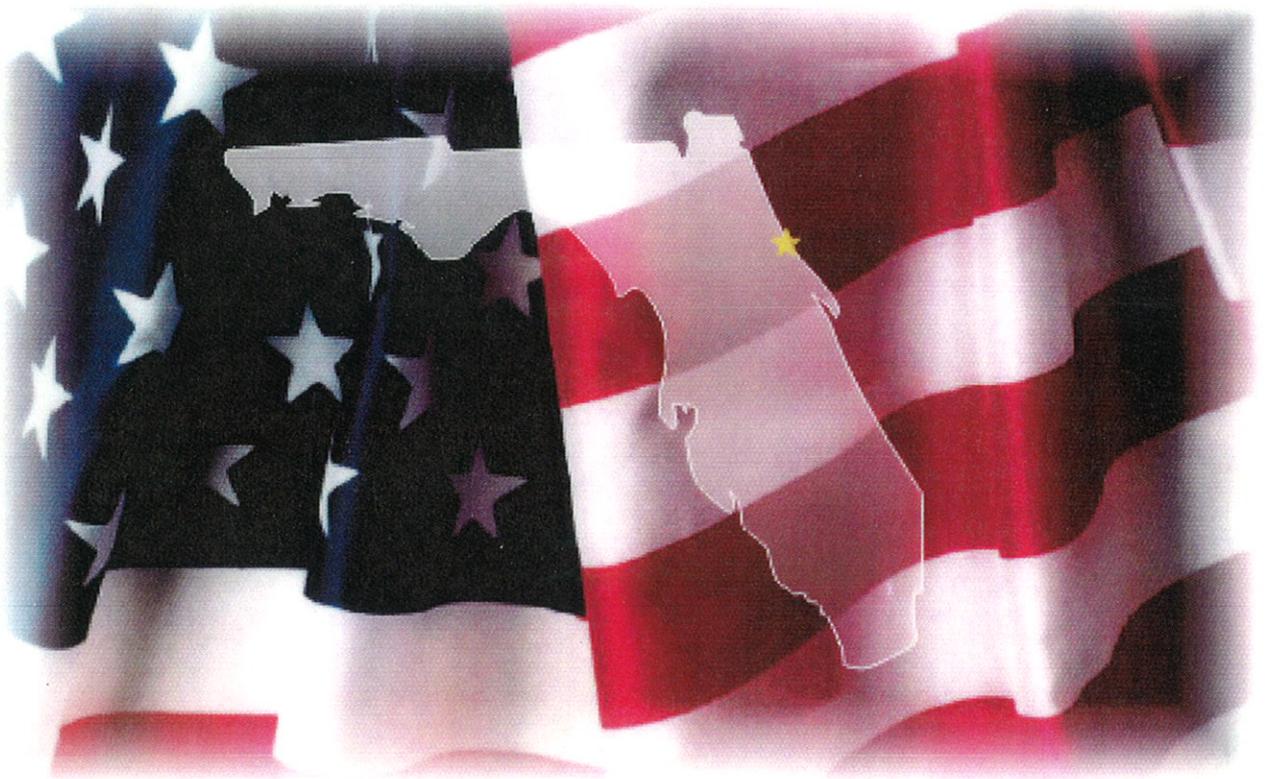
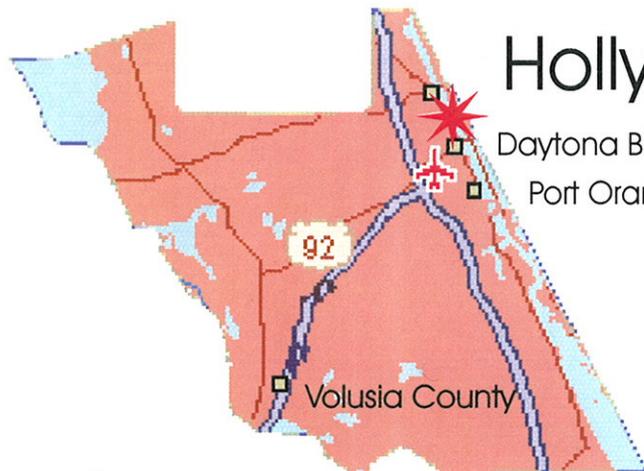


City of Holly Hill



Annual Budget
2002 - 2003

City of Holly Hill



Holly Hill

Daytona Beach
Port Orange



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.

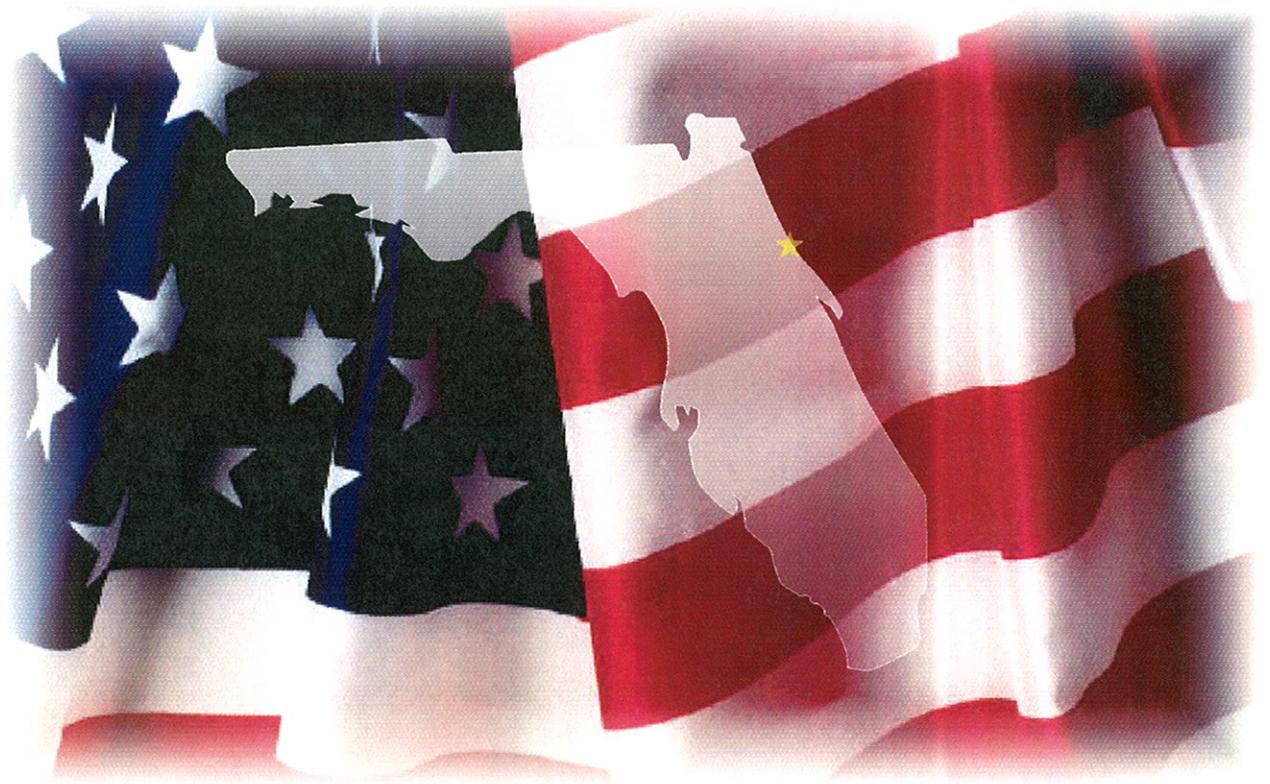
The area has many holly trees in this, their native land. Many beautiful oak, magnolia and palm trees can be found throughout this whole area. Our city occupies a ridge of hammock land, which rises about four feet above sea level at the Halifax River, to an elevation of ten feet at the top of this ridge. 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 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 county wide and serve four-year terms. Five are elected by district and serve two-year terms.

Since the City's incorporation in July, 1901, we have grown to a population of 12,503 persons. We have recreational facilities including many parks, commercial banks, schools, convalescent homes, industry, library, post office, Chamber of Commerce and churches of different denominations. We are known in the area as the "City with a Heart".

City of Holly Hill



Annual Budget

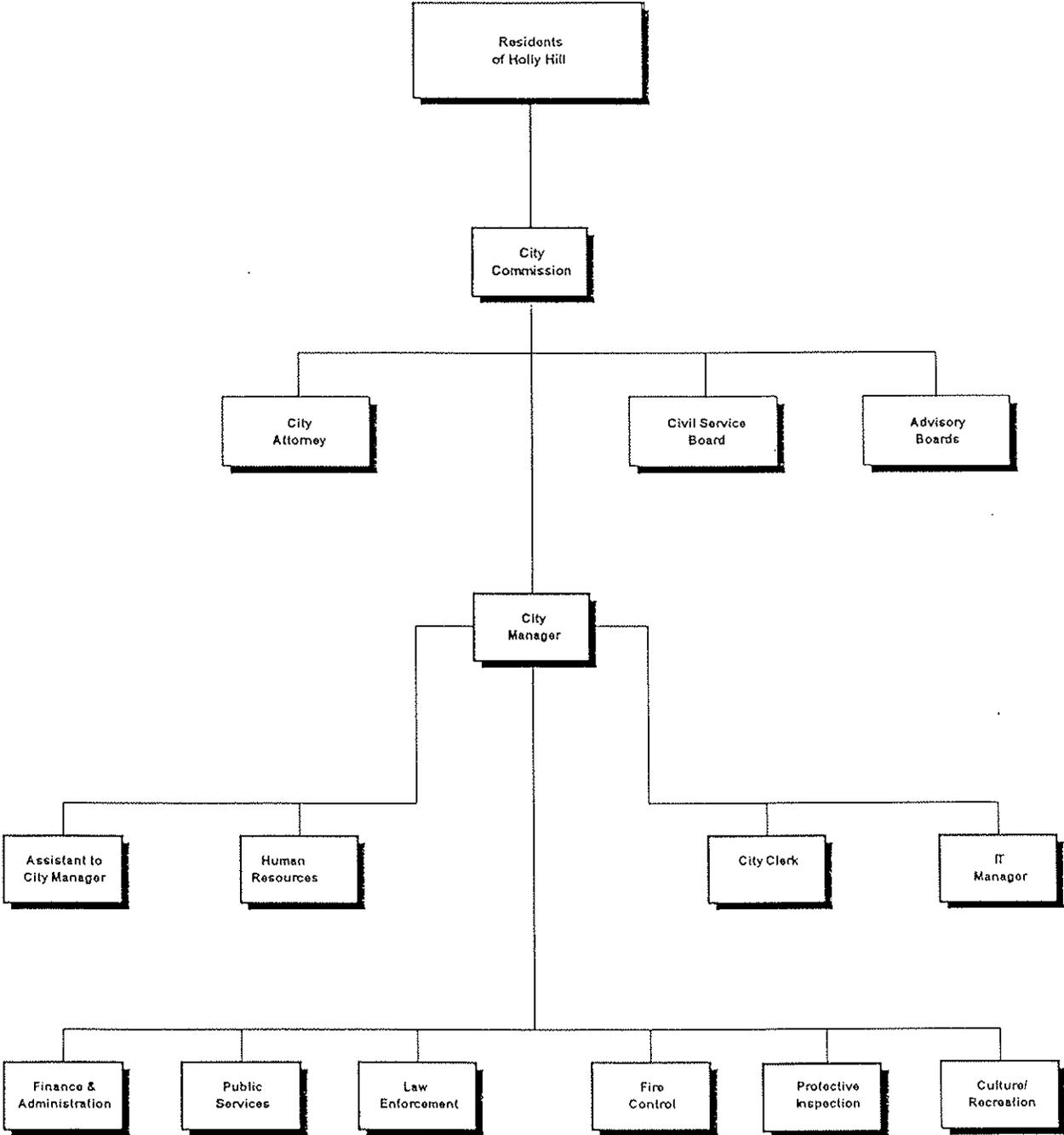
2002 - 2003

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CITY OF HOLLY HILL



EXECUTIVE DIRECTORY

CITY COMMISSION

WILLIAM D. ARTHUR
Mayor

ARTHUR J. BYRNES
Commissioner – District 1

PAUL LOCKEBY
Commissioner – District 2

LOU SCHMITT
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
Greg 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

HUMAN RESOURCES
DIRECTOR
Diane England

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, 2001

Samuel D. Lowe
President

Jeffrey R. Ennis
Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City of Holly Hill for its annual budget for the fiscal year beginning October 1, 2001.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications medium.

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



CITY OF HOLLY HILL

The City with a Heart

1065 Ridgewood Avenue ♥ Holly Hill, Florida 32117

www.hollyhillfl.org

September 2002

**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 386-248-9448

**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, 2002 to September 30, 2003. 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 has 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 12,503 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 construction phase. A traffic light at the corner of US1 and Calle Grande has been installed in conjunction with a new shopping area and \$174,700 for street resurfacing and sidewalk projects is planned.

A four-year program to upgrade the city's water meters and reading system is underway. 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 \$1,746,600. The proposed budget anticipates using \$225,300 toward an affordable housing project and capital outlay. This will leave an estimated \$1,654,600 in fund balance at the end of fiscal year 2003, about 25% of the General fund budget. The recommended reserve is 15 - 20% in order to provide for emergencies and other unforeseen financial obligations.

The General Fund also anticipates \$16,600 in reserve for Police Education at the beginning of the year. Of this amount, \$4,000 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 \$12,600 at the end of the fiscal year.

The Stormwater Drainage Fund is expected to begin the new fiscal year with \$995,100 in reserve for stormwater drainage projects. The stormwater utility fees are also used for labor and other operating expenditures to maintain and repair the storm drainage system. This budget anticipates using \$245,000 toward improvement projects and will end the year with \$750,100.

The Water and Sewer Enterprise Fund will begin the new year with an estimated operating cash reserve of \$1,747,800. Approximately \$907,000 (three months operating costs) is recommended to be maintained as a cash reserve for contingencies. The proposed budget anticipates ending fiscal year 2003 with a cash reserve of \$1,747,800. Any excess reserves are allocated for improvements.

Unobligated cash reserves for the Water and Sewer Renewal and Replacement Fund are estimated to be \$210,200 at the beginning of the new fiscal year and \$4,400 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 \$30,600 in reserves and end the year with \$30,600. These reserves are restricted to law enforcement purposes only.

The Solid Waste Enterprise Fund is estimated to begin the fiscal year with \$672,000 in reserves. A transfer of \$200,000 to the Capital Projects Fund for improvement projects is planned leaving the Solid Waste Fund with \$552,700 at the end of the fiscal year.

The Recreation Activity Fund was established to account for the program revenues and expenditures for special youth activities. It is estimated to begin the year with \$3,400 and end the year with \$2,900 in fund balance.

The Capital Project Fund is estimated to begin the fiscal year with \$52,000 in reserves and end the year with \$52,000 for future projects.

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 Refunding Revenue Bonds, Series 2002 bond issue was completed in July 2002. The bonds, totaling \$14,030,000 were issued to provide the funds necessary to finance the cost of refunding outstanding water and sewer debt to achieve a present value savings of \$645,957 and to pay certain expenses related to the issuance and sale of the bonds.

Payments for interest and principal on the 2002 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. The Bonds are insured and have been given an "AAA" and "Aaa" rating by both Fitch's and Moody's, 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.

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 was \$2,286,000 with semi-annual payments beginning in 2002.

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. The first amount financed will be at a rate of 3.27% and the second amount will be at a rate of 2.12%. 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 5.9% lower than the prior year due primarily to a decrease in the dollar amounts to be spent on major capital projects.

The City's taxable property value increased during the past year by 3.50%. During the past year, the gross taxable property values increased 3.50% allowing the City Commission to reduce the property tax rate for 2002 by 3.07%. Property values are expected to continue increasing at a moderate growth rate as we continue efforts in code enforcement, redevelopment and beautification.

Planned stormwater drainage system improvements in the five-year plan will continue and are included in the budget at a cost of \$480,000. These projects are funded by the collection of stormwater utility fees from all properties in the city except vacant land. These fees also fund maintenance and repairs to the stormwater utility system. Additional projects are in the initial construction phase and will be funded by the State Revolving Loan.

One full-time Community Service Officer, a civilian position, has been added to the General Fund for the Police Department as a regular position. The federal grant that funded 75% of this position during the past year has bolstered our efforts in community programs such as Neighborhood Watch, PAL, Police Explorers and VIPS as well as providing assistance with other administrative functions.

An additional police officer has been added at an estimated cost of \$32,000 to be funded with a 75% federal grant match. This position will allow the department to participate with county task force efforts to combat crime in the community.

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, twelve in the fire bargaining unit and fifty-three 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 5.76% effective 7/1/02. The defined contribution plan for general employees hired after 1/1/96 requires a 10% contribution. Retirement contributions stayed the same at 8% on behalf of the officers plus an additional 2.9% due to an actuarial deficiency caused by unfavorable investment experience in the police pension fund. Retirement contributions to the fire pension increased to 17.3% caused by unfavorable experience in the pension fund investments.
3. Health insurance rates for employees increased by 11.3% over the prior year.
4. The solid waste contract provides for an annual increase at 60% of the Consumer Price Index amount, which is .98%. The contract also calls for a change if landfill tipping fees increase which they will on October 1, 2002. The Class I Garbage rate will increase from \$30 per ton to \$34 per ton or 13.3%.

Revenue Highlights

Revenue projections include Ad Valorem Tax (property tax) revenues of \$1,562,943. This estimate is based on adopting a millage rate of \$4.50 per \$1,000 assessed valuation, which is 3.07% less than the rolled back rate and 5.3% less than the previous rate of \$4.75 per \$1,000 assessed valuation. The gross taxable value increased by \$11,989,679 or 3.50% over the prior year.

The Water and Sewer rates are scheduled to increase by 1.5% effective October 1, 2002 according to ordinance. The increase will generate approximately \$56,000 annually, which will provide for increased costs in the operations of the water and sewer systems.

The Solid Waste collection and disposal rates are scheduled to increase effective October 1, 2002 due to the increase in disposal fees at the county landfill. Residential rates will increase by \$.24 from \$12.06 per month to \$12.30 per month. Commercial rates will increase by approximately 3.18% depending on the type of container utilized. These rate increases are about half the additional cost that will be paid to the solid waste contractor. An additional \$29,700 will be generated which will provide for the increased costs associated with the increased disposal costs.

Major Work Programs

The annual budget is financed by and through the 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, record retention and information technology support for City operations. Approximately 11.5% 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.

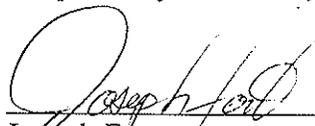
The *Public Services* division maintains streets, sidewalks, drainage systems, parks and grounds. It also provides motor vehicle maintenance for all City vehicles and administers the contract for solid waste services.

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.

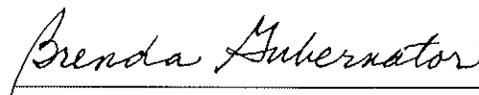
The *Culture/Recreation* division plans and administers various recreational programs and special activities for the community.

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.

Respectfully submitted,



Joseph Forte
City Manager



Brenda Gubernurator
Finance Director

City of Holly Hill

2001 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 2002-03 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 20% of the current budget is recommended for unforeseen circumstances.

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 \$552,700 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 5.76% 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. Due to unfavorable experience in pension fund investments an additional contribution of 2.9% is to be made to the police pension fund and an additional 4.7% to the firefighters' pension fund in fiscal year 2002-03. 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.

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 capital contributions (impact fees and connection charges).

Within the Water and Sewer Enterprise Fund there are three "fund" categories: the Operating Fund; the Renewal and Replacement Fund; and the Debt Service 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 on a State Revolving Fund Loan, and for the expenses of the bond paying agent.

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, sections of the budget are projected for the audience 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 short 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:

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 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.

Amended Budget

1. In April, the Finance Department provides a six-month review of the City's financial activities. The Departments re-evaluate their programs and revise estimated costs for completing projects in the second half of the fiscal year.
2. In June, final preparations are made for amending the current year's budget.
3. In August, a first and second reading of the amending ordinance is held and the budget amendments are adopted.
4. 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.

RESOLUTION NO. 2002-R-60

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTING A FINAL MILLAGE RATE FOR THE YEAR BEGINNING OCTOBER 1, 2002; PROVIDING FOR CONFLICTING RESOLUTIONS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Holly Hill, Florida is required by Florida Statute 200.011 to certify to the County Property Appraiser the general municipal millage rate established by said Commission for the tax year beginning October 1, 2002; and

WHEREAS, the City Commission of the City of Holly Hill, Florida, pursuant to Florida Statute 200.065, the TRIM BILL, is required to adopt a tentative budget and a proposed millage rate, said proposed millage rate is 3.07% below the rolled back rate of 4.64238 (\$4.64238 per \$1,000); and

WHEREAS, the City Commission of the City of Holly Hill, Florida, is desirous of adopting a final millage rate, having given proper notice of both a proposed 3.07% tax decrease and the public hearing held with respect to same.

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

Section 1. That the final millage rate adopted by the City Commission of the City of Holly Hill, Florida, for the tax year beginning October 1, 2002 is 4.50 (\$4.50 per \$1,000.00); said millage rate 3.07% below the rolled back rate of 4.64238 (\$4.64238 per \$1,000), which shall be the percentage decrease in property taxes.

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

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

The within and foregoing Resolution was read before the City Commission of the City of Holly Hill, Florida, at its Special Meeting held in Commission Chambers at City Hall, 1065 Ridgewood Avenue, Holly Hill, Florida, on the 24th day of September, 2002.

It was moved by Commissioner Byrnes and seconded by Commissioner Via that said Resolution be adopted. A roll call vote of the Commission on said motion resulted as follows:

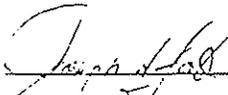
Mayor William Arthur	Yes
Commissioner Arthur Byrnes	Yes
Commissioner Paul Lockeby	Yes
Commissioner Lou Schmitt	Yes
Commissioner Roland Via	Yes

WHEREAS, the Mayor of the City of Holly Hill, Florida, has hereunto set his official signature, duly authorized by the City Clerk, and has caused the official seal of said City to be affixed, all at the City Hall in the City of Holly Hill, this 24th day of September, 2002 for the purpose of authenticity as is required by law.

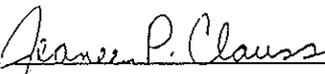
City of Holly Hill



William D. Arthur, Mayor


Joseph A. Forte, City Manager

Attest:


Jeaneen P. Clauss, City Clerk

ORDINANCE NO. 2641

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA ADOPTING THE APPROPRIATIONS BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2002, THROUGH SEPTEMBER 30, 2003, PROVIDING FOR CONFLICTING ORDINANCES; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

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

Section 1. That the attached appropriation budget for the fiscal year October 1, 2002, through September 30, 2003, is hereby approved and adopted as a final budget.

Section 2. That all ordinances in conflict herewith are hereby repealed.

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

The within and foregoing Ordinance was introduced and read on first reading before the City Commission of the City of Holly Hill, Florida, at its Special Meeting held in Commission Chambers at City Hall on the 9th Day of September, 2002.

It was moved by Commissioner Via and seconded by Commissioner Byrnes that said Ordinance be approved on first reading. A roll call vote of the Commission held on said motion for approval of the Ordinance resulted as follows:

Mayor William Arthur	Yes
Commissioner Arthur Byrnes	Yes
Commissioner Paul Lockeby	Yes
Commissioner Lou Schmitt	Yes
Commissioner Roland Via	Yes

The within and foregoing Ordinance was introduced and read on second reading before the City Commission of the City of Holly Hill, Florida, at its regular meeting held in Commission Chambers at City Hall on the 24th day of September, 2002.

It was moved by Commissioner Via and seconded by Commissioner Byrnes that said Ordinance be adopted. A roll call vote of the Commission held on said motion to adopt the Ordinance resulted as follows:

Mayor William Arthur	Yes
Commissioner Arthur Byrnes	Yes
Commissioner Paul Lockeby	Yes
Commissioner Lou Schmitt	Yes
Commissioner Roland Via	Yes

Whereupon, the Mayor of the City of Holly Hill, Florida, has hereto set his official signature, duly attested by the City Clerk, and has caused the official seal of said City to be affixed, all at City Hall in the City of Holly Hill, this 24th day of September, 2002 for the purpose of authenticity as is required by law.

City of Holly Hill

Wm. D. Arthur
William D. Arthur, Mayor

Joseph A. Forze
Joseph A. Forze, City Manager

Attest:

Johnson P. Clauson
Johnson P. Clauson, City Clerk

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
	<u>Budgeted</u> <u>Positions</u>	<u>Budgeted</u> <u>Positions</u>	<u>Budgeted</u> <u>Positions</u>
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	1	1
Staff Assistant	1	0	0
IT Manager	1	1	1
	<hr/> 5	<hr/> 5	<hr/> 5
<u>Finance and Administration</u>			
Finance 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	1	1	1
Accounting Clerk II	1	1	1
Customer Serv Clerk III	1	1	1
Customer Serv Clerk II	1	1	1
Customer Serv Clerk I	1	1	1
	<hr/> 9	<hr/> 9	<hr/> 9
<u>Human Resources/Civil Service</u>			
Human Resources Director	1	1	1
	<hr/> 1	<hr/> 1	<hr/> 1
PUBLIC SAFETY			
<u>Law Enforcement</u>			
Director of Emergency Services	0	1	1
Police Chief	1	0	0
Police Commander	0	1	1
Police Lieutenant	1	0	0
Police Sergeant	4	5	5
Police Corporal	3	4	4
Lieutenant/Criminal Investigator Div	1	0	0
Police Investigator	2	2	2
Drug Investigator	0	0	1
Police Officer	11	10	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	1	1
Animal Control Officer	1	0	0
	<hr/> 31	<hr/> 31	<hr/> 32
<u>Community Development Block Grant</u>			
Police Corporal	0	0	1
Police Officer	3	3	2
	<hr/> 3	<hr/> 3	<hr/> 3

CITY OF HOLLY HILL
PERSONNEL SUMMARY

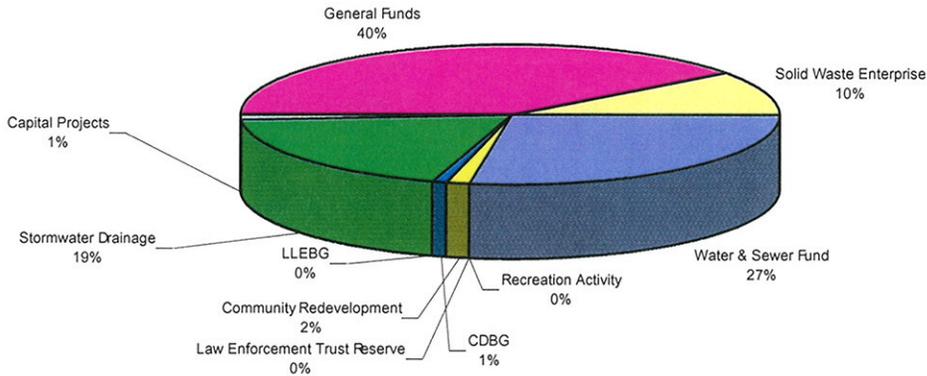
	<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
	Budgeted Positions	Budgeted Positions	Budgeted Positions
<u>Fire Control</u>			
Fire Chief	1	0	0
Fire Division Chief	0	1	1
Captain	1	0	0
Fire Lieutenant	2	2	2
Fire Inspector	1	1	1
Driver/Engineer EMT	3	3	3
Firefighter EMT	3	6	6
Secretary	0.5	0.5	0.5
	<u>11.5</u>	<u>13.5</u>	<u>13.5</u>
<u>Protective Inspection</u>			
Chief Building Official	1	1	1
Property Maintenance Inspector	1	1	1
Licensing/Permit Coordinator	1	1	1
Code Admin/Clerk	1	0	0
Housing Rehab Inspector	0.5	0	0
Community Service Officer	0	2	2
	<u>4.5</u>	<u>5</u>	<u>5</u>
PUBLIC SERVICES			
<u>Administration</u>			
Public Works Director	1	1	1
Utilities Supervisor	1	1	1
Admin Assistant	1	1	1
Staff Assistant/PW	1	1	1
	<u>4</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	4	5	5
Custodian	2	2	2
Heavy Equipment Operator	1	1	1
	<u>9</u>	<u>10</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)	2	2	2
Aquatics/Life Guard (FTE) 2 part time	1	1	1
	<u>7.5</u>	<u>7.5</u>	<u>7.5</u>

CITY OF HOLLY HILL
PERSONNEL SUMMARY

	<u>2000-2001</u>	<u>2001-2002</u>	<u>2002-2003</u>
	Budgeted Positions	Budgeted Positions	Budgeted Positions
<u>Stormwater Drainage</u>			
Equipment Operator/Maint Worker I	1	1	1
Equipment Operator/Maint Worker	3	3	3
	<hr style="width: 50%; margin: 0 auto;"/>	<hr style="width: 50%; margin: 0 auto;"/>	<hr style="width: 50%; margin: 0 auto;"/>
	4	4	4
<u>Garbage/Solid Waste Control</u>			
Solid Waste Coordinator	1	1	1
	<hr style="width: 50%; margin: 0 auto;"/>	<hr style="width: 50%; margin: 0 auto;"/>	<hr style="width: 50%; margin: 0 auto;"/>
	1	1	1
PUBLIC UTILITIES			
<u>Water Utility Service/Water Plant</u>			
Chief Water Plant Operator	1	1	1
Lab Technician	1	1	1
Water Plant Operator	4	4	4
Utility Mechanic	2	2	2
Meter Reader	2	2	2
Utility Service Worker	1	1	1
	<hr style="width: 50%; margin: 0 auto;"/>	<hr style="width: 50%; margin: 0 auto;"/>	<hr style="width: 50%; margin: 0 auto;"/>
	11	11	11
<u>Sewer Service/Water Pollution Control Plant</u>			
Chief Wastewater Plant Operator	1	1	1
Plant Operator	4	5	5
Sludge Belt Press Operator	1	1	1
Utility Mechanic	3	3	3
	<hr style="width: 50%; margin: 0 auto;"/>	<hr style="width: 50%; margin: 0 auto;"/>	<hr style="width: 50%; margin: 0 auto;"/>
	9	10	10
TOTAL PERSONNEL			
	118.5	123.5	124.0

CITY OF HOLLY HILL
BUDGET YEAR 2002-2003

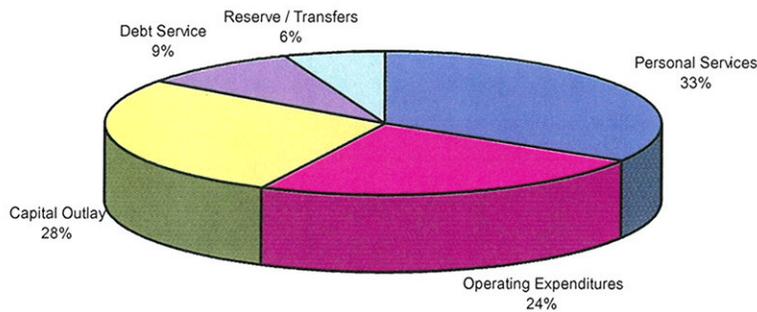
ALL FUNDS REVENUES



General Funds	6,407,600
Solid Waste Enterprise	1,659,900
Water & Sewer Fund	4,397,600
Law Enforcement Trust Reserve	0
Recreation Activity	500
Community Redevelopment	253,500
CDBG	104,200
LLEBG	28,500
Stormwater Drainage	3,058,000
Capital Projects	200,000
Total Revenue	\$16,109,800

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

ALL FUNDS EXPENDITURES



Personal Services	5,402,800
Operating Expenditures	3,794,800
Capital Outlay	4,499,500
Debt Service	1,457,800
Reserve / Transfers	954,900
Total Expenditures	\$16,109,800

**CITY OF HOLLY HILL
COMBINED BUDGET SUMMARY
2002-2003**

REVENUES		EXPENDITURES	
TOTAL TAXES	3,692,600	GENERAL GOVERNMENT	1,337,300
LICENSES & PERMITS	272,000	PUBLIC SAFETY	2,966,600
INTERGOVERNMENTAL	1,271,200	PUBLIC SERVICES	1,483,700
CHARGES FOR SERVICES	677,200	CULTURE/RECREATION	395,800
OTHER REVENUES	2,804,600	PUBLIC UTILITIES	1,927,700
SOLID WASTE REVENUES	1,514,700	STORMWATER DRAINAGE	3,058,000
WATER & SEWER REVENUES	3,974,800	SOLID WASTE	1,189,900
TRANSFERS IN	937,900	DEBT SERVICE	1,457,800
APPROPRIATED RESERVES	961,800	BUDGET RESERVES	17,000
DEBT PROCEEDS	3,000	TRANSFERS OUT	937,900
		RENEWAL & REPLACEMENT	751,900
		COMMUNITY REDEVELOPMENT	253,500
		CDBG TRUST FUND	104,200
		LLEBG	28,500
		CAPITAL PROJECTS	200,000
TOTAL REVENUES	<u>16,109,800</u>	TOTAL EXPENDITURES	<u>16,109,800</u>

CITY OF HOLLY HILL
REVENUE COMPARISON
2002 - 2003

	1999-00 ACTUAL	2000-01 ACTUAL	2001-02 AMENDED	2002-03 BUDGET	% CHANGE
GENERAL FUND					
Ad Valorem Taxes	1,440,080	1,591,315	1,525,000	1,473,800	-3.4%
Sales & Use Taxes	227,139	268,931	269,000	268,500	-0.1%
Franchise Fees	581,777	649,861	668,000	595,000	-10.9%
Utility Service Taxes	1,030,966	1,095,266	778,800	758,000	-2.7%
Local Communications Service Tax	0	0	424,100	511,000	20.5%
Total Taxes	3,279,962 #	3,605,373 #	3,664,900	3,606,400	-1.6%
Licenses & Permits	179,580	241,509	292,500	272,000	-7.0%
Federal Shared Revenues	261,499	89,468	79,500	24,000	-69.8%
State Shared Revenues	894,623	873,331	897,900	937,900	4.5%
Local Shared Revenues	14,363	12,867	13,000	15,300	17.7%
Total Shared Revenues	1,170,485	975,666	990,400	977,200	-1.3%
Charges for Services	137,893	140,734	149,000	212,200	42.4%
Fines & Forfeitures	73,361	95,875	73,700	85,000	15.3%
Interest Earnings	147,765	162,774	130,000	130,000	0.0%
Sales & Compensation	3,336	31,743	5,000	20,000	300.0%
Contributions	21,210	2,371	0	0	0.0%
Other Miscellaneous Revenues	28,619	88,155	42,500	52,500	23.5%
Total Misc Revenue	412,184	521,652	400,200	499,700	24.9%
Appropriations	0	0	958,300	317,300	-66.9%
Loan Proceeds	0	204,204	0	0	0.0%
Transfers	679,644	690,000	700,000	735,000	5.0%
Total General Fund Revenues	5,721,855	6,238,404	7,006,300	6,407,600	-8.5%
LAW ENFORCEMENT TRUST FUND					
Law Enforcement Trust	13,628	19,810	32,000	0	-100.0%
RECREATION ACTIVITY FUND					
Youth Center	230	695	3,500	500	-85.7%
COMMUNITY REDEVELOPMENT TRUST FUND					
Community Redevelopment	95,150	198,962	282,000	253,500	-10.1%
COMMUNITY DEVELOPMENT BLOCK GRANT					
Comm Development Block Grant	275,351	0	105,700	104,200	-1.4%
LOCAL LAW ENFORCEMENT BLOCK GRANT					
LLEBG	15,858	19,906	29,900	28,500	-4.7%
STORMWATER DRAINAGE					
Charges for Services	413,257	457,764	447,000	490,000	9.6%
State Revolving Loan	0	254,562	2,402,100	2,323,000	-3.3%
Appropriations	0	0	0	245,000	100.0%
Total Stormwater Drainage	413,257	712,326	2,849,100	3,058,000	7.3%
CAPITAL PROJECTS FUND					
Capital Projects	617,709	72,823	573,700	206,000	-65.1%
SOLID WASTE ENTERPRISE					
State Shared Revenue	4,271	1,110	0	0	100.0%
Charges for Services	1,331,914	1,378,743	1,485,000	1,485,000	0.0%
Other Miscellaneous Revenue	48,189	52,565	31,000	25,000	-19.4%
Non Revenues	0	39,357	0	0	0.0%
Appropriations	0	0	0	149,900	0.0%
Total Solid Waste Enterprise	1,384,374	1,471,775	1,516,000	1,659,900	9.5%
WATER & SEWER ENTERPRISE					
Water Revenue	1,754,058	1,892,101	1,893,500	1,958,800	3.4%
Sewer Revenue	1,786,508	1,916,373	1,920,400	2,001,000	4.2%
Interest Earnings	171,036	184,292	94,000	112,000	19.1%
Impact Fees	694	10,396	497,000	15,000	-97.0%
Other Income	160,104	33,555	32,000	32,000	0.0%
State Revolving Loan Fund	1,870,300	0	0	0	0.0%
Appropriations	0	0	280,800	278,800	-0.7%
Transfers	0	0	0	0	100.0%
Total Water & Sewer	5,742,700	4,036,717 #	4,717,700 #	4,397,600	-6.8%
TOTAL ALL FUNDS	14,779,855	12,771,418	17,115,900	16,109,800	-5.9%

CITY OF HOLLY HILL
EXPENDITURE COMPARISON
2002 - 2003

	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-02 AMENDED	2002-03 BUDGET	% CHANGE
<u>GENERAL FUND</u>					
General Government	\$1,256,104	\$1,590,750	\$1,556,700	\$1,559,100	0.2%
Public Safety	2,443,960	2,726,311	2,785,700	2,966,600	6.5%
Public Services	950,310	1,088,024	1,641,400	1,483,700	-9.6%
Culture/Recreation	335,948	328,221	383,700	395,300	3.0%
Transfers/Reserves/Advance	233,300	2,191	638,800	2,900	-99.5%
Total General Fund	5,219,622	5,735,497	7,006,300	6,407,600	-8.5%
<u>LAW ENFORCEMENT TRUST FUND</u>					
Law Enforcement Trust	3,766	1,410	32,000	0	-100.0%
<u>RECREATION ACTIVITY FUND</u>					
Recreation Activity	230	133	3,500	500	-85.7%
<u>COMMUNITY REDEVELOPMENT TRUST FUND</u>					
Community Redevelopment	82,564	82,715	282,000	253,500	-10.1%
<u>COMMUNITY DEVELOPMENT BLOCK GRANT</u>					
Community Development	275,351	0	105,700	104,200	100.0%
<u>LOCAL LAW ENFORCEMENT BLOCK GRANT</u>					
LLEBG	16,285	20,392	29,900	28,500	-4.7%
<u>STORMWATER DRAINAGE FUND</u>					
Stormwater Drainage	301,726	610,272	2,849,100	3,058,000	7.3%
<u>CAPTIAL PROJECTS FUND</u>					
Capitol Projects	561,102	122,062	573,700	200,000	-65.1%
<u>SOLID WASTE ENTERPRISE</u>					
Solid Waste	1,384,374	1,471,775	1,516,000	1,659,900	9.5%
<u>WATER & SEWER ENTERPRISE</u>					
Water & Sewer	1,919,670	1,977,152	2,252,400	2,392,700	6.2%
Renewal and Replacement	133,619	570,716	650,000	751,900	15.7%
Debt Service	1,122,324	1,122,741	1,316,300	1,236,000	-6.1%
Reserves	153,200	0	499,000	17,000	-96.6%
Total Water and Sewer Funds	3,328,813	3,670,609	4,717,700	4,397,600	-6.8%
<u>CONSTRUCTION FUND</u>					
State Revolving Loan	1,187,926	27,527	0	0	0.0%
TOTAL ALL FUNDS	12,361,759	11,742,392	17,115,900	16,109,800	-5.9%

CITY OF HOLLY HILL
SUMMARY OF EXPENDITURES
Proposed Budget 2002-2003

	Operating	Capital	Debt Service/ Reserves/Trans	Total
<u>GENERAL FUND</u>				
General Government	1,262,700	74,600	224,700	1,562,000
Law Enforcement	1,631,800	67,100	0	1,698,900
Fire Control	840,200	46,600	0	886,800
Protective Inspection	347,400	33,500	0	380,900
Transportation/Road & Street	643,200	228,100	0	871,300
Buildings & Grounds	455,400	157,000	0	612,400
Recreation	390,300	5,000	0	395,300
Reserves/Transfers/ Advances	0	0	0	0
Total General Fund	5,571,000	611,900	224,700	6,407,600
<u>LAW ENFORCEMENT TRUST FUND</u>	0	0	0	0
<u>YOUTH CENTER</u>	500	0	0	500
<u>COMMUNITY REDEVELOPMENT TRUST</u>	253,500	0	0	253,500
<u>COMMUNITY DEVELOPMENT BLOCK GRANT</u>	0	104,200	0	104,200
<u>LOCAL LAW ENFORCEMENT BLOCK GRANT</u>	0	28,500	0	28,500
<u>STORMWATER DRAINAGE FUND</u>	255,000	2,803,000	0	3,058,000
<u>CAPITAL PROJECTS FUND</u>	0	200,000	0	200,000
<u>SOLID WASTE ENTERPRISE FUND</u>	1,189,900	0	470,000	1,659,900
<u>WATER & SEWER ENTERPRISE FUND</u>				
Water Utility Service	918,200	0	0	918,200
Sewer Service	949,500	0	0	949,500
Administrative	60,000	0	465,000	525,000
Operating Reserve	0	0	0	0
Debt Service	0	0	1,236,000	1,236,000
Renewal & Replacement	0	751,900	17,000	768,900
Total Water & Sewer	1,927,700	751,900	1,718,000	4,397,600
<u>CONSTRUCTION FUND</u>	0	0	0	0
TOTAL EXPENDITURES	9,197,600	4,499,500	2,412,700	16,109,800

CITY OF HOLLY HILL
ESTIMATED FUND BALANCES
2002 - 2003

	Est Beginning Fund Balance Sept 30, 2002	Revenue Projection 2002-03	Expenditure Projection 2002-03	Estimated Fund Balance Sept 30, 2003
General Fund				
Unreserved	1,545,200	6,195,000	6,195,000	1,545,200
Police Education	16,600	4,000	8,000	12,600
Transportation	184,800	116,600	204,600	96,800
Total General Fund	<u>1,746,600</u>	<u>6,315,600</u>	<u>6,407,600</u>	<u>1,654,600</u>
Law Enforcement Trust	30,600	0	0	30,600
Recreation Activity Fund	3,400	0	500	2,900
Community Redevelopment	0	253,500	253,500	0
Community Development	0	104,200	104,200	0
Local Law Enforcement Block Grant	0	28,500	28,500	0
Stormwater Drainage	995,100	2,813,000	3,058,000	750,100
Capital Projects	52,100	200,000	200,000	52,100
Solid Waste	672,000	1,539,700	1,659,000	552,700
Water and Sewer	1,747,800	4,081,800	4,081,800	1,747,800
Renewal & Replacement	210,200	473,100	678,900	4,400
 TOTAL	 <u>5,457,800</u>	 <u>15,809,400</u>	 <u>16,472,000</u>	 <u>4,795,200</u>

CITY OF HOLLY HILL
 NOTES PAYABLE
 2002 - 2003

Present notes payable are summarized as follows:

<u>Lender / Purpose</u>		Principal Balance 2001-02	Principal Payment 2002-03	Interest Payment 2002-03	Principal Balance 9/30/2003
GENERAL FUND					
<u>Sun Bank of Volusia County-</u>					
(1) New Gym , City Hall/Fire					
Station Renovation	(2)	662,793	123,000	35,400	504,393
Fire Truck	(3)	139,802	39,900	7,500	92,402
<u>Volusia County</u>					
800 MHZ Radio System	(4)	29,992	14,700	1,300	13,992
NOTES PAYABLE BALANCE		832,587	177,600	44,200	610,787

(1) Pledged Revenue Utility Service Taxes

(2) Payoff 3/2008

(3) Payoff 3/2006

(4) Payoff 9/2004

CITY OF HOLLY HILL
 BONDS PAYABLE
 2002 - 2003

DEBT SERVICE REQUIREMENTS TO MATURITY

	FISCAL YEAR			TOTAL DEBT
	ENDING	PRINCIPAL	INTEREST	SERVICE
OCTOBER 1,	2003	495,000	577,481	1,072,481
	2004	505,000	567,581	1,072,581
	2005	515,000	557,481	1,072,481
	2006	530,000	544,606	1,074,606
	2007	550,000	528,706	1,078,706
	2008	565,000	511,656	1,076,656
	2009	585,000	491,881	1,076,881
	2010	605,000	471,821	1,076,821
	2011	625,000	447,831	1,072,831
	2012	655,000	423,612	1,078,612
	2013	680,000	397,412	1,077,412
	2014	710,000	369,532	1,079,532
	2015	745,000	334,032	1,079,032
	2016	780,000	296,782	1,076,782
	2017	810,000	262,462	1,072,462
	2018	850,000	226,012	1,076,012
	2019	890,000	186,700	1,076,700
	2020	930,000	144,425	1,074,425
	2021	980,000	100,250	1,080,250
	2022	1,025,000	51,250	1,076,250
	TOTAL	14,030,000	7,491,517	21,521,517

CAPITAL OUTLAY

Capital outlay and improvements included in this 2002-03 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. Audio / Visual System

Audio/Visual System to be installed in the Commission Chambers.

Cost: \$36,600 Source: General Revenue

Impact: Improve the communication and information on City business conducted at meetings. Additional maintenance costs are anticipated.

2. Vehicles (2) Police Package

Replacement of vehicles with high mileage and maintenance.

Cost: \$49,500 Source: General Revenue

Impact: Reduce response time, maintenance cost and repairs.

3. Street Resurfacing Program

Third year of the updated five year plan.

Cost: \$114,400 Source: Gas Tax

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

4. Sidewalk Program

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

Cost: \$60,400 Source: Sidewalk fee: \$9,000 General Revenue: \$55,000

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

5. Vehicle – Dump Truck

Replacement of 18-year old one ton dump truck

Cost: \$32,000 Source: General Revenue

Impact: Reduced down-time for maintenance and repairs . Increased productivity for labor force.

6. Sunrise Park Walkways, Deck and Bridge

Construction of improvements and repairs to walkways, deck, piers and bridge. Enhance beautification to park.

Cost: \$64,000 Source: General Revenue

Impact: Reduce maintenance and repairs. Increased productivity for labor force.

7. Hollyland Park North & South Buildings, Restrooms & Clubhouse

Refurbishment and improvements to park buildings, restrooms and clubhouse.

Cost: \$50,000 Source: Solid Waste Reserve

Impact: Reduce maintenance and repairs. Increased productivity for labor force.

8. Air Condition Gymnasium
Install central air conditioning in existing gymnasium.
Cost: \$150,000 Source: Solid Waste Reserve
Impact: Providing air conditioning in the gymnasium will enhance programs and activities offered to the Community. Increased utility costs about \$7,000.

9. Street Improvements
Third year of the updated five year plan.
Cost: \$89,000 Source: Community Development Block Grant
Impact: Reduce labor and materials for maintenance and repair of roads.

10. Drainage Improvements
Third year of updated five-year plan.
Cost: \$150,000 Source: Stormwater Fees
Impact: Improve drainage during flooding conditions and reduce labor requirements.

11. Stormwater Improvements
Local drainage problem improvements as well as major improvements to multi-jurisdictional canals and retention pond construction with four existing canals.
Cost: \$2,323,000 Source: State Revolving Loan
Impact: Improve drainage during flooding conditions and reduce labor requirements.

12. LPGA Boulevard Box Culvert Engineering Design
This is the City's share of cost to replace and reinforce the box culvert to make drainage improvements at LPGA and US 1.
Cost: \$100,000 Source: Stormwater Revenue
Impact: Improve drainage in the northeast area of the City and connect the northeast and LPGA canals.

13. Florida East Coast Railroad Crossing
Florida East Coast Railroad Crossing signal improvements.
Cost: \$50,000 Source: Stormwater Revenue
Impact: Improve quality of safety at crossing.

14. Jet Rodder
Replacement to upgrade older jet rodder.
Cost: \$180,000 Source: Stormwater Revenue
Impact: Improve capability to clean storm sewers. Improve drainage during flooding conditions and reduce labor.

15. Water Mains

Design and inspect water mains.

Cost: 50,000 Source: Water Revenue

Impact: Design and inspect water mains to strengthen water system and make interlocal connections.

16. Water Meters

First year of a four year plan to upgrade water meters to radio frequency reading system.

Cost: \$150,000 Source: Water Revenue

Impact: Replacement of old meters should increase revenues and productivity with use of a radio frequency reading system.

17. Relocate Utility Services - Rehabilitation

This is the City's share of cost to relocate the utility services to make intersection improvements at LPGA and US 1.

Cost: \$100,000 Source: Water Revenue

Impact: No immediate impact on maintenance costs.

18. Biological Treatment Units (BTU) – Drives and Shafts

Upgrade older drives and shafts necessary in the process of wastewater treatment.

Cost: \$75,000 Source: Sewer Revenue

Impact: Reduce major maintenance and repairs.

19. Sand Filters

Replace Traveling Bridge Controllers for Filters (2) and adapt the sand filters to hoods.

Cost: \$130,000 Source: Sewer Revenue

Impact: Improve the operation of filter runs which will give longer life to the sand filters and reduce material costs.

20. Van / Truck for TV Inspection Equipment

Replacement of older vehicle with high mileage and maintenance.

Cost: \$45,000 Source: Sewer Revenue

Impact: Reduced down-time for maintenance and repairs. Increased productivity for labor force.

FISCAL YEAR 2002-03

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

	ITEM COST	TOTAL COST
General Government		\$74,600
Audio / Visual System	36,592	
PC's for Training (10)	9,500	
LCD Monitors (10)	8,270	
PC Replacement (4)	6,000	
Software / Hardware Upgrades	13,000	
Workstation (Utility Billing)	1,200	
Law Enforcement		\$67,100
Vehicles (2)	48,000	
Radios & Consoles for New Vehicles	1,500	
Cisco Routers (2) FBI Mandate	1,600	
High-speed Switch to Increase from 10MB to 100MB	1,000	
Portable Radios (4) \$2,500 ea	10,000	
Laptop Computers (2)	5,000	
Fire Control		\$46,600
Resurface Engine Bay Floor	6,000	
Workshop & Storage Shed - 18 x 30'	5,000	
Generator	10,000	
Genesis Extraction Tool	12,000	
Storage Racks	5,000	
Temperature Control Cabinet - Engine #E296 (State Mandated)	4,500	
ACLS Mannequin for Training	2,550	
Commercial Water Purifier	1,500	
Protective Inspection		\$33,500
Vehicle - Mid-size	15,500	
Vehicle - Pick-up with Animal Control Box	18,000	
Transportation/Road & Street Facilities		\$228,100
Garage Building Improvements (\$7,500 Carryover)	15,000	
Street Resurfacing Program (5 Year Plan)	114,355	
Sidewalk Program (5 Year Plan)	60,390	
Vehicle - 1/2 Ton Pick-up	14,000	
Vehicle - Van (Carryover \$24,400)	24,400	
Buildings and Grounds		\$207,000
Hollyland Park North & South Bldgs , Restrooms & Club House	50,000	
Sica Hall - Ceiling Tiles & Paint	2,500	
Sica Hall - New Roof	7,500	
Sunrise Park Walkways, Deck & Bridge (Carryover \$32,000)	64,000	
Playground Equipment	12,500	
Commercial Carpet Cleaner	1,800	
Air Conditioners - Sica Hall , Public Works, City Hall	22,000	
Park Benches - Dog Park	1,700	
Vehicle - Dump Truck	32,000	
Restrooms Refurbishment in Parks	13,000	
Recreation		\$155,000
Air Condition Gymnasium	150,000	
Vehicle (DOT)	5,000	

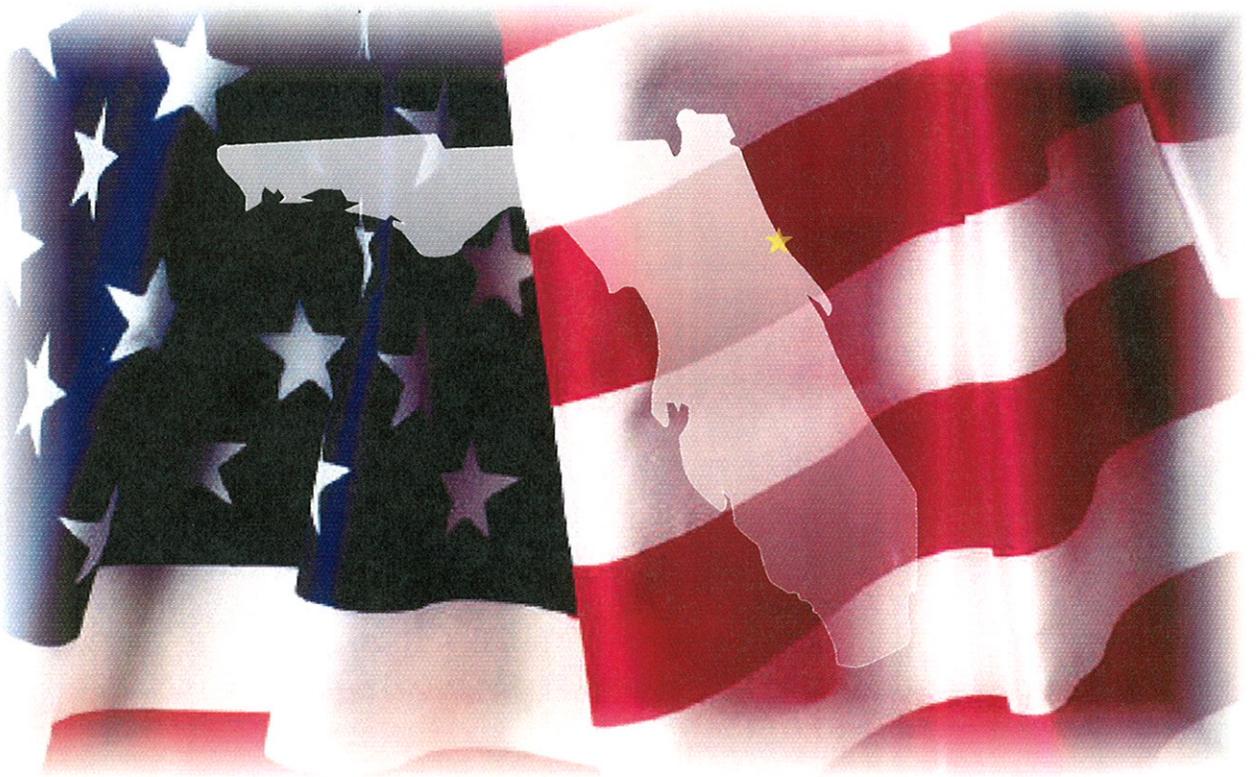
TOTAL CAPITAL OUTLAY FOR GENERAL FUND

\$811,900

FISCAL YEAR 2002-03

Community Development Block Grant Fund		\$104,200
Street Improvements	88,966	
Drainage - 5 Year Plan	15,230	
Local Law Enforcement Block Grant		\$28,500
Police Equipment	28,500	
Stormwater Drainage		2,803,000
Stormwater Improvements (State Revolving Loan)	2,323,000	
Drainage 5 Year Plan - 2001-02	150,000	
Engineering Design & 1/2 LPGA Box Culvert	100,000	
Jet Rodder	180,000	
Florida East Coast Railroad Crossing	50,000	
Renewal & Replacement		751,900
Water		
Design & Inspect Water Mains to Strengthen Water System & Make Interlocal Connections	50,000	
Replace Roof on Public Works Building	20,000	
Fire Hydrants (10)	8,500	
Well Pumps Pulled & Repaired (3)	18,000	
Vehicle (DOT)	5,000	
Water Meters - Contractor Install (150)	150,000	
Relocate Utility Services	100,000	
Rebuild Transfer Pumps & Replace Motors (2)-Carryover \$17,000	19,500	
TOTAL WATER R&R		371,000
Renewal & Replacement Cont.		
Sewer		
DOH, EPA, Risk Management Fees	31,200	
Industrial Pretreatment, Influent & Effluent, Misc Analysis	3,600	
Rebuild Lift Stations #6 and #18	24,600	
Cushman 4 Wheeler	6,500	
Dissolved Flotation - Baffic & Polymer Pumps	15,500	
Chemical Storage Bldg - Chlorine Ejector, Pedestal Seals	13,000	
Sulfur Dioxide Injector; Sulfur Dioxide Pedestal & Seals		
Suction Jet Turbid meter Discharge Lines (2)		
Clarifiers - Scum Pit Pumps	5,000	
Solids Handling - Top & Bottom Bolts	3,350	
Foxboro Continuous ph Probe, 1" Polmer 1 3/4" Pumps	3,850	
Continuous Flow Meters (sludge)	5,000	
BTU (Biological Treatment Units) - Drives & Shafts	52,000	
Replace 40 hp Drive Shaft (Westside)	23,000	
Reuse Pumping - Continuous ph Probe & Pressure Transmitters	2,250	
Return Pumps (2) Continuous Flow Meters	15,000	
Waste Pump - Continuous Flow Meter, Pumps & Drives	2,000	
Sandfilter-Replace Traveling Bridge Controllers for		
Filters (2) Carryover \$50,000	130,000	
Van/Truck for TV Inspection Equipment-Carryover \$24,000	45,000	
TOTAL SEWER R&R		380,900
TOTAL CAPITAL OUTLAY		\$4,499,500

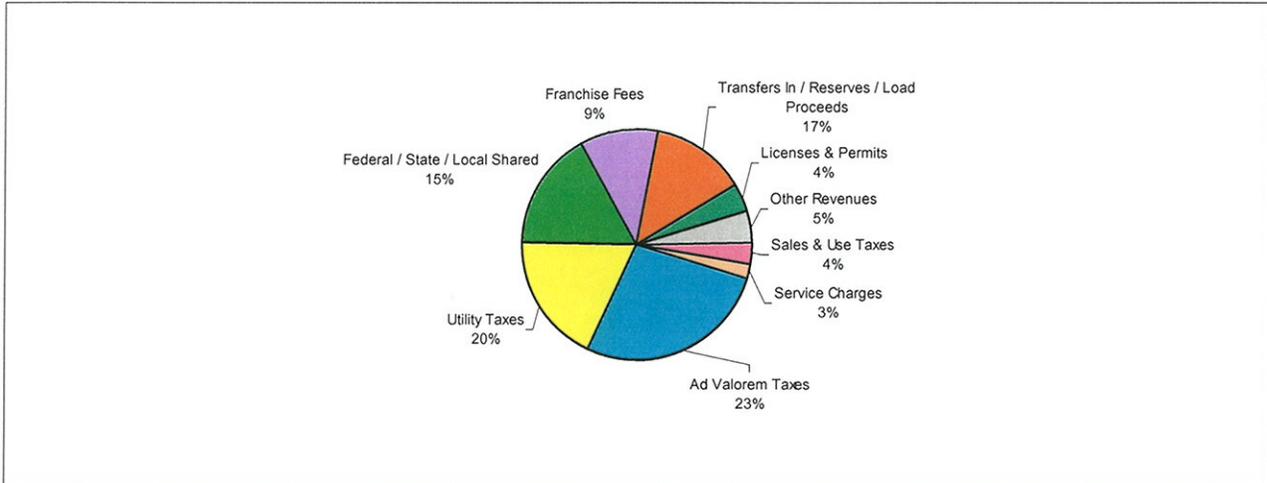
City of Holly Hill



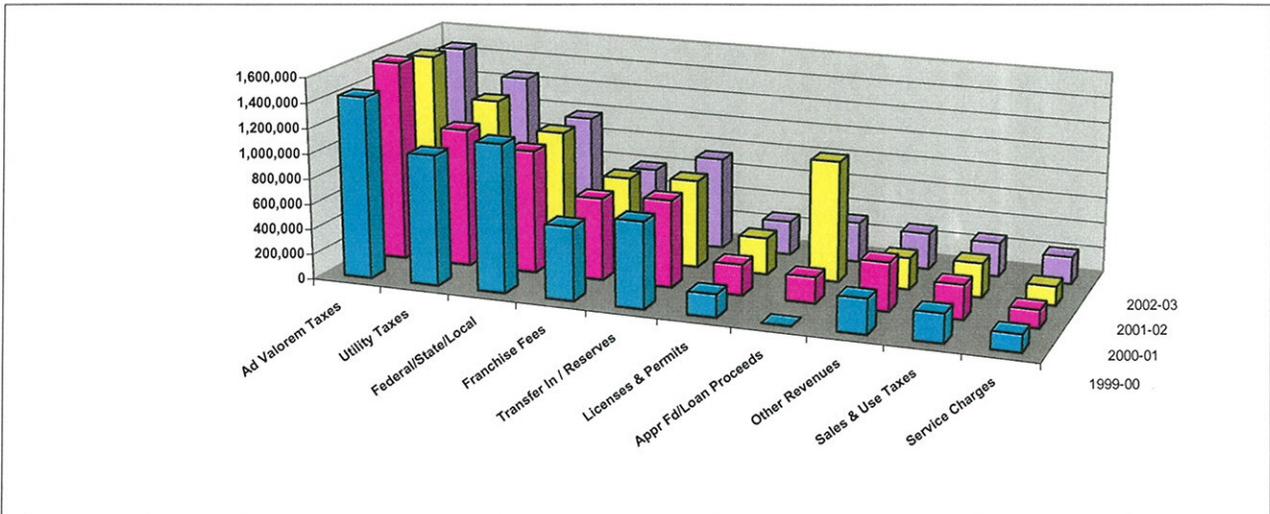
General Fund

Annual Budget
2002 - 2003

**CITY OF HOLLY HILL
GENERAL FUND REVENUES
BUDGET YEAR 2002-2003**



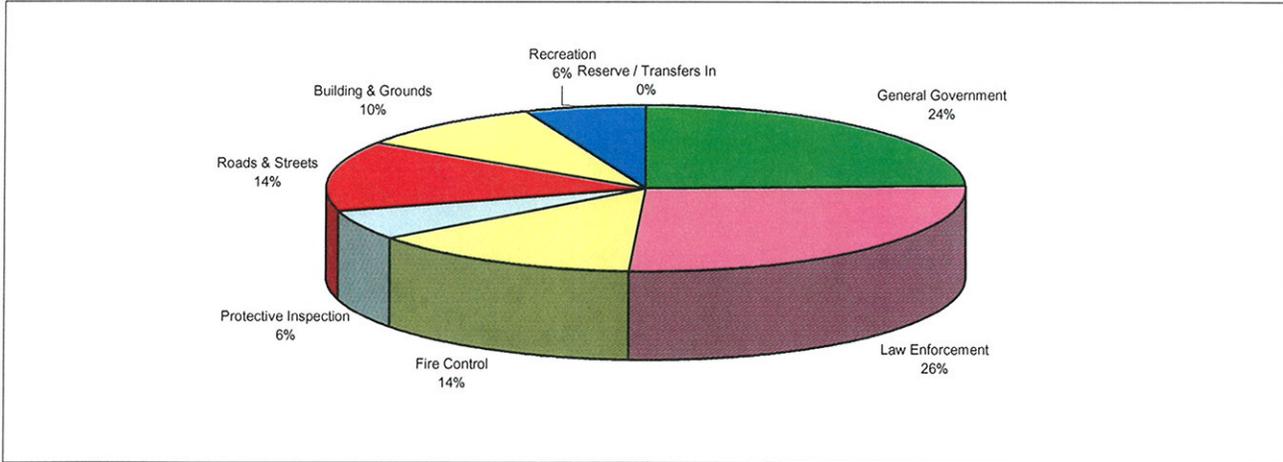
Ad Valorem Taxes	1,473,800	Licenses & Permits	272,000
Utility Taxes	1,269,000	Other Revenues	287,500
Federal / State / Local Shared	977,200	Sales & Use Taxes	268,600
Franchise Fees	595,000	Service Charges	212,200
Transfers In / Reserves	1,052,300	Total Revenue	6,407,600



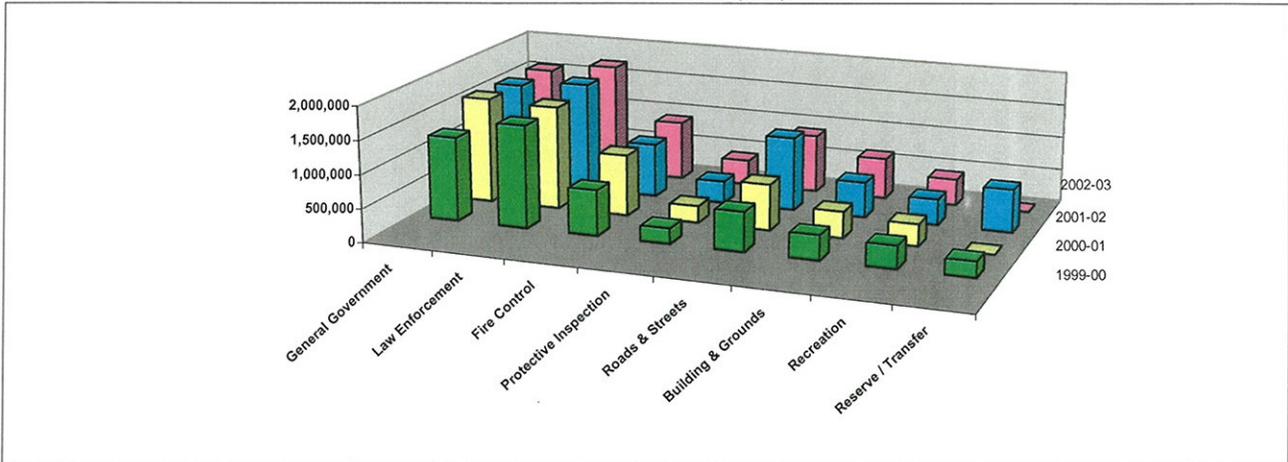
FOUR YEAR HISTORY

	1999-00	2000-01	2001-02	2002-03
	ACTUAL	ACTUAL	AMENDED	BUDGET
Ad Valorem Taxes	1,440,080	1,591,315	1,525,000	1,473,800
Utility Taxes	1,030,966	1,095,266	1,202,900	1,269,000
Federal/State/Local	1,170,485	975,666	990,400	977,200
Franchise Fees	581,777	649,861	668,000	595,000
Transfer In / Reserves	679,644	690,000	700,000	735,000
Licenses & Permits	179,580	241,509	292,500	272,000
Appr Fd/Loan Proceeds	0	204,204	958,300	317,300
Other Revenues	274,280	380,917	251,200	287,500
Sales & Use Taxes	227,139	268,931	269,000	268,600
Service Charges	137,893	140,734	149,000	212,200
TOTAL REVENUES	\$5,721,844	\$6,238,403	\$7,006,300	\$6,407,600

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES
BUDGET YEAR 2002-2003**



General Government	1,559,100
Law Enforcement	1,698,900
Fire Control	886,800
Protective Inspection	380,900
Roads & Streets	871,300
Building & Grounds	612,400
Recreation	395,300
Reserve / Transfers In	2,900
Total Revenues	\$6,407,600



FOUR YEAR HISTORY	1999-2000	2000-2001	2001-2002	2002-2003
	ACTUAL	ACTUAL	AMENDED	BUDGET
EXPENDITURES				
General Government	1,256,104	1,590,750	1,556,700	1,559,100
Law Enforcement	1,535,669	1,553,697	1,653,500	1,698,900
Fire Control	680,082	919,041	802,500	886,800
Protective Inspection	228,209	253,573	329,700	380,900
Roads & Streets	584,863	690,707	1,108,900	871,300
Building & Grounds	365,447	397,317	532,500	612,400
Recreation	335,948	328,221	383,700	395,300
Reserve / Transfer	233,300	2,191	638,800	2,900
TOTAL EXPENDITURES	\$5,219,622	\$5,735,497	\$7,006,300	\$6,407,600

GENERAL FUND REVENUE EXPLANATION 2002-03

Property Tax Revenue

The General Fund revenue projections include ad valorem tax revenue of \$1,515,008 less \$86,195 to be placed in the Community Redevelopment Trust Fund. This estimate is based on the rate of \$4.50000 per \$1,000 assessed valuation of \$354,387,873. The proposed millage rate is 3.07% less than the rolled-back rate of \$4.64238. The current year estimated gross taxable value increased by \$11,989,679, or 3.50% from the 2001 final gross taxable value of \$342,398,194. The following table provides a summary of the City's anticipated tax collections at the rate of 95% estimated collections.

Gross taxable value	\$354,387,873
Less exemptions	
(new construction + additions - deletions)	4,051,850
Adjusted taxable value	350,336,023
Rate per \$1,000	4.50000
2002 tax levy	1,594,745
Estimated % of collections	95%
Estimated current tax collections	1,515,008

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 \$152,000 is based on Volusia County's revenue projections for 2003.

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 \$116,600, is based on Volusia County's revenue projections for 2003.

Franchise Fees

Based on eight months' collections, revenue from franchise fees is expected to be lower than the 2001-02 Budget due to cable franchise fees included now in telecommunications tax (see below). 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 2001-02 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. The revenues that are combined are the cable and telecommunications franchise fees and the telecommunications utility tax.

Licenses and Permits

Revenue from occupational licenses is expected to be higher than the 2001-02 budget. Permit fees and inspection fees are expected to be lower than anticipated in the 2001-02 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, 35.19% 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 2001-02 estimates with the exception of sales tax collections which are anticipated to be slightly higher.

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 be lower than anticipated in the 2001-02 budget. Code enforcement fines and parking violations are expected to increase with the increased emphasis being placed on code violations within the city.

Interest Earnings

Interest earnings are based on current average earnings and are expected to remain about the same as estimates in the 2001-02 budget.

Miscellaneous Revenues

Surplus Sales - The City anticipates that obsolete equipment items will be sold for an estimated \$20,000.

Other Miscellaneous Revenue - Current projections indicate these revenues will remain about the same as 2001-02 budget.

Appropriated Fund Balances and Reserves

Fund balance appropriations for current year projects which are being reappropriated and new capital items and projects totaling \$144,100 is planned in this budget. Prior year cash reserves from the 2nd Local Option Gas Tax and sidewalk fee will be used to help 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 \$735,000 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	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
AD VALOREM TAXES						
311.10.00	Current Ad Valorem Taxes	1,397,304	1,546,488	1,465,000	1,480,000	1,428,800
311.20.00	Delinquent Ad Valorem Taxes	42,775	44,827	42,000	45,000	45,000
	Total Ad Valorem Taxes	1,440,080	1,591,315	1,507,000	1,525,000	1,473,800
SALES AND USE TAXES						
312.41.00	Local Option Gas Tax	157,776	153,449	157,600	154,000	152,000
312.41.10	2nd Local Option Gas Tax	69,363	115,482	122,300	115,000	116,600
312.42.00	Local Altern. Fuel Decal User Fee	0	0	0	0	0
	Total Sales and Use Taxes	227,139	268,931	279,900	269,000	268,600
FRANCHISE FEES						
313.10.00	Electricity	477,219	549,843	520,000	560,000	565,000
313.20.00	Telecommunications	25,289	21,991	0	28,600	0
313.40.00	Gas	15,666	14,744	14,000	22,800	22,800
313.50.00	CATV	55,801	56,683	0	49,400	0
313.91.00	Towing Services	7,803	6,600	7,200	7,200	7,200
	Total Franchise Fees	581,777	649,861	541,200	668,000	595,000
UTILITY SERVICE TAXES						
314.10.00	Electricity	686,595	714,584	690,000	715,000	725,000
314.20.00	Telecommunications	310,723	340,483	417,000	30,800	0
314.40.00	Gas	33,648	40,198	33,000	33,000	33,000
	Total Utility Taxes	1,030,966	1,095,266	1,140,000	778,800	758,000
LOCAL COMMUNICATIONS SERVICE TAX						
315.10.00	Telecommunications	0	0	0	424,100	511,000
	Total Local Communications Serv Tax	0	0	0	424,100	511,000
	Total Taxes	3,279,961	3,605,374	3,468,100	3,664,900	3,606,400
LICENSES & PERMITS						
321.10.00	Professional & Occupational Licenses	108,753	155,213	178,000	200,000	200,000
322.10.00	Building Permits	32,486	44,964	25,000	45,000	35,000
322.11.00	Electrical Permits	6,316	8,871	5,000	5,700	5,000
322.12.00	Plumbing Permits	5,000	3,961	4,000	4,200	4,000
322.13.00	Mechanical Permits	2,211	3,414	2,000	3,100	2,500
329.10.00	Other Licenses & Permits	5,573	5,697	9,000	14,500	5,500
329.20.00	Inspection Fees	19,240	19,390	20,000	20,000	20,000
	Total Licenses & Permits	179,580	241,509	243,000	292,500	272,000
FEDERAL SHARED REVENUES						
331.22.00	Part-time COPS Grant	25,703	0	10,000	5,000	0
331.22.10	COPS More Grant	0	19,872	18,000	12,000	0
331.22.20	COPS Grant 2002	0	0	0	0	24,000
331.24.00	Pal Grant	67,855	65,935	69,400	62,500	0
331.25.00	US DOT/Florida DOT	0	3,660	0	0	0
331.26.00	Bulletproof Vest Grant	876	0	0	0	0
381.29.10	Fire Services Grant / Signal Devices	0	0	23,000	0	0
331.51.00	FEMA Grants	167,065	0	0	0	0
	Total Federal Shared Revenues	261,499	89,468	120,400	79,500	24,000
STATE SHARED REVENUES						
334.50.00	DCA Emergency Management	26,953	0	0	0	0
335.12.00	State Revenue Sharing	281,809	294,524	289,700	294,500	294,500
335.14.00	Mobile Home Licenses	11,058	17,880	17,000	17,000	17,000
335.15.00	Alcoholic Beverage Licenses	5,469	6,420	7,000	7,000	7,000
335.18.00	Half Cent Sales Tax	551,173	542,132	525,000	573,000	613,000
335.23.00	Firefighter Supplemental Comp	1,534	1,095	1,200	1,200	1,200
335.25.00	Youth Tobacco Program	11,550	6,160	0	0	0
335.41.00	Motor Fuel Tax Rebate	5,077	5,121	5,000	5,200	5,200
	Total State Shared Revenues	894,623	873,331	844,900	897,900	937,900

CITY OF HOLLY HILL
GENERAL FUND REVENUES

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
LOCAL SHARED REVENUES						
337.20.00	City Contrib EMS Grant	0	0	2,300	0	2,300
337.71.00	Emergency Response Plan	750	0	0	0	0
338.20.00	City Share of County Licenses	13,613	12,867	13,000	13,000	13,000
	Total Local Shared Revenues	14,363	12,867	15,300	13,000	15,300
	Total Shared Revenues	1,170,485	975,666	980,600	990,400	977,200
CHARGES FOR SERVICES						
341.20.00	Zoning Fees	2,150	1,970	2,200	2,200	2,400
341.30.00	Sales of Maps/Publications	315	415	500	400	400
341.40.00	Certifications/Copies/Research	5,934	5,490	6,000	6,000	6,000
342.10.00	Police Services	2,865	3,180	2,500	2,500	2,500
342.20.00	Fire Programs	554	0	500	500	500
344.90.10	Median Maintenance (DOT)	19,540	20,126	20,100	20,100	20,100
344.90.20	Sidewalk Fee	13,778	7,296	8,000	8,000	8,000
344.90.30	R-O-W Maint. Volusia Cty	2,232	2,354	2,300	2,300	2,300
347.21.00	Program Activity Fees	80,848	87,809	85,000	97,000	100,000
347.43.00	Special Events	680	4,649	0	0	60,000
347.53.00	Sica Hall Revenues	8,999	7,446	10,000	10,000	10,000
	Total Charges for Services	137,893	140,734	137,100	149,000	212,200
FINES & FORFEITURES						
351.10.00	Court Fines	67,408	88,158	95,000	67,000	75,000
351.30.00	Police Education	3,549	5,350	5,000	4,000	4,000
351.50.00	Code Enforcement Fines	850	1,000	1,000	2,000	5,300
351.60.00	Parking Violations	1,554	1,367	1,400	200	200
359.10.00	Other Fines and Forfeitures	0	0	0	500	500
	Total Fines & Forfeitures	73,361	95,875	102,400	73,700	85,000
INTEREST EARNINGS						
361.10.00	Investments	29,425	40,045	15,000	30,000	30,000
361.20.00	Investments/State Bd of Administration	118,340	122,729	100,000	100,000	100,000
	Total Interest Earnings	147,765	162,774	115,000	130,000	130,000
SALES & COMPENSATION/LOSS OF FIXED ASSETS						
364.41.00	Surplus Sales (Equip., Land, Bldgs.)	1,325	16,262	5,000	5,000	20,000
364.42.00	Insurance Proceeds/Loss	2,011	15,481	0	0	0
	Total Sales & Compensation	3,336	31,743	5,000	5,000	20,000
CONTRIBUTIONS						
366.90.00	Contributions & Donations	20,474	2,371	0	0	0
366.90.10	VIP Program Donations	736	0	0	0	0
	Total Contributions	21,210	2,371	0	0	0
OTHER MISCELLANEOUS REVENUES						
365.10.00	Scrap Sales	120	0	500	500	500
369.62.00	Volusia County Reimbursements	0	15,806	20,000	12,000	12,000
369.90.00	Other Miscellaneous Revenue	28,499	72,348	15,200	30,000	40,000
	Total Other Misc. Revenues	28,619	88,155	35,700	42,500	52,500
	Total Misc. Revenue	200,929	285,042	155,700	177,500	202,500

CITY OF HOLLY HILL
GENERAL FUND REVENUES

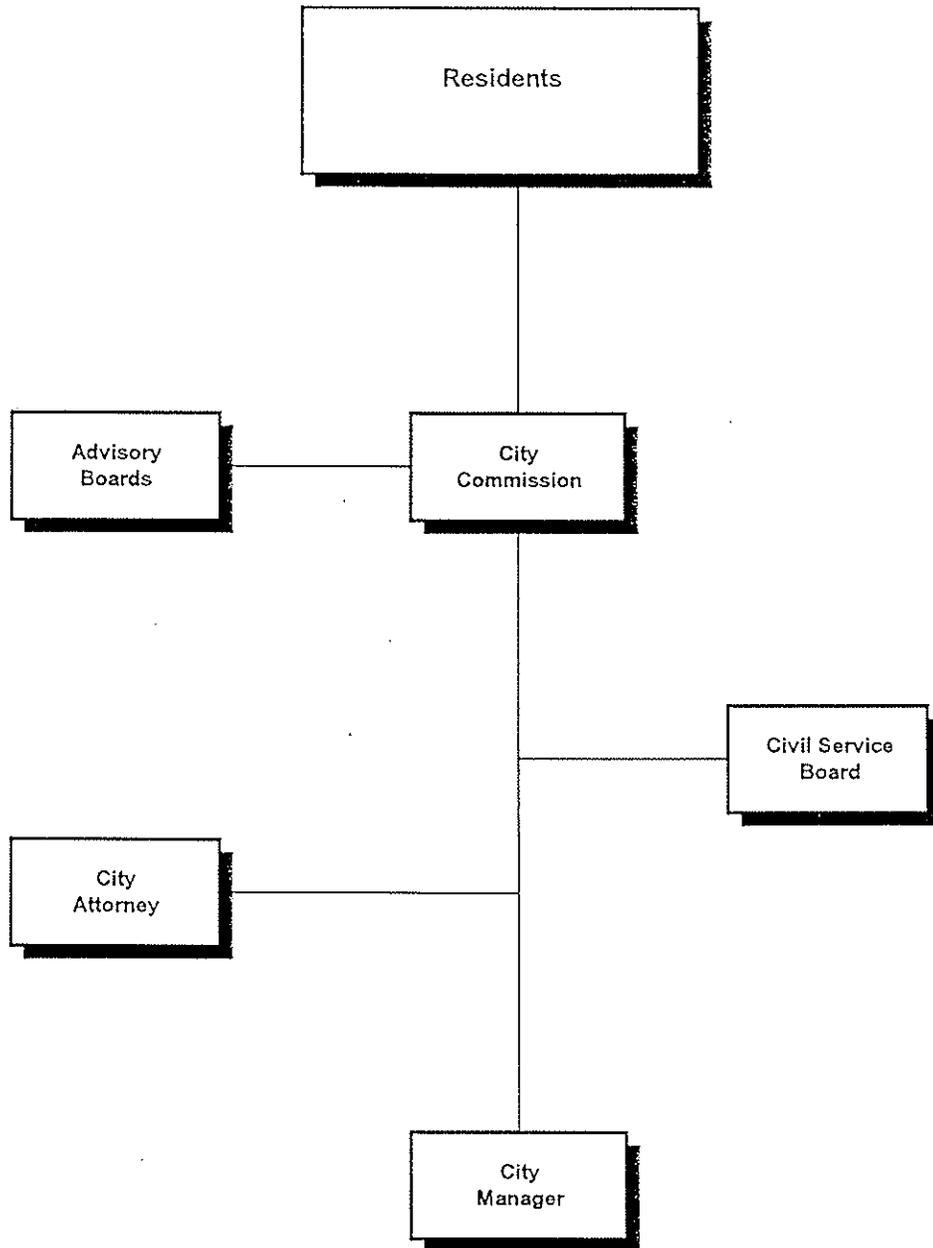
FUND 001	ACC	DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
APPROPRIATIONS							
380.10.00		Appropriation Fund Balance	0	0	916,500	867,300	225,300
380.11.00		Appropriation Reserve for Police Education	0	0	3,000	3,000	4,000
380.12.00		Appropriation Reserve for Transportation	0	0	88,000	88,000	88,000
TRANSFERS FROM OTHER FUNDS							
381.64.00		Transfer From Comm Redevelopment Fund	0	0	0	0	0
381.65.00		Transfer From CDBG Fund	4,344	0	0	0	0
TRANSFERS FROM ENTERPRISE OPERATIONS							
381.10.00		Transfer From Water & Sewer Fund	450,000	450,000	450,000	450,000	465,000
381.70.00		Transfer From Solid Waste Fund	225,300	240,000	250,000	250,000	270,000
		Total Transfers From Enterprise	675,300	690,000	700,000	700,000	735,000
LOAN PROCEEDS							
384.40.00		Loan Proceeds	0	204,204	0	0	0
Total General Fund Revenues			5,721,854	6,238,404	6,794,400	7,006,300	6,407,600

CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
GENERAL FUND EXPENDITURES SUMMARY						
	General Government	1,256,104	1,590,750	1,487,900	1,556,700	1,559,100
	Law Enforcement	1,535,669	1,553,697	1,594,800	1,653,500	1,698,900
	Fire Control	680,082	919,041	810,500	802,500	886,800
	Protective Inspection & Code Enforcement	228,209 0	253,573 0	210,300 107,900	210,300 119,400	231,800 149,100
	Transportation/Road & Street	584,863	690,707	1,011,500	1,108,900	871,300
	Buildings & Grounds	365,447	397,317	549,000	532,500	612,400
	Recreation Department	335,948	328,221	383,700	383,700	395,300
	Community Redevelopment Trust Fund	6,400	0	0	0	0
	Transfer to LLEBG Fund	1,600	2,191	2,700	2,700	2,900
	Transfer to Capital Projects	225,300	0	180,400	180,400	0
	Transfer to Impact Fees	0	0	455,700	455,700	0
	Reserve	0	0	0	0	0
	TOTAL EXPENDITURES	5,219,621	5,735,498	6,794,400	7,006,300	6,407,600

CITY OF HOLLY HILL

CITY COMMISSION



CITY COMMISSION

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	18,469	33,663	31,200	30,300	32,900
Operating Expenses	<u>42,017</u>	<u>44,584</u>	<u>54,600</u>	<u>50,100</u>	<u>54,700</u>
TOTAL	60,486	78,247	85,800	80,400	87,600

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.

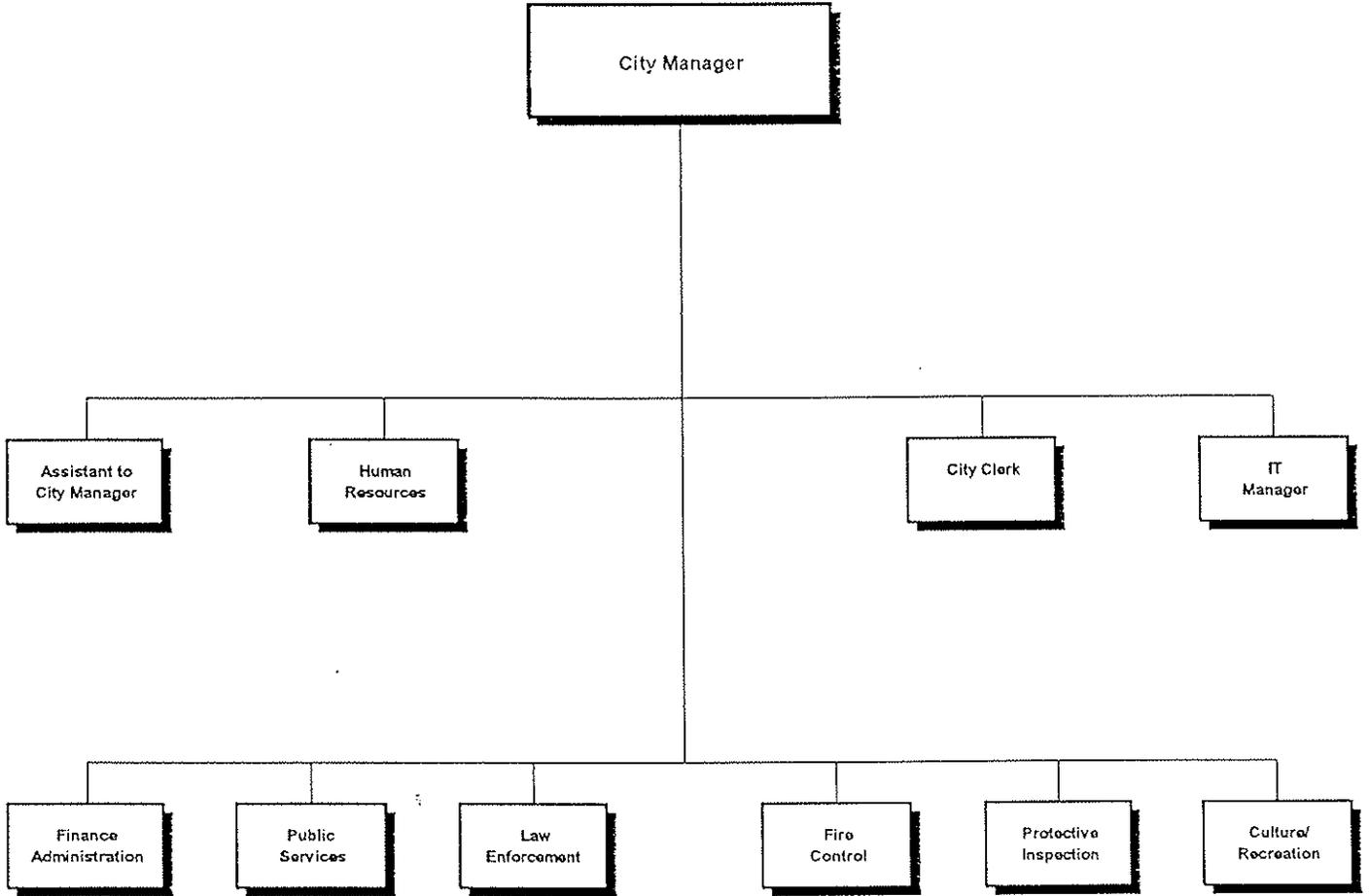
	1999-00	2000-01	2001-02	2002-03
Number of Reg City Commission Meetings	22	20	23	22
Number of Special Commission Meetings	3	2	2	2
Number of Commission Workshops	16	16	12	12
Number of Ordinances adopted	23	26	23	24
Number of Resolutions adopted	64	80	80	80

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
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	9,720	12,226	15,200	14,300	16,900
511.24.00	Workers' Compensation	0	0	0	0	0
511.28.01	Training & Travel	8,749	21,437	16,000	16,000	16,000
	Total Personal Services	18,469	33,663	31,200	30,300	32,900
OPERATING EXPENSES						
511.41.00	Telephone/Communications Service	983	1,027	1,200	1,200	1,300
511.44.00	Rentals & Leases	0	277	600	600	600
511.47.00	Printing & Binding	343	183	200	400	200
511.49.01	Other Charges & Obligations	1,147	0	500	500	500
511.49.10	Other Special Costs	34,040	36,240	44,000	40,000	44,000
511.51.00	Office Supplies	0	107	200	200	200
511.54.00	Subscriptions & Memberships	5,504	6,750	7,900	7,200	7,900
	Total Operating Expenses	42,017	44,584	54,600	50,100	54,700
	TOTAL CITY COMMISSION	60,486	78,247	85,800	80,400	87,600

CITY OF HOLLY HILL

CITY MANAGER



CITY MANAGER

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-2003
Personal Services	195,055	264,218	281,600	275,900	294,000
Operating Expenses	<u>40,777</u>	<u>31,684</u>	<u>25,500</u>	<u>35,900</u>	<u>32,700</u>
TOTAL	235,832	295,902	307,100	311,800	326,700

PERMANENT POSITIONS	2000-01	2001-02	2002-03
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
Total	5.00	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.

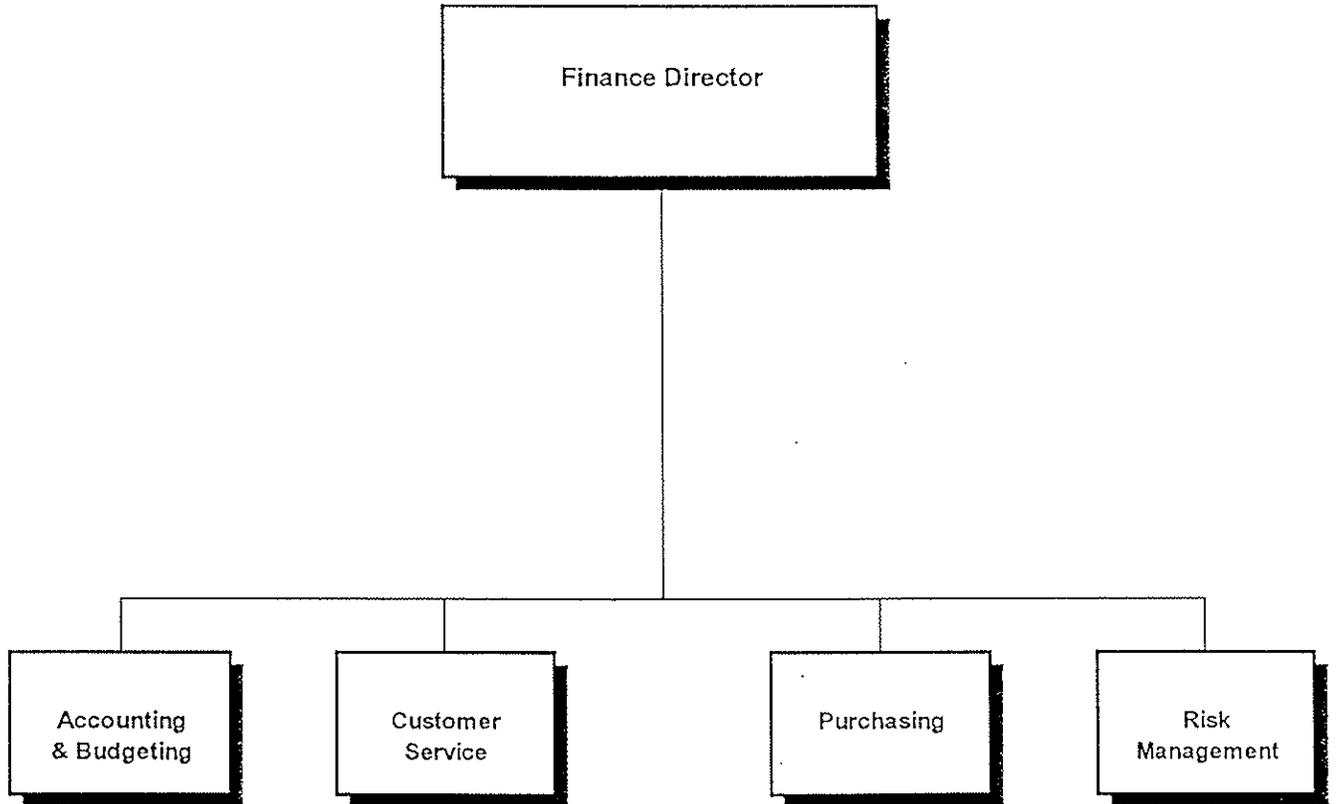
ACTIVITY MEASUREMENTS	ACTUAL 1999-00	ACTUAL 2000-01	ESTIMATE 2001-02	PROJECTED 2002-03
Number of City Commission meetings & Workshops attended	41	38	37	38
Number of agendas prepared	25	22	25	24
Number of resolutions & ordinances filed	87	106	103	105
Number of elections administered	2	2	2	2

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
GENERAL GOVERNMENT - CITY MANAGER						
PERSONAL SERVICES						
512.11.00	Executive Salaries	61,186	110,791	117,500	117,500	122,100
512.12.00	Regular Salaries & Wages	93,741	93,998	96,100	93,000	100,000
512.13.00	Other Salaries	2,576	0	0	0	0
512.14.00	Overtime/Regular Employees	145	408	500	0	500
512.19.01	Uniforms	450	457	500	300	500
512.21.00	FICA Taxes	11,592	15,003	16,100	16,100	17,000
512.22.00	Retirement Contributions	9,852	22,958	24,100	24,100	25,100
512.23.00	Life & Health Insurance	8,419	12,495	15,800	13,800	17,600
512.24.00	Workers' Compensation	673	870	1,000	1,100	1,200
512.28.01	Training & Travel	6,422	7,239	10,000	10,000	10,000
	Total Personal Services	<u>195,055</u>	<u>264,218</u>	<u>281,600</u>	<u>275,900</u>	<u>294,000</u>
OPERATING EXPENSES						
512.31.01	Professional Services	215	144	200	200	200
512.41.00	Telephone/Communications Services	4,009	5,478	2,700	5,700	4,000
512.42.00	Postage, Freight & Express	228	1,371	400	2,400	1,000
512.44.00	Rentals and Leases	70	70	200	200	200
512.45.00	Non-Employee Insurance	560	502	600	700	700
512.46.01	Repair & Maintenance Services	3,991	455	500	1,500	1,700
512.46.50	Vehicle Repairs & Maintenance	220	344	400	400	400
512.47.00	Printing & Binding	954	1,034	800	1,000	1,000
512.49.01	Other Charges & Obligations	18,854	11,485	15,000	15,000	15,000
512.49.10	Other Special Costs	1,408	1,614	0	4,000	0
512.51.00	Office Supplies	8,552	5,435	1,500	1,500	3,000
512.52.50	Fuel & Oil Supplies	645	321	700	300	500
512.54.00	Subscriptions & Memberships	1,071	3,432	2,500	3,000	5,000
	Total Operating Expenses	<u>40,777</u>	<u>31,684</u>	<u>25,500</u>	<u>35,900</u>	<u>32,700</u>
	TOTAL CITY MANAGER	<u><u>235,832</u></u>	<u><u>295,902</u></u>	<u><u>307,100</u></u>	<u><u>311,800</u></u>	<u><u>326,700</u></u>

CITY OF HOLLY HILL

FINANCE



FINANCE AND ADMINISTRATION

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED	BUDGET 2002-03
Personal Services	349,675	376,466	395,000	419,300	373,500
Operating Expenses	<u>208,291</u>	<u>234,170</u>	<u>242,400</u>	<u>261,600</u>	<u>262,600</u>
TOTAL	557,966	610,635	637,400	680,900	636,100

PERMANENT POSITIONS	2000-01	2001-02	2002-03
Finance 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	1.00	1.00	1.00
Accounting Clerk II	1.00	1.00	1.00
Customer Service Clerk III	1.00	1.00	1.00
Customer Service Clerk II	1.00	1.00	1.00
Customer Service Clerk I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	9.00	9.00	9.00

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	ACTUAL	ESTIMATED	PROJECTED
	1999-00	2000-01	2001-02	2002-03
Number of utility bills mailed	66,684	67,417	67,929	67,900
Number of penalty notices mailed	12,660	10,662	11,188	11,100
Number of payroll checks prepared	*16	*120	*330	*315
Number of direct deposit receipts prepared	4,679	4,571	4,337	4,340
Number of accounts payable checks issued	4,774	4,731	4,066	4,190
Number of insurance claims filed	8	7	10	8

* Began direct deposit of payroll in September, 1998

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
GENERAL GOVERNMENT - FINANCE AND ADMINISTRATION						
PERSONAL SERVICES						
513.11.00	Executive Salaries	56,657	58,152	61,800	61,800	64,300
513.12.00	Regular Salaries & Wages	225,219	244,645	244,500	271,000	225,600
513.13.00	Other Salaries & Wages	0	241	0	0	0
513.14.00	Overtime	6	212	1,000	1,000	1,000
513.21.00	FICA Taxes	20,620	21,901	23,500	25,200	22,300
513.22.00	Retirement Contributions	26,632	26,045	28,800	26,800	21,800
513.23.00	Life & Health Insurance	18,104	21,244	28,100	24,100	30,900
513.24.00	Workers' Compensation	899	1,195	1,500	1,600	1,600
513.28.01	Training & Travel	1,537	2,831	5,800	7,800	6,000
	Total Personal Services	349,675	376,466	395,000	419,300	373,500
OPERATING EXPENSES						
513.31.01	Professional Services	84,163	98,702	103,000	103,000	113,000
513.31.20	Pension Administration	2,160	2,700	3,500	3,500	3,500
513.32.00	Accounting & Auditing Services	25,481	38,637	44,000	44,000	50,000
513.41.00	Telephone/Communications Services	7,759	10,805	8,000	7,000	8,000
513.42.00	Postage, Freight & Express	26,809	27,585	27,500	28,500	29,700
513.44.00	Rentals & Leases	8,130	8,122	6,000	10,000	8,000
513.46.01	Repairs & Maintenance	23,112	26,877	25,000	40,000	25,000
513.47.00	Printing & Binding	9,362	10,456	12,500	11,500	12,500
513.49.01	Other Charges & Obligations	1,504	825	1,500	1,500	1,500
513.49.10	Other Special Charges	3,549	0	0	0	0
513.51.00	Office Supplies	14,938	7,906	10,000	11,000	10,000
513.54.00	Subscriptions & Memberships	1,326	1,556	1,400	1,600	1,400
	Total Operating Expenses	208,291	234,170	242,400	261,600	262,600
	TOTAL FINANCE AND ADMIN	557,966	610,635	637,400	680,900	636,100

HUMAN RESOURCES/CIVIL SERVICE

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	54,276	55,057	60,800	59,600	62,500
Operating Expenses	<u>12,312</u>	<u>21,655</u>	<u>12,300</u>	<u>2,800</u>	<u>14,900</u>
TOTAL	66,588	76,712	73,100	62,400	77,400

PERMANENT POSITIONS	2000-01	2001-02	2002-03
Human Resources Director	1.00	1.00	1.00

SIGNIFICANT EXPENDITURE CHANGES

- Human Resources was combined with Civil Service in this budget to manage the financial aspects of both more effectively.

ACTIVITY DESCRIPTION

The Human Resources Department provides comprehensive human resources services to all City departments including personnel records custody and maintenance, training, employee relations, recruitment, pay classification, employee benefits, workers compensation, safety and Equal Employment Opportunity.

The Civil Service 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 on personnel matters covered by the Civil Service Ordinance.

ACTIVITY GOALS

- To respond to all personnel related issues and needs of the employees and management.

ACTIVITY OBJECTIVES

- Insure compliance with federal and state personnel regulations and laws.
- Implement City personnel rules and regulations.
- Maintain Personnel records for employees
- Coordinate collective bargaining meetings for three unions
- Maintain records and minutes of all Civil Service Board meetings.

ACTIVITY MEASUREMENTS

ACTIVITY MEASUREMENTS	ACTUAL 1999-00	ACTUAL 2000-01	ESTIMATED 2001-02	PROJECTED 2002-03
Number of Regular Board meetings	4	4	4	4
Number of joint meetings with City Commission	0	0	1	0
Number of job advertisements placed	32	26	25	25
Number of tests given	0	1	0	0

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
GENERAL GOVERNMENT - HUMAN RESOURCES/CIVIL SERVICES						
PERSONAL SERVICES						
513.11.00	Executive Salaries	41,792	43,241	46,000	46,000	47,900
513.21.00	FICA Taxes	3,180	3,275	3,500	3,500	3,700
513.22.00	Retirement Contributions	4,086	4,324	4,600	4,600	4,800
513.23.00	Life & Health Insurance	2,462	2,825	3,200	3,200	3,500
513.24.00	Workers' Compensation	150	208	200	300	300
513.28.01	Training & Travel	2,606	1,184	3,300	2,000	2,300
	Total Personal Services	<u>54,276</u>	<u>55,057</u>	<u>60,800</u>	<u>59,600</u>	<u>62,500</u>
OPERATING EXPENSES						
513.41.00	Telephone/Communications Services	306	399	600	200	400
513.42.00	Postage, Freight & Express	99	34	100	100	600
513.46.01	Repairs & Maintenance	0	0	400	0	400
513.47.00	Printing & Binding	75	186	400	200	400
513.49.01	Other Charges & Obligations	90	295	700	100	200
513.50.00	Advertising	8,534	17,869	7,000	7,000	10,000
513.51.00	Office Supplies	956	142	500	500	300
513.54.00	Subscriptions & Memberships	908	1,126	1,000	1,300	1,200
	Total Operating Expenses	<u>12,312</u>	<u>21,655</u>	<u>12,300</u>	<u>11,100</u>	<u>14,900</u>
	TOTAL PERSONNEL	<u><u>66,588</u></u>	<u><u>76,712</u></u>	<u><u>73,100</u></u>	<u><u>70,700</u></u>	<u><u>77,400</u></u>

GENERAL GOVERNMENT – DEBT SERVICES

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Debt Service	<u>229,882</u>	<u>263,593</u>	<u>249,000</u>	<u>249,000</u>	<u>221,800</u>
TOTAL	229,882	263,593	249,000	249,000	221,800

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	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
GENERAL GOVERNMENT - DEBT SERVICE						
DEBT SERVICE - PRINCIPAL						
517.71.01	General Government	156,409	164,197	144,000	144,000	123,000
517.71.10	Police Equipment	12,625	13,274	13,900	14,000	14,700
517.71.20	Fire Equipment	0	27,125	37,800	38,000	39,900
	Total Principal Payments	<u>169,033</u>	<u>204,596</u>	<u>195,700</u>	<u>196,000</u>	<u>177,600</u>
DEBT SERVICE - INTEREST						
517.72.01	General Government	57,505	49,735	41,700	41,700	35,400
517.72.10	Police Equipment	3,344	2,695	2,000	2,100	1,300
517.72.20	Fire Equipment	0	6,567	9,600	9,200	7,500
	Total Interest Payments	<u>60,849</u>	<u>58,997</u>	<u>53,300</u>	<u>53,000</u>	<u>44,200</u>
	TOTAL GEN GOVT DEBT SERVICE	<u><u>229,882</u></u>	<u><u>263,593</u></u>	<u><u>249,000</u></u>	<u><u>249,000</u></u>	<u><u>221,800</u></u>

GENERAL GOVERNMENT – OTHER SERVICES

<u>EXPENDITURES</u>	<u>ACTUAL 1999-00</u>	<u>ACTUAL 2000-01</u>	<u>BUDGET 2001-02</u>	<u>AMENDED 2001-02</u>	<u>BUDGET 2002-03</u>
Personal Services	15,849	7,746	12,500	16,500	28,000
Operating Expenses	78,537	121,032	91,000	115,400	106,900
Capital Outlay	<u>10,965</u>	<u>136,884</u>	<u>32,000</u>	<u>32,000</u>	<u>74,600</u>
TOTAL	105,350	265,662	135,500	163,900	209,500

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.

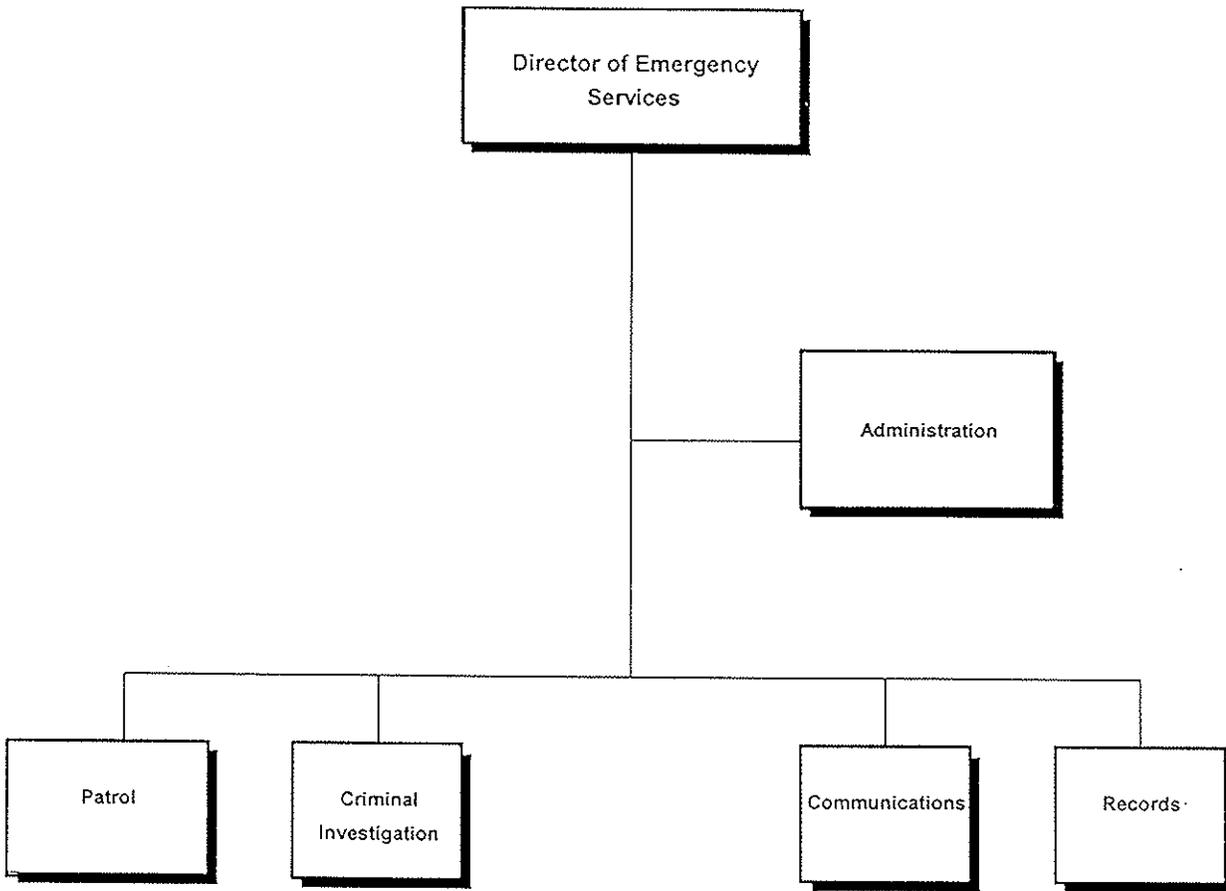
The City owns the Library building and the Chamber of Commerce building and provides for the maintenance and repairs of these buildings. Volusia County provides for the operations of the Library and local business people operate the Chamber of Commerce.

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
GENERAL GOVERNMENT - OTHER SERVICES						
PERSONAL SERVICES						
519.25.00	Unemployment Insurance	8,485	737	4,000	5,000	4,000
519.29.01	Other Personal Services	7,364	7,009	8,500	11,500	8,500
519.29.10	Reserve/ Retirees & Personal Services	0	0	0	0	15,500
	Total Personal Services	15,849	7,746	12,500	16,500	28,000
OPERATING EXPENSES						
519.43.01	Utility Services	13,652	15,418	16,000	17,000	16,000
519.45.00	Non-employee Insurance	25,560	32,807	34,000	44,000	54,000
519.46.01	Repair & Maintenance Services	5,331	5,258	8,000	9,000	8,900
519.49.01	Miscellaneous (Centennial)	0	37,386	0	0	0
519.50.00	Advertising	9,498	8,719	6,000	7,400	6,000
519.52.01	Operating Supplies	4,425	6,243	7,000	7,000	6,000
519.58.00	Election Expenses	5,072	0	5,000	16,000	0
519.80.00	Grants and Aids	15,000	15,200	15,000	15,000	16,000
	Total Operating Expenses	78,537	121,032	91,000	115,400	106,900
CAPITAL OUTLAY						
519.61.00	Land	0	0	0	0	0
519.62.00	Buildings	0	27,500	0	0	0
519.63.00	Improvements Other than Buildings	0	6,109	0	0	0
519.64.00	Machinery & Equipment	10,965	103,275	32,000	32,000	74,600
	Total Capital Outlay	10,965	136,884	32,000	32,000	74,600
	TOTAL OTHER SERVICES	105,350	265,662	135,500	163,900	209,500
	TOTAL GENERAL GOVERNMENT	1,256,104	1,590,750	1,487,900	1,556,700	1,559,100

CITY OF HOLLY HILL

LAW ENFORCEMENT



LAW ENFORCEMENT

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-2001	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	1,381,990	1,309,866	1,386,500	1,416,600	1,461,700
Operating Expenses	160,144	175,075	163,300	161,100	170,100
Capital Outlay	<u>9,250</u>	<u>68,757</u>	<u>45,000</u>	<u>75,800</u>	<u>67,100</u>
TOTAL	1,551,384	1,553,697	1,594,800	1,653,500	1,698,900

PERMANENT POSITIONS	2000-01	2001-02	2002-03
Director of Emergency Services	.00	.50	.50
Police Chief	1.00	.00	.00
Police Commander	1.00	1.00	1.00
Police Lieutenants	1.00	.00	.00
Police Sergeants	4.00	5.00	5.00
Police Corporals	3.00	4.00	4.00
Police Investigators	2.00	2.00	3.00
Police Officers	11.00	10.00	10.00
Community Service Officer	.00	1.00	1.00
Telecommunicators	4.00	4.00	4.00
Animal Control Officer	1.00	.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	31.50	31.50

SIGNIFICANT EXPENDITURE CHANGES

Drug Investigator position has been added to this budget.

ACTIVITY DESCRIPTION

The Police Department is charged with the responsibility of preserving peace and good order and providing for the safety and security of persons and property within the City. There are three distinct functions within the Department:

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 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 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
	1999-00	2000-01	2001-02	2002-03
Number of calls dispatched	15,691	15,945	16,155	16,155
Number of reports processed	5,495	6,026	6,100	6,100
Average response time (minutes)	2	2	2	2
Number of traffic accidents	521	562	560	550
Number of active reserves	8	7	7	7

CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

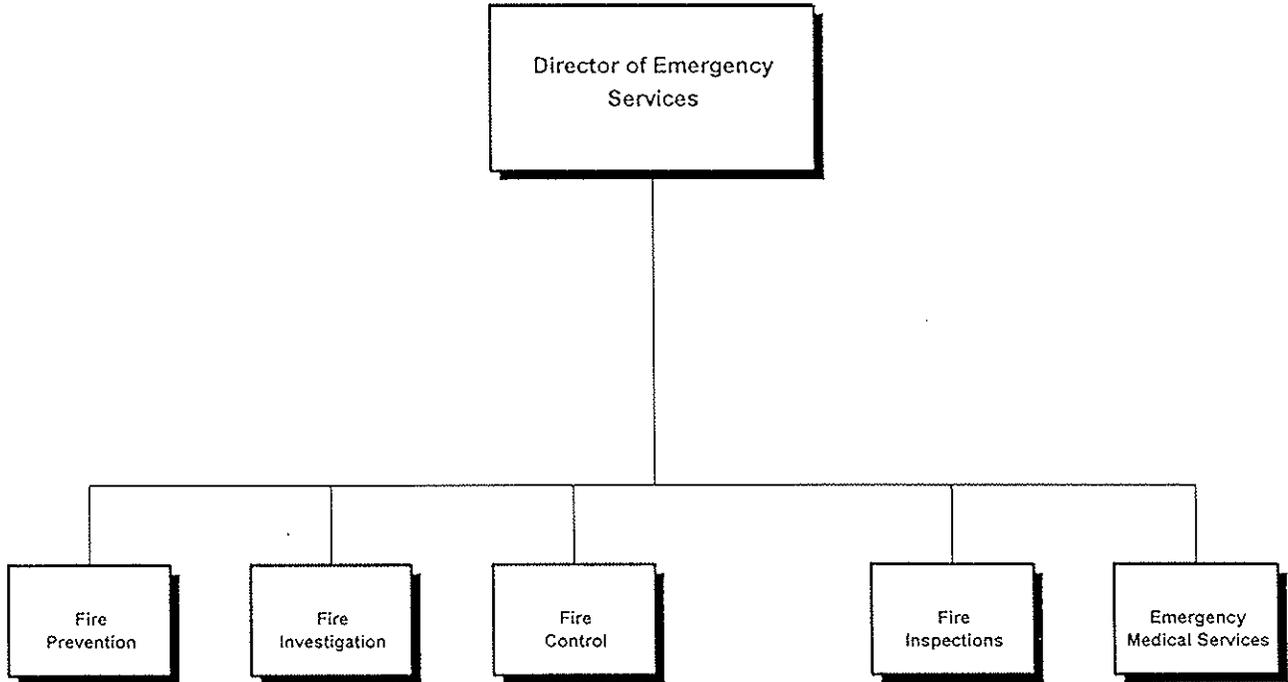
FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
PUBLIC SAFETY/LAW ENFORCEMENT						
PERSONAL SERVICES						
521.11.00	Executive Salaries	85,544	14,979	34,100	34,100	35,500
521.12.00	Regular Salaries	890,519	851,174	875,600	882,600	904,900
521.13.00	Other Salaries	45,355	56,650	60,300	40,300	60,900
521.14.00	Overtime/Regular Employees	35,157	54,317	52,000	75,000	52,000
521.15.00	Incentive Pay Supplement	13,110	11,912	13,000	12,000	13,000
521.19.01	Uniforms	9,438	9,553	15,000	13,500	15,000
521.19.10	Uniform & Equipment Allowances	9,263	9,359	10,500	11,000	10,500
521.21.00	FICA Taxes	85,467	78,396	84,600	84,600	81,600
521.22.00	Retirement Contributions	83,704	76,598	78,700	103,700	103,000
521.23.00	Life & Health Insurance	74,756	80,538	93,300	89,300	107,000
521.24.00	Workers' Compensation	41,956	48,528	53,400	53,500	62,300
521.28.01	Training & Travel	6,553	15,538	8,000	9,000	8,000
521.28.20	Second Dollar Training Fund	1,169	2,324	8,000	8,000	8,000
Total Personal Services		1,381,990	1,309,866	1,386,500	1,416,600	1,461,700
OPERATING EXPENSES						
521.31.01	Professional Services	1,827	1,836	2,500	4,500	4,400
521.41.00	Telephone/Communications Services	11,976	14,425	11,900	11,900	14,600
521.42.00	Postage, Freight & Express	994	751	1,000	1,200	1,000
521.43.01	Utility Services	9,849	11,761	10,600	11,400	11,300
521.44.00	Rentals & Leases	7,513	8,442	8,800	6,800	8,800
521.45.00	Non-Employee Insurance	18,607	18,097	19,300	21,100	22,500
521.46.01	Repair & Maintenance Services	8,677	9,055	11,000	16,000	11,000
521.46.50	Vehicle Repairs & Maintenance	18,602	20,982	20,000	20,000	20,000
521.47.00	Printing & Binding	2,840	4,176	6,000	6,000	6,000
521.49.01	Other Charges & Obligations	86	515	1,400	1,400	1,400
521.49.10	Other Special Costs	0	27,500	0	0	0
521.51.00	Office Supplies	13,899	5,171	5,000	5,000	5,000
521.52.01	Operating Supplies	16,255	15,149	17,000	17,000	17,000
521.52.50	Fuel & Oil Supplies	28,849	33,383	42,800	32,800	41,300
521.54.00	Subscriptions & Memberships	2,414	893	2,000	2,000	1,800
521.56.01	Program Expenses	1,449	2,938	4,000	4,000	4,000
521.56.10	Program Expenses - VIPS	592	0	0	0	0
Total Operating Expenses		144,429	175,075	163,300	161,100	170,100

CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
001	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
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	13,000	0
521.64.00	Machinery & Equipment	9,250	68,757	45,000	62,800	67,100
	Total Capital Outlay	9,250	68,757	45,000	75,800	67,100
TOTAL LAW ENFORCEMENT		1,535,669	1,553,697	1,594,800	1,653,500	1,698,900

CITY OF HOLLY HILL

FIRE CONTROL



FIRE CONTROL

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-2002	AMENDED 2001-02	BUDGET 2002-03
Personal Services	562,691	611,732	673,400	685,700	729,300
Operating Expenses	93,682	93,932	107,600	113,700	110,900
Capital Outlay	<u>23,709</u>	<u>213,377</u>	<u>29,500</u>	<u>3,100</u>	<u>46,600</u>
TOTAL	680,082	919,041	810,500	805,500	886,800

PERMANENT POSITIONS	2000-01	2001-02	2002-03
Director of Emergency Services	0	.50	.50
Fire Chief	1.00	0	0
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	6.00	6.00
Fire Inspector	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	11.00	13.50	13.50

PART-TIME POSITIONS			
Permanent Part Time	1.00	1.00	1.00
Part Time	10.00	10.00	10.00

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. Continue with efforts to expand operations in the northwest portion of the City through negotiations with Ormond Beach Fire and Volusia County. Refine staffing plans and budget for the planned expansion.
2. Maintain a response time of 4 to 6 minutes on all emergency calls.
3. Enforce fire life safety codes through inspections and building plans review to increase the level of fire safety in the City.
4. Work with schools and adult living facilities on fire prevention practices.
5. Maintain preventative maintenance programs on all equipment.
6. Increase pre-emergency plans and company inspections.
7. Assist employees with training and career goals by developing and implementing comprehensive plans.

ACTIVITY MEASUREMENTS	ACTUAL 1999-00	ACTUAL 2000-01	PROJECTED 2001-02	PROJECTED 2002-03
Number of fire responses	130	190	199	150
Number of medical responses	1,450	1,559	1,632	1600
Number of other responses	150	193	202	200
Total estimated fire losses	200,000	200,000	200,000	200,000
Number of Support Unit members	10	14	14	14
Number of vehicle accident responses	200	195	204	200
Number of environmental responses	5	5	5	5

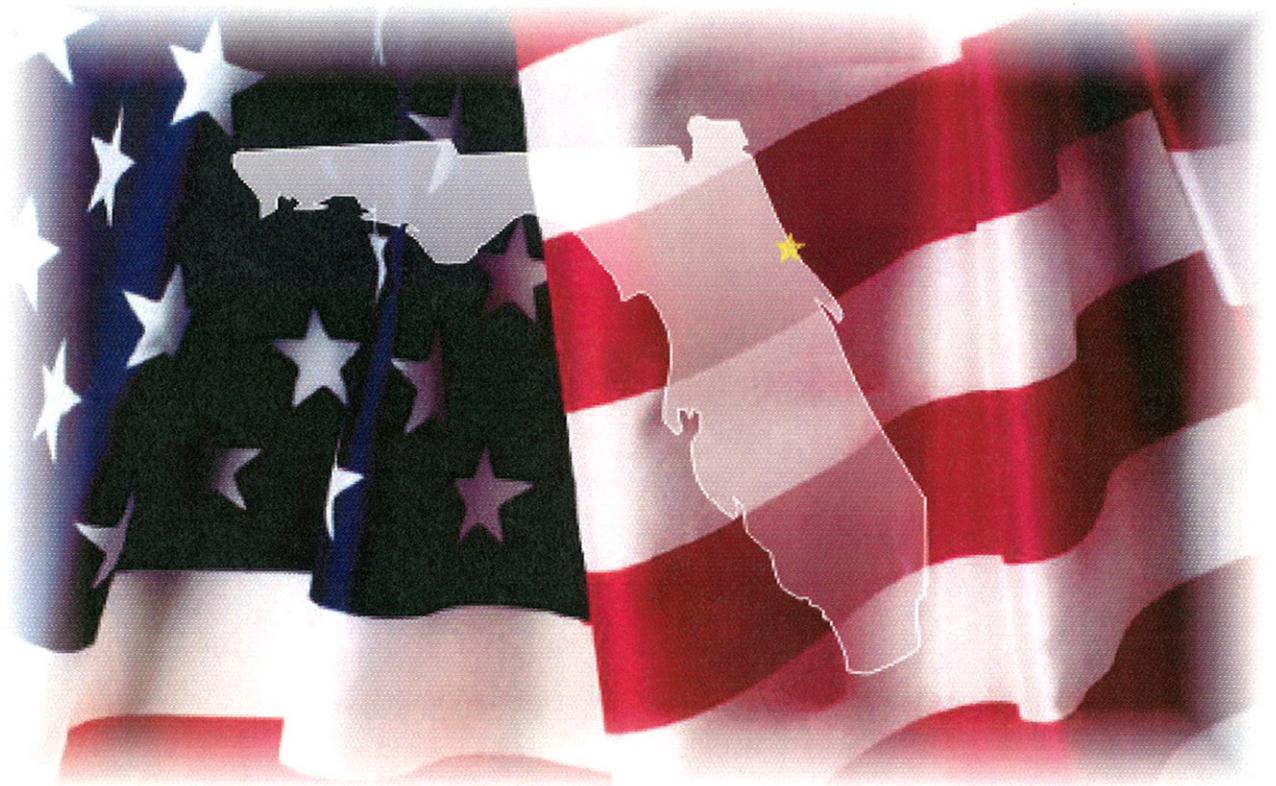
CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
PUBLIC SAFETY/FIRE CONTROL						
PERSONAL SERVICES						
522.11.00	Executive Salaries	45,725	14,734	34,100	34,100	35,500
522.12.00	Regular Salaries	295,156	341,375	411,200	371,900	404,300
522.13.00	Other Salaries	57,630	37,734	27,500	35,300	27,700
522.14.00	Overtime/Regular Employees	43,439	49,359	15,000	55,900	40,000
522.15.00	Incentive Pay Supplement	1,334	1,212	1,200	1,200	600
522.19.01	Uniforms	3,862	4,766	8,800	8,800	8,800
522.21.00	FICA Taxes	32,808	32,524	36,000	36,000	38,900
522.22.00	Retirement Contributions	32,435	65,300	58,200	73,000	78,200
522.23.00	Life & Health Insurance	23,546	29,411	40,200	34,200	44,800
522.24.00	Workers' Compensation	22,775	27,123	28,700	28,800	41,000
522.28.01	Training & Travel	3,980	8,195	12,500	6,500	9,500
	Total Personal Services	562,691	611,732	673,400	685,700	729,300
OPERATING EXPENSES						
522.31.01	Professional Services	2,152	2,310	1,300	4,300	2,000
522.34.00	Contractual Services	19,356	20,892	21,800	21,900	22,800
522.41.00	Telephone/Communications Services	4,345	4,478	4,100	3,600	4,100
522.42.00	Postage, Freight & Express	563	478	600	600	600
522.43.01	Utility Services	6,238	7,853	7,200	8,500	7,900
522.44.00	Rentals & Leases	11,161	11,106	12,100	11,600	12,100
522.45.00	Non-Employee Insurance	7,721	7,354	8,500	9,000	9,400
522.46.01	Repair & Maintenance Services	6,421	4,633	6,000	7,000	6,000
522.46.50	Vehicle Repairs & Maintenance	6,880	7,714	10,000	15,000	10,000
522.47.00	Printing & Binding	407	992	1,000	1,000	1,000
522.49.01	Other Charges & Obligations	177	383	500	500	500
522.51.00	Office Supplies	2,785	823	1,300	1,300	1,300
522.52.01	Operating Supplies	17,670	12,384	17,100	17,100	17,100
522.52.50	Fuel & Oil Supplies	2,868	6,500	7,900	2,900	7,900
522.52.70	EMS Supplies	2,084	3,994	4,500	5,500	4,500
522.52.90	Fire Prevention Supplies	1,474	1,252	1,500	1,700	1,500
522.54.00	Subscriptions & Memberships	1,381	787	2,200	2,200	2,200
	Total Operating Expenses	93,682	93,932	107,600	113,700	110,900

CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
001	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
PUBLIC SAFETY/FIRE CONTROL CONTINUED						
CAPITAL OUTLAY						
522.62.00	Buildings	0	0	0	0	0
522.63.00	Improvements other than Buildings	0	4,600	0	0	11,000
522.64.00	Machinery & Equipment	23,709	208,777	29,500	3,100	35,600
	Total Capital Outlay	23,709	213,377	29,500	3,100	46,600
	TOTAL FIRE CONTROL	680,082	919,041	810,500	802,500	886,800

City of Holly Hill



Protective Inspections

*Annual Budget
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PROTECTIVE INSPECTION

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	141,003	156,633	218,800	221,400	239,300
Operating Expenses	86,041	81,968	98,100	107,200	108,100
Capital Outlay	<u>1,165</u>	<u>14,972</u>	<u>1,300</u>	<u>1,100</u>	<u>33,500</u>
TOTAL	228,209	253,573	318,200	329,700	380,900

PERMANENT POSITIONS	2000-01	2001-02	2002-03
Chief Building Official	1.00	1.00	1.00
Property Maintenance Inspector	1.00	1.00	1.00
Housing Rehab Inspector	0.50	0.00	0.00
Licensing/Permit Coordinator	1.00	1.00	1.00
Community Service Officer	0.00	2.00	2.00
Code Enforcement Officer	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>
Total	4.50	5.00	5.00

SIGNIFICANT EXPENDITURE CHANGES

None

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

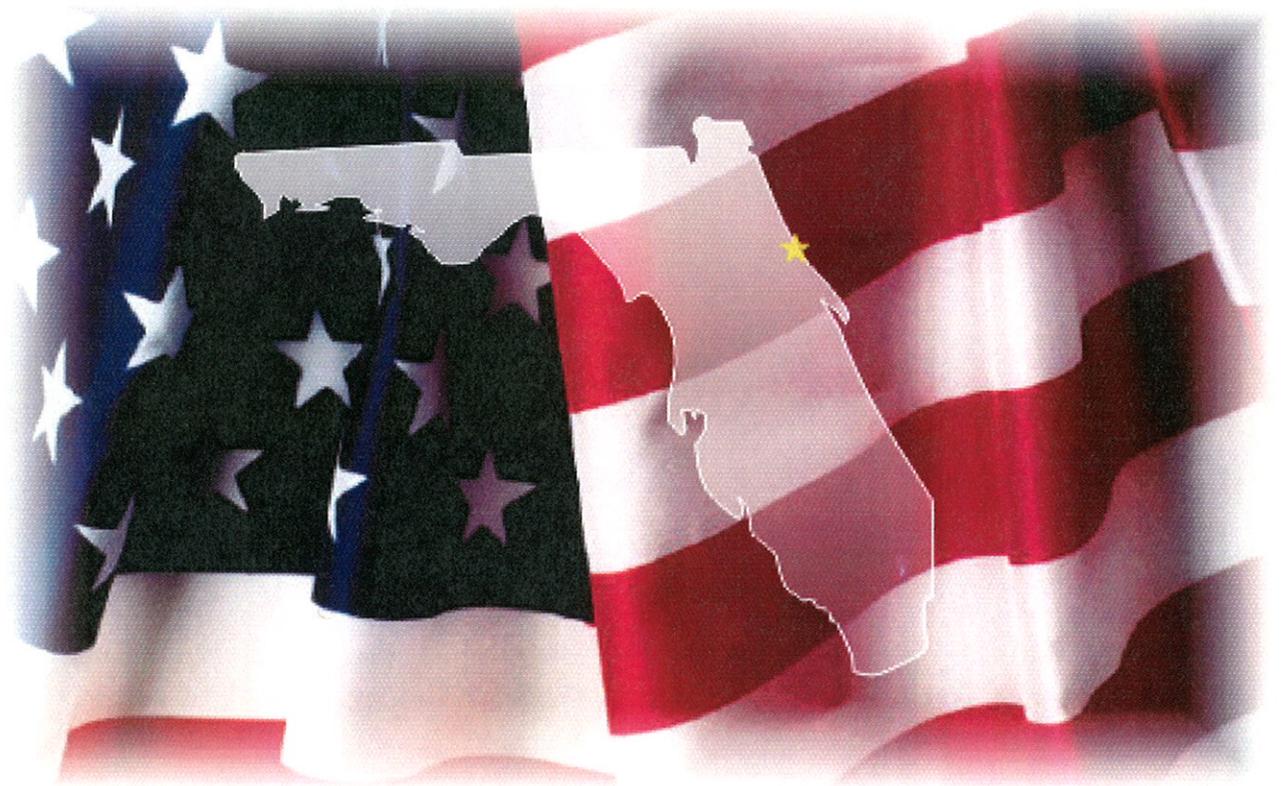
ACTIVITY OBJECTIVES

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 19 99-00	ACTUAL 2000-01	ESTIMATED 2001-02	PROJECTED 2002-03
Number of building permits issued	870	1,144	1000	1000
Number of other permits issued	* 459	420	500	500
Number of occupational license renewals	1,160	1460	1600	2,000
Number of new occupational license issued	247	255	250	250
Number of building inspections performed	757	850	800	800
Number of animal licenses				
Number of code inspections & notices	443			
Number of license registrations	83	98	100	100
Number of Board of Planning & Appeals meetings	12	12	12	12
Rental License	N/A	330	75	75

*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

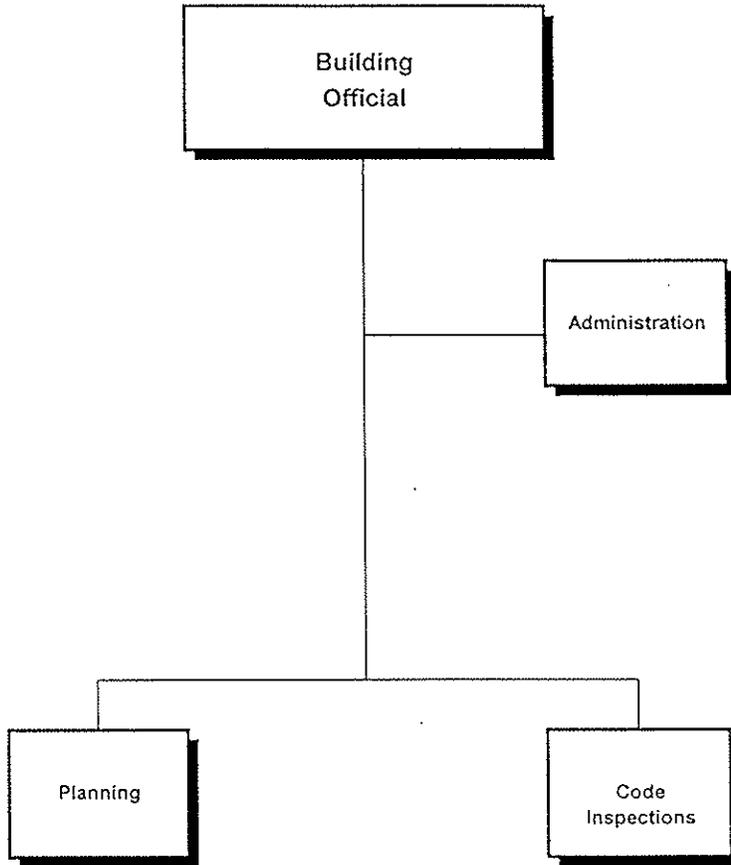


Building Code Administration

*Annual Budget
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CITY OF HOLLY HILL

PROTECTIVE INSPECTION BUILDING CODE ADMINISTRATION



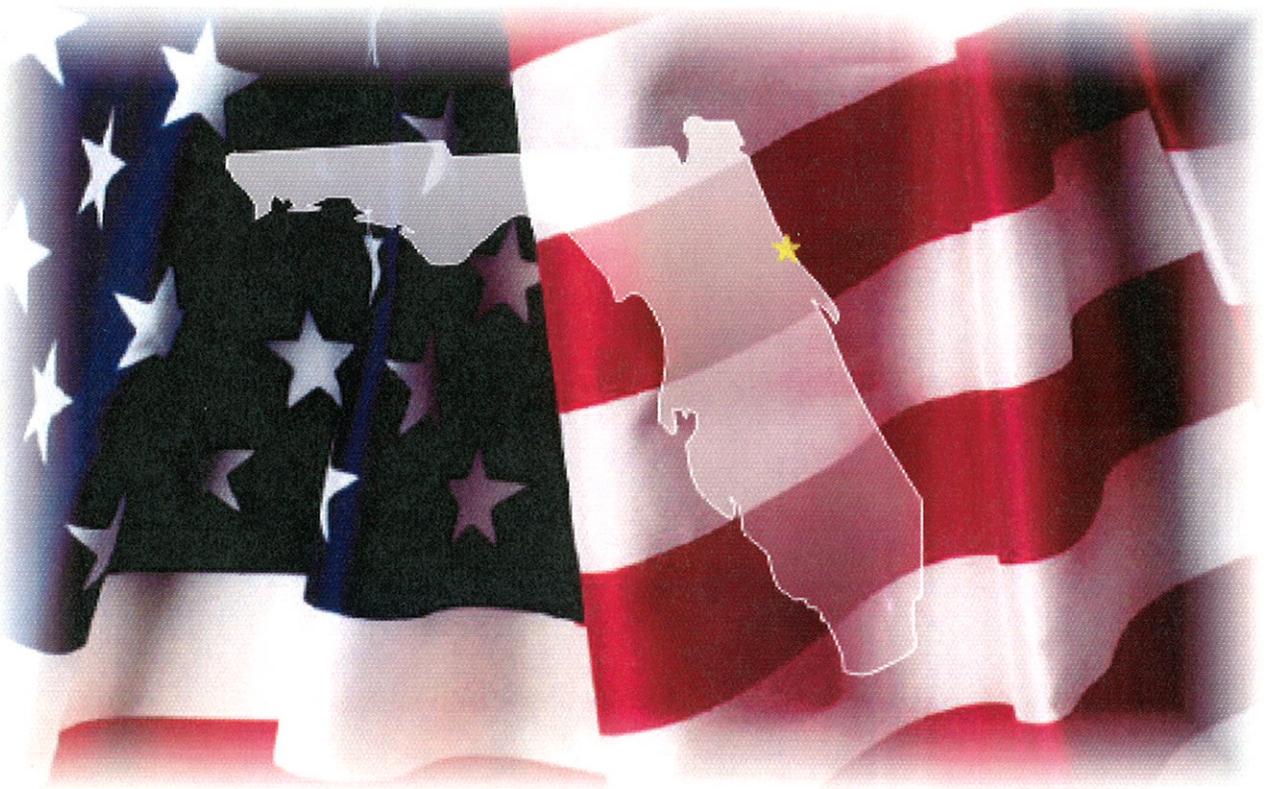
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
PUBLIC SAFETY/PROTECTIVE INSPECTION BUILDING CODE ADMINISTRATION						
PERSONAL SERVICES						
524.11.00	Executive Salaries	49,239	50,146	53,300	53,300	66,500
524.12.00	Regular Salaries	53,582	57,691	47,600	47,600	49,500
524.13.00	Other Salaries & Wages	4,833	7,862	0	0	0
524.14.00	Overtime/Regular Employees	83	496	1,000	500	500
524.19.01	Uniforms	360	442	300	400	300
524.21.00	FICA Taxes	7,728	8,818	7,800	7,800	8,100
524.22.00	Retirement Contributions	10,218	10,114	9,700	9,000	8,300
524.23.00	Life & Health Insurance	8,238	10,185	9,400	9,400	10,400
524.24.00	Workers' Compensation	6,165	8,391	9,300	9,400	12,500
524.28.01	Training & Travel	558	2,487	1,800	1,300	2,500
	Total Personal Services	<u>141,003</u>	<u>156,633</u>	<u>140,200</u>	<u>138,700</u>	<u>147,600</u>
OPERATING EXPENSES						
524.31.01	Professional Services	34,532	30,207	27,000	33,000	27,000
524.34.00	Contractual Services	23,460	31,567	15,000	13,300	15,000
524.41.00	Telephone/Communications Services	2,818	3,636	2,000	1,300	2,000
524.42.00	Postage, Freight, & Express	1,058	1,824	1,800	4,800	1,800
524.43.01	Utility Services	1,343	1,604	1,500	1,500	1,500
524.44.00	Rentals & Leases	35	29	0	100	0
524.45.00	Non-Employee Insurance	2,319	2,975	3,000	3,000	3,500
524.46.01	Repair & Maintenance Services	1,382	486	1,700	1,700	1,700
524.46.50	Vehicle Repairs & Maintenance	1,044	515	1,500	2,500	700
524.47.00	Printing & Binding	1,399	2,066	2,000	2,000	2,000
524.49.01	Other Charges & Obligations	429	650	300	300	300
524.49.10	Other Special Charges	810	672	0	0	0
524.50.00	Advertising	7,701	1,026	6,500	2,000	6,500
524.51.00	Office Supplies	4,608	1,676	1,400	1,400	1,400
524.52.01	Operating Supplies	680	887	1,000	1,000	1,200
524.52.50	Fuel & Oil Supplies	2,302	1,476	3,600	2,100	3,600
524.54.00	Subscriptions & Memberships	120	673	500	500	500
	Total Operating Expenses	<u>86,041</u>	<u>81,968</u>	<u>68,800</u>	<u>70,500</u>	<u>68,700</u>

CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
	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	1,165	14,972	1,300	1,100	15,500
	Total Capital Outlay	<u>1,165</u>	<u>14,972</u>	<u>1,300</u>	<u>1,100</u>	<u>15,500</u>
	TOTAL PROTECTIVE INSPECTION	<u>228,209</u>	<u>253,573</u>	<u>210,300</u>	<u>210,300</u>	<u>231,800</u>

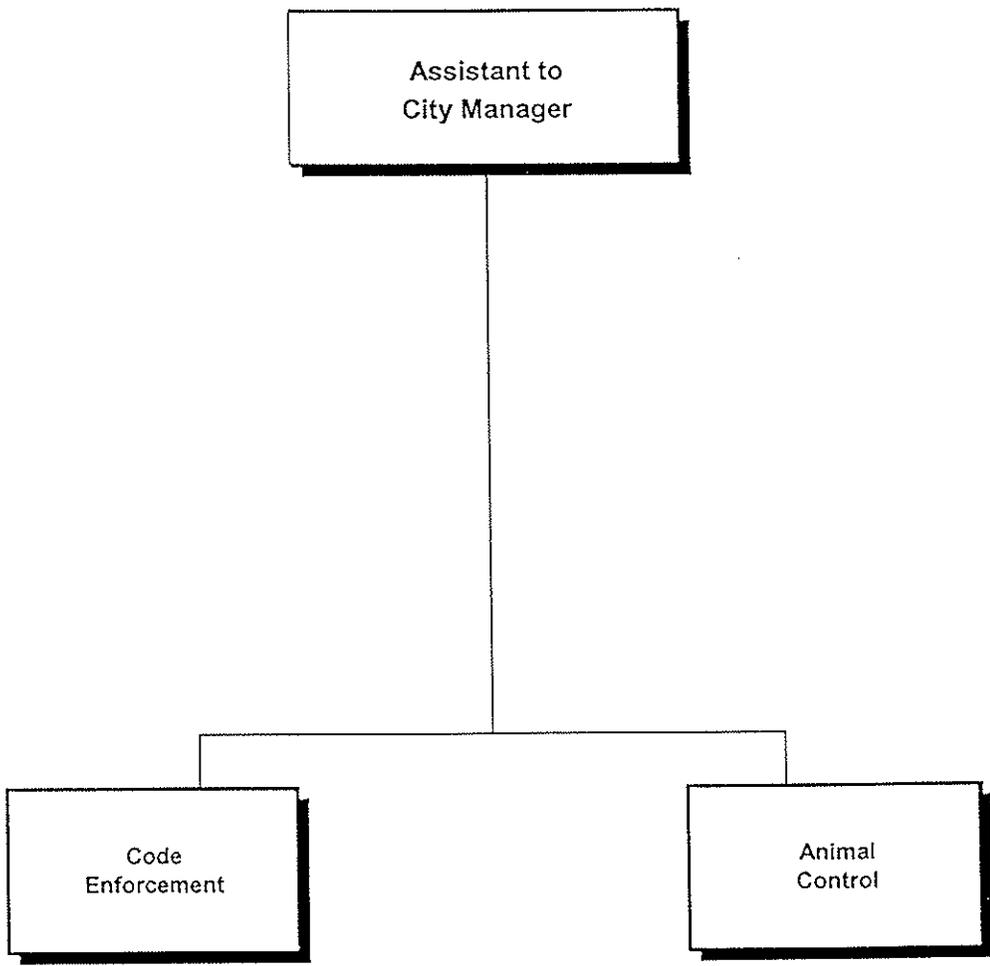
City of Holly Hill



Code Enforcement

Annual Budget
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CITY OF HOLLY HILL
PROTECTIVE INSPECTION
CODE ENFORCEMENT

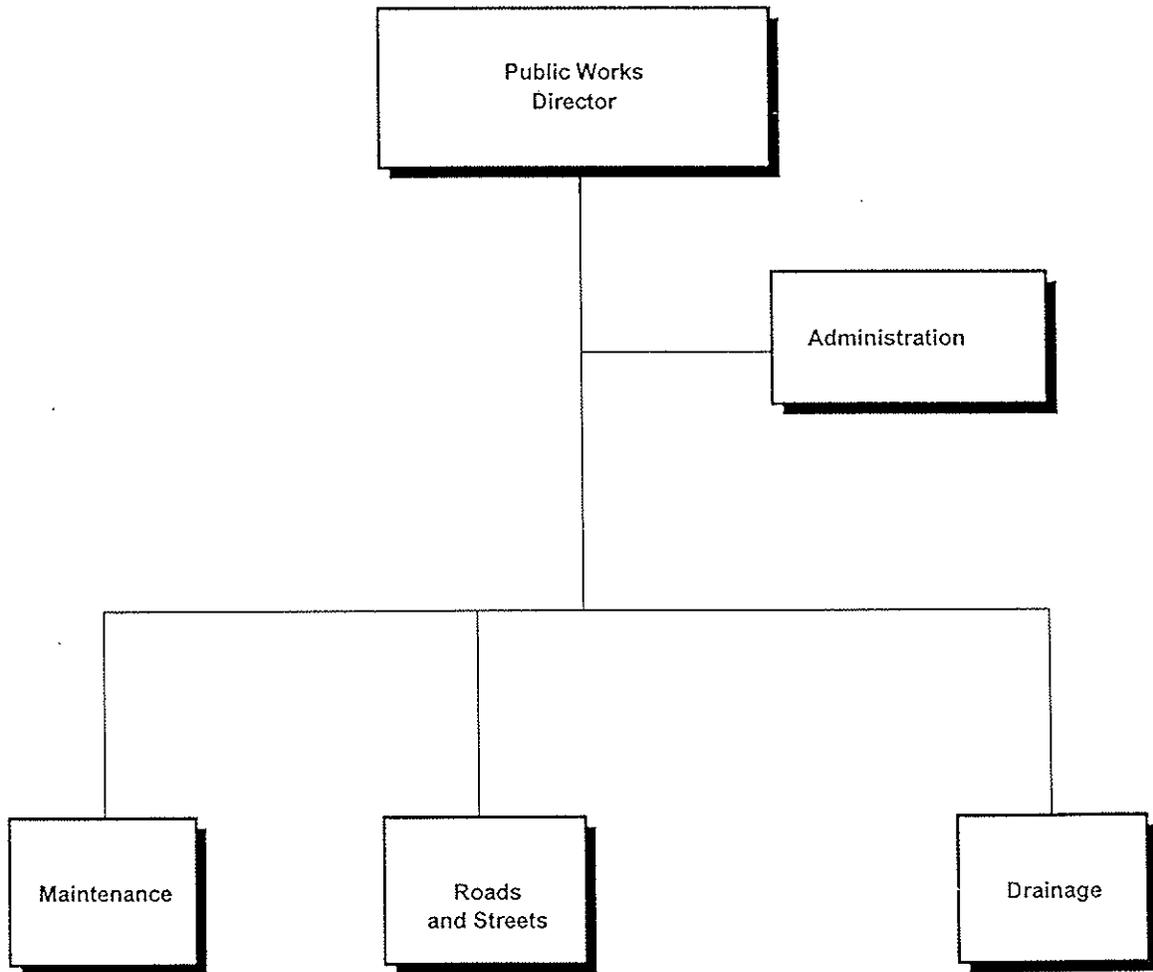


**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
PUBLIC SAFETY/PROTECTIVE INSPECTION						
CODE ENFORCEMENT						
PERSONAL SERVICES						
524.12.00	Regular Salaries	0	0	54,900	55,900	59,400
524.14.00	Overtime/Regular Employees	0	0	0	300	1,400
524.19.01	Uniforms	0	0	300	600	300
524.21.00	FICA Taxes	0	0	4,200	4,200	4,700
524.22.00	Retirement Contributions	0	0	5,500	5,500	6,100
524.23.00	Life & Health Insurance	0	0	7,200	6,600	10,200
524.24.00	Workers' Compensation	0	0	5,300	5,400	7,600
524.28.01	Training & Travel	0	0	1,200	4,200	2,000
	Total Personal Services	0	0	78,600	82,700	91,700
OPERATING EXPENSES						
524.31.01	Professional Services	0	0	0	1,500	3,300
524.41.00	Telephone/Communications Services	0	0	1,200	700	1,200
524.42.00	Postage, Freight & Express	0	0	100	700	3,000
524.43.01	Utility Services	0	0	500	500	600
524.44.00	Rentals & Leases	0	0	300	300	200
524.45.00	Non-Employee Insurance	0	0	1,000	2,100	2,100
524.46.01	Repairs & Maintenance Service	0	0	0	300	1,000
524.46.50	Vehicle Repairs & Maintenance	0	0	700	1,200	800
524.47.00	Printing & Binding	0	0	300	300	2,000
524.49.01	Other Charges & Obligations	0	0	200	300	100
524.51.00	Office Supplies	0	0	1,300	600	200
524.52.01	Operating Supplies	0	0	300	800	1,500
524.52.50	Fuel & Oil Supplies	0	0	1,300	1,300	1,300
524.54.00	Subscriptions & Memberships	0	0	100	100	100
		0	0	29,300	36,700	39,400
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	18,000
	Total Capital Outlay	0	0	0	0	18,000
TOTAL CODE ENFORCEMENT		0	0	107,900	119,400	149,100
TOTAL PROTECTIVE INSPECTION		228,209	253,573	318,200	329,700	380,900
TOTAL PUBLIC SAFETY		2,443,960	2,726,312	2,723,500	2,785,700	2,966,600

CITY OF HOLLY HILL

TRANSPORTATION/ROAD AND STREET FACILITIES



TRANSPORTATION / ROAD AND STREET FACILITIES

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	325,846	298,064	341,300	324,700	346,900
Operating Expenses	239,422	257,989	303,900	296,200	296,300
Capital Outlay	<u>19,594</u>	<u>134,654</u>	<u>366,300</u>	<u>488,000</u>	<u>228,100</u>
TOTAL	584,863	690,707	1,011,500	1,108,900	871,300

PERMANENT POSITIONS	2000-01	2001-02	2002-03
Public Works Director	0.25	0.25	0.25
Public Works Manager	0.00	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>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total	8.50	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 1999-00	ACTUAL 2000-01	ACTUAL 2001-02	PROJECTED 2002-03
Paved Streets	57.20 miles	57.20 miles	59.00 miles	59.00 miles
Unpaved Streets	1.00 miles	1.00 miles	1.00	1.00
Sidewalks	28.00 miles	28.00 miles	30.00	32.00

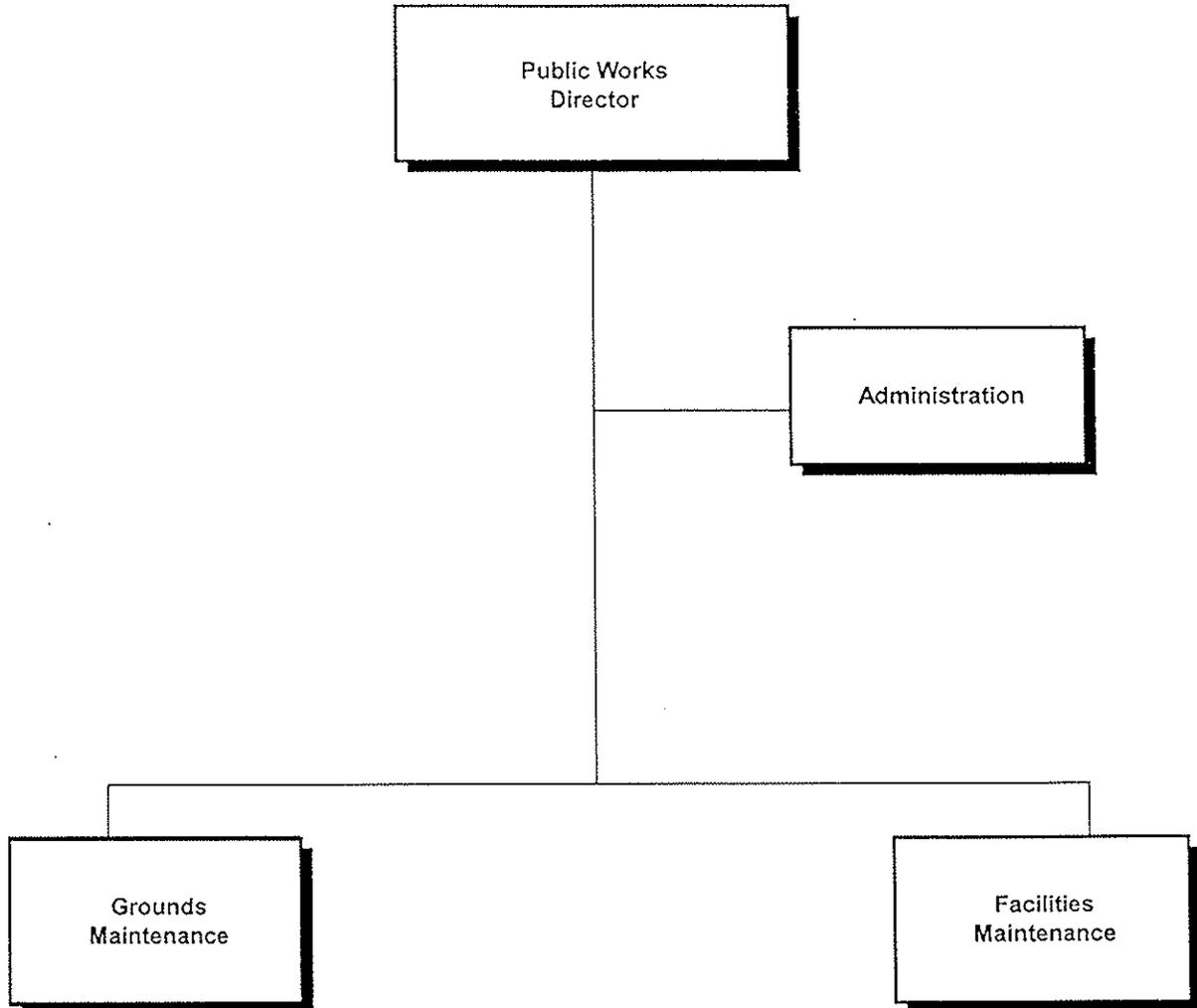
CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
TRANSPORTATION/ROAD & STREET FACILITIES						
PERSONAL SERVICES						
541.11.00	Executive Salaries	27,256	16,055	17,000	17,100	17,700
541.12.00	Regular Salaries	225,440	209,580	228,700	226,700	232,100
541.14.00	Overtime/Regular Employees	867	1,668	3,000	2,000	3,000
541.19.01	Uniforms	2,162	2,332	2,500	2,500	2,500
541.21.00	FICA Taxes	18,676	16,785	19,200	18,400	19,300
541.22.00	Retirement Contributions	22,900	20,116	23,500	20,500	18,200
541.23.00	Life & Health Insurance	18,602	17,795	30,800	20,800	34,100
541.24.00	Workers' Compensation	9,322	11,113	14,200	14,300	17,600
541.28.01	Training & Travel	622	2,619	2,400	2,400	2,400
	Total Personal Services	325,846	298,064	341,300	324,700	346,900
OPERATING EXPENSES						
541.31.01	Professional Services	19,541	3,883	2,000	1,500	2,000
541.34.00	Contractual Services	31,235	48,700	52,000	54,800	52,000
541.41.00	Telephone/Communications Services	689	716	700	700	700
541.42.00	Postage, Freight, & Express	681	212	500	500	500
541.43.01	Utility Services	3,082	2,859	4,000	3,500	4,000
541.43.50	Street Lighting	87,515	91,782	96,800	91,800	98,000
541.43.60	Traffic Lights	10,458	11,833	12,600	12,600	12,600
541.44.00	Rentals & Leases	495	1,485	3,300	3,300	3,300
541.45.00	Non-Employee Insurance	11,548	11,200	14,700	14,700	14,900
541.46.01	Repair & Maintenance Services	9,062	6,048	11,500	13,500	11,500
541.46.10	Traffic Light Repairs	10,340	10,403	20,000	15,000	15,000
541.46.50	Vehicle Repairs & Maintenance	9,458	8,412	16,500	11,500	12,500
541.47.00	Printing & Binding	165	128	400	400	400
541.49.01	Other Charges & Obligations	77	10,448	500	500	500
541.49.10	Other Special Charges	0	0	1,000	6,000	1,000
541.49.20	Tree Removal	3,200	4,075	10,000	8,000	10,000
541.51.00	Office Supplies	881	939	1,100	1,100	1,100
541.52.01	Operating Supplies	17,775	18,516	25,000	27,000	25,000
541.52.10	Signs & Materials	4,686	2,568	6,000	6,000	6,000
541.52.50	Fuel & Oil Supplies	10,349	8,866	13,000	10,000	13,000
541.53.00	Road Materials & Supplies	7,723	14,547	11,500	13,000	11,500
541.54.00	Subscriptions & Memberships	463	366	800	800	800
	Total Operating Expenses	239,422	257,989	303,900	296,200	296,300

CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
001	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
TRANSPORTATION/ROAD & STREET FACILITIES CONTINUED						
CAPITAL OUTLAY						
541.62.00	Buildings	0	0	7,500	7,500	15,000
541.63.00	Improvements other than Buildings	9,929	112,168	262,600	384,300	174,700
541.64.00	Machinery & Equipment	9,666	22,486	96,200	96,200	38,400
	Total Capital Outlay	<u>19,594</u>	<u>134,654</u>	<u>366,300</u>	<u>488,000</u>	<u>228,100</u>
	 TOTAL STREETS	 <u>584,863</u>	 <u>690,707</u>	 <u>1,011,500</u>	 <u>1,108,900</u>	 <u>871,300</u>

CITY OF HOLLY HILL
BUILDINGS AND GROUNDS



BUILDINGS AND GROUNDS

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	231,621	257,887	318,000	287,400	332,800
Operating Expenses	113,315	102,775	116,500	132,400	122,600
Capital Outlay	<u>20,511</u>	<u>36,655</u>	<u>114,500</u>	<u>112,700</u>	<u>157,000</u>
TOTAL	365,447	397,317	549,000	532,500	612,400

PERMANENT POSITIONS	2000-01	2001-02	2002-03
Public works Director	0.25	0.25	0.25
Public Works Manager	0.00	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	4.00	5.00	5.00
Tradesworker	1.00	1.00	1.00
Custodian	2.00	2.00	2.00
Total	9.25	10.25	10.25

SIGNIFICANT EXPENDITURE CHANGES

None

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 medians maintenance of the FDOT roads US1/Ridgewood Avenue, Riverside Drive, 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 1999-00	ACTUAL 2000-01	ACTUAL 2001-02	PROJECTED 2002-03
Number of acres of park space	51.2	81.5	81.5	81.5
Number of playgrounds	3	4	4	4
Number of Ballfields	5	5	5	6
Number of public boat ramps	1	1	1	1
Number of fishing piers	3	3	3	3
Number of public overlooks to Halifax River	3	3	3	3
Municipal Gymnasium	1	1	1	1
Municipal Multi-Activities Center	1	1	1	1
Municipal Swimming Pool	1	1	1	1
Holly Hill Welcome Park & Fountain	1	1	1	1
Wellness Center	0	0	1	1
Tennis Courts	1	1	2	2
Racquet Ball Courts	0	0	2	2
Shuffleboard Courts	9	9	9	9

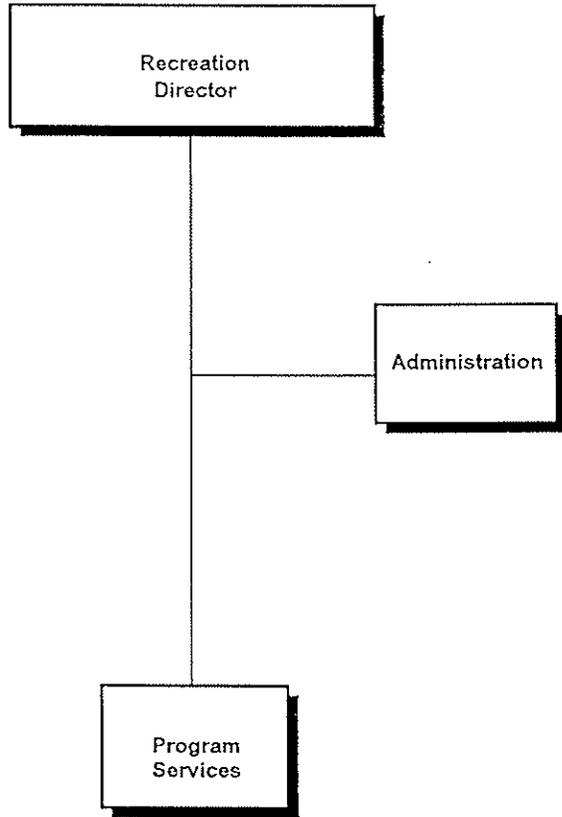
CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
BUILDINGS AND GROUNDS - DIVISION 7210						
PERSONAL SERVICES						
572.11.00	Executive Salaries	27,256	16,055	17,000	17,100	17,700
572.12.00	Regular Salaries & Wages	140,720	165,751	196,500	175,500	211,700
572.13.00	Other Salaries & Wages	4,099	504	6,000	9,700	2,000
572.14.00	Overtime/Regular Employees	3,274	5,573	9,200	5,200	6,000
572.19.01	Uniforms	2,065	2,297	2,500	2,500	2,500
572.21.00	FICA Taxes	12,512	13,256	17,100	14,600	18,200
572.22.00	Retirement Contributions	14,471	17,418	21,000	17,500	19,700
572.23.00	Life & Health Insurance	19,821	24,159	30,700	27,200	34,100
572.24.00	Workers' Compensation	7,328	10,964	17,400	17,500	20,300
572.28.01	Training & Travel	75	1,911	600	600	600
	Total Personal Services	231,621	257,887	318,000	287,400	332,800
OPERATING EXPENSES						
572.31.01	Professional Services	720	220	1,000	2,000	1,000
572.34.00	Contractual Services	14,733	9,878	10,500	10,500	14,000
572.41.00	Telephone/Communications Services	73	77	200	200	200
572.42.00	Postage, Freight, & Express	648	271	400	400	400
572.43.01	Utility Services	18,736	19,456	20,900	20,900	20,900
572.44.00	Rentals & Leases	221	116	1,000	1,000	1,000
572.45.00	Non-Employee Insurance	6,439	6,392	7,000	10,500	10,100
572.46.01	Repairs & Maintenance Services	12,258	8,716	9,000	14,000	9,000
572.46.50	Vehicle Repair & Maintenance	9,963	12,185	10,200	12,000	10,000
572.47.00	Printing & Binding	119	67	200	200	200
572.49.01	Other Charges & Obligations	0	100	200	200	200
572.49.10	Other Special Charges	13,342	0	0	2,500	0
572.49.20	Tree Removal	0	0	3,000	6,000	2,000
572.51.00	Office Supplies	194	729	300	300	300
572.52.01	Operating Supplies	26,122	34,716	39,000	40,000	36,500
572.52.50	Fuel & Oil Supplies	7,879	7,884	10,000	8,000	10,000
572.54.00	Subscriptions & Memberships	0	145	100	200	800
572.57.00	Beautification	1,868	1,821	3,500	3,500	6,000
	Total Operating Expenses	113,315	102,775	116,500	132,400	122,600

CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
BUILDINGS AND GROUNDS CONTINUED						
CAPITAL OUTLAY						
572.61.00	Land	0	0	0	0	0
572.62.00	Buildings	8,278	0	12,000	12,000	23,000
572.63.00	Improvements other than Buildings	2,633	18,594	48,500	48,500	76,500
572.64.00	Machinery & Equipment	9,600	18,061	54,000	52,200	57,500
	Total Capital Outlay	<u>20,511</u>	<u>36,655</u>	<u>114,500</u>	<u>112,700</u>	<u>157,000</u>
	 TOTAL BUILDINGS AND GROUNDS	 <u>365,447</u>	 <u>397,317</u>	 <u>549,000</u>	 <u>532,500</u>	 <u>612,400</u>

CITY OF HOLLY HILL
CULTURE/RECREATION



RECREATION DEPARTMENT

EXPENDITURES	ACTUAL 1999-01	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	185,628	207,368	232,800	233,000	237,300
Operating Expenses	124,097	119,891	143,400	143,200	153,000
Capital Outlay	<u>26,222</u>	<u>962</u>	<u>3,000</u>	<u>7,500</u>	<u>5,000</u>
TOTAL	335,948	328,221	383,700	383,700	395,300

PERMANENT POSITIONS	2000-01	2001-02	2002-03
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	.50
PAL Program Asst (Part-time FTE)	2.00	2.00	2.00
Aquatics/Life Guard (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Permanent Positions	7.50	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	22.50	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 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 1999-00	ACTUAL 2000-01	ACTUAL 2001-02	PROJECTED 2002-03
Number of ball fields	5	5	5	5
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	2	2
Number of youth baseball participants	480	500	500	500
Number of day camp weekly registrations	75	90	70	90
Number of weekly senior participants	500	550	285	320
Number of basketball participants	120	100	80	80
Number of cheerleading participants	28	30	30	24
Number of outdoor racquet ball courts	0	0	2	2
Number of wellness/exercise centers	0	0	1	1

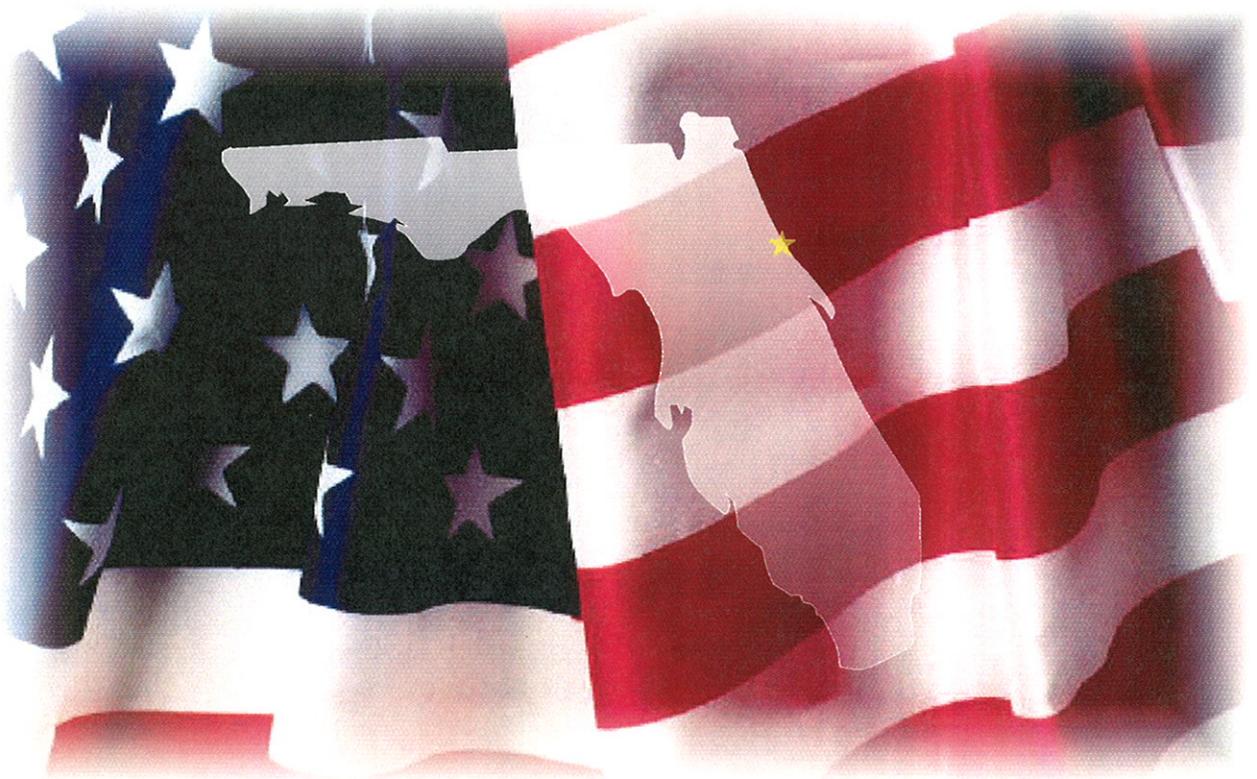
CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

FUND 001	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
RECREATION DEPARTMENT - DIVISION 7220						
PERSONAL SERVICES						
572.11.00	Executive Salaries	34,431	41,220	43,800	44,000	45,600
572.12.00	Regular Salaries & Wages	71,898	74,714	79,000	79,500	82,300
572.13.00	Other Salaries & Wages	39,783	43,886	56,600	56,600	56,600
572.14.00	Overtime/Regular Employees	55	493	300	400	300
572.19.01	Uniforms	446	669	1,000	1,000	1,000
572.21.00	FICA Taxes	10,883	11,977	13,700	13,700	14,100
572.22.00	Retirement Contributions	9,531	11,003	11,700	11,000	9,400
572.23.00	Life & Health Insurance	8,253	11,033	12,500	12,500	13,800
572.24.00	Workers' Compensation	6,914	7,878	9,900	10,000	9,900
572.28.01	Training & Travel	3,435	4,495	4,300	4,300	4,300
	Total Personal Services	185,628	207,368	232,800	233,000	237,300
OPERATING EXPENSES						
572.31.01	Professional Services	330	365	200	700	200
572.41.00	Telephone/Communications Services	1,443	2,254	2,000	1,500	2,000
572.42.00	Postage, Freight, & Express	547	459	600	600	600
572.43.01	Utility Services	32,161	42,017	38,500	36,900	46,500
572.44.00	Rentals & Leases	348	82	200	200	200
572.45.00	Non-Employee Insurance	2,958	3,115	3,100	4,500	4,700
572.46.01	Repair & Maintenance Services	10,102	6,849	10,000	10,000	10,000
572.46.50	Vehicle Repairs & Maintenance	214	407	1,000	1,000	1,000
572.47.00	Printing & Binding	216	304	500	500	500
572.49.01	Other Charges & Obligations	71	354	500	500	500
572.49.10	Other Special Charges	454	0	0	0	0
572.51.00	Office Supplies	5,657	1,171	1,400	1,400	1,400
572.52.01	Operating Supplies	7,358	2,443	8,800	8,800	8,800
572.52.50	Fuel & Oil Supplies	438	395	1,000	1,000	1,000
572.54.00	Subscriptions & Memberships	550	585	600	600	600
572.56.01	Program Expense	61,252	59,091	75,000	75,000	75,000
	Total Operating Expenses	124,097	119,891	143,400	143,200	153,000

CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
001	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
RECREATION DEPARTMENT CONTINUED						
CAPITAL OUTLAY						
572.61.00	Land	0	0	0	0	0
572.62.00	Buildings	0	0	0	0	0
572.63.00	Improvements	0	962	0	0	0
572.64.00	Machinery & Equipment	26,222	0	7,500	7,500	5,000
	Total Capital Outlay	26,222	962	7,500	7,500	5,000
TOTAL RECREATION		335,948	328,221	383,700	383,700	395,300

City of Holly Hill



Law Enforcement

Trust Fund

Annual Budget

2002 - 2003

LAW ENFORCEMENT TRUST FUND

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	PROPOSED 2002-03
Personal Services	0	0	0	7,400	0
Operating Expenses	3,766	1,410	0	23,000	0
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,600</u>	<u>0</u>
TOTAL	3,766	1,410	0	32,000	0

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

N/A

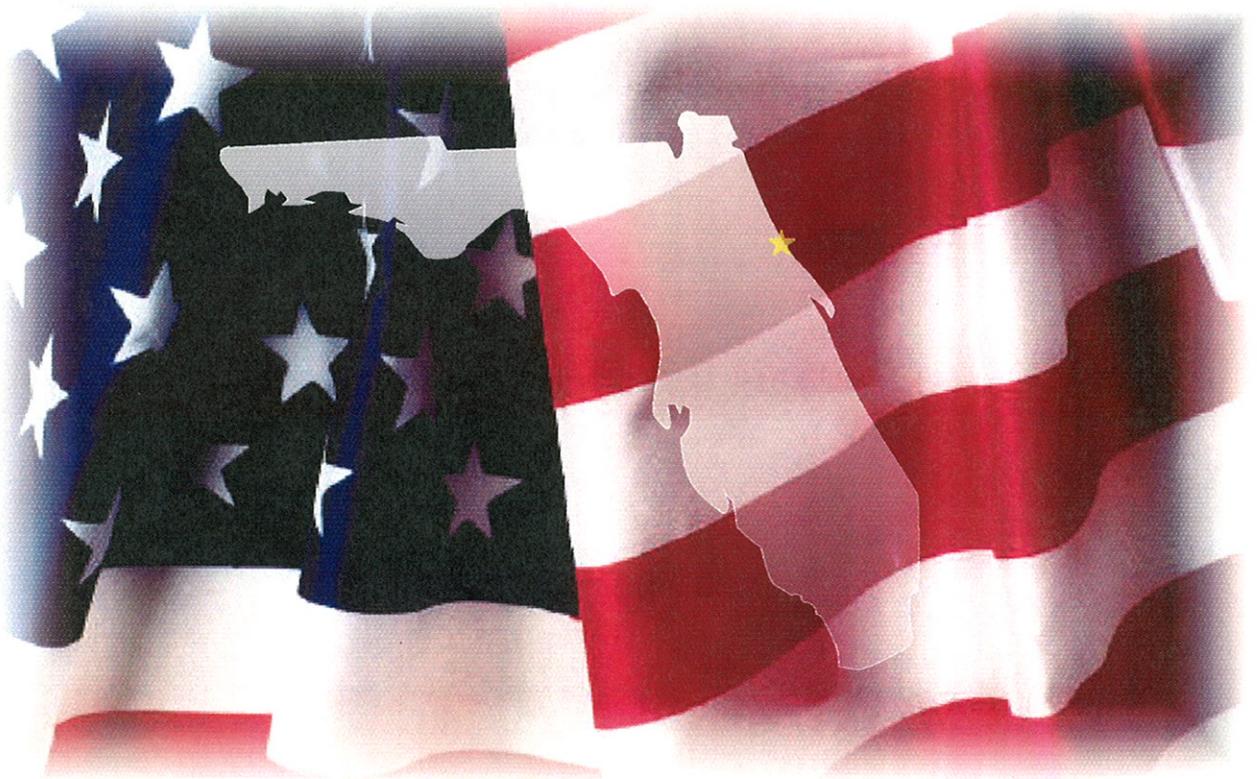
ACTIVITY DESCRIPTION

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		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
110	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
331.26.00	Federal Grant	0	0	0	3,500	0
351.20.00	Confiscated Property	13,357	19,523	0	9,000	0
361.10.00	Interest Earnings	271	287	0	200	0
380.10.00	Appropriated Fund Balance	0	0	0	19,300	0
TOTAL REVENUES		13,628	19,810	0	32,000	0
EXPENDITURES						
521.28.01	Training & Travel	0	0	0	0	0
521.31.01	Professional Services	0	0	0	7,400	0
521.44.00	Rentals & Leases	0	0	0	0	0
521.49.10	Other Special Costs	900	1,410	0	1,600	0
521.52.01	Operating Supplies	2,866	0	0	21,400	0
521.64.00	Machinery & Equipment	0	0	0	1,600	0
TOTAL EXPENDITURES		3,766	1,410	0	32,000	0

City of Holly Hill



Recreation Activity Fund

*Annual Budget
2002 - 2003*

RECREATION ACTIVITY FUND

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Operating Expenses	<u>230</u>	<u>133</u>	<u>100</u>	<u>3,500</u>	<u>500</u>
TOTAL	230	133	100	3,500	500

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

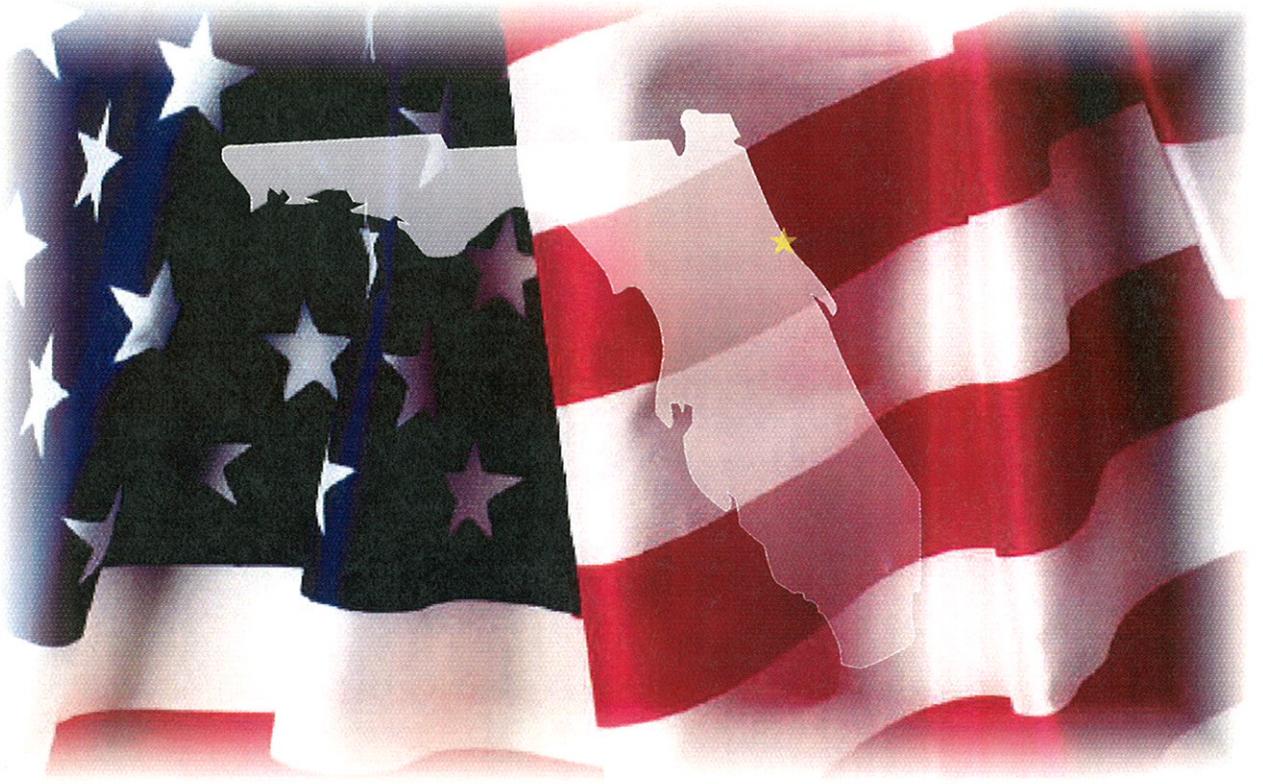
The Recreation Activity Fund was established to account for program revenue and expenses as recommended by the PAL & Recreation Board.

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

CITY OF HOLLY HILL
RECREATION ACTIVITY FUND

FUND #120	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
REVENUES						
347.21.00	Program Activity Fees	0	0	0	0	0
347.43.00	Special Events	0	311	0	300	0
366.90.00	Contributions & Donations	0	384	0	2,700	0
369.90.00	Miscellaneous Revenue	230	0	100	500	0
380.10.00	Appropriated Fund Balance	0	0	0		500
TOTAL REVENUES		230	695	100	3,500	500
EXPENDITURES						
572.47.00	Printing & Binding	0	0	0	0	0
572.49.01	Other Charges	0	0	0	3,000	500
572.52.01	Operating Supplies	230	133	100	500	0
TOTAL EXPENDITURES		230	133	100	3,500	500

City of Holly Hill



Community Redevelopment

Trust Fund

Annual Budget

2002 - 2003

COMMUNITY REDEVELOPMENT TRUST FUND

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Operating Expenses	<u>82,564</u>	<u>82,715</u>	<u>214,500</u>	<u>282,000</u>	<u>253,500</u>
TOTAL	82,564	82,715	214,500	282,000	253,500

PERMANENT POSITIONS	2000-01	2001-02	2002-03
Police Officers	3.00	3.00	3.00

ACTIVITY DESCRIPTION

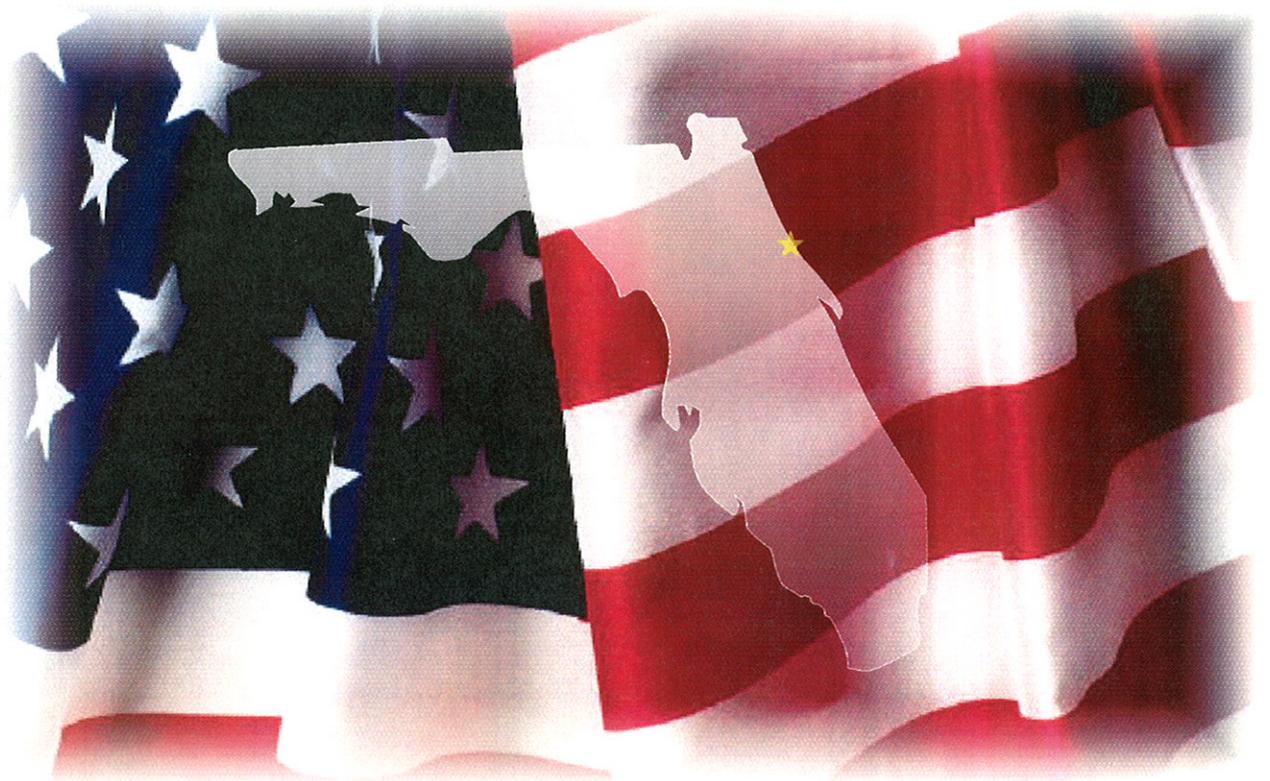
The Community Redevelopment Agency (City Commission) approved the redevelopment plan in May, 1996 and established this trust fund to record the property tax revenues received from the Tax Increment Financing district and the expenditure of those funds within the district.

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	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
REVENUES						
311.10.00	Ad Valorem Taxes (Tax Increment Funds)	32,613	71,960	77,300	71,900	86,200
331.22.00	Federal Grant/Cops	9,221	0	0	0	0
388.30.00	Intergovernmental Share of TIF	51,769	119,148	137,200	132,000	164,300
384.10.00	Debt Proceeds/Advance from General Fund	0	0	0	0	0
361.20.00	Interest Earned - SBA	720	7,854	0	3,000	3,000
366.90.00	Contributions & Donations	0	0	0	100	0
369.90.00	Misc Revenues	827	0	0	0	0
380.10.00	Appropriated Fund Balance (Re-appropriate)	0	0	0	75,000	0
TOTAL REVENUES		95,150	198,962	214,500	282,000	253,500
EXPENDITURES						
5510.552	Administration	175	175	3,000	3,000	10,000
5510.552	Economic Redevelopment Programs	0	0	106,900	174,400	127,100
5520.552	Public Safety/Law Enforcement	75,424	80,673	104,600	104,600	116,400
5530.552	Transportation/Road & Street Facilities	6,965	1,867	0	0	0
TOTAL EXPENDITURES		82,564	82,715	214,500	282,000	253,500

City of Holly Hill



Community Development

Block Grant

Annual Budget

2002 - 2003

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Operating Expenses	0	0	0	0	0
Capital Outlay	<u>275,351</u>	<u>0</u>	<u>105,700</u>	<u>105,700</u>	<u>104,200</u>
TOTAL	275,351	0	105,700	105,700	104,200

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

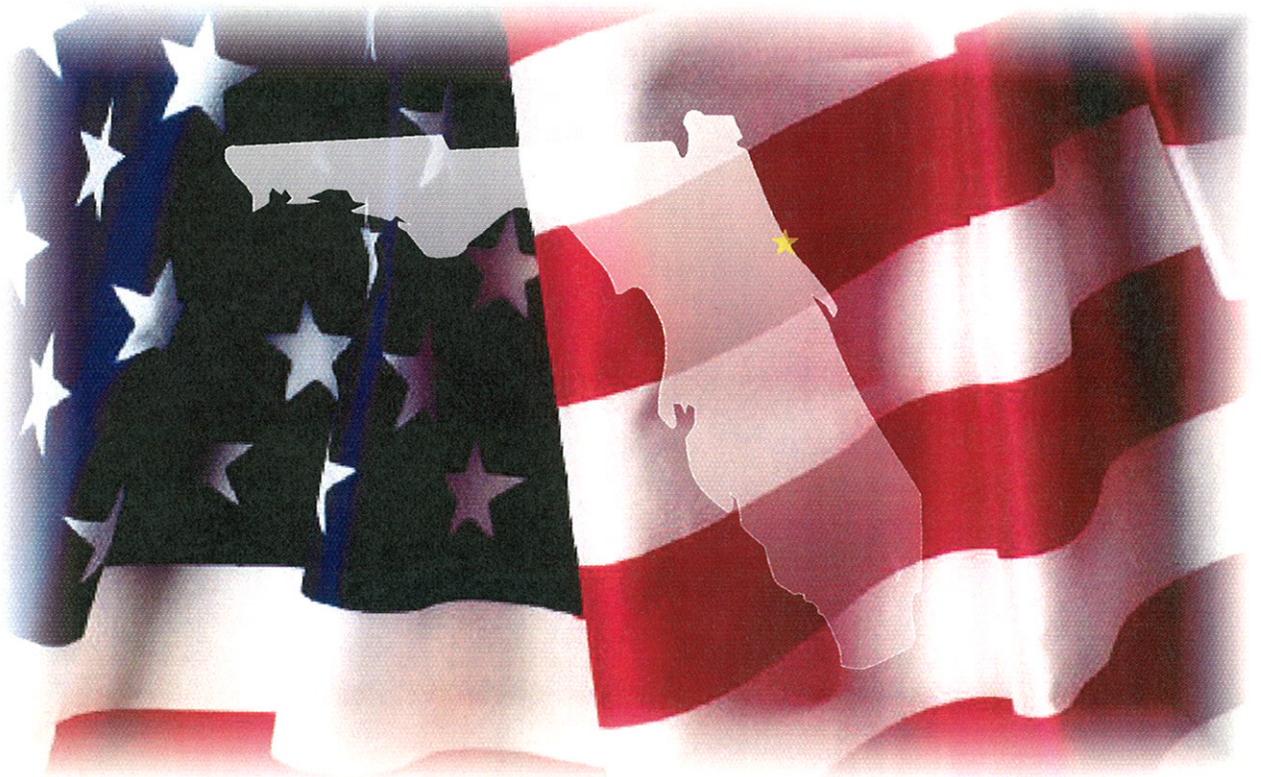
The community Development Block Grant Fund was established to record revenues from the CDBG funds and to record the expenditure of those funds in approved CDBG areas.

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

CITY OF HOLLY HILL
COMMUNITY DEVELOPMENT BLOCK GRANT

FUND	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
REVENUES						
331.500	Community Development Block Grant Funds	275,351	0	105,700	105,700	104,200
TOTAL REVENUES		275,351	0	105,700	105,700	104,200
EXPENDITURES						
535.630	Wastewater Lift Station Rehabilitation	5,290	0	0	0	0
541.630	Improvements Other Than Bldgs					
	Street Improvements	0	0	0	0	88,900
	Sidewalks	0	0	12,000	12,000	0
	Drainage	165,717	0	93,700	93,700	15,300
	Recreation Facilities/Pool/Youth Center	100,000	0	0	0	0
	Housing Rehabilitation Inspector	4,344	0	0	0	0
TOTAL EXPENDITURES		275,351	0	105,700	105,700	104,200

City of Holly Hill



Local Law Enforcement

Block Grant

Annual Budget

2002 - 2003

LOCAL LAW ENFORCEMENT BLOCK GRANT FUND

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-2001	BUDGET 2001-02	AMENDED 2001-02	PROPOSED 2002-03
Operating Expenses	1,307	9,681	900	13,900	0
Capital Outlay	<u>14,978</u>	<u>10,711</u>	<u>26,500</u>	<u>16,000</u>	<u>28,500</u>
TOTAL	16,285	20,392	27,400	29,900	28,500

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

N/A

ACTIVITY DESCRIPTION

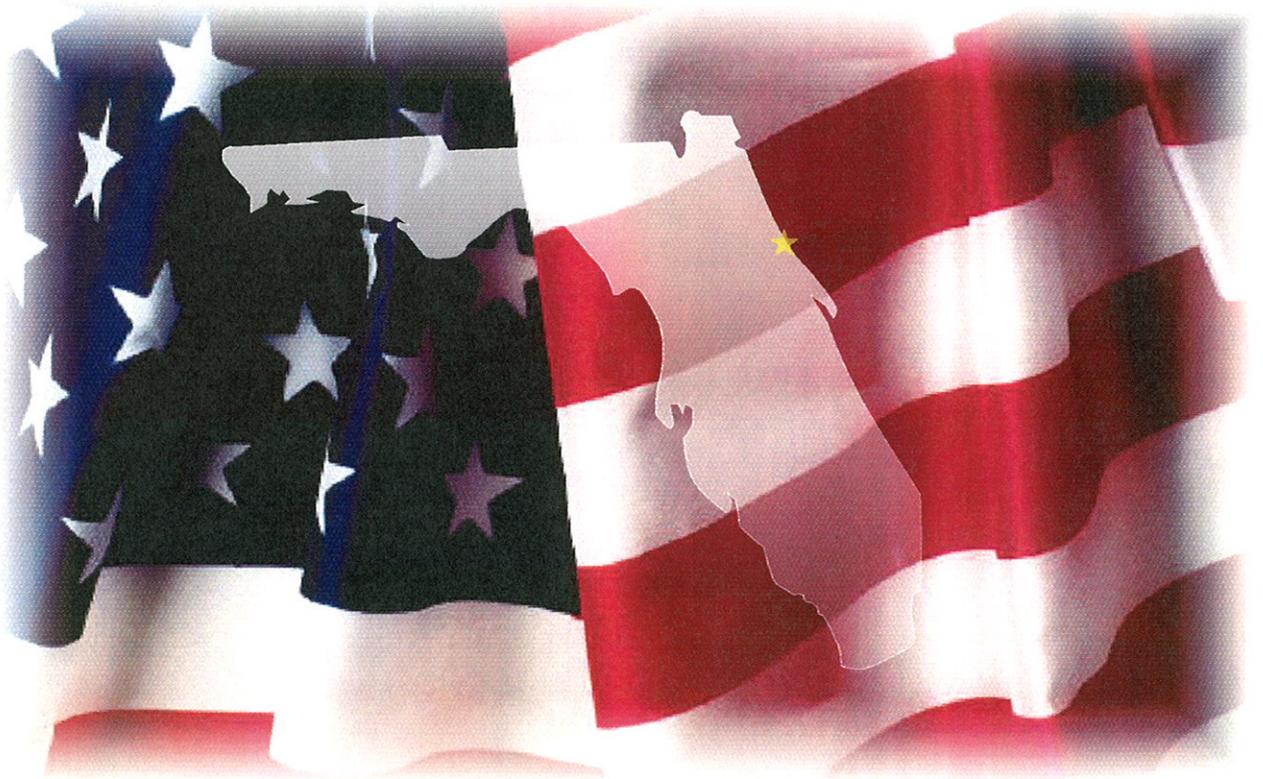
The local Law Enforcement Block Grant was established to record revenues from the LLEBG funds and to record the expenditure of those funds in approved LLEBG areas.

CITY OF HOLLY HILL
LOCAL LAW ENFORCEMENT BLOCK GRANT

FUND 150	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
REVENUES						
331.23.00	Local Law Enforcement Block Grant	14,161	17,402	24,700	27,000	25,600
361.10.00	Interest on Investments	124	313	0	200	0
381.60.00	Transfer from General Fund	1,573	2,191	2,700	2,700	2,900
TOTAL REVENUES		15,858	19,906	27,400	29,900	28,500
EXPENDITURES						
521.41.00	Communication Services	0	6,881	0	2,500	0
521.44.11	Rentals & Leases	407	288	0	300	0
521.46.01	Repairs & Maintenance	0	0	0	500	0
521.52.01	Operating Supplies	0	2,511	0	9,500	0
521.56.01	Program Expenses	900	0	900	1,100	0
521.64.00	Machinery & Equipment	14,978	10,711	26,500	16,000	28,500
TOTAL EXPENDITURES *		16,285	20,392	27,400	29,900	28,500

* Expenditures to be Recommended by Advisory Committee

City of Holly Hill



Stormwater Drainage

Annual Budget
2002 - 2003

STORMWATER DRAINAGE

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	108,983	123,200	139,900	138,900	137,100
Operating Expenses	50,964	29,665	125,700	109,200	117,900
Capital Outlay	<u>141,779</u>	<u>457,407</u>	<u>1,372,000</u>	<u>2,601,000</u>	<u>2,803,000</u>
TOTAL	301,726	610,272	1,637,600	2,849,100	3,058,000

PERMANENT POSITIONS	2000-01	2001-02	2002-03
Public Works Director	0.00	0.10	0.10
Public Works Manager	0.33	0.00	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>2.00</u>	<u>3.00</u>	<u>3.00</u>
Total	3.33	4.35	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 1999-00	ACTUAL 2000-01	ACTUAL 2001-02	PROJECTED 2002-03
Storm Sewers	30.50 miles	31.00 miles	34.50 miles	35.00 miles

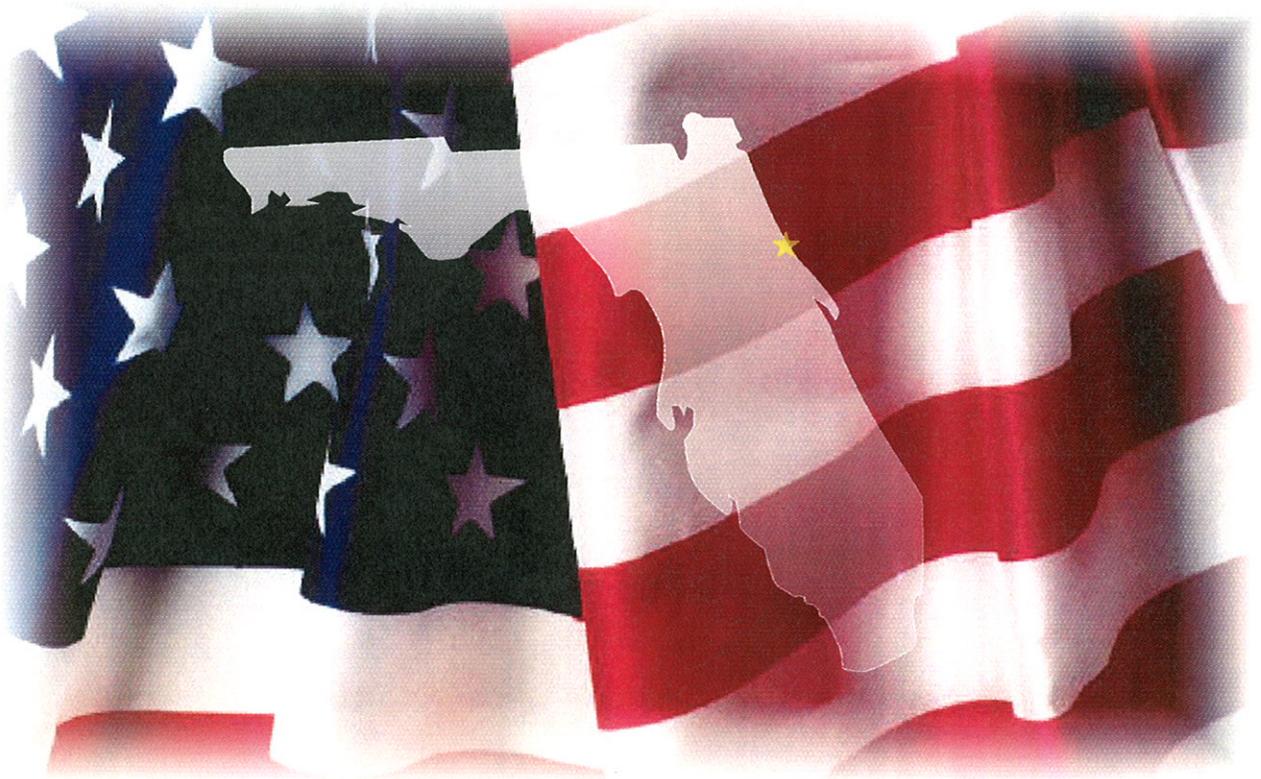
CITY OF HOLLY HLL
STORMWATER DRAINAGE REVENUES

FUND	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
CHARGES FOR SERVICES						
337.30.00	SJWMD/Stormwater Grant	0	40,000	0	-	0
343.60.91	Stormwater Management Utility Fee	366,743	375,758	432,000	417,000	465,000
361.20.00	Interest Earnings - SBA	46,514	41,955	30,000	30,000	25,000
369.90.00	Miscellaneous Revenue	0	50	0	0	0
	Total Revenues	413,257	457,764	462,000	447,000	490,000
OTHER NON-REVENUES						
384.30.00	State Revolving Loan	0	254,562	1,175,600	2,402,100	2,323,000
	Total Other Non-Revenues	0	254,562	1,175,600	2,402,100	2,323,000
APPROPRIATIONS						
380.12.00	Appropriated Reserve for Storm Drainage	0	0	0	0	245,000
	Total Appropriated Reserves	0	0	0	0	245,000
	Total Stormwater Drainage Revenues	413,257	712,326	1,637,600	2,849,100	3,058,000

STORMWATER DRAINAGE EXPENSES

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
160	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
PERSONAL SERVICES						
541.11.00	Executive Salaries	18,070	6,422	6,800	6,900	7,100
541.12.00	Regular Salaries	63,547	82,285	99,000	92,500	88,700
541.14.00	Overtime/Regular Employees	465	808	1,000	1,000	1,000
541.19.01	Uniforms	798	1,091	1,000	1,100	1,000
541.21.00	FICA Taxes	6,005	6,850	7,500	7,700	7,400
541.22.00	Retirement Contributions	6,636	8,473	12,700	9,200	8,100
541.23.00	Life & Health Insurance	8,172	11,335	12,200	12,400	13,500
541.24.00	Workers' Compensation	5,164	5,033	6,900	7,000	8,500
541.28.01	Training & Travel	126	902	1,800	1,100	1,800
	Total Personal Services	108,983	123,200	139,900	138,900	137,100
OPERATING EXPENSES						
541.31.01	Professional Services	8,963	2,083	50,000	50,000	44,700
541.34.00	Contractual Services	849	882	1,000	1,600	1,800
541.42.00	Postage, Freight & Express	154	7	200	200	200
541.43.01	Utility Services	6,939	4,508	6,000	3,000	3,000
541.44.00	Rentals & Leases	0	0	5,000	6,000	6,000
541.45.00	Non-Employee Insurance	2,919	4,229	4,300	4,900	5,000
541.46.01	Repairs & Maintenance Service	1,858	3,754	2,900	2,900	2,100
541.46.50	Vehicle Repairs & Maintenance	9,670	3,904	10,000	10,000	10,000
541.47.00	Printing & Binding	67	176	400	400	400
541.49.01	Other Charges & Obligations	3,212	235	700	700	500
541.49.10	Other Special Charges	0	0	800	800	800
541.50.00	Advertising	0	0	0	300	0
541.52.01	Operating Supplies	8,289	4,850	22,000	17,000	22,000
541.52.50	Fuel & Oil Supplies	5,287	4,673	10,900	5,900	10,800
541.53.00	Road Materials & Supplies	2,195	0	10,000	5,000	10,000
541.54.00	Subscriptions & Memberships	563	364	500	500	500
	Total Operating Expenses	59,964	29,665	125,700	109,200	117,900
CAPITAL OUTLAY						
541.61.00	Land	0	104,122	1,000,000	900,000	0
541.62.00	Buildings	24,925	(4,730)	0	0	0
541.63.00	Improvements	69,045	346,615	318,000	1,647,000	2,623,000
541.64.00	Machinery & Equipment	47,809	11,400	54,000	54,000	180,000
	Total Capital Outlay	141,779	457,407	1,372,000	2,601,000	2,803,000
	TOTAL STORMWATER DRAINAGE	301,726	610,272	1,637,600	2,849,100	3,058,000

City of Holly Hill



Capital Projects Fund

Annual Budget
2002 - 2003

CAPITAL PROJECTS FUND

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Capital Outlay	561,102	122,062	523,700	573,700	200,000
Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	561,102	122,062	523,700	573,700	200,000

ACTIVITY DESCRIPTION

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

CITY OF HOLLY HILL
CAPITAL PROJECTS FUND

FUND 301	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
REVENUES						
334.49.10	Median Beautification Grant	41,580	0	0	0	0
334.75.20	FRDAP Grant	150,000	67,778	93,300	93,300	0
	Rec. & Racing Dist. Grant	0	0	0	0	0
361.10.00	Interest Earnings	8,352	0	0	0	0
361.20.00	Interest Earnings/SBA	12,478	5045	0	0	0
366.90.00	Contributions/Donations Wellness Center	0	0	100,000	150,000	0
380.10.00	Appropriated Fund Balance	0	0	150,000	150,000	0
381.60.00	Transfer from General Fund	225,300	0	180,400	180,400	0
381.65.00	Transfer from CDBG	100,000	0	0	0	0
381.70.00	Transfer from Solid Waste	80,000	0	0	0	200,000
TOTAL REVENUES		617,709	72,823	523,700	573,700	200,000
EXPENDITURES						
541.63.00	Median Improvements	90,311	0	0	0	0
572.63.00	Park Improvements	0	115,537	186,600	186,600	0
572.62.00	Recreation-Wellness Center	305,883	3,185	168,600	168,600	0
572.63.00	Recreational Facilities Improvements	164,909	3,340	168,500	218,500	200,000
TOTAL EXPENDITURES		561,102	122,062	523,700	573,700	200,000

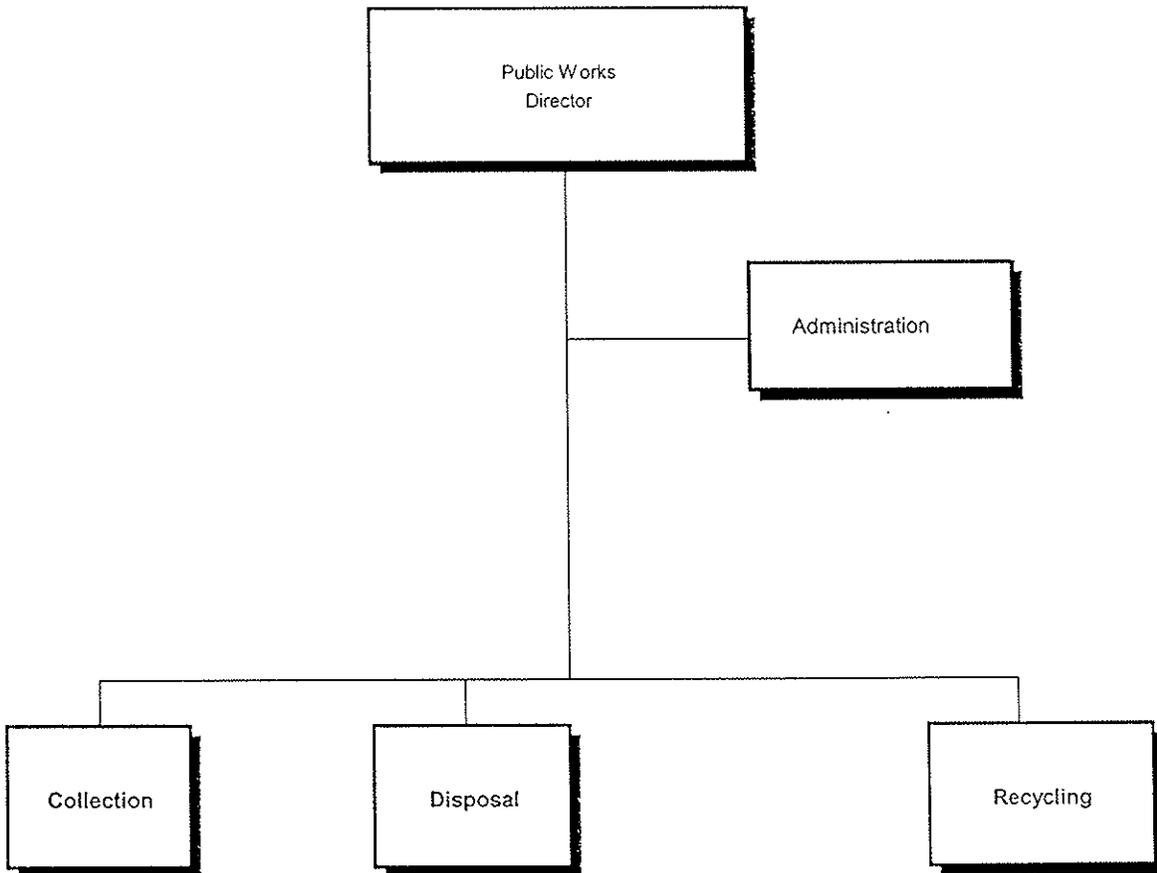
City of Holly Hill



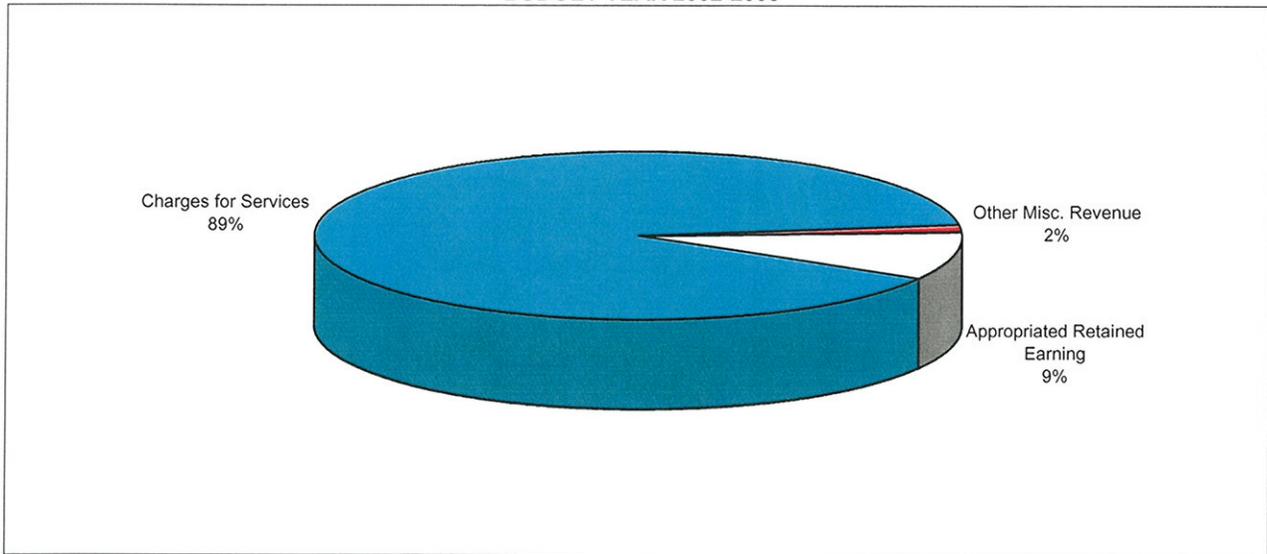
Solid Waste Enterprise Fund

Annual Budget
2002 - 2003

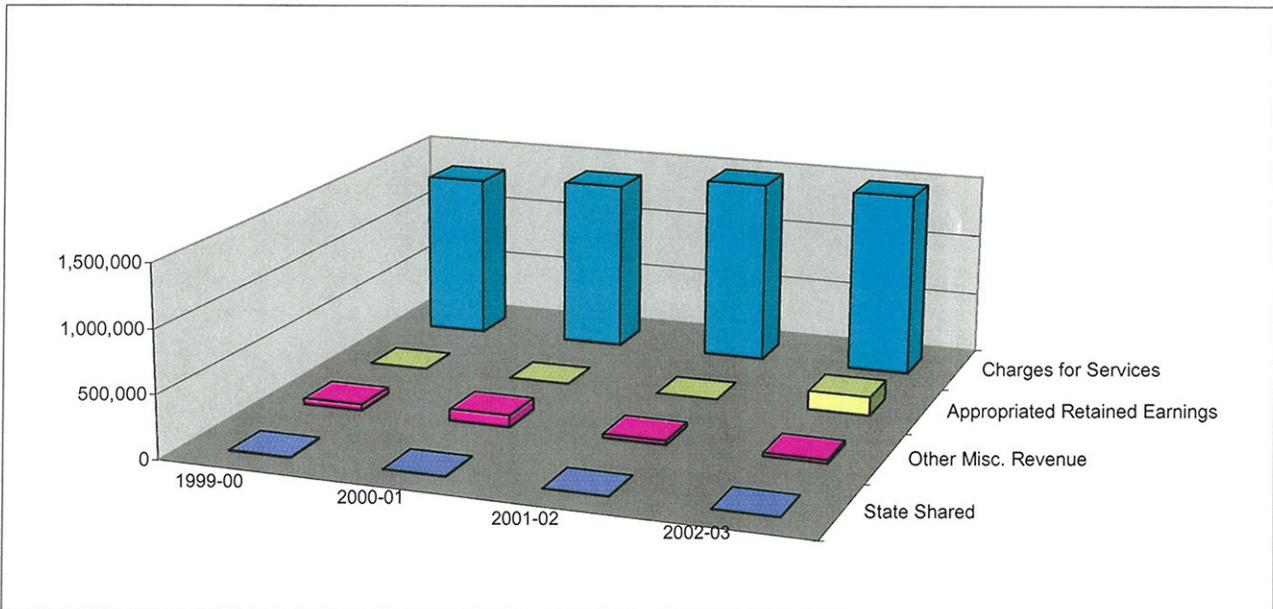
CITY OF HOLLY HILL
GARBAGE/SOLID WASTE



**CITY OF HOLLY HILL
SOLID WASTE REVENUES
BUDGET YEAR 2002-2003**



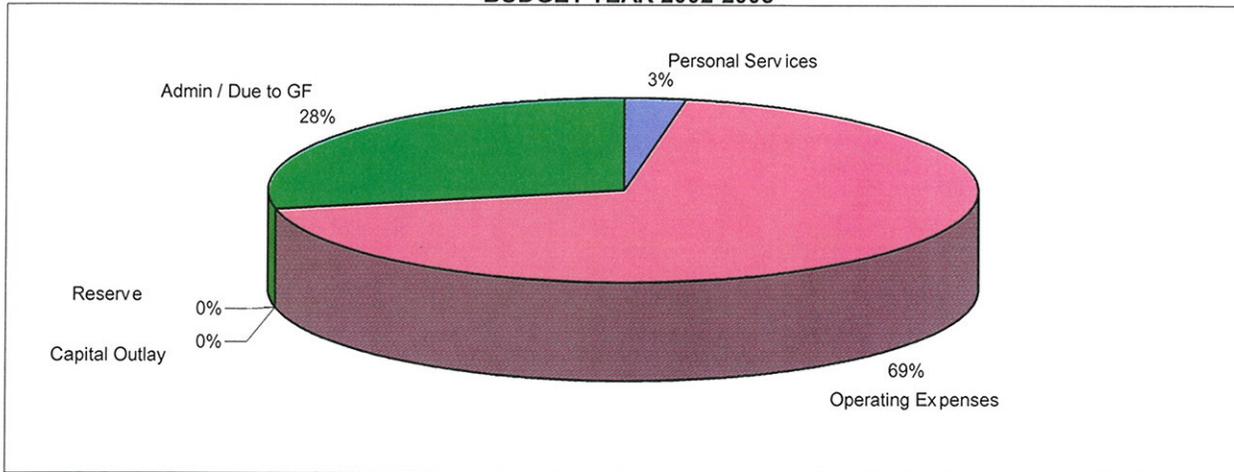
Charges for Services	1,485,000
Other Misc. Revenue	25,000
Appropriated Retained Earning	149,900
Total Solid Waste Revenues	\$1,659,900



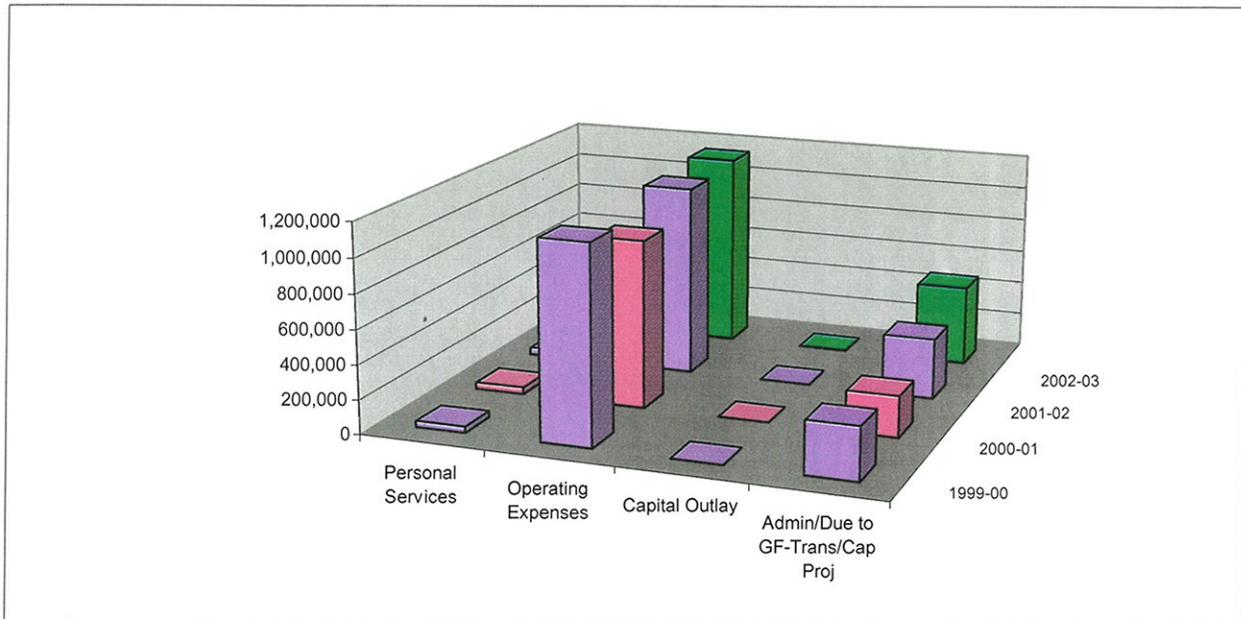
FOUR YEAR HISTORY

	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 AMENDED	2002-2003 BUDGET
REVENUES				
State Shared	4,271	1,110	0	0
Other Misc. Revenue	48,189	91,922	31,000	25,000
Appropriated Retained Earnings	0	0	0	149,900
Charges for Services	1,331,914	1,378,743	1,485,000	1,485,000
TOTAL REVENUES	\$1,384,374	\$1,471,775	\$1,516,000	\$1,659,900

**CITY OF HOLLY HILL
SOLID WASTE EXPENDITURES
BUDGET YEAR 2002-2003**



Personal Services	45,700
Operating Expenses	1,144,200
Capital Outlay	0
Reserve	0
Admin / Due to GF	470,000
Total Solid Waste Expenditures	\$1,659,900



FOUR YEAR HISTORY	1999-2000	2000-2001	2000-2002	2002-2003
	ACTUAL	ACTUAL	AMENDED	BUDGET
EXPENDITURES				
Personal Services	35,383	39,472	42,500	45,700
Operating Expenses	1,144,349	978,166	1,117,600	1,144,200
Capital Outlay	0	0	1,200	0
Admin/Due to GF-Trans/Cap Proj	305,300	240,000	354,700	470,000
Total Expenditures	\$1,485,032	\$1,257,638	\$1,516,000	\$1,659,900

SOLID WASTE REVENUE EXPLANATION

State Shared Revenues

Recycling Grant funds are no longer available to the City. Grants for recycling programs are only 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 with an increase planned in the current rates billed to customers due to an increase in disposal costs at the County landfill. Residential rates for twice weekly garbage pick-up and once weekly yard trash pick-up will increase from \$12.06 to \$12.30 per month. Commercial rates will increase an average 3.18% depending on the type of container utilized.

Other Miscellaneous Revenue

This is anticipated revenue from the sale of newspaper collected at the City's recycling site and interest earnings from investments. Revenues are expected to be less than 2001-02 estimates due to lower interest rates in the current economy.

SOLID WASTE

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	35,383	39,472	42,900	42,500	45,700
Operating Expenses	1,144,349	978,166	977,700	1,117,600	1,144,200
Capital Outlay	0	0	0	1,200	0
Reserve	0	0	104,700	104,700	0
Transfer to Capital Project	80,000	0	250,000	0	270,000
Transfer to General Fund	<u>225,300</u>	<u>240,000</u>	<u>0</u>	<u>250,000</u>	<u>200,000</u>
TOTAL	1,485,032	1,257,637	1,375,300	1,516,000	1,659,900

PERMANENT POSITIONS	2000-01	2001-02	2002-03
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 efficient, timely service to our residents and commercial users at the least commercial.

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 1999-00	ACTUAL 2000-01	ACTUAL 2001-02	PROJECTED 2002-03
Number of residential units	4,135	4,135	4,014	4,080
Number of commercial units	500	500	426	435
Number of dumpster customers	150	150	313	339
Number of Roll-off customers	120	120	39	48

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

FUND 495	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
STATE SHARED REVENUE						
334.39.00	Recycling Grant	4,271	1,110	0	0	0
	Total State Shared Revenues	4,271	1,110	0	0	0
CHARGES FOR SERVICES						
343.10.42	Refuse Charges	1,331,914	1,378,743	1,341,300	1,485,000	1,514,700
	Total Charges for Services	1,331,914	1,378,743	1,341,300	1,485,000	1,514,700
OTHER MISCELLANEOUS REVENUE						
361.10.00	Interest Earnings	13,516	12,422	4,000	4,000	3,000
361.20.00	Interest Earnings/SBA	22,688	28,461	20,000	20,000	15,000
364.42.00	Insurance Proceeds/Loss of Equipment	0	3,896	0	0	0
369.90.00	Miscellaneous	50	50	0	0	0
369.95.00	Recycling Revenue	11,934	7,737	10,000	7,000	7,000
	Total Other Misc. Revenue	48,189	52,565	34,000	31,000	25,000
NON-REVENUE						
364.41.00	Sale of Equipment	0	39,357	0	0	0
380.10.00	Appropriated Retained Earnings	0	0	0	0	120,200
	Total Non Revenue	0	39,357	0	0	120,200
	Total Enterprise Fund Revenues	1,384,374	1,471,775	1,375,300	1,516,000	1,659,900

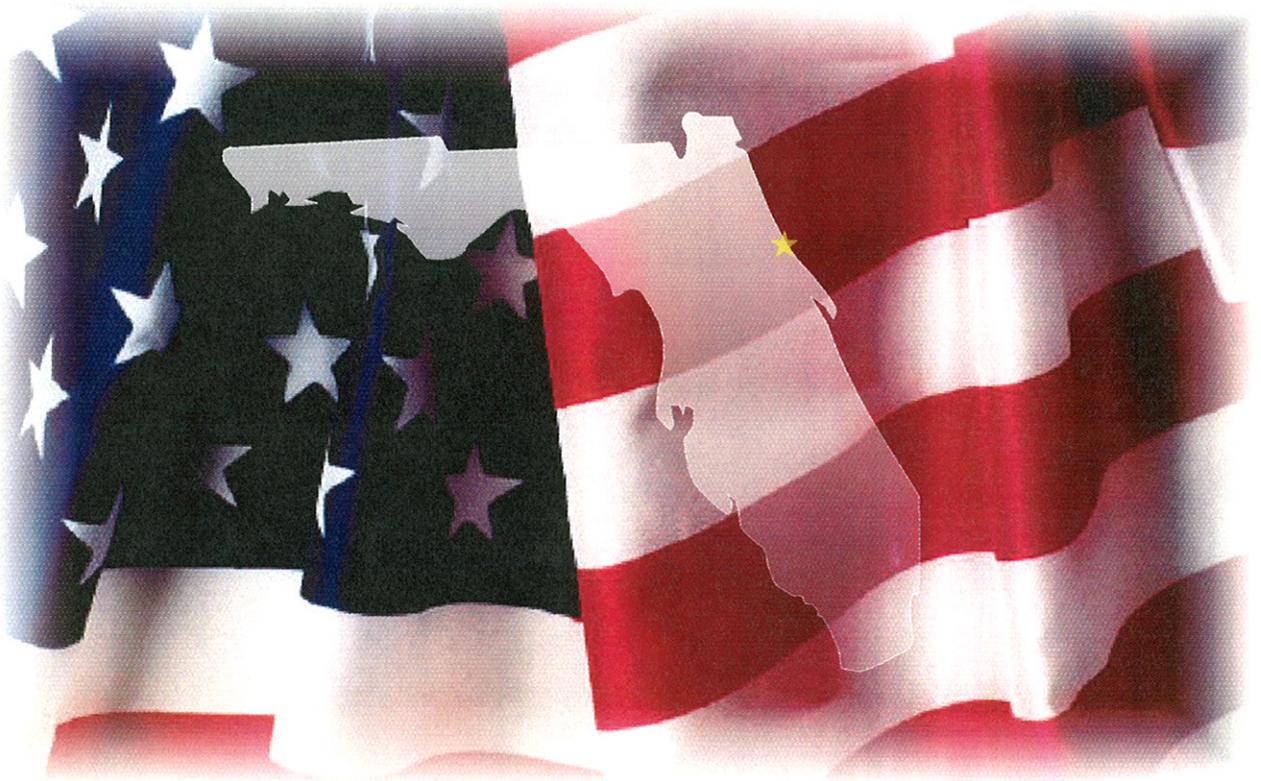
CITY OF HOLLY HILL
 PHYSICAL ENVIRONMENT/GARBAGE/SOLID WASTE CONTROL SERVICES
 EXPENSE SUMMARY

FUND 495	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
OPERATING						
534.00.00	Solid Waste Expenses	1,179,732	1,017,638	1,020,600	1,161,300	1,189,900
ADMINISTRATIVE						
581.91.01	Transfer to General Fund	225,300	240,000	250,000	250,000	270,000
RESERVES						
580.99.00	Operating Reserves	0	0	104,700	104,700	0
EXPENDITURE APPROPRIATIONS & TRANSFERS						
581.91.60	Transfer to Capital Projects Fund	80,000	0	0	0	200,000
	Appropriated Retained Earnings	0	0	0	0	0
GRAND TOTAL		1,485,032	1,257,638	1,375,300	1,516,000	1,659,900

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

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
495	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
PERSONAL SERVICES						
534.12.00	Regular Salaries	25,456	27,593	28,800	28,800	29,900
534.14.00	Overtime/Regular Employees	0	0	1,500	1,000	1,500
534.19.01	Uniforms	239	250	300	300	300
534.21.00	FICA Taxes	1,966	2,032	2,300	2,300	2,400
534.22.00	Retirement Contributions	2,030	2,346	2,800	2,800	1,800
534.23.00	Life & Health Insurance	2,405	2,739	3,100	3,100	3,400
534.24.00	Worker's Compensation	2,858	3,496	3,700	3,800	6,000
534.28.01	Training & Travel	428	1,016	400	400	400
	Total Personal Services	35,383	39,472	42,900	42,500	45,700
OPERATING EXPENSES						
534.31.01	Professional Services	0	0	0	100	0
534.34.00	Other Contractual Services	1,110,246	948,202	955,000	1,094,500	1,125,000
534.41.00.	Telephone/Communications Services	366	405	1,000	1,000	1,000
534.42.00	Postage, Freight, & Express	118	8	200	200	200
534.45.00	Non-employee Insurance	5,945	6,555	6,700	7,000	7,000
534.46.01	Repair & Maintenance Services	997	778	3,000	3,000	3,000
534.46.50	Vehicle Repairs & Maintenance	439	3,627	1,000	1,000	1,000
534.47.00	Printing & Binding	251	0	0	0	0
534.49.01	Other Charges & Obligations	35	(1,062)	200	200	200
534.50.00	Advertising	304	0	500	500	500
534.51.00	Office Supplies	388	208	700	700	500
534.52.01	Operating Supplies	3,050	420	600	600	600
534.52.50	Fuel & Oil Supplies	1,222	871	1,000	1,000	1,000
534.54.00	Subscriptions & Memberships	42	0	300	300	200
534.59.01	Bad Debt Expense	0	3,319	7,500	7,500	4,000
539.59.20	Depreciation Expense	20,945	14,836	0	0	
	Total Operating Expenses	1,144,349	978,166	977,700	1,117,600	1,144,200
CAPITAL OUTLAY						
534.62.00	Buildings	0	0	0	0	0
534.63.00	Improvements other than Buildings	0	0	0	0	0
534.64.00	Machinery & Equipment	0	0	0	1,200	0
	Total Capital Outlay	0	0	0	1,200	0
CAPITAL RESERVES AND TRANSFERS						
539.99.01	Budget Reserves	0	0	104,700	104,700	0
581.91.01	Transfer to General Fund	225,300	240,000	250,000	250,000	270,000
581.91.60	Transfer to Capital Projects Fund	80,000	0	0	0	200,000
	TOTAL SOLID WASTE CONT SERVICES	1,485,032	1,257,638	1,375,300	1,516,000	1,659,900

City of Holly Hill



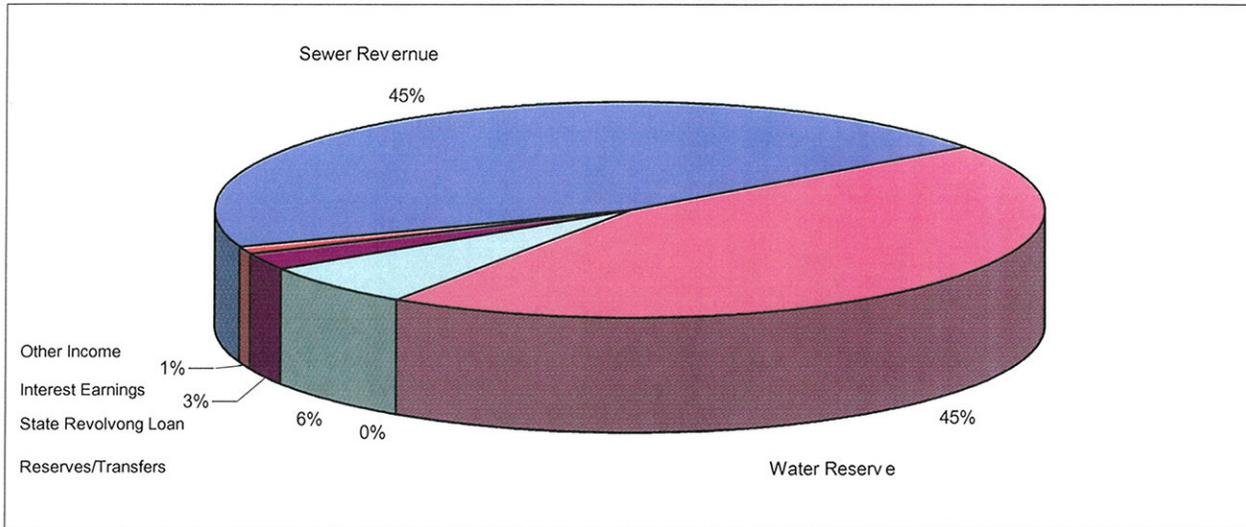
Water and Sewer

Enterprise Fund

Annual Budget

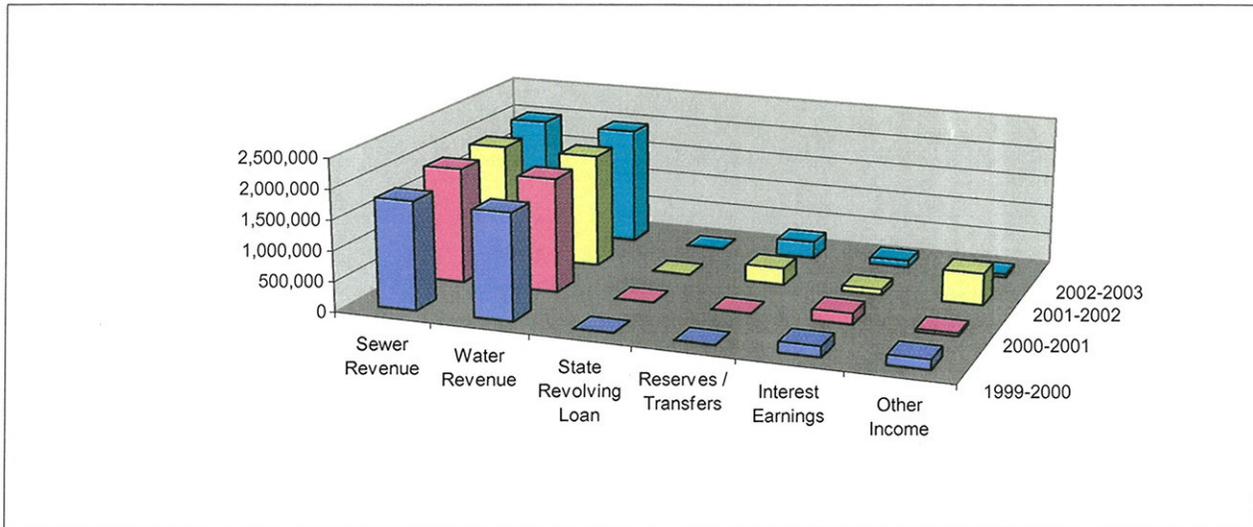
2002 - 2003

**CITY OF HOLLY HILL
WATER AND SEWER REVENUES
BUDGET YEAR 2002-2003**



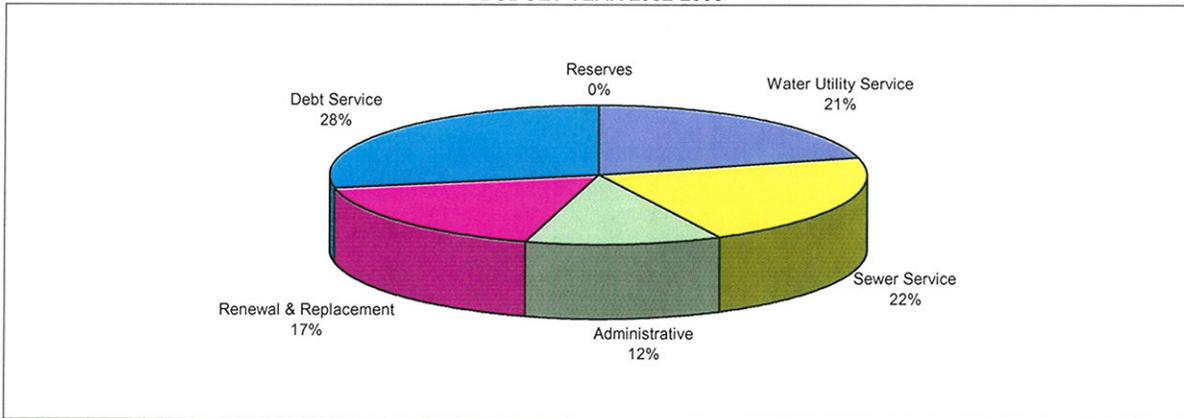
Sewer Revenue	2,001,000
Water Revenue	1,958,800
State Revolving Loan	0
Reserves/Transfers	278,800
Interest Earnings	112,000
Other Income	47,000
Total Water & Sewer Revenues	\$4,397,600

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

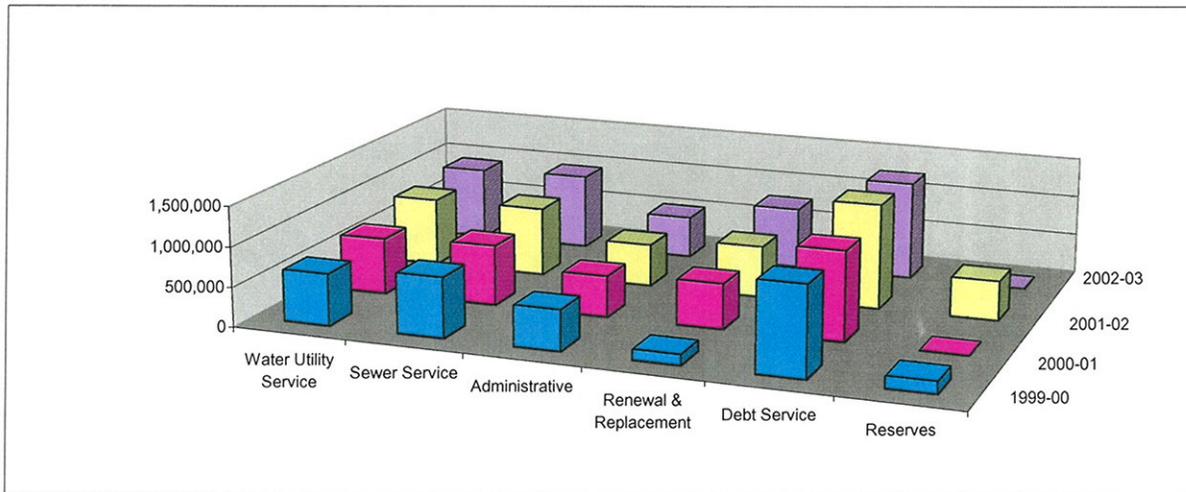


FOUR YEAR HISTORY		1999-2000	2000-2001	2001-2002	2002-2003
		ACTUAL	ACTUAL	AMENDED	BUDGET
REVENUES					
	Sewer Revenue	1,786,508	1,916,373	1,920,400	2,001,000
	Water Revenue	1,754,058	1,892,101	1,893,500	1,958,800
	State Revolving Loan	0	0	0	0
	Reserves / Transfers	0	0	280,800	278,800
	Interest Earnings	171,036	184,292	94,000	112,000
	Other Income	160,798	44,039	529,000	47,000
	TOTAL REVENUES	\$3,872,400	\$4,036,805	\$4,717,700	\$4,397,600

**CITY OF HOLLY HILL
WATER AND SEWER EXPENDITURES
BUDGET YEAR 2002-2003**



Water Utility Service	918,200
Sewer Service	949,500
Administrative	525,000
Renewal & Replaceme	768,900
Debt Service	1,236,000
Reserves	0
Total Expenditures	\$4,397,600



FOUR YEAR HISTORY	1999-2000	2000-2001	2001-2002	2002-2003
EXPENDITURES	ACTUAL	ACTUAL	AMENDED	BUDGET
Water Utility Service	650,515	706,006	853,400	918,200
Sewer Service	754,768	756,700	866,900	949,500
Administrative	514,387	514,446	532,100	525,000
Renewal & Replacement	133,619	570,716	650,000	768,900
Debt Service	1,122,324	1,122,741	1,316,300	1,236,000
Reserves	153,200	0	499,000	0
TOTAL EXPENDITURES	\$3,328,813	\$3,670,609	\$4,717,700	\$4,397,600

WATER AND SEWER ENTERPRISE FUND REVENUE EXPLANATION

Water Sales

Residential and commercial water sales are expected to increase 4.2% more than anticipated for 2001-02. This increase is due to a 1.5% increase in rates effective October 2002 and an increase in usage during 2002-03 due to the completion of Charleston Place (216 unit apartment complex) and other new businesses and homes in 2002.

Meter Connection Charges/Service Charges/Cut-Off Charges

Current estimates indicate that revenues will be less than anticipated for 2002-2003. While service charges and cut-off charges are fairly predictable, new meter connection charges have fluctuated from \$5,000 to \$20,000 during the past 5 years, so they are estimated in the lower part of the range.

Hydrant Rental

Current estimates indicate that revenues will be as anticipated for 2001-02. No increase has been projected for 2002-03, as the number of hydrants will remain approximately the same.

Sewer Charges

Sewer charges are based on 115% of the water rates. Based on the rate increase to be effective in October, revenues from sewer charges will be higher than anticipated for 2002-03. A 4.1% increase in revenue is projected for 2002-03.

Sewer Connection Charges

Current estimates indicate that revenues will be as anticipated for 2001-02. No change is anticipated for 2002-03 as these charges have averaged \$3,000 annually during the past five years.

Interest Earnings

Current estimates for 2001-02 indicate that earnings will be as anticipated. Though interest rates have fallen, the available cash for investing has risen during the past three years and therefore, the interest earnings are expected to remain approximately the same.

Other Income

Current estimates indicate revenues will be as anticipated for 2001-02. The 2002-03 budget level is based on current year estimates.

Impact Fees

Revenues are estimated at less than anticipated for 2001-02. They are based on previous years' averages except for the fiscal year 2002, which saw a huge increase due to the building of Charleston Place, an apartment complex with 216 family units.

Appropriated Reserves

The budget anticipates using cash reserves in 2002-03 for the upgrading of water meters.

CITY OF HOLLY HILL
WATER AND SEWER SYSTEMS - REVENUE

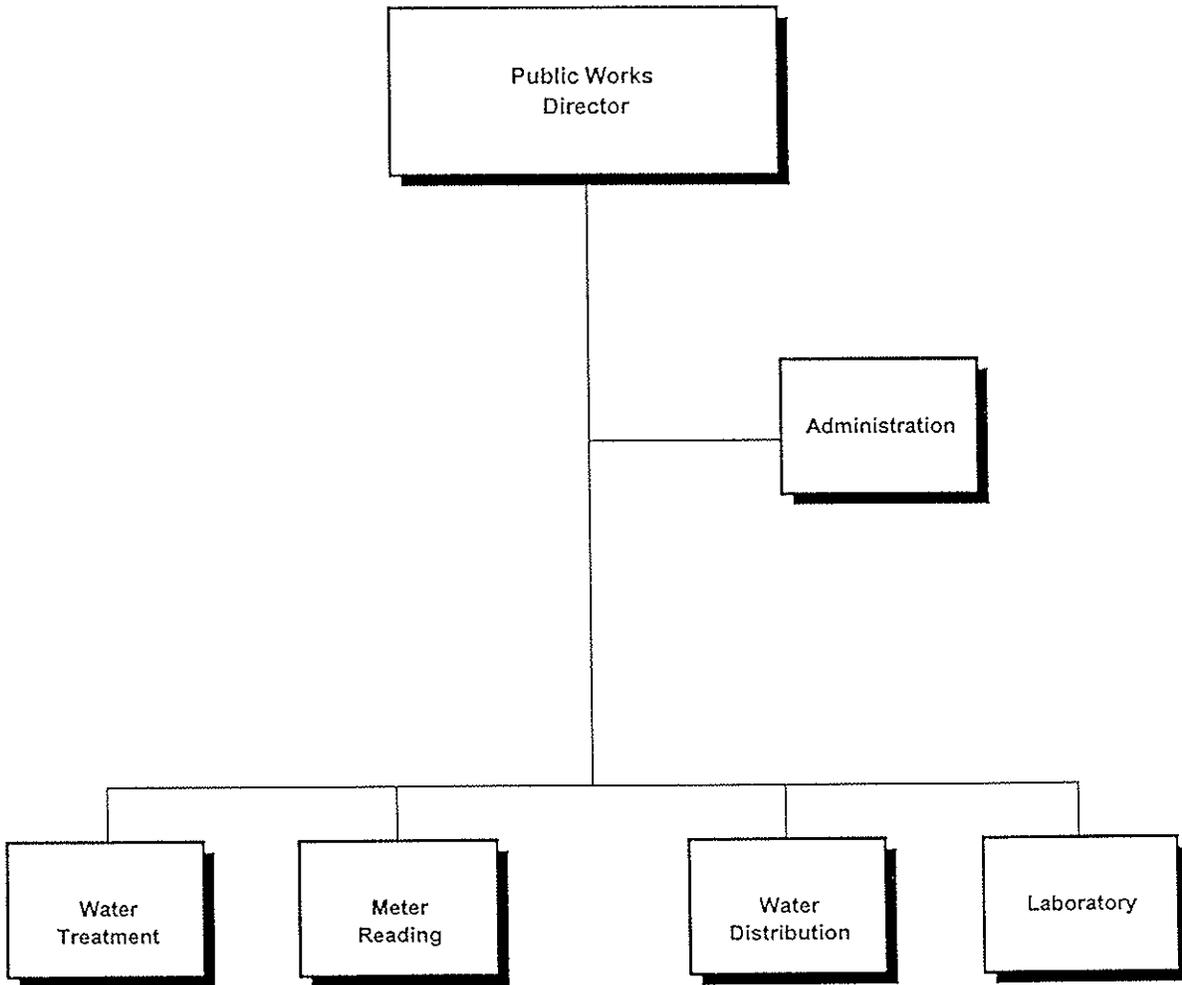
FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
400	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
WATER REVENUE						
343.60.10	Water Sales	1,695,984	1,840,639	1,810,000	1,826,700	1,904,000
343.60.20	Meter Connection Charges	15,131	8,085	5,000	20,000	8,000
343.60.30	Service Charges	10,236	11,325	12,000	12,000	12,000
343.60.40	Cut-off Charges	22,645	21,945	21,000	24,600	24,600
343.60.50	Hydrant Rental	10,062	10,107	10,000	10,200	10,200
	Total Water Revenue	1,754,058	1,892,101	1,858,000	1,893,500	1,958,800
SEWER REVENUE						
343.60.60	Sewer Charges	1,777,667	1,904,332	1,860,000	1,905,500	1,984,000
343.60.70	Sewer Connection Charges	1,675	4,175	3,000	4,000	4,000
343.60.80	Reclaimed Water Charges	2,353	2,786	3,000	3,000	3,000
343.90.10	Inspections	4,813	5,081	4,800	7,900	10,000
	Total Sewer Revenue	1,786,508	1,916,373	1,870,800	1,920,400	2,001,000
INTEREST EARNINGS						
361.20.00	SBA Int/Wtr Rev & Opr Fd	122,583	134,341	90,000	90,000	90,000
	Total Interest Earnings	122,583	134,341	90,000	90,000	90,000
OTHER INCOME						
362.21.00	Communications Lease/Apt & Sprint	17,500	22,500	20,000	20,000	20,000
364.41.00	Surplus Sales	1,300	2,600	1,000	1,000	1,000
364.42.00	Insurance Proceeds/Loss	20,860	3,391	0	0	0
365.10.00	Scrap Sales	0	0	1,000	1,000	1,000
369.90.00	Miscellaneous	120,444	5,064	10,000	10,000	10,000
	Total Other Income	160,104	33,555	32,000	32,000	32,000
OTHER NON-REVENUES						
380.10.00	Appropriated Retained Earnings	0	0	124,800	75,800	0
	Total Non-revenues	0	0	124,800	75,800	0
	TOTAL WATER AND SEWER REVENUE	3,823,254	3,976,371	3,975,600	4,011,700	4,081,800

CITY OF HOLLY HILL
WATER & SEWER SYSTEM - EXPENSES

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
400	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
WATER & SEWER SYSTEM - EXPENDITURE SUMMARY						
OPERATING						
533.00.00	Water Utility Service/Water Plant	650,515	706,006	864,900	853,400	918,200
535.00.00	Sewer Service/Water Pollution Control Plant	754,768	756,700	846,400	866,900	949,500
ADMINISTRATIVE						
536.00.00	Transfer to General Fund	471,288	471,288	450,000	477,100	465,000
536.00.00	Other Administrative Expense	43,099	43,158	55,000	55,000	60,000
RESERVES						
580.99.00	Operating Reserve	153,200	0	0	0	0
EXPENDITURE APPROPRIATIONS & TRANSFERS						
581.91.10	Renewal & Replacement Transfer	350,000	450,000	450,000	450,000	453,100
581.91.20	Series 1992 Transfer	1,120,000	1,119,500	1,123,100	1,123,100	1,075,500
581.91.80	State Loan Debt Service	0	83,808	186,200	186,200	160,500
GRAND TOTAL		3,542,871	3,630,460	3,975,600	4,011,700	4,081,800

CITY OF HOLLY HILL

WATER UTILITY SERVICE/WATER PLANT



WATER UTILITY SERVICE

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	369,588	413,913	460,800	446,800	472,900
Operating Expenses	280,927	292,094	404,100	406,600	445,300
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	650,515	706,006	864,900	853,400	918,200

PERMANENT POSITIONS	2000-01	2001-02	2002-03
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	2.00
Water Plant Opr Trainee	0	1.00	2.00
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	11.95	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	ACTUAL	ACTUAL	PROJECTED
	1999-00	2000-01	2001-02	2002-03
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	1.3 MGD	1.3 MGD
Number of fire hydrants	290	290	289	293
Average number of meters read per month	5,600	5,885	5,901	5,925

CITY OF HOLLY HILL
WATER & SEWER SYSTEM - EXPENSES

FUND 400	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
WATER UTILITY SERVICE/WATER PLANT						
PERSONAL SERVICES						
533.11.00	Executive Salaries	33,431	34,013	36,100	36,300	37,600
533.12.00	Regular Salaries & Wages	246,027	270,028	297,300	290,000	304,000
533.13.00	Other Salaries & Wages	1,274	0	0	0	0
533.14.00	Overtime/Regular Employees	8,909	15,863	12,000	10,000	12,000
533.19.01	Uniforms	2,629	3,050	2,600	3,000	3,000
533.21.00	FICA Taxes	21,413	22,951	26,400	25,400	27,100
533.22.00	Retirement Contributions	22,437	27,389	32,500	27,500	24,700
533.23.00	Life & Health Insurance	22,781	26,127	33,800	33,800	37,500
533.24.00	Workers' Compensation	9,397	11,126	14,900	15,000	20,100
533.28.01	Training & Travel	1,289	3,365	5,200	5,800	6,900
	Total Personal Services	369,588	413,913	460,800	446,800	472,900
OPERATING EXPENSES						
533.31.01	Professional Services	16,960	8,599	50,700	50,700	68,100
533.34.00	Contractual Services	20,199	22,421	30,500	30,500	35,000
533.41.00	Telephone/Communications Services	532	648	1,200	700	1,200
533.42.00	Postage, Freight & Express	269	327	600	600	500
533.43.01	Utility Services	109,017	136,039	148,300	140,800	148,300
533.44.00	Rentals & Leases	200	653	2,000	2,000	3,800
533.45.00	Non-employee Insurance	13,083	13,860	14,600	17,600	18,000
533.46.01	Repair & Maintenance Services	36,459	33,831	45,000	50,000	50,500
533.46.50	Vehicle Repairs & Maintenance	5,617	2,346	9,000	9,000	9,000
533.47.00	Printing & Binding	547	413	400	400	400
533.49.01	Other Charges & Obligations	61	30	500	500	500
533.49.10	Other Special Costs	0	344	1,000	1,000	1,000
533.51.00	Office Supplies	3,793	525	1,000	3,500	1,000
533.52.01	Operating Supplies	64,706	63,358	87,200	87,200	96,000
533.52.50	Fuel & Oil Supplies	8,129	6,478	9,600	9,600	9,500
533.54.00	Subscriptions & Memberships	1,354	2,222	2,500	2,500	2,500
	Total Operating Expenses	280,927	292,094	404,100	406,600	445,300
CAPITAL OUTLAY						
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
	Total Capital Outlay	0	0	0	0	0
	TOTAL WATER PLANT	650,515	706,006	864,900	853,400	918,200

SEWER SERVICE

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	420,993	413,011	438,300	466,300	492,500
Operating Expenses	333,775	343,688	408,100	400,600	457,000
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	754,768	756,700	846,400	866,900	949,500

PERMANENT POSITIONS	2000-01	2001-02	2002-03
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	5.00
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	11.95

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 1999-00	ACTUAL 2000-01	ACTUAL 2001-02	PROJECTED 2002-03
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	1.4 MGD	1.5 MGD
Number of lift stations	28	28	30	30
Miles of sanitary sewers	67.0 miles	67.0 miles	69.0 miles	69.0 miles
Collection system users	4,883	5,148	5,169	5,200

CITY OF HOLLY HILL
WATER & SEWER SYSTEM - EXPENSES

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
400	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
SEWER SERVICE/WATER POLLUTION CONTROL PLANT						
PERSONAL SERVICES						
535.11.00	Executive Salaries	33,426	33,978	36,100	36,200	37,600
535.12.00	Regular Salaries & Wages	276,867	240,833	271,300	293,300	313,000
535.14.00	Overtime/Regular Employees	23,399	42,562	15,000	26,000	15,000
535.19.01	Uniforms	2,577	2,440	2,500	2,800	3,000
535.21.00	FICA Taxes	23,762	23,355	24,700	26,200	28,000
535.22.00	Retirement Contributions	25,680	28,546	30,500	30,500	28,600
535.23.00	Life & Health Insurance	26,068	26,742	36,800	31,800	40,900
535.24.00	Workers' Compensation	7,513	11,347	13,800	13,900	13,800
535.28.01	Training & Travel	1,701	3,207	7,600	5,600	12,600
	Total Personal Services	420,993	413,011	438,300	466,300	492,500
OPERATING EXPENSES						
535.31.01	Professional Services	18,416	10,456	31,200	31,200	45,500
535.34.00	Contractial Service	20,199	22,421	30,500	30,500	35,000
535.41.00	Telephone/Communications Services	1,013	1,023	1,200	1,200	1,200
535.42.00	Postage, Freight & Express	167	375	500	500	500
535.43.01	Utility Services	86,266	106,777	133,900	118,900	133,900
535.44.00	Rentals & Leases	176	309	500	500	2,000
535.45.00	Non-Employee Insurance	15,906	20,100	21,200	27,200	27,400
535.46.01	Repair & Maintenance Services	92,154	61,764	48,300	58,300	59,200
535.46.50	Vehicle Repairs & Maintenance	3,200	2,829	7,000	5,000	7,000
535.47.00	Printing & Binding	0	73	300	300	300
535.49.01	Other Charges & Obligations	70	606	300	300	300
535.49.10	Other Special Costs	181	7,854	1,000	1,000	1,000
535.51.00	Office Supplies	1,008	825	700	700	700
535.52.01	Operating Supplies	84,840	100,403	116,200	116,200	126,200
535.52.50	Fuel & Oil Supplies	10,004	7,481	13,900	7,900	15,000
535.54.00	Subscriptions & Memberships	175	394	1,400	900	1,800
	Total Operating Expense	333,775	343,688	408,100	400,600	457,000
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	0	0	0	0	0
	Total Capital Outlay	0	0	0	0	0
	TOTAL SEWER SERVICE	754,768	756,700	846,400	866,900	949,500

WATER & SEWER ADMINISTRATION

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Personal Services	245,700	251,300	251,300	251,300	250,500
Operating Expenses	268,687	263,146	253,700	280,800	274,500
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	514,387	514,446	505,000	532,100	525,000

PERMANENT POSITIONS	2000-01	2001-02	2002-03
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	0.75	0.75	0.75
Account Clerk I	0.75	0.75	0.75
Deputy Clerk	0.00	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	6.06	6.06	6.06

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION, GOALS, OBJECTIVES, MEASUREMENTS

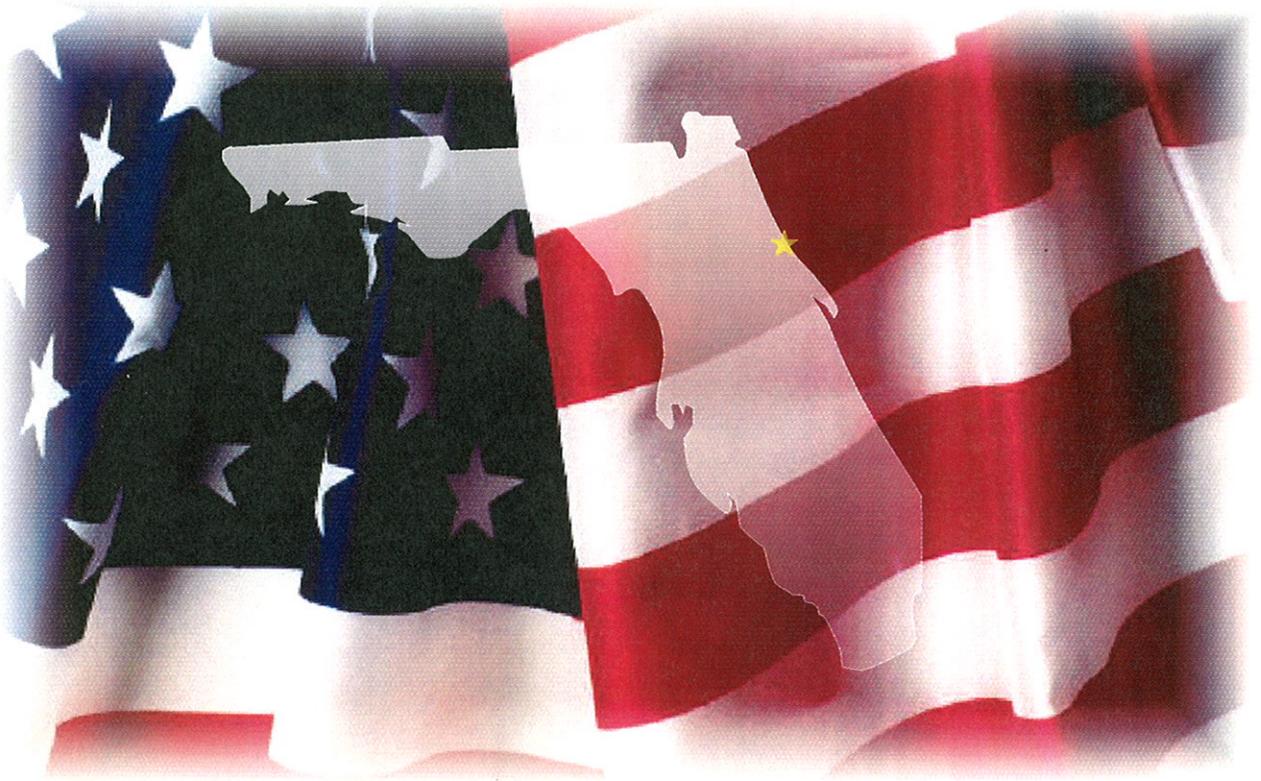
See General Government departments

ACTIVITY MEASUREMENTS	ACTUAL 1999-00	ACTUAL 2000-01	ESTIMATED 2001-02	PROJECTED 2002-03
Number of utility bills	66,167	67,417	67,929	67,900
Number of penalty notices mailed	5,000	10,662	11,188	11,100
Number of payroll checks prepared	16	120	330	315
Number of direct deposit receipts prepared	4,679	4,571	4,337	4,340
Number of accounts payable checks issued	3,774	4,731	4,066	4,190
Number of insurance claims filed	8	7	10	8

CITY OF HOLLY HILL
WATER & SEWER SYSTEM - EXPENSES

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
400	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	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	109,000	109,000	109,000	109,000
536.14.00	Overtime	2,000	2,000	2,000	2,000	2,000
536.21.00	FICA Taxes	13,900	14,200	14,200	14,200	14,200
536.22.00	Retirement Contributions	28,900	29,200	29,200	29,200	25,300
536.23.00	Life & Health Insurance	13,400	13,900	13,900	13,900	13,900
536.24.00	Worker's Compensation	600	900	900	900	1,000
536.25.00	Unemployment Compensation	1,200	1,300	1,300	1,300	1,300
536.28.01	Training & Travel	2,700	4,000	4,000	4,000	7,000
536.29.01	Other Personal Services	3,000	3,000	3,000	3,000	3,000
	Total Personal Services	245,700	251,300	251,300	251,300	250,500
OPERATING EXPENSES						
536.31.01	Professional Services	58,300	59,000	59,000	59,000	59,000
536.32.00	Accounting & Auditing	15,000	16,500	16,500	16,500	18,500
536.41.00	Telephone/Communications Services	4,300	4,800	4,800	4,800	4,800
536.42.00	Postage, Freight, & Express	15,000	15,500	15,500	15,500	17,800
536.43.01	Utility Services	5,500	7,000	9,000	9,000	13,000
536.44.00	Rentals & Leases	4,000	4,500	4,500	4,500	4,500
536.46.01	Repair & Maintenance Services	15,000	16,000	16,000	16,000	16,000
536.46.50	Vehicle Repairs & Maintenance	400	800	800	800	1,800
536.47.00	Printing & Binding	9,000	10,500	10,500	10,500	10,500
536.49.01	Other Charges & Obligations	32,300	32,900	32,900	32,900	32,900
536.49.10	Other Special Costs	25,360	32,603	30,000	30,000	35,000
536.50.00	Advertising	1,000	2,000	2,000	2,000	2,000
536.51.00	Office Supplies	15,500	10,200	3,200	3,200	10,200
536.52.01	Operating Supplies	4,000	6,000	10,000	10,000	10,000
536.52.50	Fuel & Oil Supplies	0	1,000	2,000	2,000	2,000
536.54.00	Subscriptions & Memberships	4,500	4,500	4,500	4,500	4,000
536.59.01	Bad Debt Expense	17,739	10,554	25,000	25,000	25,000
536.64.00	Machinery & Equipment	15,000	0	0	0	0
536.73.20	Amortization Expense	21,288	21,288	0	0	0
536.80.00	Grants & Aids	5,500	7,500	7,500	34,600	7,500
	Total Operating Expenses	268,687	263,146	253,700	280,800	274,500
	TOTAL WATER & SEWER ADMINIS	514,387	514,446	505,000	532,100	525,000

City of Holly Hill



*Water and Sewer
Debt Service Fund
Annual Budget
2002 - 2003*

WATER & SEWER DEBT SERVICE FUND

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Principal Payments	295,00	0	430,500	430,500	586,400
Interest Expense	826,589	811,544	880,800	880,800	646,600
Other Debt Service	<u>736</u>	<u>1,197</u>	<u>5,000</u>	<u>5,000</u>	<u>3,000</u>
TOTAL	1,122,324	1,122,741	1,316,300	1,316,300	1,236,000

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

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

ACTIVITY GOAL

N/A

ACTIVITY MEASUREMENTS

N/A

CITY OF HOLLY HILL
WATER AND SEWER DEBT SERVICE

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
471	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
SERIES 1992						
361.20.00	Interest from SBA	20,156	16,654	2,000	2,000	0
369.90.00	Misc Revenue	0	88	0	0	0
380.10.00	Appropriated Retained Earnings	0	0	5,000	5,000	0
381.10.00	Transfer from Water & Sewer Fund	1,120,000	1,119,500	1,123,100	1,123,100	1,075,500
TOTAL DEBT SERVICE REVENUES		<u>1,140,156</u>	<u>1,136,242</u>	<u>1,130,100</u>	<u>1,130,100</u>	<u>1,075,500</u>

EXPENDITURES						
SERIES 1992						
587.71.60	Principal	295,000	0	330,000	330,000	495,000
587.72.60	Interest	826,589	811,544	795,100	795,100	577,500
587.73.60	Other Debt Service Costs	736	1,197	5,000	5,000	3,000
581.91.30	Transfer to Water & Sewer Fund	0	310,000	0	0	0
TOTAL DEBT SERVICE EXPENDITURES		<u>1,122,324</u>	<u>1,122,741</u>	<u>1,130,100</u>	<u>1,130,100</u>	<u>1,075,500</u>

CITY OF HOLLY HILL
STATE LOAN DEBT SERVICE

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
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	83,808	186,200	186,200	160,500
TOTAL DEBT SERVICE REVENUES		0	83,808	186,200	186,200	160,500
EXPENDITURES						
STATE REVOLVING						
337.71.80	Principal	0	0	186,200	100,500	91,400
337.72.80	Interest	0	0	0	85,700	69,100
337.73.80	Other Debt Service Costs	0	0	0	0	0
TOTAL DEBT SERVICE EXPENDITURES		0	0	186,200	186,200	160,500

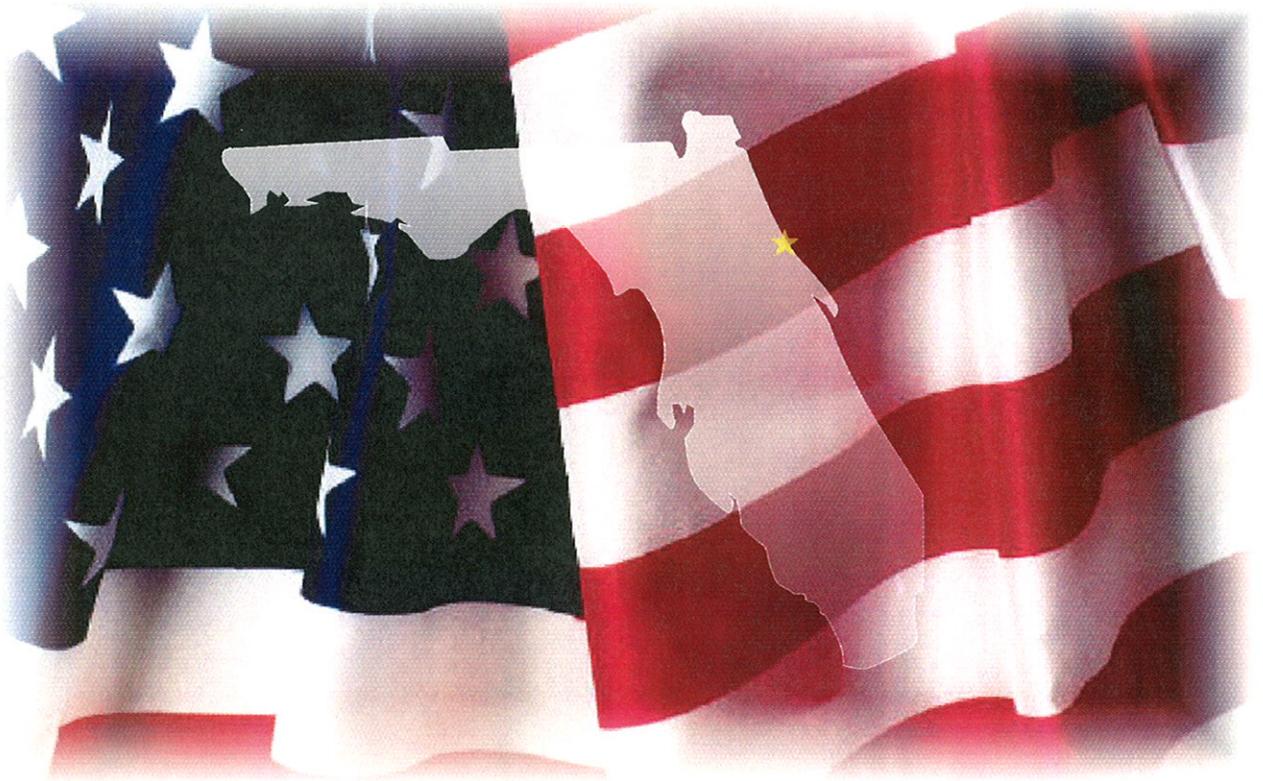
CITY OF HOLLY HILL
STATE LOAN DEBT SERVICE

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
473	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
STATE REVOLVING RESERVE						
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	77,059	0	0	0
TOTAL DEBT SERVICE REVENUES		0	77,059	0	0	0

EXPENDITURES

STATE REVOLVING RESERVE	0	77,059	0	0	0
TOTAL DEBT SERVICE EXPENDITURES	0	77,059	0	0	0

City of Holly Hill



Water and Sewer Renewal

and Replacement Fund

Annual Budget

2002 - 2003

WATER & SEWER RENEWAL AND REPLACEMENT FUND

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Capital Outlay	133,619	570,717	574,700	650,000	751,900
Reserve for Improvement	<u>142,500</u>	<u>22,000</u>	<u>480,700</u>	<u>499,000</u>	<u>17,000</u>
TOTAL	276,119	592,717	1,055,400	1,149,000	768,900

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	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
	REVENUES	112,899	43,693	25,000	499,000	37,000
	APPROPRIATIONS & TRANSFERS	350,000	689,400	1,030,400	650,000	731,900
	TOTAL R & R FUND REVENUES	462,899	733,093	1,055,400	1,149,000	768,900
	EXPENDITURES					
	WATER PLANT/ CAPITAL OUTLAY	22,158	291,320	340,600	326,500	416,000
	SEWER PLANT/ CAPITAL OUTLAY	111,461	279,397	234,100	323,500	335,900
	WATER & SEWER ADMIN	0	0	0	0	0
	RESERVES/TRANSFERS	142,500	22,000	480,700	499,000	17,000
	TOTAL EXPENDITURES & RESERVES	276,119	592,717	1,055,400	1,149,000	768,900

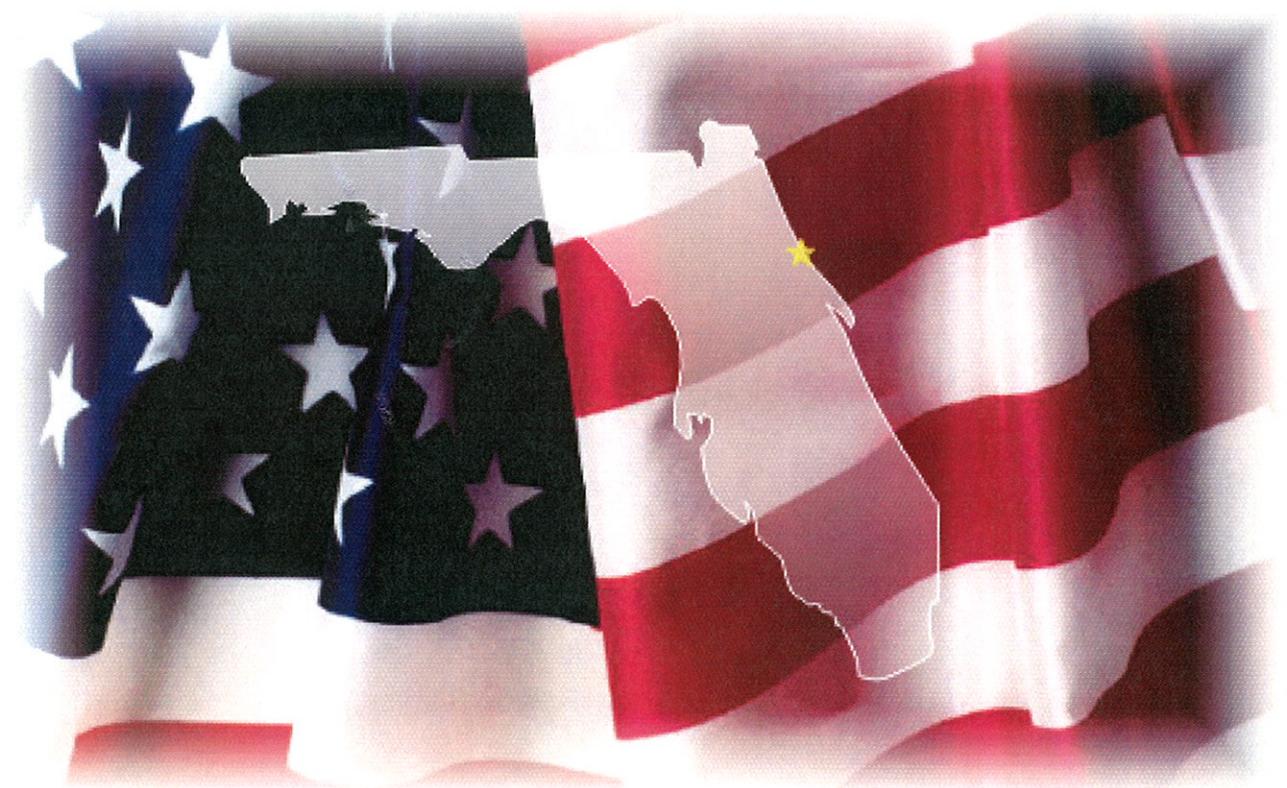
CITY OF HOLLY HILL
RENEWAL AND REPLACEMENT FUND
WATER & SEWER

FUND 480	ACCOUNT DESCRIPTION	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 BUDGET
REVENUES						
361.20.00	Interest Earnings - SBA	23,332	24,706	0	0	20,000
369.60.00	DOT Reimbursement	0	0	0	0	0
389.40.00	Contributions from Other Sources	0	0	0	0	0
	Total Revenues	23,332	24,706	0	0	20,000
APPROPRIATIONS & TRANSFERS						
380.10.00	Appropriated Retained Earnings	0	239,400	124,700	200,000	278,800
381.10.00	Transfer from Water & Sewer Fund	350,000	450,000	450,000	450,000	453,100
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	350,000	689,400	574,700	650,000	731,900
	TOTAL R & R FUND REVENUES	373,332	714,106	574,700	650,000	751,900
EXPENDITURES						
WATER PLANT/CAPITAL OUTLAY						
533.31.01	Professional Services	4,417	19,579	64,100	50,000	69,600
533.62.00	Buildings	0	0	0	0	20,000
533.63.00	Improvements other than Buildings	12,052	269,387	221,500	221,500	256,900
533.64.00	Machinery & Equipment	5,689	2,354	55,000	55,000	69,500
	Total Water Plant	22,158	291,320	340,600	326,500	416,000
WATER POLLUTION CONTROL/CAPITAL OUTLAY						
535.31.01	Professional Services	13,750	0	0	14,100	34,800
535.62.00	Buildings	0	7,715	0	0	0
535.63.00	Improvements other than Buildings	0	37,312	0	15,000	0
535.64.00	Machinery & Equipment	97,711	234,370	234,100	294,400	301,100
	Total Water Pollution Control	111,461	279,397	234,100	323,500	335,900
BUDGET RESERVE						
582.99.01	Reserve for Improvements	142,500	22,000	0	0	0
	TOTAL EXPENDITURES & RESERVES	276,119	592,716	574,700	650,000	751,900

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

FUND		1999-2000	2000-2001	2001-2002	2001-2002	2002-2003
481 & 482	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
361.20.00	Interest Earnings	4,965	8,591	2,000	2,000	2,000
363.36.00	Impact Fees	84,602	10,396	23,000	497,000	15,000
	Total Revenues	<u>89,567</u>	<u>18,987</u>	<u>25,000</u>	<u>499,000</u>	<u>17,000</u>
APPROPRIATIONS & TRANSFERS						
381.60.00	Transfer from General Fund	0	0	455,700	0	0
	Total Appropriations & Transfers	<u>0</u>	<u>0</u>	<u>455,700</u>	<u>0</u>	<u>0</u>
	TOTAL W&S IMPACT FEE REVENUES	<u><u>89,567</u></u>	<u><u>18,987</u></u>	<u><u>480,700</u></u>	<u><u>499,000</u></u>	<u><u>17,000</u></u>
EXPENDITURES						
581.91.10	Transfer to Fund 400	0	0	0	0	0
	Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	RESERVES	142,500	22,000	480,700	499,000	17,000
	TOTAL W&S IMPACT FEE EXPENDITURES	<u><u>142,500</u></u>	<u><u>22,000</u></u>	<u><u>480,700</u></u>	<u><u>499,000</u></u>	<u><u>17,000</u></u>

City of Holly Hill



Construction Fund

*Annual Budget
2002 - 2003*

CONSTRUCTION FUND

EXPENDITURES	ACTUAL 1999-00	ACTUAL 2000-01	BUDGET 2001-02	AMENDED 2001-02	BUDGET 2002-03
Capital Outlay	1,187,926	0	0	0	0
State Revolving Loan	<u>0</u>	<u>27,527</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	1,187,926	27,527	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	1999-2000 ACTUAL	2000-2001 ACTUAL	2001-2002 BUDGET	2001-2002 AMENDED	2002-2003 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	1,870,300	0	0	0	0
TOTAL CONSTRUCTION FUND REVENUES		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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	50,332	0	0	0	0
535.62.00	Buildings	0	0	0	0	0
535.63.00	Improvements other than Buildings	1,137,594	0	0	0	0
535.64.00	Machinery & Equipment	0	0	0	0	0
517.72.80	State Revolving Loan	0	27,527	0	0	0
TOTAL EXPENDITURES		<u>1,187,926</u>	<u>27,527</u>	<u>0</u>	<u>0</u>	<u>0</u>
RESERVES		0	0	0	0	0
TOTAL CONSTRUCTION FUND		<u>1,187,926</u>	<u>27,527</u>	<u>0</u>	<u>0</u>	<u>0</u>

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
Population: 12,503

Area: 4.8 Square Miles
59.0 Miles Pave Streets
1.0 Miles Unpaved Streets
30.0 Miles Sidewalks
35.0 Miles Storm Sewers
74.0 Miles Sanitary Sewer

Fire Protection:
1 Fire Station
12 Full-time Firefighters
Part-time Program
293 Fire Hydrants

Police Protection:
1 Police Station
27 Police Sworn Officers
10 Police Reserves
1 Animal Control Officer

Recreation:
10 Parks Total 81.5 Acres
4 Playgrounds
5 Recreation buildings
2 Tennis court
9 Shuffleboard courts
5 Ball fields
2 Community Center
3 Public fishing piers
1 Boat ramp
3 Wooden piers overlook
1 Gymnasium
1.5 Concrete Bike Paths (Miles)
1 Swimming Pool
1 Wellness/Exercise Center
2 Outdoor Racquetball Courts
Athletic Activity Participants - 909

Employees as of September 30, 2002
110 Civil Service

1 Exempt

Education: Volusia County Schools

1 Elementary

1 Secondary

1 Library

Students:

Pre-Kindergarten - Grade 5 762

Grades 6-8 1,060

1,822

Personnel:

Instructional 127

Non-instructional 62

Administrative 7

Street Lights:

High Pressure Sodium Vapor

6,300 lumen - 672

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 - 1.262MGD

Users - 5,885

Water Pollution Control Plant:

Capacity - 2.4 MGD

Current production rate - 1.542MGD

Collection system users - 5,148

Number of Lift stations - 30

CITY OF HOLLY HILL, FLORIDA
Miscellaneous Statistical Data continued

<u>Major Taxpayers</u>	<u>Type of Business</u>
KMC Telecom Leasing, Inc	Communications
Holly Hill R.H.F. Housing, Inc.	Bishops Glen Retirement Center
Florida Power & Light	Electric Power Utility
Sun Communities, operating	
Holly Forest Mobile Home Park	Mobile Home Park
BellSouth Telecommunications, Inc.	Communications Utility
EIG Holly Hill, LLC	Winn Dixie Shopping Center
William H. Jones, Metra Electronics	Electronics Manufacturer
United Rentals, Inc.	Construction Equipment Rentals
Holly Point Apartments, Inc.	Apartment Complex
Polyvers, Ltd.	Apartment Complex

GLOSSARY

Accrual Basis – The basis of accounting in which revenues and expenditures are recorded at the time they are earned or incurred.

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.

Line Item - An individual expenditure category listing in the budget, such as; salaries, operating supplies, equipment, etc.

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.

Modified Accrual Basis - The basis of accounting in which revenues and expenditures are measured resources available to the City.

PAL - Police Athletic League

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

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

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

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

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

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

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

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

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

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

State Revolving Loan – Low cost loan provided by the State for stormwater, water and sewer.

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.

VIPS – Volunteers in Police Services

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.