVIL SERVICE

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	743	0	0	0	0
Operating Expenses	<u>4,490</u>	<u>9,624</u>	<u>7,700</u>	<u>20,100</u>	<u>7,700</u>
TOTAL	5,233	9,624	7,700	20,100	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 1998-99	ACTUAL 1999-00	ESTIMATED 2000-01	PROJECTED 2001-02
Number of Regular Board meetings	12	4	4	4
Number of joint meetings with City Commission	0	0	1	0

*Activities moved to City Manager's Department

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
GENERAL GOVERNMENT - CIVIL SERVICE						
PERSONAL SERVICES						
513.13.00	Salaries & Wages/Parttime	600	0	0	0	0
513.21.00	FICA Taxes	46	0	0	0	0
513.22.00	Retirement Contributions	0	0	0	0	0
513.24.00	Workers' Compensation	97	0	0	0	0
513.28.01	Training & Travel	0	0	0	0	0
	Total Personal Services	<u>743</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
OPERATING EXPENSES						
513.31.01	Professional Services	0	0	200	200	200
513.41.00	Telephone/Communications Services	0	0	300	300	300
513.42.00	Postage, Frt, Express	0	0	0	0	0
513.43.01	Utility Services	1,324	1,343	1,400	1,800	1,400
513.46.01	Repair & Maintenance Services	0	0	400	400	400
513.47.00	Printing & Binding	0	0	200	200	200
513.49.01	Other Charges & Obligations	0	0	500	500	500
513.50.00	Advertising	2,901	8,016	4,000	13,000	4,000
513.51.00	Office Supplies	0	0	300	300	300
513.54.00	Subscription & Membership	265	265	400	400	400
	Total Operating Expenses	<u>4,490</u>	<u>9,624</u>	<u>7,700</u>	<u>17,100</u>	<u>7,700</u>
	TOTAL CIVIL SERVICE	<u>5,233</u>	<u>9,624</u>	<u>7,700</u>	<u>17,100</u>	<u>7,700</u>

GENERAL GOVERNMENT – DEBT SERVICES

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Debt Service	<u>227,329</u>	<u>229,882</u>	<u>230,000</u>	<u>254,200</u>	<u>249,000</u>
TOTAL	227,329	229,882	230,000	254,200	249,000

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	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
GENERAL GOVERNMENT - DEBT SERVICE						
DEBT SERVICE - PRINCIPAL						
517.71.01	General Government	149,298	156,409	164,200	164,200	144,000
517.71.10	Police Equipment	12,312	12,625	13,300	13,300	13,900
517.71.20	Fire Equipment	0	0	0	17,500	37,800
	Total Principal Payments	<u>161,610</u>	<u>169,033</u>	<u>177,500</u>	<u>195,000</u>	<u>195,700</u>
DEBT SERVICE - INTEREST						
517.72.01	General Government	62,062	57,505	49,800	49,800	41,700
517.72.10	Police Equipment	3,657	3,344	2,700	2,700	2,000
517.72.20	Fire Equipment	0	0	0	6,700	9,600
	Total Interest Payments	<u>65,719</u>	<u>60,849</u>	<u>52,500</u>	<u>59,200</u>	<u>53,300</u>
	TOTAL GEN GOVT DEBT SERVICE	<u><u>227,329</u></u>	<u><u>229,882</u></u>	<u><u>230,000</u></u>	<u><u>254,200</u></u>	<u><u>249,000</u></u>

GENERAL GOVERNMENT – OTHER SERVICES

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	11,485	15,849	12,500	12,500	12,500
Operating Expenses	73,307	78,537	79,700	130,200	91,000
Capital Outlay	<u>3,760</u>	<u>10,965</u>	<u>51,000</u>	<u>142,000</u>	<u>32,000</u>
TOTAL	88,552	105,350	143,200	284,700	135,500

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

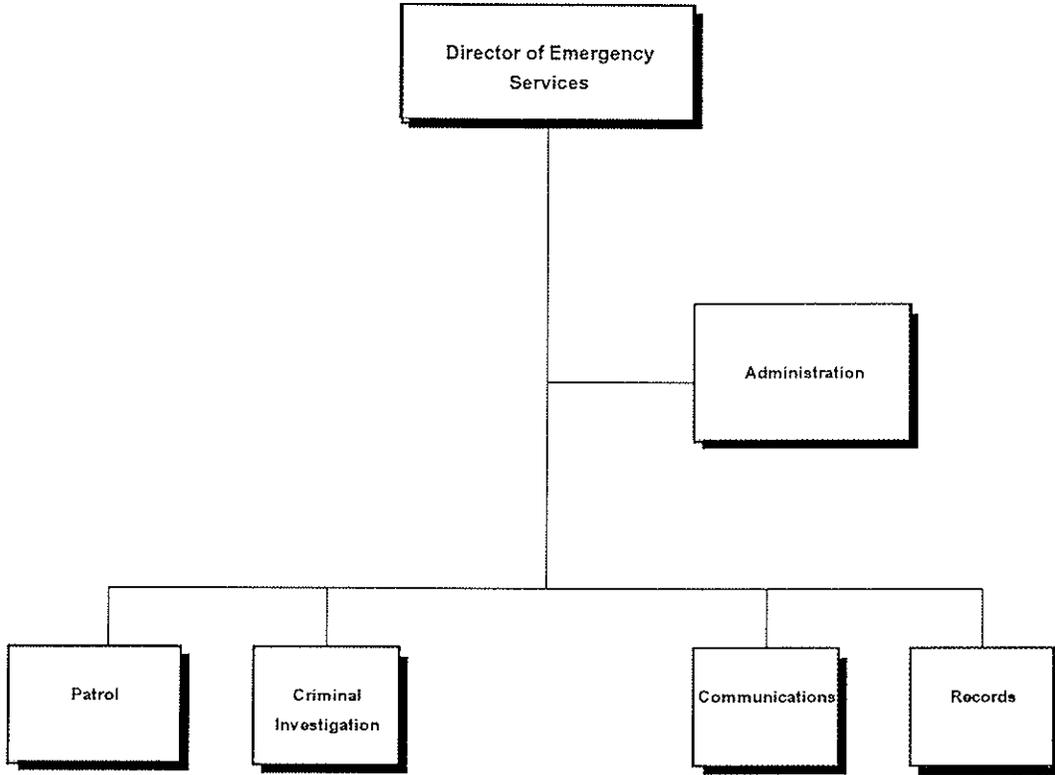
This is a non-department established to record expenditures that are not allocated to the various departments. These expenditures include some insurance expenses, election expenses, advertising, grants and aids, and annual service award payments. It also includes utilities, operating supplies and repairs 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	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
GENERAL GOVERNMENT - OTHER SERVICES						
PERSONAL SERVICES						
519.25.00	Unemployment Insurance	7,088	8,485	4,000	4,000	4,000
519.29.01	Other Personal Services	4,397	7,364	8,500	8,500	8,500
519.29.10	Reserve/ Retirees & Personal Services	0	0	0	0	0
	Total Personal Services	<u>11,485</u>	<u>15,849</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>
OPERATING EXPENSES						
519.43.01	Utility Services	17,396	13,652	16,000	16,000	16,000
519.45.00	Non-employee Insurance	17,969	25,560	28,000	33,000	34,000
519.46.01	Repair & Maintenance Services	5,119	5,331	8,000	8,000	8,000
519.49.01	Miscellaneous (Centennial)	0	0	0	40,000	0
519.50.00	Advertising	5,989	9,498	6,000	10,000	6,000
519.52.01	Operating Supplies	8,286	4,425	7,000	8,000	7,000
519.58.00	Election Expenses	4,484	5,072	0	0	5,000
519.80.00	Grants and Aids	14,065	15,000	14,700	15,200	15,000
	Total Operating Expenses	<u>73,307</u>	<u>78,537</u>	<u>79,700</u>	<u>130,200</u>	<u>91,000</u>
CAPITAL OUTLAY						
519.61.00	Land	0	0	0	0	0
519.62.00	Buildings	0	0	0	27,500	0
519.63.00	Improvements Other than Buildings	0	0	0	3,500	0
519.64.00	Machinery & Equipment	3,760	10,965	51,000	111,000	32,000
	Total Capital Outlay	<u>3,760</u>	<u>10,965</u>	<u>51,000</u>	<u>142,000</u>	<u>32,000</u>
	TOTAL OTHER SERVICES	<u><u>88,553</u></u>	<u><u>105,350</u></u>	<u><u>143,200</u></u>	<u><u>284,700</u></u>	<u><u>135,500</u></u>
	TOTAL GENERAL GOVERNMENT	<u><u>1,397,751</u></u>	<u><u>1,256,104</u></u>	<u><u>1,452,300</u></u>	<u><u>1,647,300</u></u>	<u><u>1,487,900</u></u>

LAW ENFORCEMENT



LAW ENFORCEMENT

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	1,260,193	1,381,990	1,366,600	1,337,200	1,386,500
Operating Expenses	132,794	160,144	181,400	223,200	163,300
Capital Outlay	<u>49,198</u>	<u>9,250</u>	<u>13,500</u>	<u>69,500</u>	<u>45,000</u>
TOTAL	1,442,185	1,551,384	1,561,500	1,629,900	1,594,800

PERMANENT POSITIONS	1999-00	2000-01	2001-02
Police Chief	1.00	1.00	1.00
Police Commander	1.00	1.00	1.00
Police Lieutenants	1.00	1.00	.00
Police Sergeants	4.00	4.00	5.00
Police Corporals	3.00	3.00	4.00
Police Investigators	2.00	2.00	2.00
Police Officers	11.00	11.00	10.00
Community Service Officer	.00	.00	1.00
Telecommunicators	4.00	4.00	4.00
Animal Control Officer	1.00	1.00	.00
Administrative Assistant	1.00	1.00	1.00
Staff Assistant II CID	1.00	1.00	1.00
Staff Assistant II/Records	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	31.00	31.00	31.00

SIGNIFICANT EXPENDITURE CHANGES

The Animal Control Officer position has been moved to the Code Enforcement Department and given the position as Community Service Office.

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.

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.

ACTIVITY OBJECTIVES

1. Dispatch calls for service within an average of one minute or less.
2. Provide immediate notification to ambulance, fire and wrecker services when requested.
3. Achieve response time of 2 minutes or less on all emergency calls for police assistance.
4. Maximize traffic safety and reduce accidents through education, prevention and enforcement.
5. Reduce crime to the extent possible.
6. Continue efforts to achieve national and state accreditation.
7. Enhance community policing efforts by establishing neighborhood watch, business watch, and a citizens police academy program. Reach out to our senior citizens by working with TRIAD, a program sponsored by AARP and law enforcement.
8. Upgrade security and accountability in the handling of property and evidence and prisoner cellblock through the use of technology and enhanced procedure.
9. Assist employee with training and career goals by developing and implementing comprehensive plans.

ACTIVITY MEASUREMENTS	ACTUAL	ACTUAL	Estimated	PROJECTED
	1998-99	1999-00	2000-01	2001-02
Number of calls dispatched	17,208	15,691	16,155	16,430
Number of reports processed	6,184	5,495	6,092	6,000
Average response time (minutes)	2	2	2	2
Number of traffic accidents	510	521	571	580
Number of active reserves	7	8	7	10

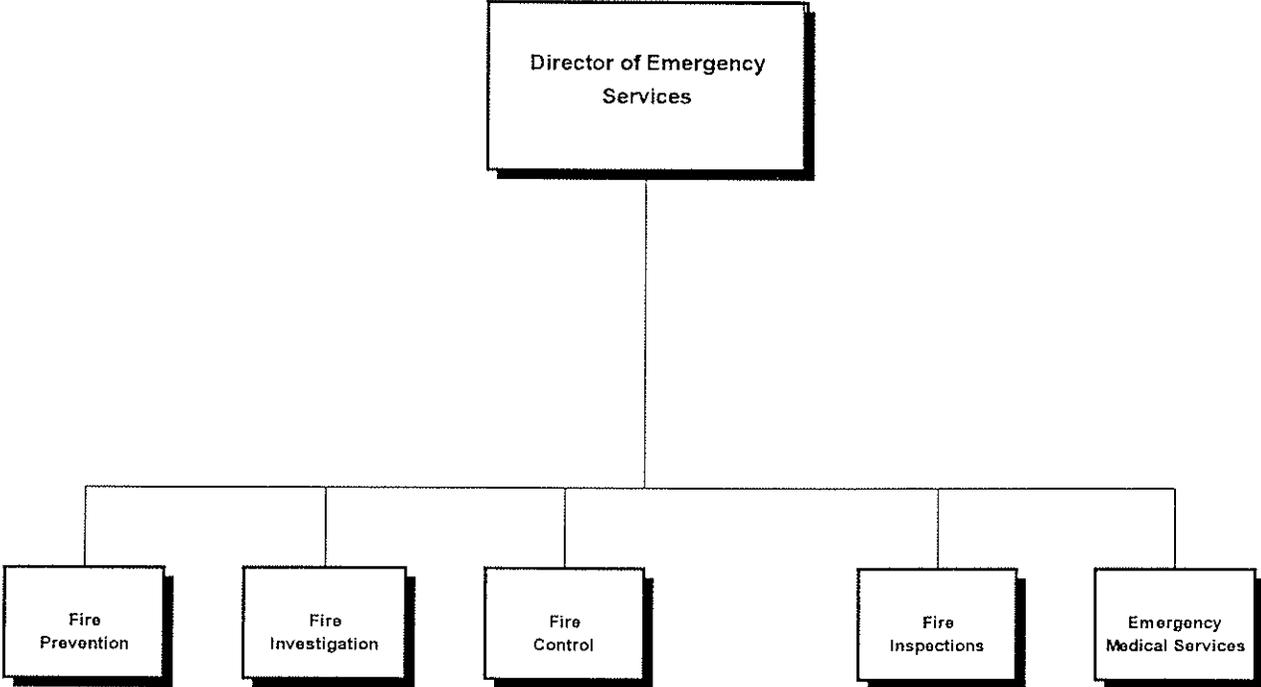
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
PUBLIC SAFETY/LAW ENFORCEMENT						
PERSONAL SERVICES						
521.11.00	Executive Salaries	52,514	85,544	58,400	18,400	34,100
521.12.00	Regular Salaries	819,787	890,519	857,800	872,800	875,600
521.13.00	Other Salaries	27,426	45,355	55,000	60,400	60,300
521.14.00	Overtime/Regular Employees	35,218	35,157	52,000	54,500	52,000
521.15.00	Incentive Pay Supplement	12,880	13,110	13,200	12,000	13,000
521.19.01	Uniforms	13,726	9,438	15,000	15,000	15,000
521.19.10	Uniform & Equipment Allowances	8,940	9,263	10,500	10,500	10,500
521.21.00	FICA Taxes	76,747	85,467	85,500	82,500	84,600
521.22.00	Retirement Contributions	102,409	83,704	81,100	79,000	78,700
521.23.00	Life & Health Insurance	69,395	74,756	78,200	73,200	93,300
521.24.00	Workers' Compensation	32,133	41,956	43,900	53,900	53,400
521.28.01	Training & Travel	7,828	6,553	8,000	17,000	8,000
521.28.20	Second Dollar Training Fund	1,191	1,169	8,000	8,000	8,000
	Total Personal Services	<u>1,260,193</u>	<u>1,381,990</u>	<u>1,366,600</u>	<u>1,357,200</u>	<u>1,386,500</u>
OPERATING EXPENSES						
521.31.01	Professional Services	476	1,827	2,500	2,500	2,500
521.34.00	Contractual Service/Animal Control	16,391	15,715	18,000	20,000	0
521.41.00	Telephone/Communications Services	9,855	11,976	11,800	13,900	11,900
521.42.00	Postage, Freight & Express	1,187	994	1,000	1,000	1,000
521.43.01	Utility Services	9,708	9,849	9,500	12,000	10,600
521.44.00	Rentals & Leases	5,104	7,513	15,600	9,600	8,800
521.45.00	Non-Employee Insurance	17,864	18,607	21,000	19,000	19,300
521.46.01	Repair & Maintenance Services	5,095	8,677	11,000	11,000	11,000
521.46.50	Vehicle Repairs & Maintenance	24,601	18,602	20,000	20,000	20,000
521.47.00	Printing & Binding	4,105	2,840	5,000	5,000	6,000
521.49.01	Other Charges & Obligations	135	86	1,500	1,500	1,400
521.49.10	Other Special Costs	0	0	0	27,500	0
521.51.00	Office Supplies	2,553	13,899	5,000	5,000	5,000
521.52.01	Operating Supplies	16,181	16,255	17,000	17,000	17,000
521.52.50	Fuel & Oil Supplies	17,658	28,849	35,700	35,700	42,800
521.54.00	Subscriptions & Memberships	1,855	2,414	2,000	2,000	2,000
521.56.01	Program Expenses	26	1,449	4,000	4,800	4,000
521.56.10	Program Expenses - VIPS	0	592	800	0	0
	Total Operating Expenses	<u>132,794</u>	<u>160,144</u>	<u>181,400</u>	<u>207,500</u>	<u>163,300</u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 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	49,198	9,250	13,500	69,500	45,000
	Total Capital Outlay	<u>49,198</u>	<u>9,250</u>	<u>13,500</u>	<u>69,500</u>	<u>45,000</u>
	TOTAL LAW ENFORCEMENT	<u><u>1,442,185</u></u>	<u><u>1,551,384</u></u>	<u><u>1,561,500</u></u>	<u><u>1,634,200</u></u>	<u><u>1,594,800</u></u>

FIRE CONTROL



FIRE CONTROL

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	551,134	562,691	612,200	644,200	673,400
Operating Expenses	74,260	93,682	102,300	107,900	107,600
Capital Outlay	<u>6,685</u>	<u>23,709</u>	<u>187,000</u>	<u>220,100</u>	<u>29,500</u>
TOTAL	632,079	680,083	901,500	972,200	810,500

PERMANENT POSITIONS	1999-00	2000-01	2001-02
Fire Chief	1.00	1.00	1.00
Division Chief	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	6.00
Fire Inspector	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	11.00	11.00	14.00

PART-TIME POSITIONS

Permanent Part Time	10.00	10.00	10.00
Part Time	0.00	0.00	1.00

SIGNIFICANT EXPENDITURE CHANGES

1. None

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 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. Develop and maintain weekly and monthly preventative maintenance on all equipment.
5. Maintain a ready response mode at all times by positioning personnel and equipment accordingly.
6. Increase and improve pre-emergency plan and company inspection programs.
7. Integrate a new Pierce pumper into operations.
8. Continue to explore the need to expand operations in the northwest portion of the city.
9. Assist employees with training and career goals by developing and implementing comprehensive plans.

ACTIVITY MEASUREMENTS	ACTUAL 1998-99	ACTUAL 1999-00	PROJECTED 2000-01	PROJECTED 2001-02
Number of fire responses	169	130	142	155
Number of medical responses	1,275	1,450	1,530	1,614
Number of other responses	130	150	190	241
Total estimated fire losses	200,000	200,000	1.2 Million	200,000
Number of Support Unit members	10	10	14	14
Number of vehicle accident responses	175	200	224	251
Number of environmental responses	3	5	0	0

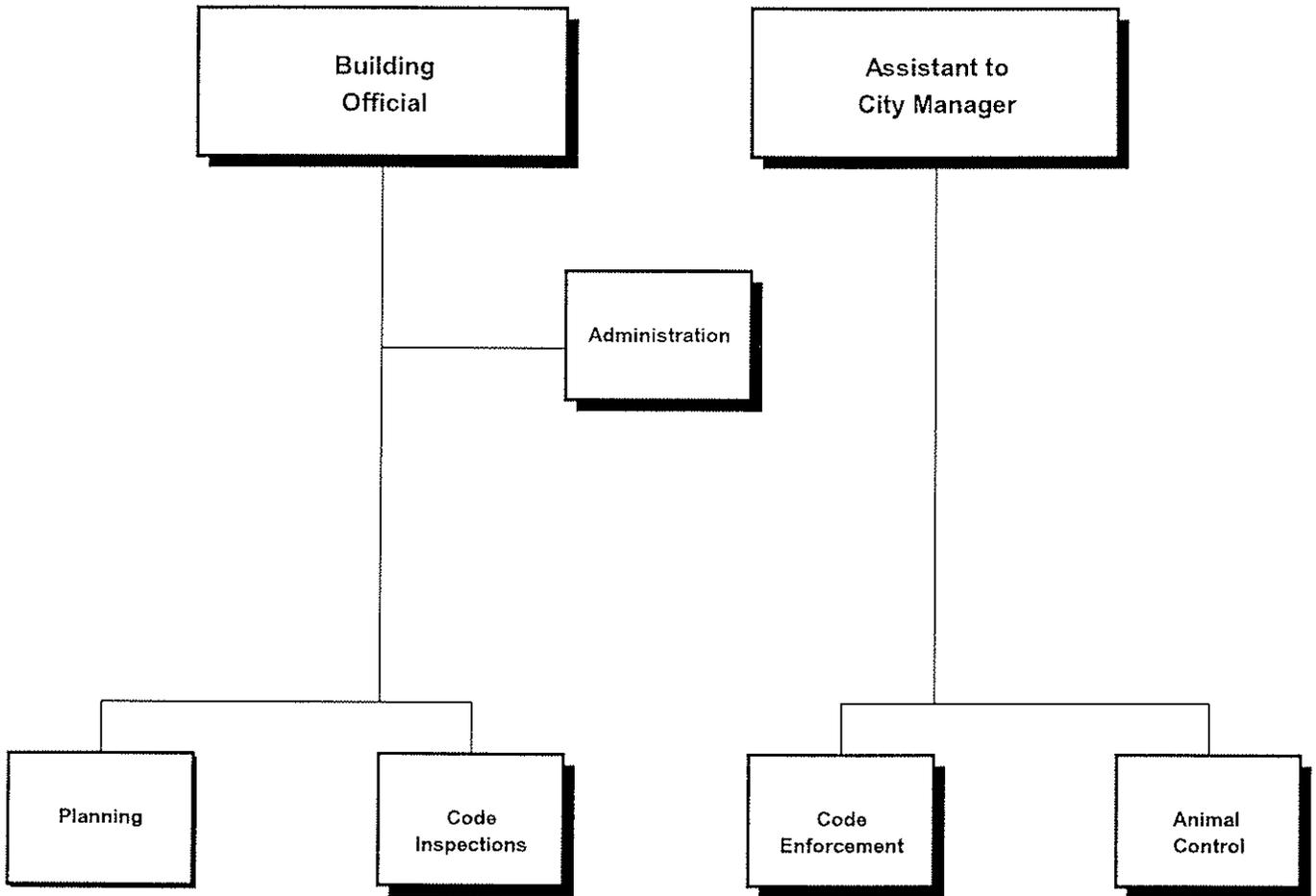
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
PUBLIC SAFETY/FIRE CONTROL						
PERSONAL SERVICES						
522.11.00	Executive Salaries	49,930	45,725	48,000	16,000	34,100
522.12.00	Regular Salaries	299,216	295,156	316,400	344,400	411,200
522.13.00	Other Salaries	53,397	57,630	74,700	42,700	27,500
522.14.00	Overtime/Regular Employees	12,973	43,439	11,000	52,000	15,000
522.15.00	Incentive Pay Supplement	1,700	1,334	600	1,400	1,200
522.19.01	Uniforms	4,367	3,862	7,500	7,500	8,800
522.21.00	FICA Taxes	30,941	32,808	34,500	34,500	36,000
522.22.00	Retirement Contributions	55,928	32,435	54,500	77,300	58,200
522.23.00	Life & Health Insurance	22,190	23,546	27,800	27,800	40,200
522.24.00	Workers' Compensation	14,831	22,775	24,700	29,600	28,700
522.28.01	Training & Travel	5,660	3,980	12,500	11,000	12,500
	Total Personal Services	<u>551,134</u>	<u>562,691</u>	<u>612,200</u>	<u>644,200</u>	<u>673,400</u>
OPERATING EXPENSES						
522.31.01	Professional Services	2,606	2,152	1,300	4,300	1,300
522.34.00	Contractual Services	1,536	19,356	20,400	21,200	21,800
522.41.00	Telephone/Communications Services	4,076	4,345	4,500	5,000	4,100
522.42.00	Postage, Freight & Express	585	563	600	600	600
522.43.01	Utility Services	6,898	6,238	6,800	7,900	7,200
522.44.00	Rentals & Leases	11,126	11,161	11,700	11,700	12,100
522.45.00	Non-Employee Insurance	8,918	7,721	9,000	9,000	8,500
522.46.01	Repair & Maintenance Services	3,001	6,421	6,000	6,000	6,000
522.46.50	Vehicle Repairs & Maintenance	9,715	6,880	10,000	10,000	10,000
522.47.00	Printing & Binding	57	407	800	1,100	1,000
522.49.01	Other Charges & Obligations	129	177	500	500	500
522.51.00	Office Supplies	1,430	2,785	1,300	1,200	1,300
522.52.01	Operating Supplies	19,606	17,670	15,500	15,500	17,100
522.52.50	Fuel & Oil Supplies	2,459	2,868	6,600	6,600	7,900
522.52.70	EMS Supplies	1,581	1,474	1,500	1,500	1,500
522.52.90	Fire Prevention Supplies	0	2,084	4,500	4,500	4,500
522.54.00	Subscriptions & Memberships	535	1,381	1,300	1,300	2,200
	Total Operating Expenses	<u>74,260</u>	<u>93,682</u>	<u>102,300</u>	<u>107,900</u>	<u>107,600</u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 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	4,500	4,600	0
522.64.00	Machinery & Equipment	6,685	23,709	182,500	215,500	29,500
	Total Capital Outlay	<u>6,685</u>	<u>23,709</u>	<u>187,000</u>	<u>220,100</u>	<u>29,500</u>
	TOTAL FIRE CONTROL	<u><u>632,079</u></u>	<u><u>680,083</u></u>	<u><u>901,500</u></u>	<u><u>972,200</u></u>	<u><u>810,500</u></u>

PROTECTIVE INSPECTION CODE ADMINISTRATION



PROTECTIVE INSPECTION

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	142,814	141,003	170,000	160,300	218,800
Operating Expenses	62,164	70,326	69,000	72,300	98,100
Capital Outlay	<u>0</u>	<u>1,165</u>	<u>22,000</u>	<u>15,000</u>	<u>1,300</u>
TOTAL	204,978	212,494	261,000	247,600	318,200

PERMANENT POSITIONS	1999-00	2000-01	2001-02
Chief Building Official	1.00	1.00	1.00
Rental Housing Inspector	0.00	1.00	1.00
Housing Rehab Inspector	0.50	0.50	0.00
Licensing/Permit Coordinator	1.00	1.00	1.00
Code Administration Clerk	1.00	0.00	0.00
Community Service Officer	0.00	0.00	2.00
Code Enforcement Officer	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	4.50	4.50	5.00

SIGNIFICANT EXPENDITURE CHANGES

Two Community Service Officers have been added to this year's staff allowing the code enforcement officer position to be eliminated. The Housing Rehab Inspector position was also eliminated.

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 canvassing the City, responding to complaints 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).

ACTIVITY GOALS

1. Provide thorough 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 for plan reviews and to keep the city up to code and inspect all city businesses.
7. Control the stray animal population.
8. Provide residents with protection from loose and dangerous animals.

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.
10. Reduce the number of stray animals within the City.

ACTIVITY MEASUREMENTS	ACTUAL 1998-99	ACTUAL 1999-00	ESTIMATED 2000-01	PROJECTED 2001-02
Number of building permits issued	700	870	950	900
Number of other permits issued	*560	459	500	500
Number of occupational license renewals	1,460	1,460	1,800	1,900
Number of new occupational license issued	250	247	250	250
Number of animal licenses issued	106			
Number of code inspections & notices performed	1,400	443	N/A	N/A
Number of building inspections performed	1,000	757	800	1,000
Number of license registrations	250	83	100	50
Number of Board of Planning & Appeals meetings	12	12	12	12

*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	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
PUBLIC SAFETY/PROTECTIVE INSPECTION BUILDING CODE ADMINISTRATION						
PERSONAL SERVICES						
524.11.00	Executive Salaries	47,436	49,239	50,200	50,600	53,300
524.12.00	Regular Salaries	61,301	53,582	67,200	58,700	47,600
524.13.00	Other Salaries & Wages	0	4,833	10,500	7,900	0
524.14.00	Overtime/Regular Employees	102	83	1,000	1,000	1,000
524.19.01	Uniforms	360	360	300	500	300
524.21.00	FICA Taxes	7,904	7,728	9,900	9,100	7,800
524.22.00	Retirement Contributions	15,128	10,218	11,200	10,400	9,700
524.23.00	Life & Health Insurance	8,378	8,238	10,100	10,100	9,400
524.24.00	Workers' Compensation	1,120	6,165	7,800	9,200	9,300
524.28.01	Training & Travel	1,086	558	1,800	2,800	1,800
	Total Personal Services	142,814	141,003	170,000	160,300	140,200
OPERATING EXPENSES						
524.31.01	Professional Services	36,184	34,532	27,000	29,500	27,000
524.34.00	Contractual Services	0	7,745	14,000	17,000	15,000
524.41.00	Telephone/Communications Services	2,992	2,818	2,800	3,800	2,000
524.42.00	Postage, Freight, & Express	510	1,058	1,800	2,300	1,800
524.43.01	Utility Services	1,324	1,343	1,300	1,700	1,500
524.44.00	Rentals & Leases	35	35	200	200	0
524.45.00	Non-Employee Insurance	2,177	2,319	3,000	3,000	3,000
524.46.01	Repair & Maintenance Services	979	1,382	1,300	1,300	1,700
524.46.50	Vehicle Repairs & Maintenance	1,436	1,044	2,500	2,000	1,500
524.47.00	Printing & Binding	1,583	1,399	1,600	1,600	2,000
524.49.01	Other Charges & Obligations	1,564	429	500	1,000	300
524.49.10	Other Special Charges	3,928	810	0	700	0
524.50.00	Advertising	5,712	7,701	6,500	2,100	6,500
524.51.00	Office Supplies	1,405	4,608	1,400	1,800	1,400
524.52.01	Operating Supplies	1,150	680	1,000	1,200	1,000
524.52.50	Fuel & Oil Supplies	959	2,302	3,600	2,300	3,600
524.54.00	Subscriptions & Memberships	225	120	500	800	500
	Total Operating Expenses	62,164	70,326	69,000	72,300	68,800

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
PUBLIC SAFETY/PROTECTIVE INSPECTION						
BUILDING CODE ADMINISTRATION						
CAPITAL OUTLAY						
524.62.00	Buildings	0	0	0	0	0
524.63.00	Improvements other than Buildings	0	0	0	0	0
524.64.00	Machinery & Equipment	0	1,165	22,000	15,000	1,300
	Total Capital Outlay	<u>0</u>	<u>1,165</u>	<u>22,000</u>	<u>15,000</u>	<u>1,300</u>
	TOTAL PROTECTIVE INSPECTION	<u>204,978</u>	<u>212,494</u>	<u>261,000</u>	<u>247,600</u>	<u>210,300</u>

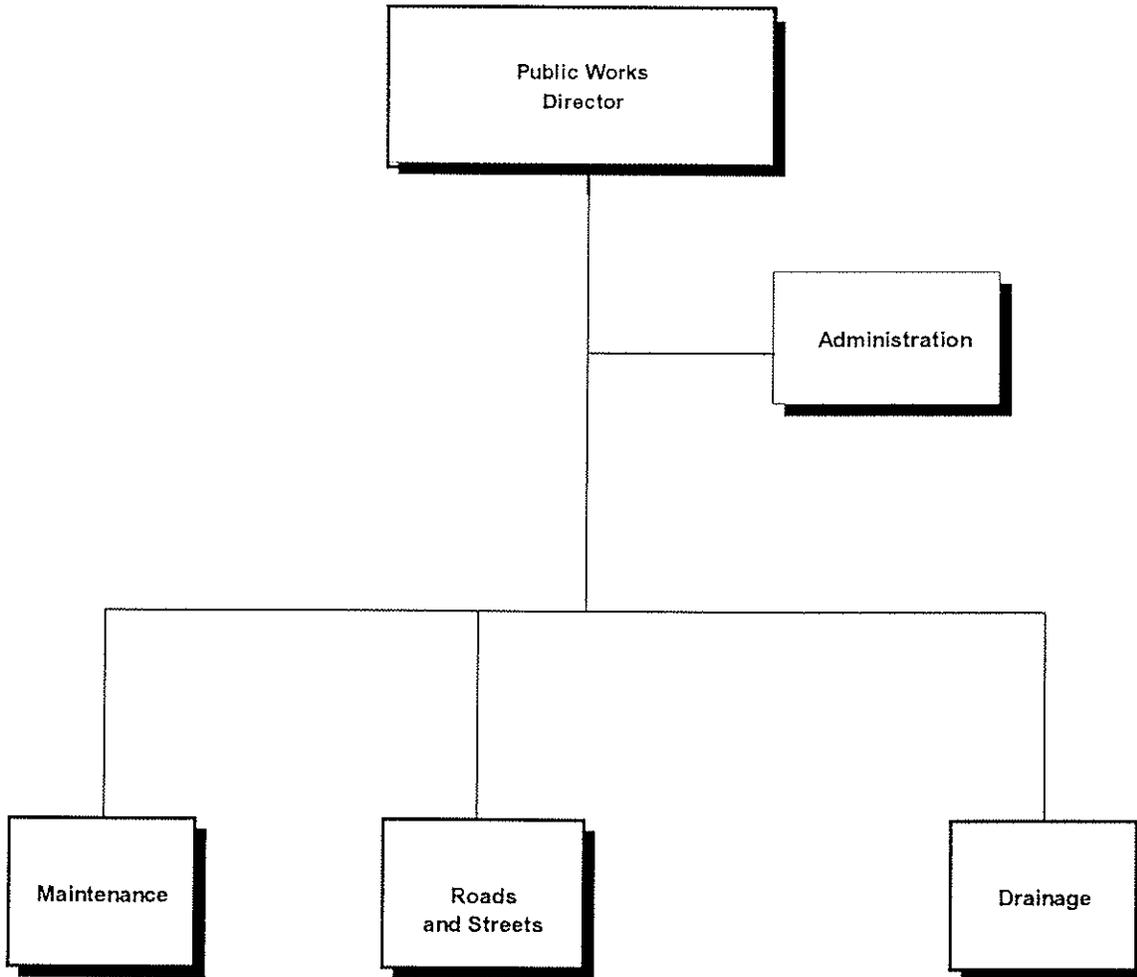
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
PUBLIC SAFETY/PROTECTIVE INSPECTION						
CODE ENFORCEMENT						
PERSONAL SERVICES						
524.11.00	Executive Salaries	0	0	0	0	0
524.12.00	Regular Salaries	0	0	0	0	54,900
524.14.00	Overtime/Regular Employees	0	0	0	0	0
524.19.01	Uniforms	0	0	0	0	300
524.21.00	FICA Taxes	0	0	0	0	4,200
524.22.00	Retirement Contributions	0	0	0	0	5,500
524.23.00	Life & Health Insurance	0	0	0	0	7,200
524.24.00	Workers' Compensation	0	0	0	0	5,300
524.28.01	Training & Travel	0	0	0	0	1,200
	Total Personal Services	0	0	0	0	78,600
OPERATING EXPENSES						
524.34.00	Contractual Services	0	0	0	0	22,000
524.41.00	Telephone/Communications Services	0	0	0	0	1,200
524.42.00	Postage, Freight & Express	0	0	0	0	100
524.43.01	Utility Services	0	0	0	0	500
524.44.00	Rentals & Leases	0	0	0	0	300
524.45.00	Non-Employee Insurance	0	0	0	0	1,000
524.46.01	Repairs & Maintenance Service	0	0	0	0	0
524.46.50	Vehicle Repairs & Maintenance	0	0	0	0	700
524.47.00	Printing & Binding	0	0	0	0	300
524.49.01	Other Charges & Obligations	0	0	0	0	200
524.51.00	Office Supplies	0	0	0	0	1,300
524.52.01	Operating Supplies	0	0	0	0	300
524.52.50	Fuel & Oil Supplies	0	0	0	0	1,300
524.54.00	Subscriptions & Memberships	0	0	0	0	100
		0	0	0	0	29,300

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
CAPITAL OUTLAY						
524.62.00	Buildings	0	0	0	0	0
524.63.00	Improvements	0	0	0	0	0
524.64.00	Machinery & Equipment	0	0	0	0	0
	Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL CODE ENFORCEMENT						
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>107,900</u>
TOTAL PROTECTIVE INSPECTION						
		<u>204,978</u>	<u>212,494</u>	<u>261,000</u>	<u>247,600</u>	<u>318,200</u>
TOTAL PUBLIC SAFETY						
		<u>2,279,241</u>	<u>2,443,961</u>	<u>2,724,000</u>	<u>2,854,000</u>	<u>2,723,500</u>

TRANSPORTATION/ROAD AND STREET FACILITIES



TRANSPORTATION / ROAD AND STREET FACILITIES

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	329,706	325,846	313,400	309,000	341,300
Operating Expenses	207,366	239,422	278,200	301,400	303,900
Capital Outlay	<u>15,470</u>	<u>19,594</u>	<u>322,100</u>	<u>215,100</u>	<u>366,300</u>
TOTAL	552,542	584,863	913,700	825,500	1,011,500

PERMANENT POSITIONS	1999-00	2000-01	2001-02
Public Works Director	0.25	0.25	0.25
Public Works Manager	0.33	0.00	0.00
Foreman	0.75	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	7.33	8.50	8.50

SIGNIFICANT EXPENDITURE CHANGES

None

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 \$98,600 per mile and sidewalk on one side of street only; cost is \$64,000 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.
4. Resurface four (4) miles of streets, concentrating on poor and fair existing pavements.
5. Repair existing sidewalks all around the city that are cracking or broken.
6. Construct approximately three (3) miles of new sidewalk.

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 1998-99	ACTUAL 1999-00	ACTUAL 2000-01	PROJECTED 2001-02
Paved Streets	55.00 miles	57.20 miles	1.00	57.20
Unpaved Streets	.80 miles	1.00 miles	.80	.80
Sidewalks	26.00 miles	28.00 miles	1.00	32.00

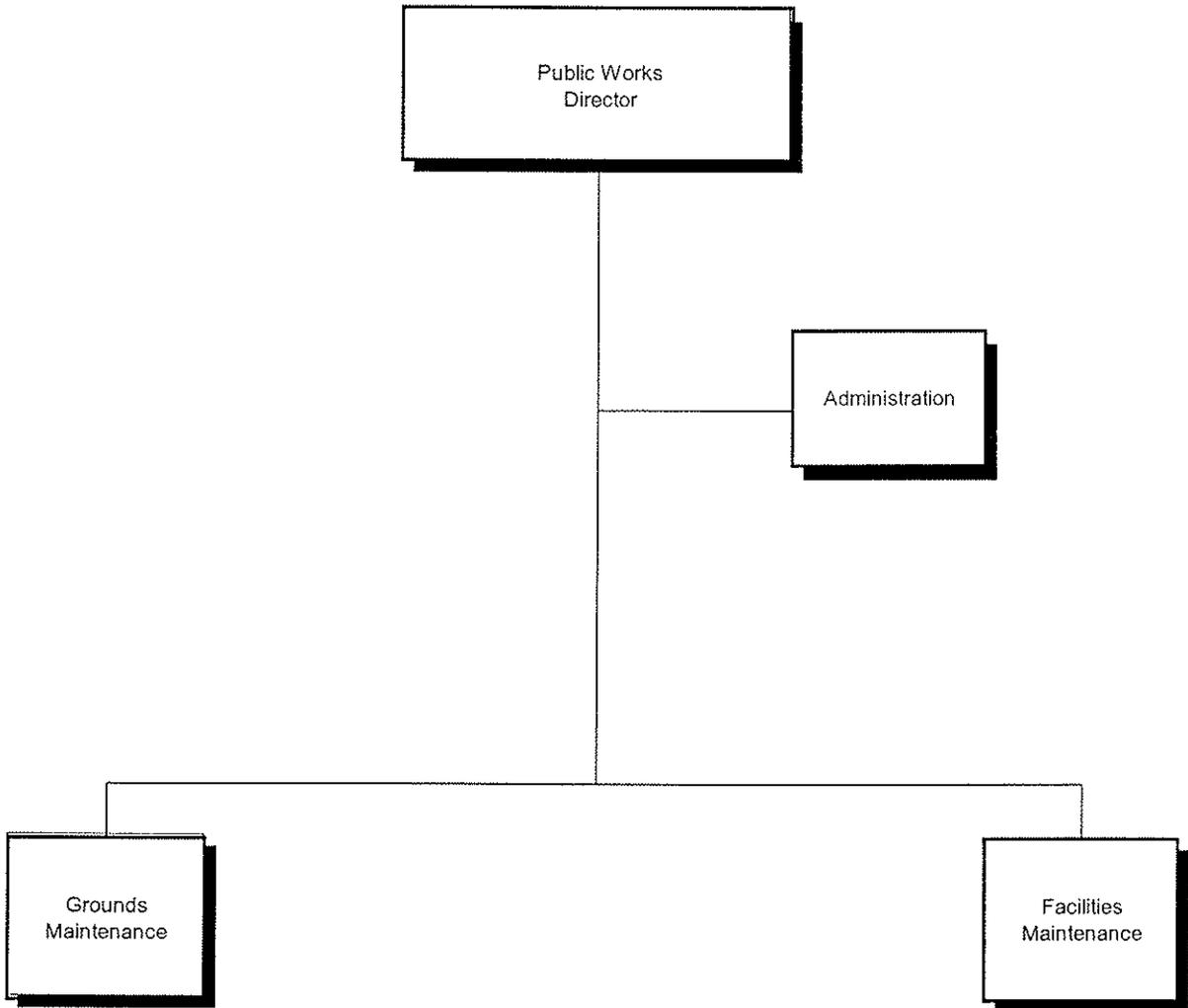
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
TRANSPORTATION/ROAD & STREET FACILITIES						
PERSONAL SERVICES						
541.11.00	Executive Salaries	22,971	27,256	16,000	16,300	17,000
541.12.00	Regular Salaries	210,870	225,440	214,700	214,700	228,700
541.13.00	Other Salaries	7,176	0	0	0	0
541.14.00	Overtime/Regular Employees	1,624	867	3,000	3,000	3,000
541.19.01	Uniforms	2,845	2,162	2,600	2,600	2,500
541.21.00	FICA Taxes	17,397	18,676	17,600	17,600	19,200
541.22.00	Retirement Contributions	36,323	22,900	21,900	21,900	23,500
541.23.00	Life & Health Insurance	18,703	18,602	25,100	18,000	30,800
541.24.00	Workers' Compensation	10,481	9,322	10,100	12,100	14,200
541.28.01	Training & Travel	1,316	622	2,400	2,800	2,400
	Total Personal Services	<u>329,706</u>	<u>325,846</u>	<u>313,400</u>	<u>309,000</u>	<u>341,300</u>
OPERATING EXPENSES						
541.31.01	Professional Services	793	19,541	2,000	5,000	2,000
541.34.00	Contractual Services	0	31,235	47,000	50,500	52,000
541.41.00	Telephone/Communications Services	661	689	900	900	700
541.42.00	Postage, Freight, & Express	557	681	500	500	500
541.43.01	Utility Services	2,221	3,082	4,000	4,000	4,000
541.43.50	Street Lighting	86,802	87,515	92,200	92,200	96,800
541.43.60	Traffic Lights	11,173	10,458	12,000	12,000	12,600
541.44.00	Rentals & Leases	484	495	1,700	1,700	3,300
541.45.00	Non-Employee Insurance	10,135	11,548	11,600	11,600	14,700
541.46.01	Repair & Maintenance Services	20,168	9,062	11,500	11,500	11,500
541.46.10	Traffic Light Repairs	8,309	10,340	15,000	15,000	20,000
541.46.50	Vehicle Repairs & Maintenance	16,113	9,458	16,500	16,500	16,500
541.47.00	Printing & Binding	119	165	400	400	400
541.49.01	Other Charges & Obligations	0	77	500	11,000	500
541.49.10	Other Special Charges	0	0	1,000	0	1,000
541.49.20	Tree Removal	5,365	3,200	10,000	10,000	10,000
541.51.00	Office Supplies	1,723	881	800	1,000	1,100
541.52.01	Operating Supplies	23,831	17,775	26,000	26,000	25,000
541.52.10	Signs & Materials	4,693	4,686	6,000	6,000	6,000
541.52.50	Fuel & Oil Supplies	8,934	10,349	10,800	10,800	13,000
541.53.00	Road Materials & Supplies	4,992	7,723	7,000	14,000	11,500
541.54.00	Subscriptions & Memberships	293	463	800	800	800
	Total Operating Expenses	<u>207,366</u>	<u>239,422</u>	<u>278,200</u>	<u>301,400</u>	<u>303,900</u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
TRANSPORTATION/ROAD & STREET FACILITIES CONTINUED						
CAPITAL OUTLAY						
541.62.00	Buildings	0	0	0	0	7,500
541.63.00	Improvements other than Buildings	9,093	9,929	262,600	162,600	262,600
541.64.00	Machinery & Equipment	6,377	9,666	59,500	52,500	96,200
	Total Capital Outlay	<u>15,470</u>	<u>19,594</u>	<u>322,100</u>	<u>215,100</u>	<u>366,300</u>
	TOTAL STREETS	<u><u>552,542</u></u>	<u><u>584,863</u></u>	<u><u>913,700</u></u>	<u><u>825,500</u></u>	<u><u>1,011,500</u></u>

BUILDINGS & GROUNDS



BUILDINGS AND GROUNDS

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	223,854	231,621	263,900	264,800	318,000
Operating Expenses	125,081	113,315	103,500	114,300	116,500
Capital Outlay	40,945	20,511	37,100	36,700	114,500
TOTAL	389,879	365,447	404,500	415,800	549,000

PERMANENT POSITIONS	1999-00	2000-01	2001-02
Public works Director	0.25	0.25	0.25
Public Works Manager	0.33	0.00	0.00
Buildings & Grounds Supervisor	1.00	1.00	1.00
Heavy Equip Operator	1.00	1.00	1.00
Equip Operator/Maint Worker	3.00	4.00	5.00
Tradesworker	1.00	1.00	1.00
Custodian	1.00	2.00	2.00
Total	7.58	9.25	10.25

SIGNIFICANT EXPENDITURE CHANGES

Additional equipment operator/maintenance worked position was added to this budget.

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)	City Hall	Youth Center
Sica Hall	Holly Hill Library	Box Car Memorial
Big Tree Park	Holly Hill Welcome Park	Municipal Gym & Pool
Ross Point Park	Daytona Ave. Clubhouse	Schadow Nature Area
Median Strips	Hollyland Park	Dog Park
a. US #1	MacArthur Circle	Centennial Park
b. Riverside Dr.	Ivanhoe Park	Wellness Center
c. Nova Road	Grove Street Park	Tennis & Racquet Ball Courts

Plans include improvements to be constructed in the Centennial Park nature area. The improvements include playground equipment, picnic pavilion, multiple covered picnic tables, park benches, road improvements, 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, and 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 1998-99	ACTUAL 1999-00	ACTUAL 2000-01	PROJECTED 2001-02
Number of acres of park space	98	118	0	128
Building area square footage	50,000	69,300	0	72,000
Number of playgrounds	6.0	6	0	8
Number of Ballfields	6	5	7	7
Number of public boat ramps	2	2	0	2
Number of fishing piers	3	3	0	2
Number of public overlooks to Halifax River	12	12	0	12
Construction of new Parks & Rec areas	1	1	0	2
Municipal Gymnasium	0	1	0	1
Municipal Multi-Activities Center	0	1	0	1
Boys & Girls Youth Center	0	1	0	1
Municipal Swimming Pool	0	1	0	1
Holly Hill Welcome Park & Fountain	0	1	0	1
Wellness Center	0	0	0	1
Tennis Courts	1	1	1	2
Racquet Ball Court	0	0	0	1

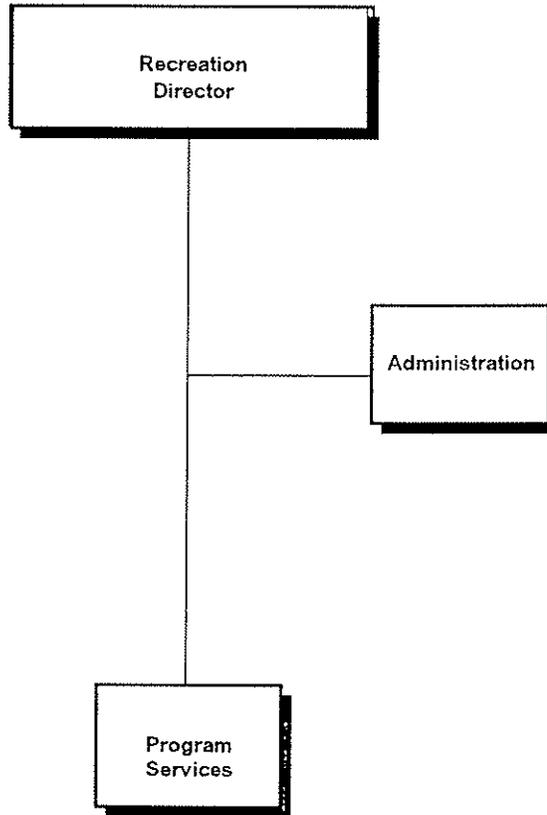
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
BUILDINGS AND GROUNDS - DIVISION 7210						
PERSONAL SERVICES						
572.11.00	Executive Salaries	15,602	27,256	16,000	16,200	17,000
572.12.00	Regular Salaries & Wages	141,168	140,720	169,900	169,900	196,500
572.13.00	Other Salaries & Wages	10,016	4,099	6,000	300	6,000
572.14.00	Overtime/Regular Employees	1,197	3,274	4,000	6,200	9,200
572.19.01	Uniforms	1,592	2,065	1,500	2,400	2,500
572.21.00	FICA Taxes	12,260	12,512	15,000	15,000	17,100
572.22.00	Retirement Contributions	20,026	14,471	18,300	18,300	21,000
572.23.00	Life & Health Insurance	15,019	19,821	22,400	22,400	30,700
572.24.00	Workers' Compensation	6,802	7,328	10,200	12,000	17,400
572.28.01	Training & Travel	172	75	600	2,100	600
	Total Personal Services	223,854	231,621	263,900	264,800	318,000
OPERATING EXPENSES						
572.31.01	Professional Services	268	720	1,000	1,000	1,000
572.34.00	Contractual Services	35,567	14,733	10,500	10,500	10,500
572.41.00	Telephone/Communications Services	68	73	800	800	200
572.42.00	Postage, Freight, & Express	690	648	400	400	400
572.43.01	Utility Services	19,909	18,736	20,000	20,000	20,900
572.44.00	Rentals & Leases	618	221	1,000	1,000	1,000
572.45.00	Non-Employee Insurance	5,106	6,439	7,400	6,400	7,000
572.46.01	Repairs & Maintenance Services	4,424	12,258	5,300	9,300	9,000
572.46.50	Vehicle Repair & Maintenance	9,682	9,963	8,000	12,000	10,200
572.47.00	Printing & Binding	84	119	200	200	200
572.49.01	Other Charges & Obligations	25	0	200	200	200
572.49.10	Other Special Charges	2,143	13,342	0	0	0
572.49.20	Tree Removal	700	0	5,000	2,000	3,000
572.51.00	Office Supplies	604	194	300	500	300
572.52.01	Operating Supplies	36,880	26,122	32,000	38,500	39,000
572.52.50	Fuel & Oil Supplies	4,961	7,879	7,800	7,800	10,000
572.54.00	Subscriptions & Memberships	0	0	100	200	100
572.57.00	Beautification	3,351	1,868	3,500	3,500	3,500
	Total Operating Expenses	125,081	113,315	103,500	114,300	116,500

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
BUILDINGS AND GROUNDS CONTINUED						
CAPITAL OUTLAY						
572.61.00	Land	0	0	0	0	0
572.62.00	Buildings	22,347	8,278	6,500	0	12,000
572.63.00	Improvements other than Buildings	4,741	2,633	15,000	18,600	48,500
572.64.00	Machinery & Equipment	13,857	9,600	15,600	18,100	54,000
	Total Capital Outlay	<u>40,945</u>	<u>20,511</u>	<u>37,100</u>	<u>36,700</u>	<u>114,500</u>
	TOTAL BUILDINGS AND GROUNDS	<u><u>389,879</u></u>	<u><u>365,447</u></u>	<u><u>404,500</u></u>	<u><u>415,800</u></u>	<u><u>549,000</u></u>

CULTURE/RECREATION



RECREATION DEPARTMENT

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	164,997	185,628	203,100	213,100	232,800
Operating Expenses	71,039	124,097	138,400	147,100	143,400
Capital Outlay	<u>5,968</u>	<u>26,222</u>	<u>3,000</u>	<u>1,000</u>	<u>7,500</u>
TOTAL	242,004	335,948	344,500	361,200	383,700

PERMANENT POSITIONS	1999-00	2000-01	2001-02
Recreation Director	1.00	1.00	1.00
Recreation Supervisor	1.00	1.00	1.00
Program Supervisor	1.00	1.00	1.00
Custodian	1.00	1.00	1.00
Caretaker	0.50	0.50	0.50
PAL Program Asst (Part-time FTE)	1.50	2.00	2.00
Aquatics/Life Guard (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Permanent Positions	7.00	7.50	7.50
TEMPORARY POSITIONS			
Day Camp Counselors	<u>15.00</u>	<u>15.00</u>	<u>15.00</u>
Total Temporary Positions	15.00	15.00	15.00
Total Positions for Recreation	22.00	22.50	22.50

SIGNIFICANT EXPENDITURE CHANGES

None

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 1998-99	ACTUAL 1999-00	ACTUAL 2000-01	PROJECTED 2001-02
Number of ball fields	5	5	5	6
Number of tennis courts	1	1	1	2
Number of shuffleboard courts	9	9	9	9
Number of community centers	2	2	2	2
Number of pool facilities	0	0	1	1
Number of other recreation centers	5	5	5	5
Number of youth baseball participants	700	480	500	500
Number of day camp weekly registrations	50	75	90	90
Number of weekly senior participants	450	500	550	550
Number of basketball participants	35	120	100	100
Number of cheerleading participants	12	28	30	30
Number of outdoor racquet ball courts	0	0	0	2

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 PROPOSED
RECREATION DEPARTMENT - DIVISION 7220						
PERSONAL SERVICES						
572.11.00	Executive Salaries	0	34,431	40,000	41,500	43,800
572.12.00	Regular Salaries & Wages	89,743	71,898	74,800	78,700	79,000
572.13.00	Other Salaries & Wages	38,386	39,783	43,100	44,100	56,600
572.14.00	Overtime/Regular Employees	385	55	500	700	300
572.19.01	Uniforms	805	446	1,000	1,000	1,000
572.21.00	FICA Taxes	9,383	10,883	12,100	12,100	13,700
572.22.00	Retirement Contributions	13,117	9,531	10,900	11,300	11,700
572.23.00	Life & Health Insurance	6,912	8,253	10,100	10,100	12,500
572.24.00	Workers' Compensation	5,368	6,914	7,100	8,600	9,900
572.28.01	Training & Travel	898	3,435	3,500	5,000	4,300
	Total Personal Services	164,997	185,628	203,100	213,100	232,800
OPERATING EXPENSES						
572.31.01	Professional Services	485	330	200	400	200
572.41.00	Telephone/Communications Services	1,290	1,443	2,000	2,000	2,000
572.42.00	Postage, Freight, & Express	501	547	600	600	600
572.43.01	Utility Services	14,004	32,161	35,000	42,500	38,500
572.44.00	Rentals & Leases	23	348	200	1,200	200
572.45.00	Non-Employee Insurance	2,147	2,958	3,300	3,300	3,100
572.46.01	Repair & Maintenance Services	1,887	10,102	10,000	10,000	10,000
572.46.50	Vehicle Repairs & Maintenance	1,020	214	1,000	1,000	1,000
572.47.00	Printing & Binding	273	216	500	300	500
572.49.01	Other Charges & Obligations	30	71	500	500	500
572.49.10	Other Special Charges	0	454	0	0	0
572.51.00	Office Supplies	3,176	5,657	1,000	1,200	1,400
572.52.01	Operating Supplies	2,682	7,358	7,800	7,800	8,800
572.52.50	Fuel & Oil Supplies	276	438	700	700	1,000
572.54.00	Subscriptions & Memberships	158	550	600	600	600
572.56.01	Program Expense	43,087	61,252	75,000	75,000	75,000
	Total Operating Expenses	71,039	124,097	138,400	147,100	143,400

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 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	3,945	0	0	1,000	0
572.64.00	Machinery & Equipment	2,023	26,222	3,000	0	7,500
	Total Capital Outlay	<u>5,968</u>	<u>26,222</u>	<u>3,000</u>	<u>1,000</u>	<u>7,500</u>
TOTAL RECREATION		<u><u>242,004</u></u>	<u><u>335,948</u></u>	<u><u>344,500</u></u>	<u><u>361,200</u></u>	<u><u>383,700</u></u>

**LAW ENFORCEMENT
TRUST FUND**

ANNUAL BUDGET

2001-2002

LAW ENFORCEMENT TRUST FUND

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	0	0	0	0	0
Operating Expenses	3,912	3,766	0	24,000	0
Capital Outlay	<u>20,264</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	24,176	3,766	0	24,000	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	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
REVENUES						
351.20.00	Confiscated Property	29,657	13,357	0	0	0
361.10.00	Interest Earnings	230	271	0	0	0
380.10.00	Appropriated Fund Balance	0	0	0	24,000	0
TOTAL REVENUES		29,888	13,628	0	24,000	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	2,465	0	0	0	0
521.49.10	Other Special Costs	0	900	0	24,000	0
521.52.01	Operating Supplies	1,447	2,866	0	0	0
521.64.00	Machinery & Equipment	20,264	0	0	0	0
TOTAL EXPENDITURES		24,176	3,766	0	24,000	0

***RECREATION ACTIVITY
FUND***

ANNUAL BUDGET

2001-2002

RECREATION ACTIVITY FUND

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Operating Expenses	<u>219</u>	<u>230</u>	<u>100</u>	<u>800</u>	<u>100</u>
TOTAL	219	230	100	800	100

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

The Recreation Activity Fund was established to account for program revenue and expenses as recommended by the PAL & Recreation Board.

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

CITY OF HOLLY HILL
RECREATION ACTIVITY FUND

FUND #120	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
REVENUES						
347.21.00	Program Activity Fees	91	0	0	0	0
347.43.00	Special Events	0	0	0	300	0
366.90.00	Youth Center Contributions	200	0	0	0	0
369.90.00	Miscellaneous Revenue	0	230	100	0	100
380.10.00	Appropriated Fund Balance	0	0	0	500	0
TOTAL REVENUES		291	230	100	800	100
EXPENDITURES						
572.47.00	Printing & Binding	0	0	0	0	0
572.49.01	Other Charges	219	0	0	0	0
572.52.01	Operating Supplies	0	230	100	800	100
TOTAL EXPENDITURES		219	230	100	800	100

**COMMUNITY
REDEVELOPMENT
TRUST FUND
ANNUAL BUDGET**

2001 - 2002

COMMUNITY REDEVELOPMENT TRUST FUND

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-2000	BUDGET 2000-2001	AMENDED 2000-2001	BUDGET 2001-2002
Operating Expenses	<u>102,371</u>	<u>82,564</u>	<u>179,200</u>	<u>191,000</u>	<u>214,500</u>
TOTAL	<u>102,371</u>	<u>82,564</u>	<u>179,200</u>	<u>191,000</u>	<u>214,500</u>

PERMANENT POSITIONS	1999-00	2000-01	2001-02
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	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
REVENUES						
311.10.00	Ad Valorem Taxes (Tax Increment Funds)	12,024	32,613	74,200	72,000	77,300
331.22.00	Federal Grant/Cops	59,663	9,221	0	0	0
388.30.00	Intergovernmental Share of TIF	18,506	51,769	105,000	119,000	137,200
384.10.00	Debt Proceeds/Advance from General Fund	18,300	0	0	0	0
361.20.00	Interest Earned - SBA	0	720	0	0	0
366.90.00	Contributions & Donations	0	0	0	0	0
369.90.00	Misc Revenues	0	827	0	0	0
380.10.00	Appropriated Fund Balance (Re-appropriate)	0	0	0	0	0
TOTAL REVENUES		108,693	95,150	179,200	191,000	214,500
EXPENDITURES						
5510.552	Administration	175	175	300	300	3,000
5520.552	Public Safety/Law Enforcement	90,243	75,424	97,900	97,900	104,600
5530.552	Transportation/Road & Street Facilities	11,953	6,965	5,000	5,000	0
5530.552	Economic Environment Grant Program	0	0	9,000	87,800	106,900
	Future Projects	0	0	67,000	0	0
TOTAL EXPENDITURES		102,371	82,564	179,200	191,000	214,500

**COMMUNITY DEVELOPMENT
BLOCK GRANT**

ANNUAL BUDGET

2001 - 2002

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 surface projects in those areas.

CITY OF HOLLY HILL
COMMUNITY DEVELOPMENT BLOCK GRANT

FUND 140	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
REVENUES						
331.500	Community Development Block Grant Funds	124,916	275,351	100,000	0	105,700
361.100	Interest on Investments	0	0	0	0	
TOTAL REVENUES		124,916	275,351	100,000	0	105,700
EXPENDITURES						
519.800	Grants & Aids	0	0	0	0	
535.630	Wastewater Lift Station Rehabilitation	43,325	5,290	0	0	
541.630	Improvements Other Than Bldgs	74,766	0	100,000	0	
542.631	Sidewalks	0	0	0	0	12,000
	Drainage	6,826	165,717	0	0	93,700
	Recreation Facilities/Pool/Youth Center	0	100,000	0	0	
	Housing Rehabilitation Inspector	0	4,344	0	0	
TOTAL EXPENDITURES		124,916	275,351	100,000	0	105,700

**LOCAL LAW ENFORCEMENT
BLOCK GRANT
ANNUAL BUDGET**

2001 - 2002

LOCAL LAW ENFORCEMENT BLOCK GRANT FUND

<u>EXPENDITURES</u>	<u>ACTUAL 1998-99</u>	<u>ACTUAL 1999-00</u>	<u>BUDGET 2000-01</u>	<u>AMENDED 2000-01</u>	<u>BUDGET 2001-02</u>
Operating Expenses	15,003	1,307	900	900	900
Capital Outlay	<u>915</u>	<u>14,978</u>	<u>20,800</u>	<u>21,200</u>	<u>26,500</u>
TOTAL	15,918	16,285	21,700	22,100	27,400

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

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 150	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
REVENUES						
331.23.00	Local Law Enforcement Block Grant	14,551	14,161	19,700	19,700	24,700
361.10.00	Interest on Investments	178	124	0	200	0
381.60.00	Transfer from General Fund	1,617	1,573	2,000	2,200	2,700
TOTAL REVENUES		16,346	15,858	21,700	22,100	27,400
EXPENDITURES						
521.44.11	Rentals & Leases	15,003	407	0	0	0
521.56.01	Program Expenses	915	900	900	900	900
521.64.00	Machinery & Equipment	0	14,978	20,800	21,200	26,500
TOTAL EXPENDITURES *		15,918	16,285	21,700	22,100	27,400

* Expenditures to be Recommended by Advisory Committee

STORMWATER DRAINAGE

ANNUAL BUDGET

2001 - 2002

STORMWATER DRAINAGE

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	55,669	108,983	125,600	126,600	139,900
Operating Expenses	38,109	50,964	98,100	117,100	125,700
Capital Outlay	<u>462,181</u>	<u>141,779</u>	<u>336,500</u>	<u>876,500</u>	<u>1,000,000</u>
TOTAL	555,959	301,726	560,200	1,120,200	1,637,600

PERMANENT POSITIONS	1999-00	2000-01	2001-02
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. Increase in stormwater improvements. Major drainage projects regional in nature. This will be financed through the Florida Revolving Loan Plan.
2. Additional Equip Operator/Maintenance 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 \$360,000 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.
5. Construct new and improve regional stormwater drainage projects.

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 1998-99	ACTUAL 1999-00	ACTUAL 2000-01	PROJECTED 2001-02
Storm Sewers	30.50 miles	30.50 miles	31.00 miles	33.00 miles

**CITY OF HOLLY HLL
STORMWATER DRAINAGE REVENUES**

FUND 160	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
CHARGES FOR SERVICES						
337.30.00	SJWMD/Stormwater Grant	65,000	0	0	-	0
343.60.91	Stormwater Management Utility Fee	358,184	366,743	360,000	366,000	432,000
361.20.00	Interest Earnings - SBA	41,294	46,514	30,000	40,000	30,000
369.90.00	Miscellaneous Revenue	0	0	0	0	0
	Total Revenues	464,478	413,257	390,000	406,000	462,000
OTHER NON-REVENUES						
384.30.00	State Revolving Loan	0	0	0	540,000	1,175,600
	Total Other Non-Revenues	0	0	0	540,000	1,175,600
APPROPRIATIONS						
380.12.00	Appropriated Reserve for Storm Drainage	91,163	0	170,200	174,200	0
	Total Appropriated Reserves	91,163	0	170,200	174,200	0
	Total Stormwater Drainage Revenues	555,641	413,257	560,200	1,120,200	1,637,600

STORMWATER DRAINAGE EXPENSES

FUND 160	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
PERSONAL SERVICES						
541.11.00	Executive Salaries	2,005	18,070	6,400	6,400	6,800
541.12.00	Regular Salaries	35,984	63,547	85,200	85,200	90,000
541.13.00	Other Salaries	0	0	0	0	0
541.14.00	Overtime/Regular Employees	524	465	1,000	1,000	1,000
541.19.01	Uniforms	555	798	1,000	1,000	1,000
541.21.00	FICA Taxes	3,259	6,005	7,100	7,100	7,500
541.22.00	Retirement Contributions	6,460	6,636	8,700	8,700	12,700
541.23.00	Life & Health Insurance	4,618	8,172	9,900	9,900	12,200
541.24.00	Workers' Compensation	2,260	5,164	4,500	5,500	6,900
541.28.01	Training & Travel	4	126	1,800	1,800	1,800
	Total Personal Services	55,869	108,983	125,600	126,600	139,900
OPERATING EXPENSES						
541.31.01	Professional Services	1,235	8,963	25,000	45,000	50,000
541.34.00	Contractual Services	0	849	1,500	1,500	1,000
541.42.00	Postage, Freight & Express	12	154	200	200	200
541.43.01	Utility Services	0	6,939	3,600	4,600	6,000
541.44.00	Rentals & Leases	0	0	6,000	3,100	6,000
541.45.00	Non-Employee Insurance	2,942	2,919	3,400	4,300	4,300
541.46.01	Repairs & Maintenance Service	1,726	1,858	2,900	4,900	2,900
541.46.50	Vehicle Repairs & Maintenance	6,373	9,670	10,000	8,000	10,000
541.47.00	Printing & Binding	587	67	600	600	400
541.49.01	Other Charges & Obligations	237	3,212	700	700	700
541.49.10	Other Special Charges	0	0	800	800	800
541.52.01	Operating Supplies	12,120	8,289	22,000	22,000	22,000
541.52.50	Fuel & Oil Supplies	1,759	5,287	10,900	10,900	10,900
541.53.00	Road Materials & Supplies	10,756	2,195	10,000	10,000	10,000
541.54.00	Subscriptions & Memberships	363	563	500	500	500
	Total Operating Expenses	38,109	50,964	98,100	117,100	125,700
CAPITAL OUTLAY						
541.61.00	Land	35,274	0	0	300,000	1,000,000
541.62.00	Buildings	0	24,925	0	0	0
541.63.00	Improvements	298,720	69,045	303,000	543,000	318,000
541.64.00	Machinery & Equipment	128,187	47,809	33,500	33,500	54,000
	Total Capital Outlay	462,181	141,779	336,500	876,500	1,372,000
TOTAL STORMWATER DRAINAGE		555,959	301,726	560,200	1,120,200	1,637,600

CAPITAL PROJECTS FUND

ANNUAL BUDGET

2001 - 2002

CAPITAL PROJECTS FUND

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Capital Outlay	1,638,711	561,102	150,000	290,000	523,700
Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	1,638,711	561,102	150,000	290,000	523,700

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**

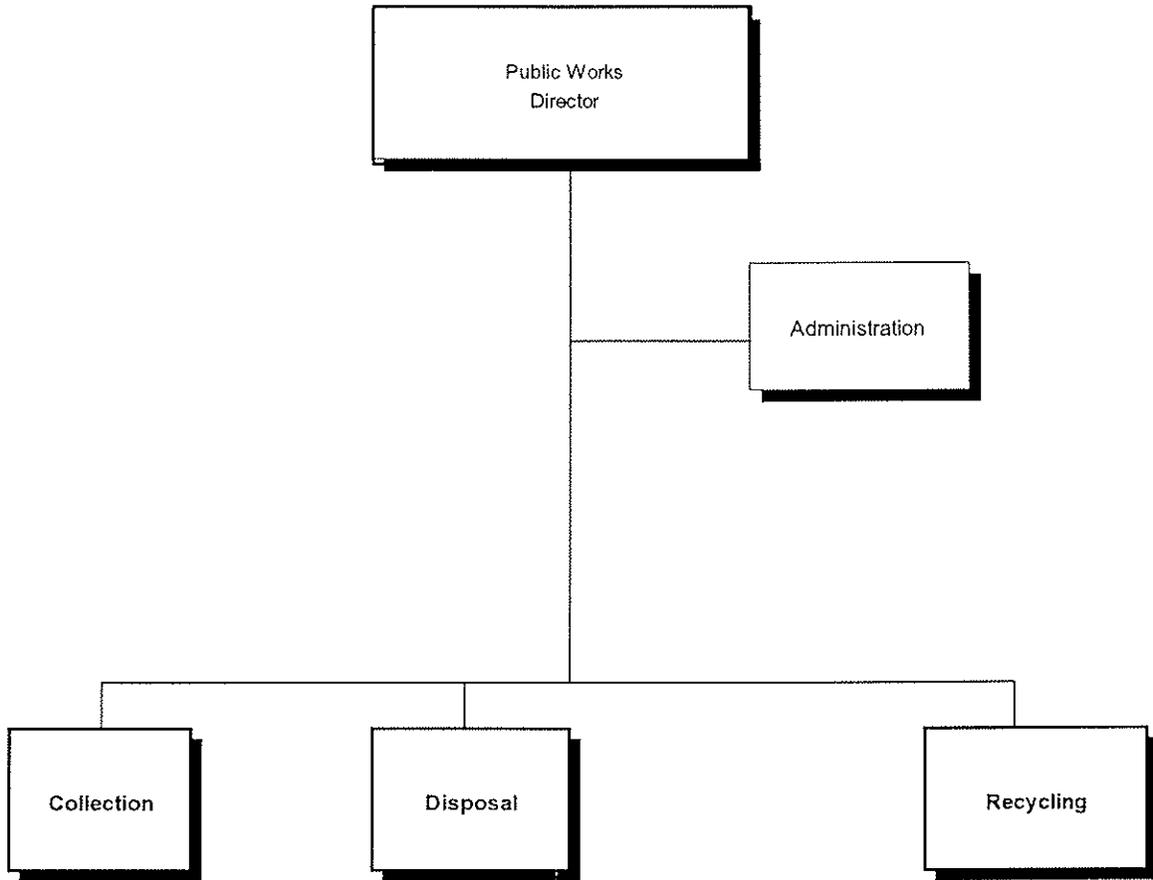
FUND 301	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
REVENUES						
334.49.10	Median Beautification Grant	90,174	41,580	0	0	0
334.75.10	FDACS Grant/Youth Center	80,000	0	0	0	0
334.75.20	FRDAP Grant	0	150,000	150,000	67,800	93,300
337.7	Rec. & Racing Dist. Grant	0	0	0	0	100,000
361.10.00	Interest Earnings	33,881	8,352	0	0	0
361.20.00	Interest Earnings/SBA	3,276	12,478	0	0	0
366.90.00	Contributions/Youth Center	10,000	0	0	0	0
380.10.00	Appropriated Fund Balance	0	0	0	222,200	150,000
381.60.00	Transfer from General Fund	347,900	225,300	0	0	180,400
381.65.00	Transfer from CDBG	0	100,000	0	0	0
381.70.00	Transfer from Solid Waste	625,000	80,000	0	0	0
384.10.00	Debt Proceeds	0	0	0	0	0
					0	
TOTAL REVENUES		1,190,232	617,709	150,000	290,000	523,700
EXPENDITURES						
519.31.01	Professional Services	0	0	0	0	0
519.64.00	Computer System Improvements	0	0	0	0	0
541.63.00	Median Improvements	196,603	90,311	0	0	0
572.63.00	Park Improvements	0	0	0	140,000	186,600
572.62.00	Recreation-Wellness Center	1,361,324	305,883	0	150,000	168,600
572.63.00	Recreational Facilities Improvements	80,783	164,909	150,000	0	168,500
572.99.01	Reserve for Gym	0	0	0	0	0
581.91.01	Transfer to General Fund	0	0	0	0	0
TOTAL EXPENDITURES		1,638,711	561,102	150,000	290,000	523,700

***SOLID WASTE
ENTERPRISE FUND***

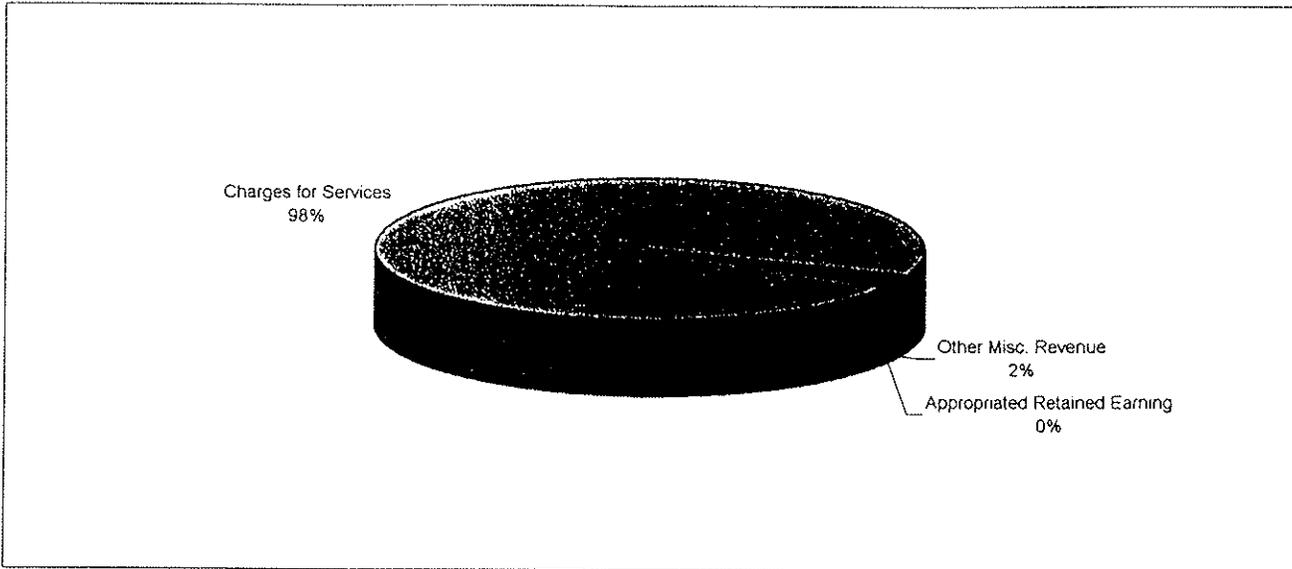
ANNUAL BUDGET

2001 - 2002

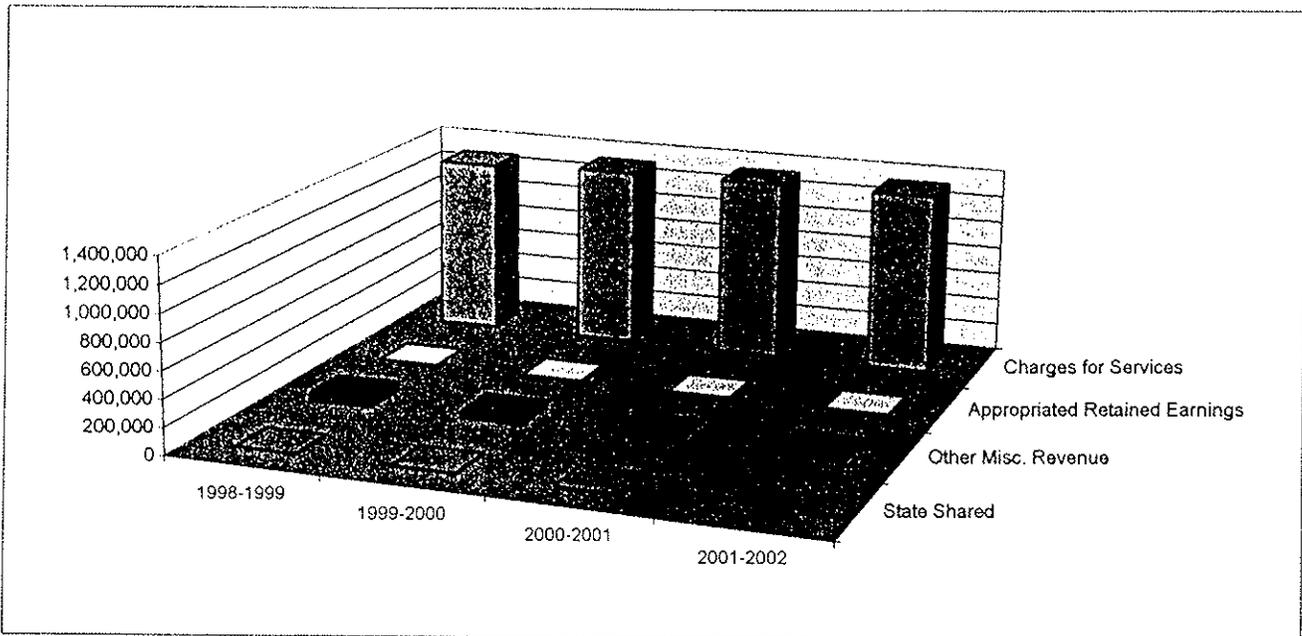
GARBAGE/SOLID WASTE



**CITY OF HOLLY HILL
SOLID WASTE REVENUES
BUDGET YEAR 2001-2002**



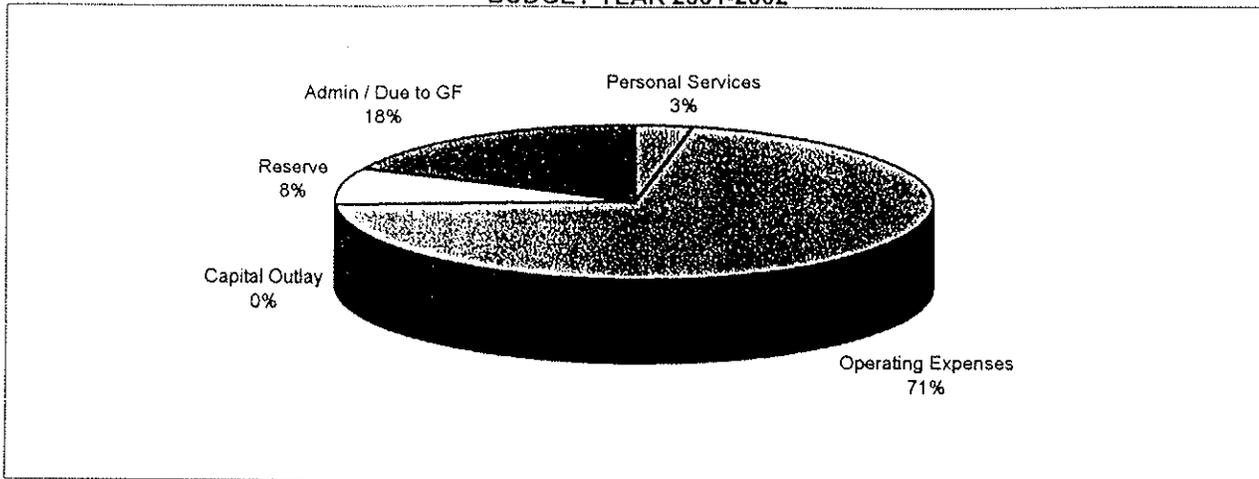
Charges for Services	1,341,300
Other Misc. Revenue	34,000
Appropriated Retained Earning	0
Total Solid Waste Revenues	\$1,375,300



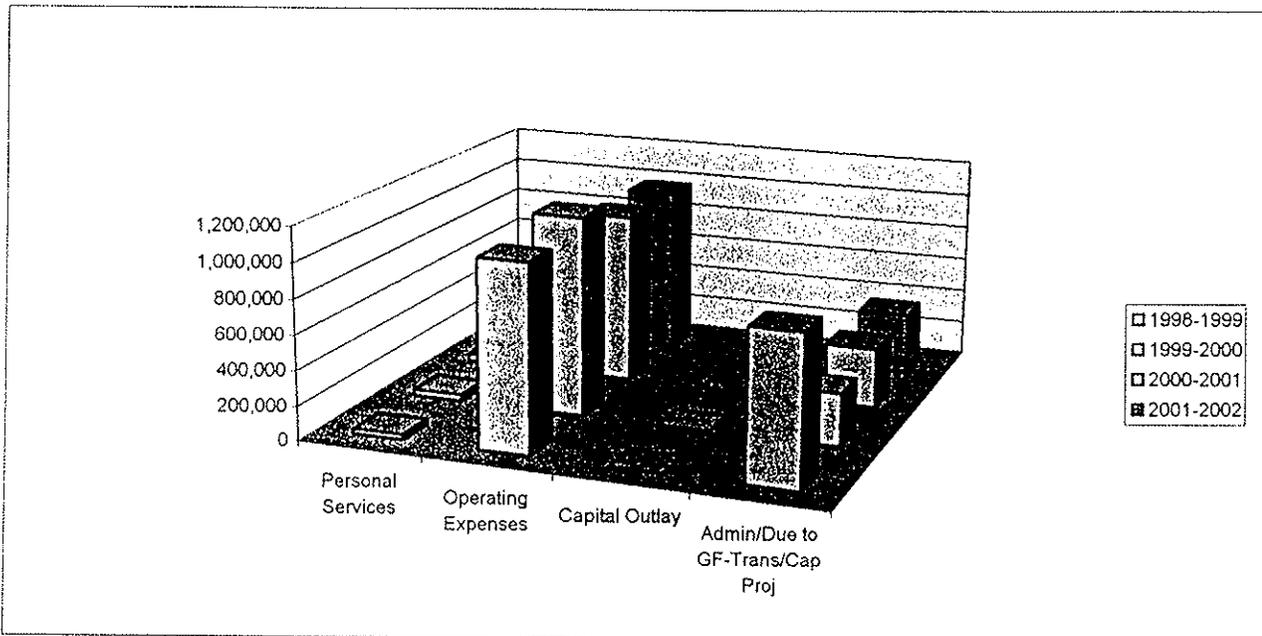
FOUR YEAR HISTORY

	1998-1999 ACTUAL	1999-2000 ACTUAL	2000-2001 AMENDED	2001-2002 BUDGET
REVENUES				
State Shared	1,023	4,271	1,900	0
Other Misc. Revenue	62,675	48,189	34,000	34,000
Appropriated Retained Earnings	0	0	0	0
Charges for Services	1,299,340	1,331,914	1,341,300	1,341,300
TOTAL REVENUES	\$1,363,038	\$1,384,374	\$1,377,200	\$1,375,300

**CITY OF HOLLY HILL
SOLID WASTE EXPENDITURES
BUDGET YEAR 2001-2002**



Personal Services	42,900
Operating Expenses	977,700
Capital Outlay	0
Reserve	104,700
Admin / Due to GF	250,000
Total Solid Waste Expenditures	\$1,375,300



FOUR YEAR HISTORY

	1998-1999 ACTUAL	1999-2000 ACTUAL	2000-2001 AMENDED	2001-2002 BUDGET
EXPENDITURES				
Personal Services	30,636	35,383	41,800	42,900
Operating Expenses	1,067,980	1,144,349	982,400	977,700
Capital Outlay	0	0	5,700	0
Admin/Due to GF-Trans/Cap Proj	850,300	305,300	347,300	354,700
Total Expenditures	\$1,948,916	\$1,485,032	\$1,377,200	\$1,375,300

SOLID WASTE REVENUE EXPLANATION

State Shared Revenues

Recycling Grant funds are no longer available to the City. Grants for recycling programs will only be applicable in counties with a population less than 100,000.

Charges for Services

Anticipated revenues for trash and garbage pickup are based on current averages: No increase is planned in the current rates billed to customers.

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 about the same as 2000-01.

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

FUND 495	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
STATE SHARED REVENUE						
334.39.00	Recycling Grant	1,023	4,271	0	1,900	0
Total State Shared Revenues		<u>1,023</u>	<u>4,271</u>	<u>0</u>	<u>1,900</u>	<u>0</u>
CHARGES FOR SERVICES						
343.10.42	Refuse Charges	1,299,340	1,331,914	1,341,300	1,341,300	1,341,300
Total Charges for Services		<u>1,299,340</u>	<u>1,331,914</u>	<u>1,341,300</u>	<u>1,341,300</u>	<u>1,341,300</u>
OTHER MISCELLANEOUS REVENUE						
361.10.00	Interest Earnings	22,731	13,516	0	4,000	4,000
361.20.00	Interest Earnings/SBA	30,563	22,688	20,000	20,000	20,000
364.42.00	Insurance Proceeds/Loss of Equipment	0	0	0	0	0
369.90.00	Miscellaneous	0	50	0	0	0
369.95.00	Recycling Revenue	9,382	11,934	5,000	10,000	10,000
369.96.00	Gains (Losses)	0	0	0	0	0
Total Other Misc. Revenue		<u>62,675</u>	<u>48,189</u>	<u>25,000</u>	<u>34,000</u>	<u>34,000</u>
NON-REVENUE						
364.41.00	Sale of Equipment	0	0	0	0	0
380.10.00	Appropriated Retained Earnings	0	0	0	0	0
Total Non Revenue		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Enterprise Fund Revenues		<u>1,363,038</u>	<u>1,384,374</u>	<u>1,366,300</u>	<u>1,377,200</u>	<u>1,375,300</u>

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

FUND 495	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
OPERATING						
534.00.00	Solid Waste Expenses	1,067,980	1,165,294	1,019,000	1,029,900	1,020,600
ADMINISTRATIVE						
581.91.01	Transfer to General Fund	225,300	225,300	240,000	240,000	250,000
RESERVES						
580.99.00	Operating Reserves	0	0	107,300	107,300	104,700
EXPENDITURE APPROPRIATIONS & TRANSFERS						
581.91.60	Transfer to Capital Projects Fund	625,000	0	0	0	0
	Appropriated Retained Earnings	0	0	0	0	0
GRAND TOTAL		1,918,280	1,390,594	1,366,300	1,377,200	1,375,300

SOLID WASTE

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	30,637	35,383	40,300	41,800	42,900
Operating Expenses	1,067,980	1,144,349	973,200	982,400	977,700
Capital Outlay	0	0	5,500	5,700	0
Reserve	0	0	107,300	107,300	104,700
Transfer to Capital Project	625,000	80,000	0	0	0
Transfer to General Fund	<u>225,300</u>	<u>225,300</u>	<u>240,000</u>	<u>240,000</u>	<u>250,000</u>
TOTAL	1,948,916	1,485,032	1,366,300	1,377,200	1,375,300

PERMANENT POSITIONS	1999-00	2000-01	2001-02
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 1998-99	ACTUAL 1999-00	ACTUAL 2000-01	PROJECTED 2001-02
Number of residential units	4,135	4,135	4,135	4,500
Number of commercial units	500	500	500	0
Number of dumpster customers	150	150	150	0
Number of Roll-off customers	10	120	120	0

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

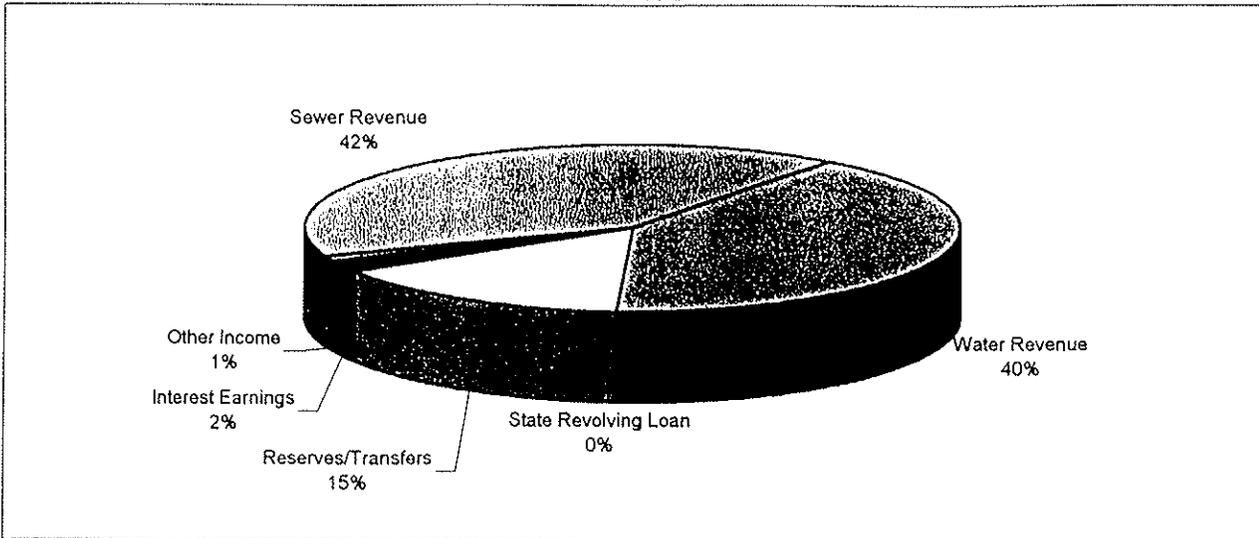
FUND 495	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
PERSONAL SERVICES						
534.11.00	Executive Salaries	0	0	0	0	0
534.12.00	Regular Salaries	21,558	25,456	27,400	27,800	28,800
534.13.00	Other Salaries & Wages	0	0	0	0	0
534.14.00	Overtime/Regular Employees	0	0	1,500	1,500	1,500
534.19.01	Uniforms	243	239	300	300	300
534.21.00	FICA Taxes	1,682	1,966	2,200	2,200	2,300
534.22.00	Retirement Contributions	3,213	2,030	2,600	2,600	2,800
534.23.00	Life & Health Insurance	2,055	2,405	2,500	2,500	3,100
534.24.00	Worker's Compensation	1,841	2,858	3,200	3,800	3,700
534.28.01	Training & Travel	45	428	600	1,100	400
	Total Personal Services	30,636	35,383	40,300	41,800	42,900
OPERATING EXPENSES						
534.31.01	Professional Services	0	0	0	0	0
534.34.00	Other Contractual Services	999,782	1,110,246	950,000	956,000	955,000
534.41.00	Telephone/Communications Services	1,143	366	1,500	1,500	1,000
534.42.00	Postage, Freight, & Express	257	118	200	200	200
534.44.00	Rentals & Leases	0	0	0	0	0
534.45.00	Non-employee Insurance	14,654	5,945	6,500	6,700	6,700
534.46.01	Repair & Maintenance Services	4,704	997	3,000	3,000	3,000
534.46.50	Vehicle Repairs & Maintenance	2,377	439	1,000	4,000	1,000
534.47.00	Printing & Binding	1,136	251	0	0	0
534.49.01	Other Charges & Obligations	5,946	35	500	500	200
534.49.10	Other Special Costs	175	0	0	0	0
534.50.00	Advertising	0	304	400	400	500
534.51.00	Office Supplies	504	388	700	700	700
534.52.01	Operating Supplies	216	3,050	600	600	600
534.52.50	Fuel & Oil Supplies	830	1,222	1,000	1,000	1,000
534.54.00	Subscriptions & Memberships	0	42	300	300	300
534.59.01	Bad Debt Expense	0	0	7,500	7,500	7,500
539.59.20	Depreciation Expense	36,256	20,945	0	0	0
	Total Operating Expenses	1,067,980	1,144,349	973,200	982,400	977,700
CAPITAL OUTLAY						
534.62.00	Buildings	0	0	0	0	0
534.63.00	Improvements other than Buildings	0	0	2,000	2,200	0
534.64.00	Machinery & Equipment	0	0	3,500	3,500	0
534.64.10	Equip (Special Revenues - Recycling Grant)	0	0	0	0	0
	Total Capital Outlay	0	0	5,500	5,700	0
CAPITAL RESERVES AND TRANSFERS						
539.99.01	Budget Reserves	0	0	107,300	107,300	104,700
581.91.01	Transfer to General Fund	225,300	225,300	240,000	240,000	250,000
581.91.60	Transfer to Capital Projects Fd	625,000	80,000	0	0	0
	TOTAL SOLID WASTE CONT SERVICES	1,948,916	1,485,032	1,366,300	1,377,200	1,375,300

***WATER AND SEWER
ENTERPRISE FUND***

ANNUAL BUDGET

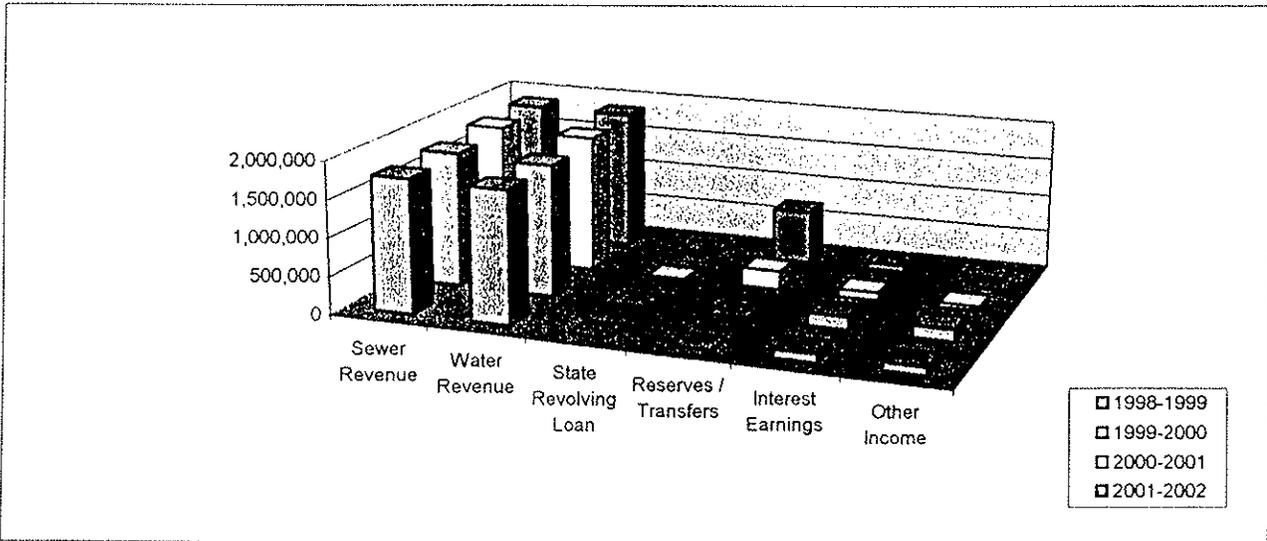
2001 - 2002

**CITY OF HOLLY HILL
WATER AND SEWER REVENUES
BUDGET YEAR 2001-2002**



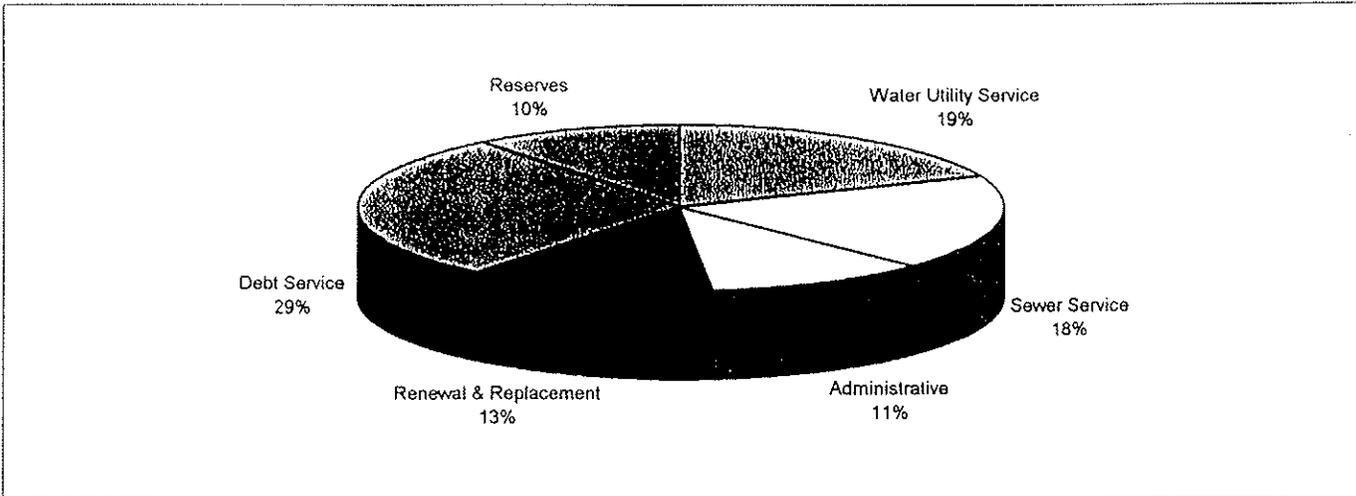
Sewer Revenue	1,870,800
Water Revenue	1,858,000
State Revolving Loan	0
Reserves/Transfers	710,200
Interest Earnings	94,000
Other Income	55,000
Total Water & Sewer Revenues	\$4,588,000

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

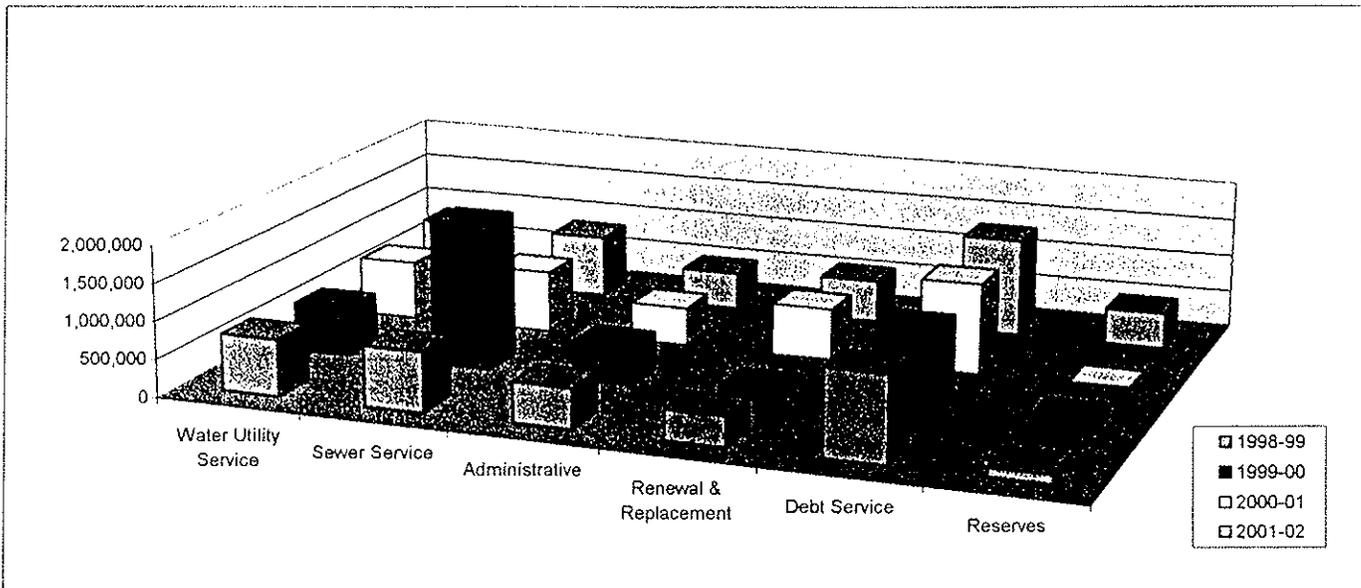


FOUR YEAR HISTORY		1998-1999	1999-2000	2000-2001	2001-2002
		ACTUAL	ACTUAL	AMENDED	BUDGET
REVENUES					
Sewer Revenue		1,760,889	1,784,833	1,840,800	1,870,800
Water Revenue		1,736,572	1,738,927	1,808,000	1,858,000
State Revolving Loan		0	0	0	0
Reserves / Transfers		0	0	239,400	710,200
Interest Earnings		107,920	171,036	94,000	94,000
Other Income		107,766	160,798	57,000	55,000
TOTAL REVENUES		\$3,713,147	\$3,855,594	\$4,039,200	\$4,588,000

**CITY OF HOLLY HILL
WATER AND SEWER EXPENDITURES
BUDGET YEAR 2001-2002**



Water Utility Service	864,900
Sewer Service	846,400
Administrative	505,000
Renewal & Replaceme	574,700
Debt Service	1,316,300
Reserves	480,700
Total Expenditures	\$4,588,000



FOUR YEAR HISTORY	1998-1999	1999-2000	2000-2001	2001-2002
	ACTUAL	ACTUAL	AMENDED	BUDGET
EXPENDITURES				
Water Utility Service	745,249	650,515	784,300	864,900
Sewer Service	786,389	1,942,694	824,100	846,400
Administrative	525,612	514,387	509,000	505,000
Renewal & Replacement	393,615	133,619	689,400	574,700
Debt Service	1,124,131	1,122,324	1,210,400	1,316,300
Reserves	116,000	153,200	22,000	480,700
TOTAL EXPENDITURES	\$3,690,996	\$4,516,739	\$4,039,200	\$4,588,000

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 2000-01. A 2.8% increase in revenue is projected for 2001-02.

Meter Connection Charges

Current estimates indicate that revenues will be as originally anticipated for 2000-01. No increase is anticipated the 2001-02 budget.

Service Charges

Current estimates indicate that revenues will be the same as anticipated for 2000-01. No increase is anticipated in 2001-02.

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 2000-01. No increase has been projected for 2001-02.

Sewer Charges

Based on a rate increase to be effective in October, revenues from sewer charges will be higher than anticipated for 2000-01. A 1.6% increase in revenue is projected for 2001-02.

Sewer Connection Charges

Current estimates indicate that revenues will be as anticipated for 2000-01. No change is anticipated for 2001-02.

Interest Earnings

Current estimates for 2000-01 indicate that earnings will be as anticipated. No change is expected in 2001-02.

Other Income

Current estimates indicate revenues will be as anticipated for 2000-01. The 2001-02 budget level is based on current year estimates.

Impact Fees

Current estimates indicate that revenues will be higher than anticipated for 2000-01. A small increase is anticipated in the 2001-02 budget.

Appropriated Reserves

The budget anticipates using cash reserves in 2001-02 for meter replacements.

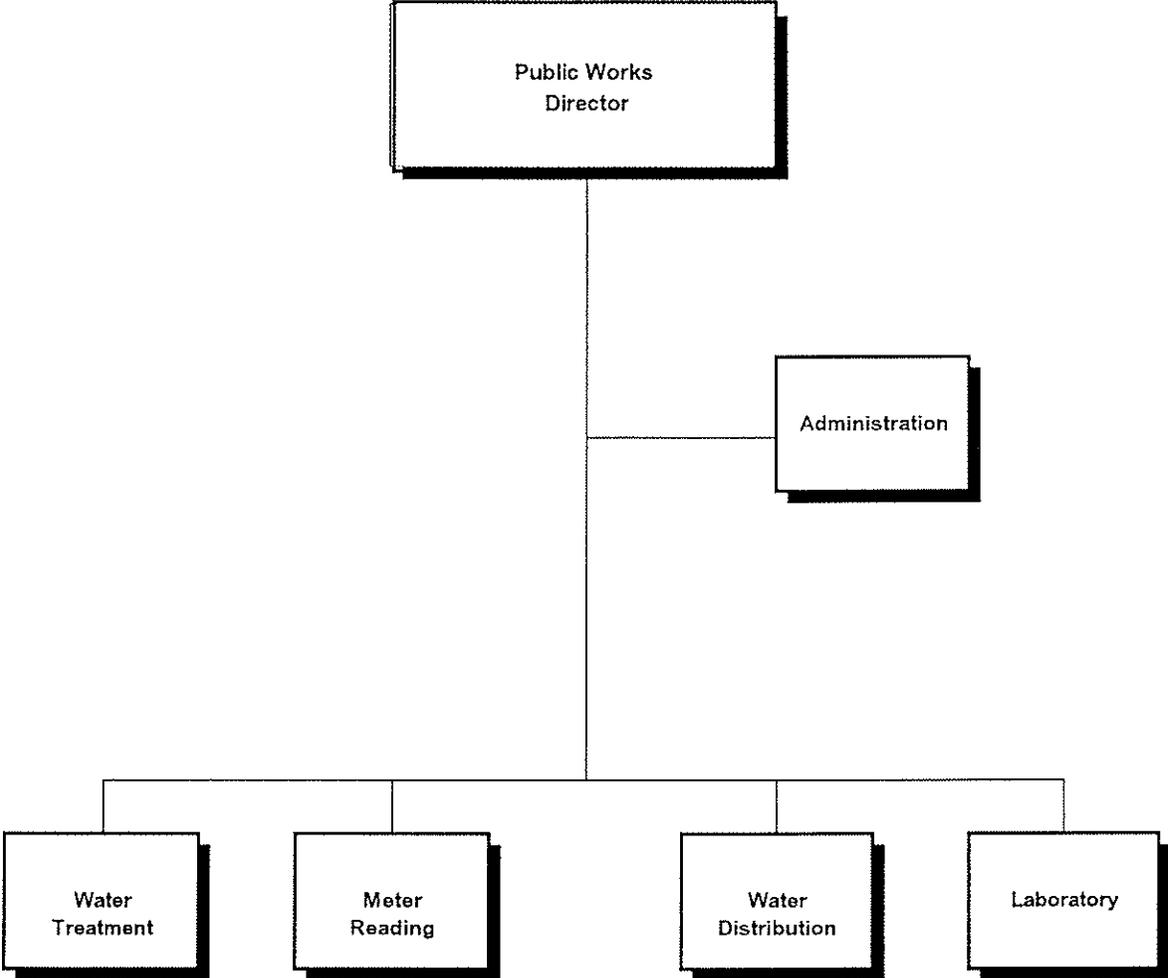
**CITY OF HOLLY HILL
WATER AND SEWER SYSTEMS - REVENUE**

FUND 400	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
FEDERAL GRANTS						
331.39.00	Flouride Grant	0	0	0	0	0
WATER REVENUE						
343.60.10	Water Sales	1,683,020	1,695,984	1,750,000	1,760,000	1,810,000
343.60.20	Meter Connection Charges	5,880	0	5,000	5,000	5,000
343.60.30	Service Charges	11,668	10,236	12,000	12,000	12,000
343.60.40	Cut-off Charges	25,898	22,645	21,000	21,000	21,000
343.60.50	Hydrant Rental	10,107	10,062	10,000	10,000	10,000
	Total Water Revenue	1,736,572	1,738,927	1,798,000	1,808,000	1,858,000
SEWER REVENUE						
343.60.60	Sewer Charges	1,750,669	1,777,667	1,815,000	1,830,000	1,860,000
343.60.70	Sewer Connection Charges	3,250	0	3,000	3,000	3,000
343.60.80	Reclaimed Water Charges	2,400	2,353	3,000	3,000	3,000
343.90.10	Inspections	4,570	4,813	4,800	4,800	4,800
	Total Sewer Revenue	1,760,889	1,784,833	1,825,800	1,840,800	1,870,800
INTEREST EARNINGS						
361.10.00	Investment Income	0	0	0	0	0
361.20.00	SBA Int/Wir Rev & Opr Fd	90,849	122,583	90,000	90,000	90,000
	Total Interest Earnings	90,849	122,583	90,000	90,000	90,000
OTHER INCOME						
362.21.00	Communications Lease/Apt & Sprint	20,000	17,500	20,000	20,000	20,000
364.41.00	Surplus Sales	1,109	1,300	1,000	1,000	1,000
364.42.00	Insurance Proceeds/Loss	0	20,860	0	0	0
365.10.00	Scrap Sales	0	0	1,000	1,000	1,000
369.90.00	Miscellaneous	8,879	120,444	10,000	10,000	10,000
	Total Other Income	29,988	160,104	32,000	32,000	32,000
OTHER NON-REVENUES						
380.10.00	Appropriated Retained Earnings	0	0	0	0	124,800
	Total Non-revenues	0	0	0	0	124,800
TOTAL WATER AND SEWER REVENUE		3,618,299	3,806,448	3,745,800	3,770,800	3,975,600

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

FUND 400	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
WATER & SEWER SYSTEM - EXPENDITURE SUMMARY						
OPERATING						
533.00.00	Water Utility Service/Water Plant	745,249	650,515	736,100	784,300	864,900
535.00.00	Sewer Service/Water Pollution Control Plant	786,389	754,768	779,000	824,100	846,400
ADMINISTRATIVE						
536.00.00	Transfer to General Fund	461,288	471,288	450,000	450,000	450,000
536.00.00	Other Administrative Expense	64,324	43,099	55,000	55,000	55,000
RESERVES						
580.99.00	Operating Reserve	116,000	153,200	153,200	0	0
EXPENDITURE APPROPRIATIONS & TRANSFERS						
581.91.20	Series 1992 Transfer	1,090,000	1,090,000	1,120,000	0	1,123,100
581.91.10	Renewal & Replacement Transfer	379,200	379,200	350,000	0	450,000
581.91.80	State Loan Debt Service	0	0	83,800	0	186,200
GRAND TOTAL		<u>3,642,451</u>	<u>3,542,071</u>	<u>3,727,100</u>	<u>2,113,400</u>	<u>3,975,600</u>

WATER UTILITY SERVICE/WATER PLANT



WATER UTILITY SERVICE

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	377,400	369,588	399,600	421,700	460,800
Operating Expenses	286,327	280,927	336,500	362,600	404,100
Capital Outlay	<u>81,522</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	745,249	650,515	736,100	784,300	864,900

PERMANENT POSITIONS	1999-00	2000-01	2001-02
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
Water Plant Opr Trainee	0	0	1.00
Utility Mechanic	2.00	2.00	2.00
Utility Service Worker	1.00	1.00	1.00
Meter Reader	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total	10.95	10.95	11.95

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.
6. Develop potable water interconnect with the City of Ormond Beach and Daytona Beach.

ACTIVITY OBJECTIVES

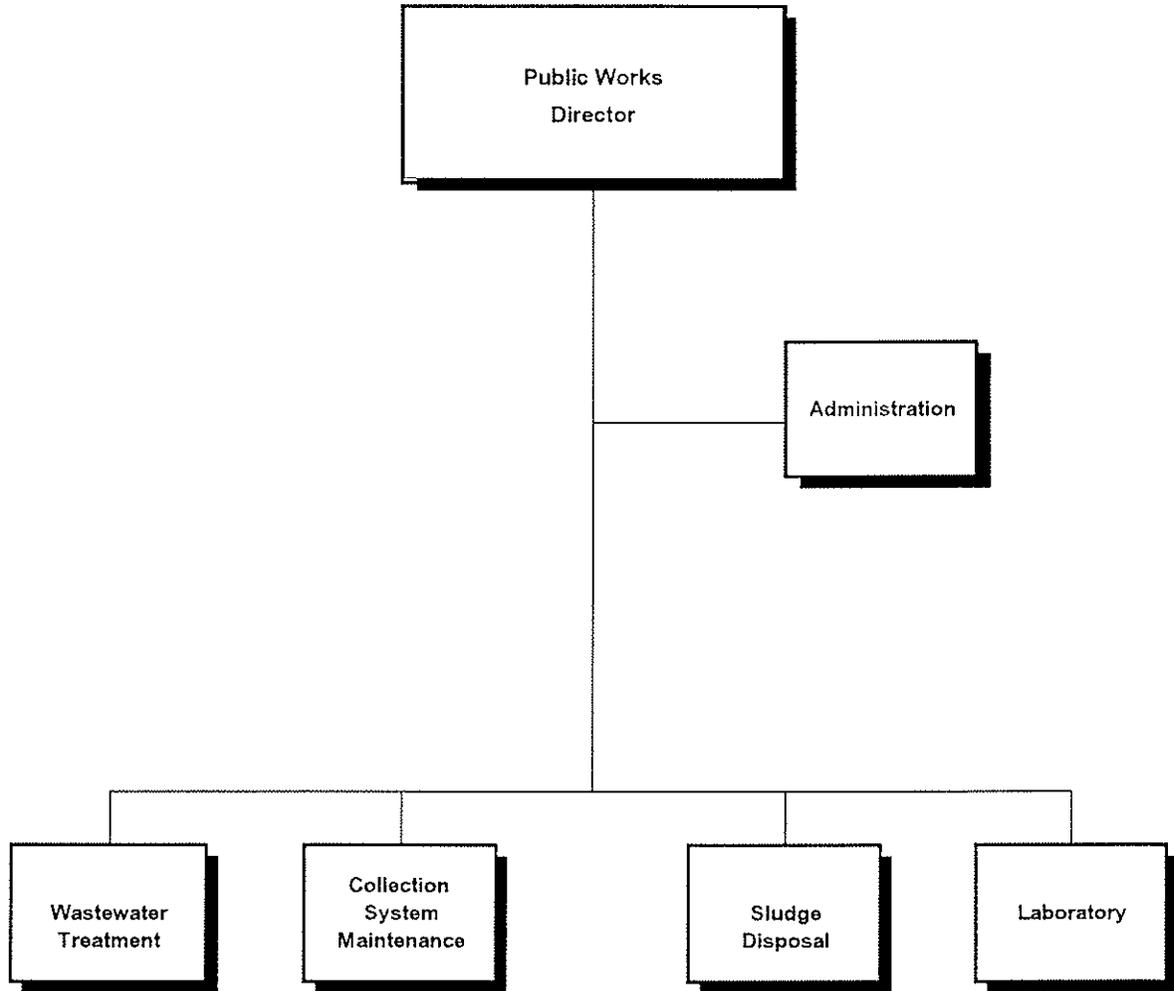
1. Improve performance and efficiency of the water treatment plant.
2. Develop and implement an effective cross-connection/back-flow prevention device testing program.
3. In conjunction with other activities, continue the preventative maintenance program for all City equipment.
4. Improve safety awareness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

ACTIVITY MEASUREMENTS	ACTUAL 1998-99	ACTUAL 1999-00	ACTUAL 2000-01	PROJECTED 2001-02
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	290	290	300
Average number of meters read per month	5,600	5,600	5,700	5,800

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

FUND 400	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
WATER UTILITY SERVICE/WATER PLANT						
PERSONAL SERVICES						
533.11.00	Executive Salaries	34,746	33,431	34,000	34,400	36,100
533.12.00	Regular Salaries & Wages	240,366	246,027	259,500	270,500	297,300
533.13.00	Other Salaries & Wages	2,401	1,274	0	0	0
533.14.00	Overtime/Regular Employees	9,739	8,909	12,000	20,000	12,000
533.19.01	Uniforms	2,432	2,629	2,500	3,100	2,600
533.21.00	FICA Taxes	21,172	21,413	23,400	24,400	26,400
533.22.00	Retirement Contributions	38,501	22,437	28,500	28,500	32,500
533.23.00	Life & Health Insurance	20,740	22,781	25,000	25,000	33,800
533.24.00	Workers' Compensation	7,122	9,397	10,100	11,200	14,900
533.28.01	Training & Travel	181	1,289	4,600	4,600	5,200
	Total Personal Services	377,400	369,588	399,600	421,700	460,800
OPERATING EXPENSES						
533.31.01	Professional Services	25,074	16,960	48,500	48,500	50,700
533.34.00	Contractual Services	0	20,199	25,000	25,000	30,500
533.41.00	Telephone/Communications Services	499	532	1,200	1,200	1,200
533.42.00	Postage, Freight & Express	207	269	600	600	600
533.43.01	Utility Services	109,276	109,017	112,500	137,500	148,300
533.44.00	Rentals & Leases	153	200	400	1,000	2,000
533.45.00	Non-employee Insurance	18,295	13,083	13,700	14,300	14,600
533.46.01	Repair & Maintenance Services	38,152	36,459	34,600	40,600	45,000
533.46.50	Vehicle Repairs & Maintenance	3,085	5,617	7,000	7,000	9,000
533.47.00	Printing & Binding	305	547	400	500	400
533.49.01	Other Charges & Obligations	274	61	500	500	500
533.49.10	Other Special Costs	0	0	1,000	0	1,000
533.51.00	Office Supplies	1,118	3,793	1,000	800	1,000
533.52.01	Operating Supplies	82,720	64,706	79,300	74,300	87,200
533.52.50	Fuel & Oil Supplies	5,149	8,129	8,300	8,300	9,600
533.54.00	Subscriptions & Memberships	2,020	1,354	2,500	2,500	2,500
	Total Operating Expenses	286,327	280,927	336,500	362,600	404,100
CAPITAL OUTLAY						
533.62.00	Buildings	0	0	0	0	0
533.63.00	Improvements other than Buildings	14,397	0	0	0	0
533.64.00	Machinery & Equipment	67,125	0	0	0	0
	Total Capital Outlay	81,522	0	0	0	0
TOTAL WATER PLANT		745,249	650,515	736,100	784,300	864,900

WATER UTILITY SERVICE/SEWER PLANT



SEWER SERVICE

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	401,967	420,993	425,000	433,900	438,300
Operating Expenses	381,091	333,775	354,000	390,200	408,100
Capital Outlay	<u>3,332</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	786,389	754,768	779,000	824,100	846,400

PERMANENT POSITIONS	1999-00	2000-01	2001-02
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 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	10.95	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 1998-99	ACTUAL 1999-00	ACTUAL 2000-01	PROJECTED 2001-02
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	30
Miles of sanitary sewers	67.0 miles	67.0 miles	67.0 miles	69.0 miles

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

FUND 400	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
SEWER SERVICE/WATER POLLUTION CONTROL PLANT						
PERSONAL SERVICES						
535.11.00	Executive Salaries	34,746	33,426	34,000	34,200	36,100
535.12.00	Regular Salaries & Wages	254,172	276,867	272,900	249,900	271,300
535.1300	Other Salaries & Wages	1,958	0	0	0	0
535.14.00	Overtime/Regular Employees	13,866	23,399	15,000	46,000	15,000
535.19.01	Uniforms	2,793	2,577	2,400	2,400	2,500
535.21.00	FICA Taxes	22,691	23,762	24,600	24,600	24,700
535.22.00	Retirement Contributions	40,459	25,680	30,200	30,200	30,500
535.23.00	Life & Health Insurance	24,205	26,068	27,600	27,600	36,800
535.24.00	Workers' Compensation	6,423	7,513	10,700	11,400	13,800
535.28.01	Training & Travel	653	1,701	7,600	7,600	7,600
	Total Personal Services	<u>401,967</u>	<u>420,993</u>	<u>425,000</u>	<u>433,900</u>	<u>438,300</u>
OPERATING EXPENSES						
535.31.01	Professional Services	10,606	18,416	31,200	31,200	31,200
535.34.00	Contractual Service	0	20,199	25,100	25,100	30,500
535.41.00	Telephone/Communications Services	975	1,013	1,200	1,200	1,200
535.42.00	Postage, Freight & Express	175	167	500	500	500
535.43.01	Utility Services	89,174	86,266	100,000	108,000	133,900
535.44.00	Rentals & Leases	1,471	176	500	500	500
535.45.00	Non-Employee Insurance	21,598	15,906	16,700	20,700	21,200
535.46.01	Repair & Maintenance Services	121,974	92,154	38,000	63,000	48,300
535.46.50	Vehicle Repairs & Maintenance	2,944	3,200	7,000	5,000	7,000
535.47.00	Printing & Binding	204	0	300	300	300
535.49.01	Other Charges & Obligations	1,899	70	300	300	300
535.49.10	Other Special Costs	477	181	1,000	9,000	1,000
535.51.00	Office Supplies	726	1,008	700	900	700
535.52.01	Operating Supplies	123,741	84,840	116,200	111,200	116,200
535.52.50	Fuel & Oil Supplies	4,653	10,004	13,900	11,900	13,900
535.54.01	Subscriptions & Memberships	475	175	1,400	1,400	1,400
	Total Operating Expense	<u>381,091</u>	<u>333,775</u>	<u>354,000</u>	<u>390,200</u>	<u>408,100</u>
CAPITAL OUTLAY						
535.62.00	Buildings	0	0	0	0	0
535.63.00	Improvements other than Buildings	0	0	0	0	0
535.64.00	Machinery & Equipment	3,332	0	0	0	0
	Total Capital Outlay	<u>3,332</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL SEWER SERVICE		<u><u>786,389</u></u>	<u><u>754,768</u></u>	<u><u>779,000</u></u>	<u><u>824,100</u></u>	<u><u>846,400</u></u>

WATER & SEWER ADMINISTRATION

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Personal Services	245,700	245,700	251,300	251,300	251,300
Operating Expenses	279,912	268,687	253,700	257,700	253,700
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	525,612	514,387	505,000	509,000	505,000

PERMANENT POSITIONS	1999-00	2000-01	2001-02
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	0.33	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	0.75	0.75
Account Clerk I	0.75	0.75	0.75
Deputy Clerk	0.33	0.00	0.00
IT Director	0.33	0.33	0.33
Custodian	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total	5.64	6.06	6.06

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION, GOALS, OBJECTIVES, MEASUREMENTS

See General Government departments

ACTIVITY MEASUREMENTS	ACTUAL 1998-99	ACTUAL 1999-00	ESTIMATED 2000-01	PROJECTED 2001-02
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	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
WATER AND SEWER ADMINISTRATION						
PERSONAL SERVICES						
536.11.00	Executive Salaries	73,800	73,800	73,800	73,800	73,800
536.12.00	Regular Salaries & Wages	106,000	106,000	109,000	109,000	109,000
536.14.00	Overtime	2,000	2,000	2,000	2,000	2,000
536.19.01	Uniforms	0	0	0	0	0
536.21.00	FICA Taxes	13,900	13,900	14,200	14,200	14,200
536.22.00	Retirement Contributions	28,900	28,900	29,200	29,200	29,200
536.23.00	Life & Health Insurance	13,400	13,400	13,900	13,900	13,900
536.24.00	Worker's Compensation	800	800	900	900	900
536.25.00	Unemployment Compensation	1,200	1,200	1,300	1,300	1,300
536.28.01	Training & Travel	2,700	2,700	4,000	4,000	4,000
536.29.01	Other Personal Services	3,000	3,000	3,000	3,000	3,000
	Total Personal Services	<u>245,700</u>	<u>245,700</u>	<u>251,300</u>	<u>251,300</u>	<u>251,300</u>
OPERATING EXPENSES						
536.31.01	Professional Services	58,300	58,300	59,000	59,000	59,000
536.32.00	Accounting & Auditing	15,000	15,000	16,500	16,500	16,500
536.41.00	Telephone/Communications Services	4,300	4,300	4,800	4,800	4,800
536.42.00	Postage, Freight, & Express	15,000	15,000	15,500	15,500	15,500
536.43.01	Utility Services	5,500	5,500	7,000	7,000	9,000
536.44.00	Rentals & Leases	4,000	4,000	4,500	4,500	4,500
536.46.01	Repair & Maintenance Services	15,000	15,000	16,000	16,000	16,000
536.46.50	Vehicle Repairs & Maintenance	400	400	800	800	800
536.47.00	Printing & Binding	9,000	9,000	10,500	10,500	10,500
536.49.01	Other Charges & Obligations	32,300	32,300	32,900	32,900	32,900
536.49.10	Other Special Costs	25,072	25,360	30,000	34,000	30,000
536.50.00	Advertising	1,000	1,000	2,000	2,000	2,000
536.51.00	Office Supplies	15,500	15,500	10,200	10,200	3,200
536.52.01	Operating Supplies	4,000	4,000	6,000	6,000	10,000
536.52.50	Fuel & Oil Supplies	0	0	1,000	1,000	2,000
536.54.00	Subscriptions & Memberships	4,500	4,500	4,500	4,500	4,500
536.59.01	Bad Debt Expense	39,252	17,739	25,000	25,000	25,000
536.64.00	Machinery & Equipment	5,000	15,000	0	0	0
536.73.20	Amortization Expense	21,288	21,288	0	0	0
536.80.00	Grants & Aids	5,500	5,500	7,500	7,500	7,500
	Total Operating Expenses	<u>279,912</u>	<u>268,687</u>	<u>253,700</u>	<u>257,700</u>	<u>253,700</u>
	TOTAL WATER & SEWER ADMINIS	<u>525,612</u>	<u>514,387</u>	<u>505,000</u>	<u>509,000</u>	<u>505,000</u>

***WATER AND SEWER
DEBT SERVICE***

ANNUAL BUDGET

2001 - 2002

WATER & SEWER DEBT SERVICE FUND

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Principal Payments	280,000	295,000	310,000	393,900	516,200
Interest Expense	840,589	826,589	811,500	811,500	795,100
Other Debt Service	<u>3,543</u>	<u>736</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
TOTAL	1,124,131	1,122,324	1,126,500	1,210,400	1,316,300

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

- 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		1998-99	1999-2000	2000-2001	2000-2001	2001-2002
471	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
SERIES 1992						
361.20.00	Interest from SBA	15,736	20,156	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	1,090,000	1,120,000	1,119,500	1,119,500	1,123,100
TOTAL DEBT SERVICE REVENUES		1,105,736	1,140,156	1,126,500	1,126,500	1,130,100
EXPENDITURES						
SERIES 1992						
587.71.60	Principal	280,000	295,000	310,000	310,000	330,000
587.72.60	Interest	840,589	826,589	811,500	811,500	795,100
587.73.60	Other Debt Service Costs	3,543	736	5,000	5,000	5,000
TOTAL DEBT SERVICE EXPENDITURES		1,124,131	1,122,324	1,126,500	1,126,500	1,130,100

**CITY OF HOLLY HILL
STATE LOAN DEBT SERVICE**

FUND		1998-99	1999-2000	2000-2001	2000-2001	2001-2002
472	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
STATE REVOLVING						
361.20.00	Interest from SBA	0	0	0	0	0
380.10.00	Appropriated Retained Earnings	0	0	0	0	0
381.10.00	Transfer from Water & Sewer Fund	0	0	0	83,900	186,200
TOTAL DEBT SERVICE REVENUES		0	0	0	83,900	186,200
EXPENDITURES						
STATE REVOLVING						
587.71.60	Principal	0	0	0	83,900	186,200
587.72.60	Interest	0	0	0	0	0
587.73.60	Other Debt Service Costs	0	0	0	0	0
TOTAL DEBT SERVICE EXPENDITURES		0	0	0	83,900	186,200

*WATER AND SEWER
RENEWAL & REPLACEMENT
FUND*

ANNUAL BUDGET

2001 - 2002

WATER & SEWER RENEWAL AND REPLACEMENT FUND

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Capital Outlay	393,615	133,619	418,400	689,400	574,700
Reserve for Improvement	<u>0</u>	<u>0</u>	<u>22,000</u>	<u>22,000</u>	<u>480,700</u>
TOTAL	393,615	133,619	440,400	711,400	1,055,400

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	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
	REVENUES	79,113	109,361	22,000	22,000	25,000
	APPROPRIATIONS & TRANSFERS	379,200	350,000	418,400	689,400	1,030,400
	TOTAL R & R FUND REVENUES	458,313	459,361	440,400	711,400	1,055,400
	EXPENDITURES					
	WATER PLANT/ CAPITAL OUTLAY	102,750	22,158	144,400	385,400	340,600
	SEWER PLANT/ CAPITAL OUTLAY	290,865	111,461	274,000	304,000	234,100
	WATER & SEWER ADMIN	0	0	0	0	0
	RESERVES/T TRANSFERS	0	0	22,000	22,000	480,700
	TOTAL EXPENDITURES & RESERVES	393,615	133,619	440,400	711,400	1,055,400

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

FUND 480	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
REVENUES						
361.20.00	Interest Earnings - SBA	0	23,332	0	0	0
369.60.00	DOT Reimbursement	0	0	0	0	0
389.40.00	Contributions from Other Sources	34,482	0	0	0	0
	Total Revenues	<u>34,482</u>	<u>23,332</u>	<u>0</u>	<u>0</u>	<u>0</u>
APPROPRIATIONS & TRANSFERS						
380.10.00	Appropriated Retained Earnings	0	0	68,400	239,400	124,700
381.10.00	Transfer from Water & Sewer Fund	379,200	350,000	350,000	450,000	450,000
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	<u>379,200</u>	<u>350,000</u>	<u>418,400</u>	<u>689,400</u>	<u>574,700</u>
	TOTAL R & R FUND REVENUES	413,682	373,332	418,400	689,400	574,700
EXPENDITURES						
WATER PLANT/CAPITAL OUTLAY						
533.31.01	Professional Services	15,610	4,417	20,000	35,000	64,100
533.62.00	Buildings	0	0	5,500	5,500	0
533.63.00	Improvements other than Buildings	20,015	12,052	88,500	314,500	221,500
533.64.00	Machinery & Equipment	67,125	5,689	30,400	30,400	55,000
	Total Water Plant	<u>102,750</u>	<u>22,158</u>	<u>144,400</u>	<u>385,400</u>	<u>340,600</u>
WATER POLLUTION CONTROL/CAPITAL OUTLAY						
535.31.01	Professional Services	171,002	13,750	0	0	0
535.62.00	Buildings	0	0	10,000	10,000	0
535.63.00	Improvements other than Buildings	38,540	0	22,000	52,000	0
535.64.00	Machinery & Equipment	81,323	97,711	242,000	242,000	234,100
	Total Water Pollution Control	<u>290,865</u>	<u>111,461</u>	<u>274,000</u>	<u>304,000</u>	<u>234,100</u>
WATER & SEWER ADMINISTRATION						
536.64.00	Machinery & Equipment	0	0	0	0	0
BUDGET RESERVE						
582.99.01	Reserve for improvements	0	0	0	0	0
	TOTAL EXPENDITURES & RESERVES	<u>393,615</u>	<u>133,619</u>	<u>418,400</u>	<u>689,400</u>	<u>574,700</u>

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

FUND 481 & 482	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
REVENUES						
361.20.00	Interest Earnings	1,335	4,965	2,000	2,000	2,000
363.36.00	Impact Fees	43,296	694	20,000	20,000	23,000
	Total Revenues	<u>44,631</u>	<u>5,659</u>	<u>22,000</u>	<u>22,000</u>	<u>25,000</u>
APPROPRIATIONS & TRANSFERS						
381.60.00	Transfer from General Fund	0	0	0	0	455,700
	Total Appropriations & Transfers	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>455,700</u>
	TOTAL W&S IMPACT FEE REVENUES	<u>44,631</u>	<u>5,659</u>	<u>22,000</u>	<u>22,000</u>	<u>480,700</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	22,000	22,000	480,700
	TOTAL W&S IMPACT FEE EXPENDITURES	<u>0</u>	<u>0</u>	<u>22,000</u>	<u>22,000</u>	<u>480,700</u>

**CONSTRUCTION
FUND**

ANNUAL BUDGET

2001 - 2002

CONSTRUCTION FUND

EXPENDITURES	ACTUAL 1998-99	ACTUAL 1999-00	BUDGET 2000-01	AMENDED 2000-01	BUDGET 2001-02
Capital Outlay	0	1,187,926	0	0	0
Reserve for Improvement	0	0	0	0	0
TOTAL	0	1,187,926	0	0	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
CONSTRUCTION FUND**

FUND 491	ACCOUNT DESCRIPTION	1998-99 ACTUAL	1999-2000 ACTUAL	2000-2001 BUDGET	2000-2001 AMENDED	2001-2002 BUDGET
REVENUES						
361.20.00	Interest from SBA	0	0	0	0	0
380.10.00	Appropriated Fund Balance	0	0	0	0	0
384.30.00	Debt Proceeds	0	1,870,300	0	0	0
TOTAL CONSTRUCTION FUND REVENUES		0	1,870,300	0	0	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	0	0	0	0	0
 WASTEWATER IMPROVEMENT						
535.31.01	Professional Services	0	50,332	0	0	0
535.62.00	Buildings	0	0	0	0	0
535.63.00	Improvements other than Buildings	0	1,137,594	0	0	0
535.64.00	Machinery & Equipment	0	0	0	0	0
TOTAL EXPENDITURES		0	1,187,926	0	0	0
RESERVES		0	0	0	0	0
TOTAL CONSTRUCTION FUND		0	1,187,926	0	0	0

City of Holly Hill, Florida
Miscellaneous Statistical Data

Date of Incorporation: July 1, 1901
 Present Charter Incorporating the City of Holly Hill
 Adopted 1941
 Form of Government: Commission/Manager

Area

Square Miles – 4.5 Miles
 Pave Streets – 57.17 Miles
 Unpaved Streets – 1.0 Miles
 Sidewalks – 29.0 Miles
 Storm Sewers – 34.5 Miles
 Sanitary Sewer – 73.0 Miles

Fire Protection:

1 Fire Station
 13 Full-time Firefighters
 3 Part-time Program
 283 Fire Hydrants

Police Protection:

1 Police Station
 26 Police Sworn Officers
 10 Police Reserves

Recreation:

9 Parks Total 56.9 Acres
 3 Playgrounds
 5 Recreation buildings
 2 Tennis court
 9 Shuffleboard courts
 5 Ball Fields
 2 Community Centers
 4 Public fishing piers
 1 Boat ramp
 3 Wooden pier overlook
 1 Gymnasium
 1.5 Concrete Bike Paths (Miles)
 1 Municipal Pool
 2 Outdoor Racquet Ball Courts
 1 Wellness/Fitness Center
 1 Dog Facility (Alabama Ave.)

Employees as of September 30, 2000

120 Civil Service
 2 Exempt

Education: Volusia County Schools

1 Elementary
 1 Secondary

Students:

Pre-Kindergarten - Grade 5	800
Grades 6-8	<u>1,192</u>
	1,992

Personnel:

Instructional	117
Noninstructional	70
Administrative	6

Street Lights:

High Pressure Sodium Vapor
 6,300 lumen - 671
 9,500 lumen - 84
 16,000 lumen - 35
 22,000 lumen - 139
 50,000 lumen - 2
 White Way Underground 1,000 lumen - 6

Water Treatment Plant:

Design capacity - 2.3 MGD
 Current production rate - 1.301 MGD
 Users - 5,862

Water Pollution Control Plant:

Capacity - 2.4 MGD
 Current production rate - 1.605 MGD
 Collection system users - 4,883

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 incurred.