



ANNUAL BUDGET

1999-2000

HISTORY OF HOLLY HILL

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

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

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

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

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

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

Since the City's incorporation in July, 1901, we have grown to a population of 11,383 persons. We have savings and loan institutions, parks, commercial banks, schools, convalescent homes, industry, library, post office, Chamber of Commerce and churches of different denominations. We are known in the area as the "City with a Heart".

CITY OF HOLLY HILL

ANNUAL BUDGET

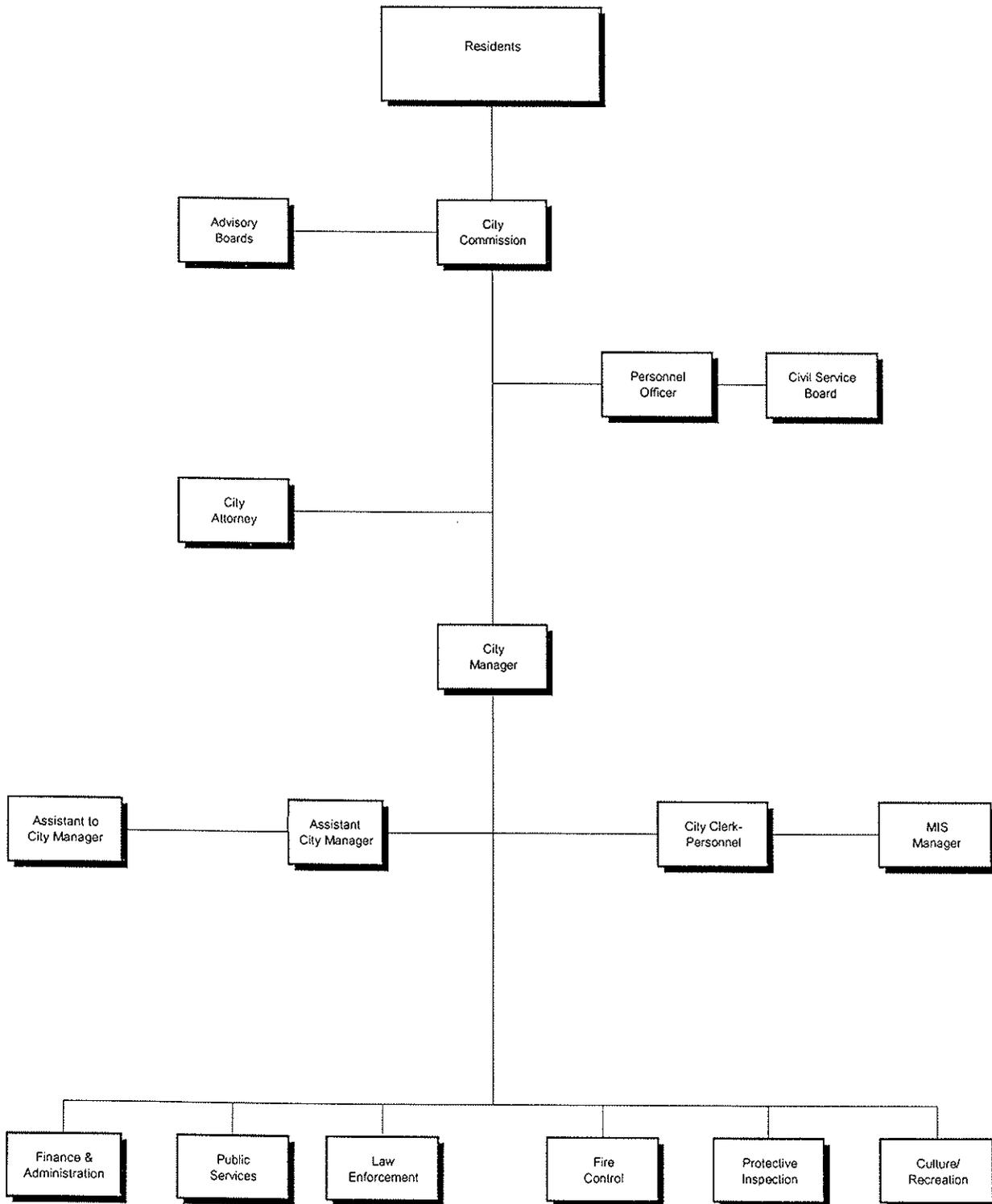
1999-2000

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CITY OF HOLLY HILL ORGANIZATION CHART



EXECUTIVE DIRECTORY

CITY COMMISSION

William D. Arthur
Arthur J. Byrnes
J.D. Mellette
Shirley A. Heyman
Roland Via

Mayor
Commissioner – District 1
Commissioner – District 2
Commissioner – District 3
Commissioner – District 4

ACTING CITY MANAGER

Joseph Forte

CITY ATTORNEY

Edward F. Simpson, Jr.

CITY CLERK

Jeaneen Clauss

FINANCE DIRECTOR

Brenda Gubernator

CHIEF BUILDING OFFICIAL

Timothy Harbuck

POLICE CHIEF

Larry Walker

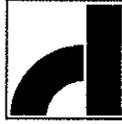
FIRE CHIEF

Joseph Forte

PUBLIC SERVICES DIRECTOR

Milton Hallman

CITY OF HOLLY HILL

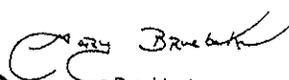


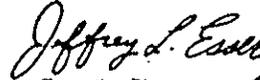
GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO
City of Holly Hill,
Florida

For the Fiscal Year Beginning
October 1, 1998


President


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, 1998.

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

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

September, 1999

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, 1999 to September 30, 2000. It is a comprehensive budget including operating and capital budgets and meets the provisions of the City Charter and Code and applicable State Statutes. This budget provides a plan for maintaining basic services at the current service levels, and in some areas it will allow us to improve services.

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

Goals

As in the past, our goals for the City of Holly Hill are to provide a quality living environment for our resident population of 11,383 and to attract businesses and industries that will contribute to this environment. We have been working diligently the last few years to accomplish the goals of the City Commission for the community and it is becoming quite visible throughout our City that we are making progress in creating a pleasing environment. Through the enforcement of the City's development standards, codes, and ordinances the City will continue to strive to create a community that is safe, pleasing and stable.

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

Infrastructure improvements such as drainage, paving and sidewalks have been accomplished. Beautification of the medians on US#1 is in process, with Phase I almost completed. Rehabilitation of the sewage collection system will be started soon. A new gymnasium is almost completed with locker rooms and a municipal pool to be finished by the end of 1999. Annexations and new businesses have helped increase the city's property tax base. There are three more police officers on patrol in the redevelopment area than there were three years

ago and this has helped with deterring crime as well as improving community relationships in the redevelopment district. During the past year, the city began providing Advanced Life Support services to the community, a valuable enhancement to emergency medical services.

Stormwater drainage projects started in the current year will be completed in the next fiscal year. Additional stormwater drainage projects such as the Flamingo Area and the Walker and 15th Street improvements are planned in this budget. Construction of the municipal pool to complement the multi-purpose recreational facility/gymnasium is included in this budget as well as additional landscaping improvements to the medians on U.S. #1.

Major improvements to the sewer collection system are planned over the next five years. These improvements will eliminate costly infiltration and inflow to the collection system. The first year of the project included facility planning, smoke testing, manhole inspection, line cleaning and internal inspection. This part of the project known as the Sewer System Evaluation Survey has been completed. The actual rehabilitation of the sewer system will begin in the next few months when documents for the State Revolving Loan Program are completed.

In addition, new recreational programs are being developed and will be offered next fiscal year and a new park area is planned for development in conjunction with a completed retention area that provides for improved stormwater drainage.

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 \$1,000,000. The proposed budget does not anticipate using any of this fund balance toward expenditures. This will leave an estimated \$1,000,000 in fund balance at the end of fiscal year 2000, about 19% of the General fund budget. The recommended reserve is 10 - 20% in order to provide for emergencies and other unforeseen financial obligations.

The General Fund also anticipates \$13,000 in reserve for Police Education at the beginning of the year. Of this amount, \$4,000 has been appropriated for training of police officers. The reserve is expected to be \$9,000 at the end of the fiscal year.

The Stormwater Drainage Fund is expected to begin the new fiscal year with \$749,000 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 \$189,000 in reserves toward the planned projects and will end the year with \$560,000.

The Water and Sewer Enterprise Fund will begin the new year with an estimated operating cash reserve of \$538,000. Approximately \$510,000 (three months operating expenses) is recommended to be maintained as a cash reserve for emergencies. The proposed budget anticipates ending fiscal year 2000 with a cash reserve of \$656,000. Any excess reserves would be allocated for improvements.

Unobligated cash reserves for the Water and Sewer Renewal and Replacement Fund are estimated to be \$236,000 at the beginning of the new fiscal year and \$447,000 at the end of the fiscal year. These reserves are restricted for major improvements and/or major repairs to the Water and Sewer system.

The Law Enforcement Trust Fund is estimated to begin the new fiscal year with \$10,000 in reserves and end the year with \$10,000. These reserves are restricted to law enforcement purposes only.

The Solid Waste Enterprise Fund is estimated to begin the fiscal year with \$310,000 in reserves and end the year with \$369,000.

The Recreation Activity Fund was established to account for the program revenues and expenditures for special youth activities. No fund balances are anticipated at the beginning or end of the fiscal year.

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

Legal Debt Margin

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

Debt Management

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

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

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

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

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

In addition to the Water and Sewer bonds, the City issued two Utility Service Tax Revenue Notes, Series 1993A and 1993B to finance the cost of two garbage trucks, a fire truck, remodeling of City Hall and the building of a fire station. The 1993A note was issued in the amount of \$359,392 at a fixed rate of 4.80% repayable over a period of five years. The final payments on this note were made in March 1998. The 1993B note was issued in the amount of \$808,000 at a fixed rate of 4.19%. Principal payments were based on a ten-year amortization schedule with a balloon payment of the remaining principal balance plus any accrued interest due on April 14, 1998. The 1993B note has been retired and a new Utility Service Tax Revenue Bond, Series 1998A was issued for \$1,233,920 on April 14, 1998 at a rate of 4.84% amortized over 10 years. The series 1998A monies were used to pay off the 1993B note and the balance is being used for construction of a new recreational facility and median landscaping.

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

The City negotiated a loan agreement for up to \$250,000 in December 1996 to finance the purchase of a new computer accounting system. The loan is repayable over a period of five years at a fixed rate of 4.55%.

Significant Budget Changes

Several factors affected the development of the City's budget. The total budget, including all funds, is about 15% lower than the prior year due primarily to a reduction in the amount allocated for capital projects.

The City's taxable property value increased during the past year by 4.94%. This is encouraging news indicating that the City's efforts in annexing and redevelopment are beginning to pay off. The current year gross taxable value indicates that we may expect property values to continue to increase in the future. No appropriations from the General Fund fund balance are anticipated in this budget.

Stormwater drainage system improvements will continue and are included in the budget at a cost of \$350,000. These projects are funded by the collection of stormwater utility fees from residents and businesses. Maintenance and repairs to the stormwater utility system are also funded by these fees.

An additional equipment operator/maintenance worker position, a part-time staff assistant and a part-time housing rehabilitation inspector have been added to this budget. In June 1999 a Recreation Supervisor and three part-time recreation employees were also added. The City received a COPS Grant award during 1997 which is now funding only 10% of the salary for three additional police officers.

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

1. Wage adjustments have been provided in this budget. The City is in the process of negotiating wages with two of its three unions, the Coastal Florida Police Benevolent Association and the International Association of Fire Fighters-Holly Hill Professional Firefighters, Local 3470 and with LIUNA, Public Employees Local 678. There are twenty-six positions in the police bargaining unit, six in the fire bargaining unit and forty-three in the labor bargaining unit.
2. The retirement contributions to the Florida Retirement System for general employees hired prior to 1/1/96 was reduced to 10.15% effective 7/1/99. The new defined contribution plan for general employees hired after 1/1/96 requires a 10% contribution. Retirement contributions for the police are being negotiated. Contributions to the fire pension will be reduced to 16.15% effective 10/1/99.
3. Health insurance rates for employees increased by 14% over the prior year.

Revenue Highlights

The General Fund revenue projections include Ad Valorem Tax (property tax) revenues of \$1,436,000. This estimate is based on adopting a millage rate of \$5.09007 per \$1,000 assessed valuation. The current rate is \$5.25 per \$1,000 assessed valuation. The gross taxable value increased by \$14,022,622 or 4.94% over the prior year.

The Water and Sewer rates will increase by 3.5% effective October 1, 1999. The increase will generate approximately \$116,000 per year of which \$66,000 will be reserved for capital improvements to the water and sewer system.

Major Work Programs

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

GENERAL GOVERNMENT

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

PUBLIC SAFETY

Law Enforcement
Fire Control
Protective Inspection

PUBLIC WORKS

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

PUBLIC UTILITIES

Water Utility Services
Sewer Services

The *General Government* division performs all the general administrative duties of the City. It provides the necessary support services for all departments and it performs all accounting, budgeting, data processing, collections, purchasing, personnel, records retention and various other functions for the City. Approximately 10% of the General Fund budget is charged back to the Water and Sewer Enterprise Fund and the Solid Waste Enterprise Fund for administrative functions.

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

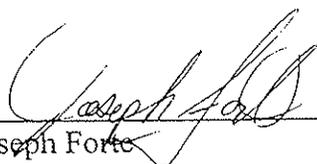
The *Public Services* division maintains streets, sidewalks, drainage systems, parks and grounds. It also provides motor vehicle maintenance for all City vehicles and administers the contract for solid waste services.

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

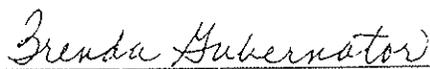
The *Culture/Recreation* division plans and administers various recreational programs and special activities for the community.

We are fortunate to be entering the year 2000 with the cooperative efforts of our residents, business leaders, employees and commissioners dedicated to improving our city. In summary, this budget provides for normal operations at current service levels and continues the policies set by current and previous City Commissions. While we are continuing to provide existing services, we must look for new ways to provide needed services and programs to our community.

Respectfully submitted,



Joseph Forte
Acting City Manager



Brenda Gubernator
Finance Director

LONG RANGE GOALS

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

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

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

GOAL #3 To develop a Five Year Recreation Plan

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

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

GOAL #6 To continue and expand economic development activities

UPDATE 1999

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

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

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

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

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

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

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

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

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

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

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

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

MANAGEMENT AND BUDGET POLICIES

The 1999-00 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 Certificate of Deposit and government securities and at the State Board of Administration Pooled Investments Account before an investment is made.

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

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

4. *Financial Reserves* - The use of fund balance reserves in order to balance the budget is given serious consideration by management and the City Commission during budget workshops. Information regarding the dollars available, percentages of the budget, possible future needs and alternatives are discussed prior to approval.

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

In the Water and Sewer Enterprise Fund, minimum reserves for water and sewer debt service are maintained according to bond ordinance requirements. The City has established an operating fund reserve with the goal of achieving three months= operating expenses as a reserve. The Renewal and Replacement Fund has a recommended reserve level of \$300,000. The Solid Waste Enterprise Fund reserve is estimated to be \$369,000 at the end of the fiscal year.

5. *Purchasing* - All contracts, when the sum is \$10,000, or less, may be awarded by the City Manager to the lowest and best bidder. When contracts are expected to exceed \$10,000, the City staff solicits sealed bids. Bids are publicly opened, tallied and forwarded to the City Commission with staff recommendations. The City Commission may award to the lowest and best bidder, or may delegate to the City Manager the power to award said contract.

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

7. *Pension Plans* - The State of Florida established and manages the Florida Retirement System which covers the City's general employees hired prior to 1/1/96. The City is currently obligated to contribute 10.15% of gross wages of covered employees. As of January 1, 1996 newly hired general employees are covered under a defined contribution plan administered currently by the Florida Municipal Pension Trust Fund. The City contributes 10% of covered wages for eligible employees.

The Firefighters' Retirement System and the Police Officers' Retirement Trust Fund are governed by two separate Boards of Trustees appointed by the City Commission, and are responsible for the administration of each fund. The City is now contributing 10.6% of covered gross wages to the police officers' pension fund on behalf of each officer and no additional contribution is expected to be made for an actuarial deficiency. The City contributions to the firefighters' pension fund are estimated at 16.1% in fiscal year 1999-00. The City is responsible for any actuarial deficiency which may arise in either fund. Three of the pension funds are included in the financial statements of the City, but are not included in the city's annual budget as funds. The contributions to each fund are budgeted within the respective departmental budgets.

FINANCIAL STRUCTURE

Currently, the City has six funds that require an annual budget. These funds are the General Fund, Community Redevelopment Trust Fund, Community Development Block Grant Fund, Stormwater Drainage Fund, Water and Sewer Enterprise Fund, and the Solid Waste Enterprise Fund.

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

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

The City uses a traditional line item budget to account for each revenue source and to account for expenditures and budgeted reserves within each department. The expenditures are classified by type (salaries, supplies, equipment, etc.) and may be further broken down into more descriptive parts such as executive salaries and regular salaries, or office supplies and operating supplies. Some departments have a line item that is unique to that department in order to provide a more detailed accounting of an expenditure. The modified accrual basis of accounting is used for both accounting and budgeting the General Fund and any Special Revenue funds. Generally, revenues are recognized in the accounting period when they become susceptible to accrual - that is, when they become both measurable and available to finance expenditures of the accounting period.

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

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

The *Law Enforcement Trust Fund* is an expendable trust fund established to record

confiscated property forfeiture revenues, interest earnings and the expenditure of those revenues for law enforcement purposes. Confiscated property forfeitures are recorded as revenue when the cash is received. Expenditures are generally recognized when the related liability is incurred.

The *Community Redevelopment Trust Fund* is a special revenue fund established to record property tax revenues and other revenues for the Tax Increment Financing District and to record the expenditure of those revenues. Expenditures are generally recognized when they are incurred.

The *Community Development Block Grant Fund* is a special revenue fund established to record CDBG funds received from

the County of Volusia and to record the expenditure of those funds on approved projects in CDBG areas. Expenditures are generally recognized when they are incurred.

The *Stormwater Drainage Fund* is a special revenue fund established to record stormwater utility fee revenues and the expenditure of those revenues for the maintenance, repair and improvement of the drainage system. An analysis of unbilled revenues is done annually and any significant unbilled stormwater utility fees are recognized at year end. Expenditures are generally recognized when the related liability is incurred.

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

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

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

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

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

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

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

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

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

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

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

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

BUDGET PROCESS

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

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

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

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

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

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

1. By the 15th of April each year the Finance Director distributes budget instructions and forms to the Department Heads along with a Budget Calendar stating actual dates of meetings and deadlines.
2. In May, the Department Heads meet individually with the City Manager and Finance Director regarding their budget needs and documentation.

3. In late May or early June, the Finance Department prepares the City Manager's recommended budget and comments, and additional meetings with Department Heads may be held.
4. In June or July, public workshops are held by the City Commission for discussion of expenditure proposals and estimated revenues. A proposed millage rate is set in July and an advertising calendar is prepared in accordance with the "Trim Bill" requirements.
5. In August, the budget is modified to reflect Commission consensus and final preparations are made for the first public hearing.
6. In September, two public hearings are held to adopt the budget and a millage rate. The hearings are held and advertised according to State Statutes. The budget is legally enacted through passage of an ordinance.
7. On October 1 of each year the budget finally adopted goes into effect.
8. In June of the following year, preparations are made for amending the current year's budget.
9. In July or August, a first and second reading of the amending ordinance is held and the budget amendments are adopted.
10. The City Manager is authorized to transfer part or all of an unencumbered appropriation balance among programs within a department. This may be done at any time during the year and the City Manager needs only to report it to the Commission. Transfers between departments must be accomplished by ordinance.

CAPITAL BUDGET PROCESS

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

The City Manager then reviews the departmental requests, again meets with the department heads and funds the items he deems necessary. A proposed budget, with the City Manager's recommendations is submitted to the City 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. 99-R-32

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTING A FINAL MILLAGE RATE FOR THE YEAR BEGINNING OCTOBER 1, 1999; 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, 1999; 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 exceeding the rolled back rate by 0%; and

WHEREAS, the City Commission of the City of Holly Hill, Florida, is desirous of adopting a tentative millage rate, having given proper notice of both a proposed 0% tax increase and the public hearing held with respect to same; and

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, 1999 is 5 09007 (\$5 09007 per \$1,000.00); said tentative millage rate exceeding the rolled back rate by 0% which shall be the percentage increase in property taxes

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

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

The within and foregoing Resolution was read before the City 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 21st day of September, A D 1999

It was moved by Commissioner Heyman 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	<u>Yes</u>
Commissioner Arthur Byrnes	<u>Yes</u>
Commissioner J D Mellette	<u>Yes</u>
Commissioner Shirley Heyman	<u>Yes</u>
Commissioner Roland Via	<u>Yes</u>

WHEREAS, the Mayor of the City of Holly Hill, Florida, has heretunto 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 22nd day of September, A D 1999 for the purpose of authenticity as is required by law

CITY OF HOLLY HILL


WILLIAM D. ARTHUR
MAYOR

ATTEST


JEANEEN P. CLAUSS, CITY CLERK

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA ADOPTING THE APPROPRIATIONS BUDGET FOR THE FISCAL YEAR OCTOBER 1, 1999, THROUGH SEPTEMBER 30, 2000, 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 OF HOLLY HILL, FLORIDA:

Section 1. That the attached appropriation budget for the fiscal year October 1, 1999, through September 30, 2000, 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 8th Day of September, A. D., 1999

It was moved by Commissioner Mellette 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 D. Arthur	Yes
Commissioner Arthur Byrnes	Yes
Commissioner J. D. Mellette	Yes
Commissioner Shirley Heyman	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 21st day of September, A. D., 1999.

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

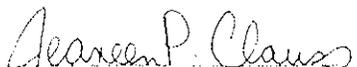
Mayor William D. Arthur	Yes
Commissioner Arthur Byrnes	Yes
Commissioner J. D. Mellette	Yes
Commissioner Shirley Heyman	Yes
Commissioner Roland Via	Yes

Whereupon, the Mayor of the City of Holly Hill, Florida, has hereunto set his official signature, duly attested by the City Clerk, and has caused the official seal of said City to be affixed, all at City Hall in the City of Holly Hill, this 23rd day of September, A. D. 1999 for the purpose of authenticity as is required by law

CITY OF HOLLY HILL


WILLIAM D. ARTHUR, MAYOR

ATTEST


JEANNE P. CLAUSS, CITY CLERK

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>1997-98</u> Budgeted Positions	<u>1998-99</u> Budgeted Positions	<u>1999-2000</u> Budgeted Positions
GENERAL GOVERNMENT			
<u>City Manager</u>			
City Manager	1	1	1
City Clerk	0	1	1
Deputy Clerk	1	1	0
Personnel Director	1	1	1
Asst to City Manager/Economic Devel	1	1	1
City Manager Secretary	1	0	1
Custodian	1	0	0
Staff Assistant	0	0	0.5
MIS Manager	0	1	1
	<hr/> 6	<hr/> 6	<hr/> 6.5
<u>Finance and Administration</u>			
Finance Director	1	1	1
Chief Accountant	1	1	1
Customer Serv Supervisor/Accountant	1	1	1
Accountant	0	1	1
Accounting Clerk III	3	2	2
Accounting Clerk II	1	1	1
Accounting Clerk I	1	1	1
Computer System Analyst	1	0	0
	<hr/> 9	<hr/> 8	<hr/> 9
<u>Civil Service</u>			
Secretary	0	0	0
	<hr/> 0	<hr/> 0	<hr/> 0
<u>PUBLIC SAFETY</u>			
<u>Law Enforcement</u>			
Police Chief	1	1	1
Police Captain	1	0	0
Police Lieutenant	0	2	1
Police Sergeant	4	4	4
Police Corporal	3	3	3
Lieutenant/Criminal Investigator Div	1	0	1
Police Investigator	2	3	2
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
Animal Control Officer	1	1	1
	<hr/> 31	<hr/> 31	<hr/> 31

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>1997-98</u> Budgeted Positions	<u>1998-99</u> Budgeted Positions	<u>1999-2000</u> Budgeted Positions
<u>Community Development Block Grant</u>			
Police Officer	3	3	3
	<hr/> 3	<hr/> 3	<hr/> 3
<u>Fire Control</u>			
Fire Chief	1	1	1
Captain	1	1	1
Fire Lieutenant	2	2	2
Fire Inspector EMT	0	1	1
Driver/Engineer EMT	3	3	3
Firefighter EMT	3	3	3
Civilian Fire Inspector	1	0	0
	<hr/> 11	<hr/> 11	<hr/> 11
<u>Protective Inspection</u>			
Chief Building Official	1	1	1
Code Enforcement Officer	1	1	1.5
Admin Assistant	1	1	1
Code Admin/Clerk	1	1	1
	<hr/> 4	<hr/> 4	<hr/> 4.5
 <u>PUBLIC SERVICES</u>			
<u>Administration</u>			
Public Works Director	1	1	1
Public Works Supervisor	1	0	0
Public Works Manager	0	1	1
Utilities Supervisor	1	1	1
Admin Assistant	0	1	1
Staff Assistant/PW	1	1	1
	<hr/> 4	<hr/> 5	<hr/> 5
<u>Transportation/Road & Street Facilities</u>			
Garage Supervisor	1	1	1
Streets Foreman	1	1	1
Senior Mechanic	1	2	2
Equipment Operator/Maint Worker	3	4	4
	<hr/> 6	<hr/> 8	<hr/> 8

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

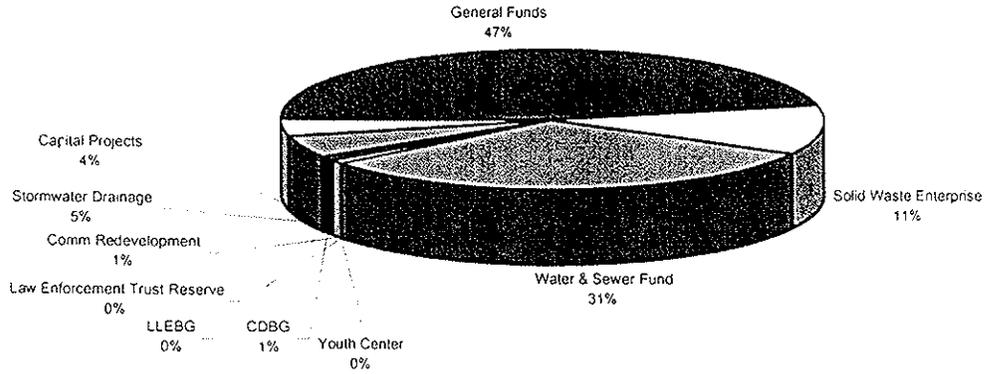
	<u>1997-98</u> Budgeted Positions	<u>1998-99</u> Budgeted Positions	<u>1999-2000</u> Budgeted Positions
<u>PUBLIC SERVICES CONT</u>			
<u>Buildings & Grounds</u>			
Buildings & Grounds Supervisor	1	1	1
Tradesworker	1	1	1
Equipment Operator/Maint Worker	3	3	3
Custodian	1	1	0
Heavy Equipment Operator	1	1	1
	<u>7</u>	<u>7</u>	<u>6</u>
<u>Recreation</u>			
Recreation Supervisor	1	1	1
Program Supervisor	0	1	1
Custodian	1	1	1
Staff Assistant	1	1	0
Caretaker	.5	.5	0.5
Youth Center Worker	1	1	0
PAL PPA Employees (3 part time)	0	0	1.5
	<u>4.5</u>	<u>5.5</u>	<u>5</u>
<u>Stormwater Drainage</u>			
Heavy Equipment Operator	1	1	0
Equipment Operator/Maint Worker	1	1	3
	<u>2</u>	<u>2</u>	<u>3</u>
<u>Garbage/Solid Waste Control</u>			
Sanitation Foreman	1	0	0
Solid Waste Coordinator	0	1	1
Senior Mechanic	2	0	0
Automated Refuse Operator	2	0	0
Front End Refuse Operator	1	0	0
Refuse Collector/Driver	6	0	0
	<u>12</u>	<u>1</u>	<u>1</u>
<u>PUBLIC UTILITIES</u>			
<u>Water Utility Service/Water Plant</u>			
Chief Water Plant Operator	1	1	1
Lab Technician	1	1	1
Water Plant Operator	3	3	3
Utility Mechanic	2	2	2
Meter Reader	2	2	2.5
	<u>9</u>	<u>9</u>	<u>9.5</u>

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>1997-98</u>	<u>1998-99</u>	<u>1999-2000</u>
	Budgeted	Budgeted	Budgeted
	<u>Positions</u>	<u>Positions</u>	<u>Positions</u>
<u>PUBLIC UTILITIES CON'T</u>			
<u>Sewer Service/Water Pollution Control Plant</u>			
Chief Wastewater Plant Operator	1	1	1
Plant Operator	3	3	3
Sludge Belt Press Operator	1	1	1
Utility Mechanic	3	3	3
Lab Technician/Plant Operator	1	1	0
	<hr style="width: 50%; margin: 0 auto;"/> 9	<hr style="width: 50%; margin: 0 auto;"/> 9	<hr style="width: 50%; margin: 0 auto;"/> 8
 TOTAL PERSONNEL	 117.5	 109.5	 110.5

CITY OF HOLLY HILL
BUDGET YEAR 1999-2000

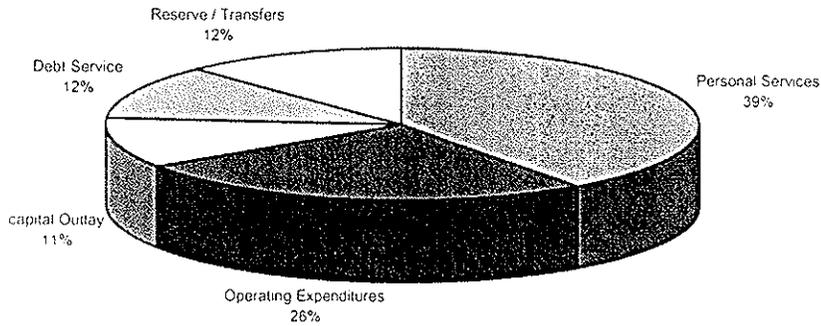
ALL FUNDS REVENUES



General Funds	5,365,000
Solid Waste Enterprise	1,329,000
Water & Sewer Fund	3,634,400
Law Enforcement Trust Reserve	0
Youth Center	100
Comm Redevelopment	99,900
CDBG	108,600
LLEBG	15,800
Stormwater Drainage	579,100
Capital Projects	445,600
Total Revenue	\$11,577,500

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

ALL FUNDS EXPENDITURES



Personal Services	4,620,700
Operating Expenditures	2,976,600
Capital Outlay	1,223,500
Debt Service	1,354,300
Reserve / Transfers	1,402,400
Total Expenditures	\$11,577,500

**CITY OF HOLLY HILL
COMBINED BUDGET SUMMARY
1999-2000**

<u>REVENUES</u>		<u>EXPENDITURES</u>	
TOTAL TAXES	3,310,800	GENERAL GOVERNMENT	1,103,300
LICENSES & PERMITS	211,500	PUBLIC SAFETY	2,456,400
INTERGOVERNMENTAL	1,165,300	PUBLIC SERVICES	981,500
CHARGES FOR SERVICES	465,500	CULTURE/RECREATION	363,300
OTHER REVENUES	404,700	PUBLIC UTILITIES	1,559,500
SOLID WASTE REVENUES	1,304,000	STORMWATER DRAINAGE	579,100
WATER & SEWER REVENUE	3,520,400	SOLID WASTE	964,300
TRANSFERS IN	997,200	DEBT SERVICE	1,354,300
APPROPRIATED RESERVES	198,100	BUDGET RESERVES	358,800
		TRANSFERS OUT	997,200
		RENEWAL & REPLACEMENT	198,500
		COMMUNITY REDEVELOPMENT	99,900
		CDBG TRUST FUND	100,000
		LLEBG	15,800
		CAPITAL PROJECTS	445,600
TOTAL REVENUES	<u>11,577,500</u>	TOTAL EXPENDITURES	<u>11,577,500</u>

**CITY OF HOLLY HILL
REVENUE COMPARISON
1999-2000**

	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 AMENDED	1999-2000 PROPOSED	% CHANGE
<u>GENERAL FUND</u>					
Ad Valorem Taxes	1,385,317	1,424,800	1,455,200	1,456,000	0.1%
Sales & Use Taxes	165,289	183,862	165,000	165,000	0.0%
Franchise Fees	584,035	588,515	602,800	608,800	1.0%
Utility Service Taxes	890,267	962,570	969,000	990,000	2.2%
Total Taxes	3,024,908	3,159,747	3,192,000	3,219,800	0.9%
Licenses & Permits	206,566	222,300	211,500	211,500	0.0%
Federal Shared Revenues	15,116	16,553	60,000	69,400	15.7%
State Shared Revenues	880,519	877,821	855,800	817,800	-4.4%
Local Shared Revenues	12,862	25,381	14,000	12,500	-10.7%
Total Shared Revenues	908,497	919,755	929,800	899,700	-3.2%
Charges for Services	87,623	113,272	104,900	115,500	10.1%
Fines & Forfeitures	57,484	81,317	80,900	85,900	6.2%
Interest Earnings	90,355	119,477	107,000	109,000	1.9%
Sales & Compensation	50,675	12,833	6,600	5,000	-24.2%
Contributions	765	740	0	15,000	100.0%
Other Miscellaneous Revenues	14,267	29,018	31,500	15,700	-50.2%
Total Misc Revenue	301,169	356,657	330,900	346,100	4.6%
Appropriations	0	0	303,400	4,000	-98.7%
Transfers	508,000	1,081,693	665,300	683,900	2.8%
Total General Fund Revenues	4,949,140	5,740,152	5,632,900	5,365,000	-4.8%
<u>LAW ENFORCEMENT TRUST FUND</u>					
Law Enforcement Trust	11,105	11,073	25,200	0	-100.0%
<u>RECREATION ACTIVITY FUND</u>					
Youth Center	1,434	210	600	100	-83.3%
<u>COMMUNITY REDEVELOPMENT TRUST FUND</u>					
Community Redevelopment	57,138	67,627	123,700	99,900	-19.2%
<u>COMMUNITY DEVELOPMENT BLOCK GRANT</u>					
Comm Development Block Grant	12,038	176,014	221,900	108,600	-51.1%
<u>LOCAL LAW ENFORCEMENT BLOCK GRANT</u>					
LLEBG	0	21,252	16,400	15,800	-3.7%
<u>STORMWATER DRAINAGE</u>					
Charges for Services	389,270	395,843	455,000	390,000	-14.3%
Appropriations	85,600	0	123,200	189,100	53.5%
Total Stormwater Drainage	474,870	395,843	578,200	579,100	0.2%
<u>CAPITAL PROJECTS FUND</u>					
Capital Projects	252,718	1,242,112	1,805,900	445,600	-75.3%
<u>SOLID WASTE ENTERPRISE</u>					
State Shared Revenue	13,524	537	1,100	0	-100.0%
Charges for Services	1,357,014	1,315,212	1,248,000	1,304,000	4.5%
Other Miscellaneous Revenue	35,297	286,703	30,000	25,000	-16.7%
Non Revenues	0	0	529,800	0	-100.0%
Total Solid Waste Enterprise	1,405,835	1,602,452	1,808,900	1,329,000	-26.5%

**CITY OF HOLLY HILL
REVENUE COMPARISON
1999-2000**

	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 AMENDED	1999-2000 PROPOSED	% CHANGE
<u>WATER & SEWER ENTERPRISE</u>					
Federal Grants	0	0	0	0	0.0%
Water Revenue	1,570,958	1,686,557	1,680,000	1,736,000	3.3%
Sewer Revenue	1,659,918	1,678,093	1,705,400	1,764,400	3.5%
Interest Earnings	90,679	109,766	78,000	77,000	-1.3%
Impact Fees	51,300	58,543	70,000	20,000	-71.4%
Other Income	31,446	36,459	32,000	32,000	0.0%
DOT Reimbursement	11,585	9,868	0	0	#DIV/0!
State Revolving Loan Fund	0	0	120,000	0	-100.0%
Appropriations	0	0	33,000	5,000	-84.8%
Total Water & Sewer	3,415,886	3,579,286	3,718,400	3,634,400	-2.3%
<u>CONSTRUCTION FUND</u>					
Construction Fund	33,983	893	0	0	0.0%
TOTAL ALL FUNDS	10,614,147	12,836,914	13,932,100	11,577,500	-16.9%

**CITY OF HOLLY HILL
EXPENDITURE COMPARISON
1999-2000**

	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 AMENDED	1999-2000 PROPOSED	% CHANGE
<u>GENERAL FUND</u>					
General Government	1,229,489	\$1,797,201	\$1,543,000	\$1,330,600	-13.8%
Public Safety	2,308,147	2,401,184	2,392,700	2,456,400	2.7%
Public Services	1,000,662	894,971	1,043,400	981,500	-5.9%
Culture/Recreation	220,179	235,038	285,900	363,200	27.0%
Transfers/Reserves/Advance	16,900	42,800	367,900	233,300	-36.6%
Total General Fund	4,775,377	5,371,194	5,632,900	5,365,000	-4.8%
<u>LAW ENFORCEMENT TRUST FUND</u>					
Law Enforcement Trust	8,695	6,096	25,000	0	-100.0%
<u>RECREATION ACTIVITY FUND</u>					
Youth Center	-577	1,195	600	100	-83.3%
<u>COMMUNITY REDEVELOPMENT TRUST FUND</u>					
Community Redevelopment	56,016	85,831	123,700	99,900	-19.2%
<u>COMMUNITY DEVELOPMENT BLOCK GRANT</u>					
Community Development	12,038	176,014	221,900	108,600	-51.1%
<u>LOCAL LAW ENFORCEMENT BLOCK GRANT</u>					
LLEBG	0	21,252	16,400	15,800	-3.7%
<u>STORMWATER DRAINAGE FUND</u>					
Stormwater Drainage	474,870	395,843	578,200	579,100	0.2%
<u>CAPTIAL PROJECTS FUND</u>					
Captial Projects	247,500	618,267	1,805,900	445,600	-75.3%
<u>SOLID WASTE ENTERPRISE</u>					
Solid Waste	1,292,136	1,626,138	1,818,800	1,329,000	-26.9%
<u>WATER & SEWER ENTERPRISE</u>					
Water & Sewer	1,806,900	1,843,186	2,022,200	2,009,500	-0.6%
Renewal and Replacement	253,027	375,408	454,200	375,000	-17.4%
Debt Service	1,125,200	1,127,467	1,126,000	1,127,000	0.1%
Reserves	26,400	50,000	116,000	122,900	5.9%
Total Water and Sewer Funds	3,211,527	3,396,061	3,718,400	3,634,400	-2.3%
<u>CONSTRUCTION FUND</u>					
Construction Fund	33,983	34,893	0	0	0.0%
TOTAL ALL FUNDS	10,111,565	11,732,784	13,941,800	11,577,500	-17.0%

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

	Operating	Capital	Debt Service & Reserves	Total
<u>GENERAL FUND</u>				
General Government	1,093,300	10,000	227,300	1,330,600
Law Enforcement	1,513,500	1,300	0	1,514,800
Fire Control	695,300	26,300	0	721,600
Protective Inspection	218,500	1,500	0	220,000
Transportation/Road & Street	585,000	20,200	0	605,200
Buildings & Grounds	357,700	18,600	0	376,300
Recreation	335,700	27,500	0	363,200
Reserves/Transfers/ Advances	0	0	233,300	233,300
Total General Fund	4,799,000	105,400	460,600	5,365,000
<u>LAW ENFORCEMENT TRUST FUND</u>				
	0	0	0	0
<u>YOUTH CENTER</u>				
	100	0	0	100
<u>COMMUNITY REDEVELOPMENT TRUST</u>				
	99,900	0	0	99,900
<u>COMMUNITY DEVELOPMENT BLOCK GRANT</u>				
	0	108,600	0	108,600
<u>LOCAL LAW ENFORCEMENT BLOCK GRANT</u>				
	900	14,900	0	15,800
<u>STORMWATER DRAINAGE FUND</u>				
	228,600	350,500	0	579,100
<u>CAPITAL PROJECTS FUND</u>				
	0	445,600	0	445,600
<u>SOLID WASTE ENTERPRISE FUND</u>				
	964,300	0	364,700	1,329,000
<u>WATER & SEWER ENTERPRISE FUND</u>				
Water Utility Service	741,600	0	0	741,600
Sewer Service	762,900	0	0	762,900
Administrative	0	0	627,900	627,900
Operating Reserve	0	0	0	0
Debt Service	0	0	1,127,000	1,127,000
Renewal & Replacement	0	198,500	176,500	375,000
Total Water & Sewer	1,504,500	198,500	1,931,400	3,634,400
<u>CONSTRUCTION FUND</u>				
	0	0	0	0
TOTAL EXPENDITURES	7,597,300	1,223,500	2,756,700	11,577,500

CITY OF HOLLY HILL
ESTIMATED FUND BALANCES
1999-2000

	Est Beginning Fund Balance Sept 30, 1999	Revenue Projection 1999-00	Expenditure Projection 1999-00	Estimated Fund Balance Sept 30, 2000
General Fund				
Unreserved	1,000,000	5,365,000	5,365,000	1,000,000
Police Education	13,000	4,000	8,000	9,000
Total General Fund	1,013,000	5,369,000	5,373,000	1,009,000
Law Enforcement Trust	10,000	0	0	10,000
Recreation Activity Fund	0	100	100	0
Community Redevelopment	(51,300)	93,500	100,900	(58,700)
Community Development	0	108,600	108,600	0
Local Law Enforcement Block Grant	0	15,800	15,800	0
Stormwater Drainage	749,800	390,000	579,100	560,700
Capital Projects	0	445,600	445,600	0
Solid Waste	310,200	1,329,000	1,269,600	369,600
Water and Sewer	534,000	3,602,400	3,479,500	656,900
Renewal & Replacement	271,300	375,000	198,500	447,800
Construction	0	0	0	0
TOTAL	2,837,000	11,729,000	11,570,700	2,995,300

**CITY OF HOLLY HILL
NOTES PAYABLE
1999-2000**

Present notes payable are summarized as follows:

<u>Lender / Purpose</u>	<u>Principal Balance 1998-99</u>	<u>Principal Payment 1999-2000</u>	<u>Interest Payment 1999-2000</u>	<u>Principal Balance 9/30/2000</u>
GENERAL FUND				
Sun Bank of Volusia County-				
* New Gym , City Hall/Fire Station Renovation	1,019,600	105,400	52,000	862,200
** Computer System	124,300	51,000	5,500	67,800
Volusia County				
800 MHZ Radio System	104,900	12,700	3,400	88,800
NOTES PAYABLE BALANCE	<u>1,248,800</u>	<u>169,100</u>	<u>60,900</u>	<u>1,018,800</u>

- * Pledged Revenue Utility Service Taxes
- ** Budget Agreement (General Funds Revenues)

CITY OF HOLLY HILL
BONDS PAYABLE
1999-2000

DEBT SERVICE REQUIREMENTS TO MATURITY

	FISCAL YEAR ENDING	PRINCIPAL	INTEREST	TOTAL DEBT SERVICE
OCTOBER 1,	1999	280,000	840,589	1,120,589
	2000	295,000	826,589	1,121,589
	2001	310,000	811,544	1,121,544
	2002	330,000	795,114	1,125,114
	2003	345,000	776,964	1,121,964
	2004	365,000	757,644	1,122,644
	2005	385,000	736,656	1,121,656
	2006	410,000	714,038	1,124,038
	2007	435,000	689,438	1,124,438
	2008	460,000	663,338	1,123,338
	2009	490,000	635,163	1,125,163
	2010	520,000	605,150	1,125,150
	2011	550,000	573,300	1,123,300
	2012	585,000	539,613	1,124,613
	2013	620,000	503,781	1,123,781
	2014	660,000	465,806	1,125,806
	2015	700,000	425,381	1,125,381
	2016	740,000	382,506	1,122,506
	2017	785,000	337,181	1,122,181
	2018	835,000	289,100	1,124,100
	2019	885,000	237,956	1,122,956
	2020	940,000	183,750	1,123,750
2021	1,000,000	126,175	1,126,175	
2022	1,060,000	64,925	1,124,925	
TOTAL		13,985,000	12,981,699	26,966,699

CAPITAL OUTLAY

Capital outlay and improvements included in this 1998-99 budget are listed on the following pages. Generally, the items listed at or under \$20,000 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 \$20,000.

1. Carnes Iris Helmet

Special helmet designed for firefighters allowing them to see objects through the smoke in a burning structure.

Cost: \$25,000 Source: General Revenue-\$10,000; Contributions - \$15,000

Impact: Improved chances of rescuing people in a fire. No significant maintenance cost.

2. US #1 Median Landscaping – Phase II

This is the beautification of the medians on Ridgewood Avenue with plantings, trees and an irrigation system.

Cost: \$147,800

Source: Highway Beautification Grant \$72,500; Capital Projects Fund \$75,300

Impact: \$20,000 annual maintenance costs estimate.

3. Vehicle – Passenger Van

The van will be used in the PAL program in the Recreation and Police departments .

Cost: \$25,000 Source: General Revenue \$6,250; Grant - \$18,750

Impact: Yearly maintenance and insurance costs - \$4,000. Enhancement of programs offered in the community.

4. Recreational Facilities Improvements/Pool

This is the construction of a municipal pool enhance programs and activities offered to the Community.

Cost: \$220,000 Source: CDBG Grant \$100,000; Capital Projects \$120,000

Impact: \$40,000 annual maintenance and staffing cost.

5. Drainage Projects

Major drain structure replacements are planned for the Northwest Canal system and the Flamingo area. Extensive ditch maintenance is planned for various locations. The purchase of a backhoe is also budgeted.

Cost: \$398,000 Source: CDBG Grant \$68,500; Stormwater Revenue \$329,500

Impact: Reduced labor requirements during flooding conditions.

CAPITAL OUTLAY
FISCAL YEAR 1999 - 2000

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

	ITEM COST	TOTAL COST
General Government		\$10,000
Computer Upgrade	10,000	
Law Enforcement		\$1,300
Network Printer	1,300	
Fire Control		\$26,300
Carnes Iris Helmet	25,000	
Network Printer	1,300	
PROTECTIVE INSPECTION		\$1,500
Laser Printer	1,500	
Transportation/Road & Street Facilities		\$168,000
Median Landscape Phase II - No. of.LPGA on US	147,800	
Relocate Heater to Truck Shop	3,000	
Tire Changing Machine	1,200	
Tractor Mower for Right-of-ways	16,000	
Buildings and Grounds		\$96,400
Overhead Door - Barn in Hollyland Park	2,000	
Roof on Concession Stand	1,100	
New Multi-purpose Field - SE Corner of PW	7,000	
Concrete Mixer	3,500	
Small Mower	5,000	
Schadow Lake Park Improvements	77,800	
Recreation		\$247,500
Pool	220,000	
Vehicle (PAL)	25,000	
Computer Systems (2) & Copier (PAL)	2,500	
Community Development Block Grant Fund		\$108,600
Recreation Facilities/Pool/Youth Center	108,600	
Local Law Enforcement Block Grant		\$14,900
	14,900	

CAPITAL OUTLAY
FISCAL YEAR 1999 - 2000

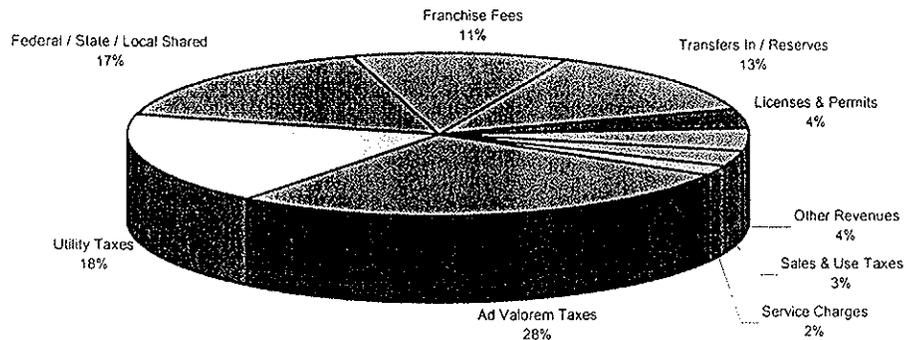
Stormwater Drainage		\$350,500
New Roof for Public Works Admin Bldg	18,000	
Drainage Structure - Walker & 15th (NW Canal)	35,000	
Schadow Lake Drainage Improvements	30,000	
Flamingo Retention Area Improvements	218,000	
Backhoe	46,500	
Roller - Backfill & Patch Streets, etc.	3,000	
Renewal & Replacement		\$198,500
Fire Hydrants (3)	4,500	
Waters Meters (400) - Use with wand system	12,000	
Plotter	6,000	
Vacuum Primary System for High Service Pump	15,000	
Valve Maintenance on High Service Pumps (3)	6,000	
Wellfield Instrumentation Repairs	6,000	
Sandfilters - Parts	4,000	
Biological Treatment Unit (BTU) - 2 units	5,500	
Chemical Storage Bldg Improvements	7,700	
Rebuild Effluent Pumps (2)	7,200	
Pista Grit	5,900	
Repair Pumps (3) Alum Area	5,600	
Bar Screen	2,400	
Clarifiers	5,300	
Valves Between Clarifiers & BTU (4)	20,000	
Defused Air Flotation (DAF) Unit	12,300	
Return Pumps	14,000	
Recycle Pumps (6)	13,000	
Equalization Pumps (3) & Drive Units (3)	18,400	
In-house Reuse Pumps (2)	10,000	
Solids Handling Building - Parts	10,900	
Waste Pumps (2)	6,800	
Total Capital Outlay		\$1,223,500

GENERAL FUND

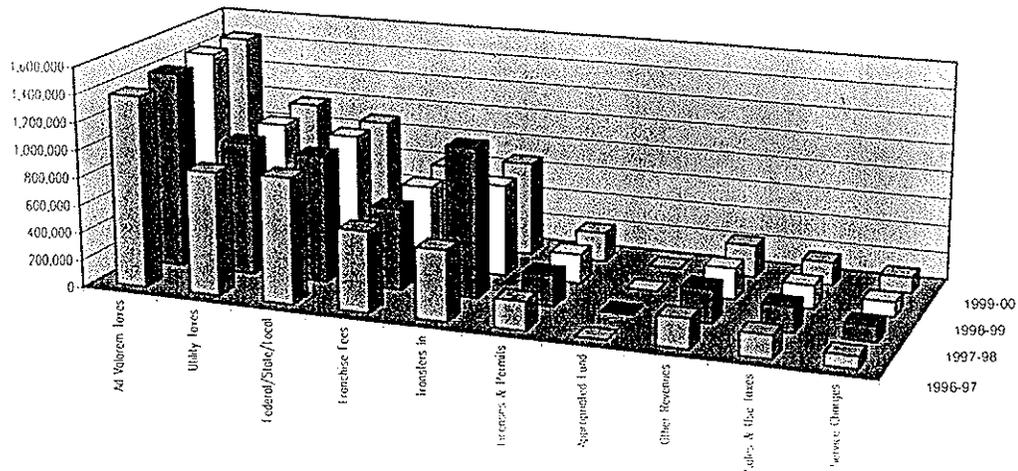
ANNUAL BUDGET

1999-2000

**CITY OF HOLLY HILL
GENERAL FUND REVENUES
BUDGET YEAR 1999-2000**



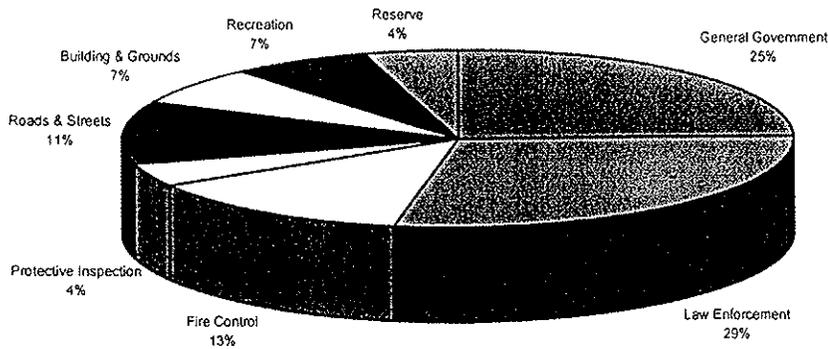
Ad Valorem Taxes	1,456,000	Licenses & Permits	211,500
Utility Taxes	990,000	Other Revenues	230,600
Federal / State / Local Shared	899,700	Sales & Use Taxes	165,000
Franchise Fees	608,800	Service Charges	115,500
Transfers In / Reserves	687,900	Total Revenue	5,365,000



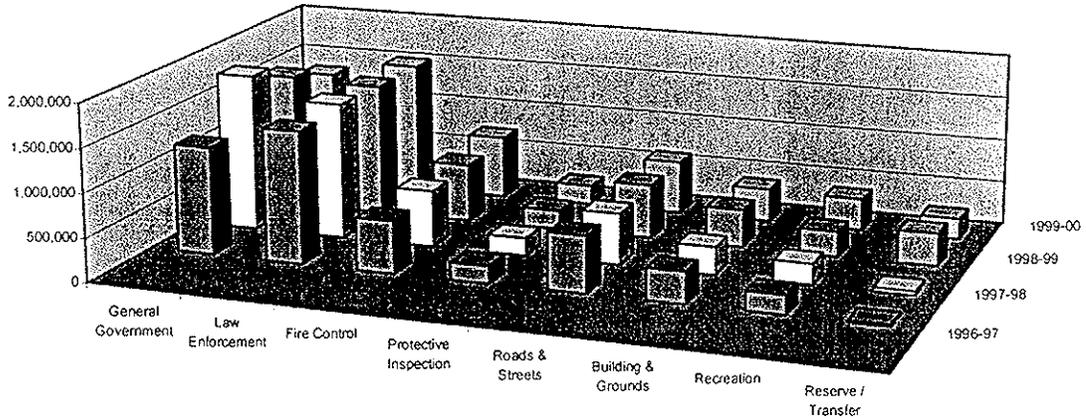
FOUR YEAR HISTORY

	1996-1997	1997-1998	1998-1999	1999-2000
	ACTUAL	ACTUAL	AMENDED	BUDGET
Ad Valorem Taxes	1,385,317	1,424,800	1,455,200	1,456,000
Utility Taxes	890,267	962,570	969,000	990,000
Federal/State/Local	908,497	919,754	929,800	899,700
Franchise Fees	584,035	588,515	602,800	608,800
Transfers In	508,000	1,081,693	665,300	683,900
Licenses & Permits	206,566	222,300	211,500	211,500
Appropriated Fund	0	0	0	4,000
Other Revenues	213,546	243,385	226,000	230,600
Sales & Use Taxes	165,289	183,862	165,000	165,000
Service Charges	87,623	113,272	104,900	115,500
TOTAL REVENUES	\$4,949,140	\$5,740,151	\$5,329,500	\$5,365,000

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES
BUDGET YEAR 1999-2000**



General Government	1,330,600
Law Enforcement	1,514,800
Fire Control	721,600
Protective Inspection	220,000
Roads & Streets	605,200
Building & Grounds	376,300
Recreation	363,200
Reserve	233,300
Total Revenues	\$5,365,000



FOUR YEAR HISTORY

	1996-1997	1997-1998	1998-1999	1999-2000
	ACTUAL	ACTUAL	AMENDED	BUDGET
EXPENDITURES				
General Government	1,229,489	1,797,201	1,543,000	1,330,600
Law Enforcement	1,510,827	1,558,157	1,514,100	1,514,800
Fire Control	599,375	643,287	664,100	721,600
Protective Inspection	197,945	199,740	214,500	220,000
Roads & Streets	642,130	583,501	614,800	605,200
Building & Grounds	358,532	311,470	428,600	376,300
Recreation	220,179	235,038	285,900	363,200
Reserve / Transfer	16,900	42,800	367,900	233,300
TOTAL EXPENDITURES	\$4,775,377	\$5,371,194	\$5,632,900	\$5,365,000

GENERAL FUND REVENUE EXPLANATION

Property Tax Revenue

The General Fund revenue projections include ad valorem tax revenue of \$1,471,346 less \$35,174 to be placed in the Community Redevelopment Trust Fund.. This estimate is based on the rolled-back rate of \$5.09007 per \$1,000 assessed valuation of \$298,002,086. The proposed millage rate represents a 3.04% decrease from the current rate of \$5.25. The current year estimated gross taxable value increased by \$14,022,622, or 4.94% from the 1998 final gross taxable value of \$283,979,464. The following table provides a summary of the City's anticipated tax collections at the rate of 97% estimated collections.

Gross taxable value	\$298,002,086
Less exemptions	
(new construction + additions - deletions)	5,100,005
Adjusted taxable value	292,902,081
Rate per \$1,000	5.09007
1998 tax levy	1,516,851
Estimated % of collections	97%
Estimated current tax collections	1,471,346

Sales and Use Taxes

The City receives a percentage of the first four cents (\$.04) per gallon of local option gas tax charged in Volusia County based on a formula using the City's real property assessments and current population. This revenue, estimated at \$165,000 is based on current average receipts.

Local Option Gas Tax revenue is restricted by F.S.S. 336.025(C) to "transportation expenditures". These expenditures include road and street maintenance and equipment, drainage, street lighting, engineering, signalization and bridge maintenance as

well as other transportation expenditures.

Franchise Fees

Based on eight months' collections, revenue from franchise fees is expected to be slightly higher than the 1998-99 Budget. The following table shows the franchise fee charged to various companies:

Florida Power & Light	6%
Bellsouth	1%
Peoples Gas	6%
Time-Warner	3%
Towing Services	\$10,800

Utility Service Taxes

Based on current and historical revenue information, the electric, telephone and gas utility taxes are expected to be higher than the 1998-99 budget.

Electric	10%
Gas	10%
Telecommunications	7%

Licenses and Permits

Revenue from occupational licenses is anticipated to remain the same. Permit fees are also expected to remain the same. Inspection fees are also projected at the same amount as anticipated in the 1998-99 budget.

State Shared Revenues

This revenue is received from the State for grants, one-half cent of the state sales tax, cigarette tax, mobile home licenses, alcoholic beverage licenses and motor fuel tax rebate. The State Revenue Sharing line item is composed of both cigarette taxes and the 8th cent motor fuel tax. Currently, 36.4% of the City's State Revenue Sharing funds are from the 8th cent motor fuel tax. This amount, approximately \$101,000, is restricted by F.S.S. 206.605(3) to road use only. This use includes the purchase of transportation facilities and road and street rights-of-way, construction reconstruction and maintenance of roads and streets. The F.S.S. 206.625(1) provides that the return of tax paid by the City (Motor Fuel Tax Rebate) will also be used for roads and streets construction, reconstruction, and maintenance. Anticipated collections of most state shared revenues is expected to remain the same as the 1998-99 estimates.

Local Shared Revenues

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

Fines and Forfeitures

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

Interest Earnings

Interest earnings are based on current average earnings and are expected to increase about \$2,000 over the 1998-99 budget.

Miscellaneous Revenues

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

Other Miscellaneous Revenue - Current projections indicate no significant change for 1999-00.

Appropriated Fund Balances and Reserves

No prior year cash reserves will be used to fund the proposed expenditures, other than reserves designated for police education.

Transfers

Transfers from the Water and Sewer Enterprise Fund and the Solid Waste Enterprise Fund totaling \$675,300 will defray those funds' administrative expenses and share of debt service payments for City Hall Renovations budgeted in the General Fund.

**CITY OF HOLLY HILL
GENERAL FUND REVENUES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
AD VALOREM TAXES						
311.10.00	Current Ad Valorem Taxes	1,377,962	1,404,816	1,405,200	1,405,200	1,436,000
311.20.00	Delinquent Ad Valorem Taxes	7,354	19,984	20,000	50,000	20,000
	Total Ad Valorem Taxes	<u>1,385,317</u>	<u>1,424,800</u>	<u>1,425,200</u>	<u>1,455,200</u>	<u>1,456,000</u>
SALES AND USE TAXES						
312.41.00	Local Option Gas Tax	165,186	183,862	165,000	165,000	165,000
312.42.00	Local Altern. Fuel Decal User Fee	104	0	0	0	0
	Total Sales and Use Taxes	<u>165,289</u>	<u>183,862</u>	<u>165,000</u>	<u>165,000</u>	<u>165,000</u>
FRANCHISE FEES						
313.10.00	Electricity	477,707	492,988	500,000	500,000	505,000
313.20.00	Telephone & Telegraph	17,701	18,111	18,000	19,000	20,000
313.40.00	Gas	35,867	21,126	21,000	21,000	21,000
313.50.00	CATV	41,942	45,472	45,000	52,000	52,000
313.90.00	Towing Services	10,818	10,818	10,800	10,800	10,800
	Total Franchise Fees	<u>584,035</u>	<u>588,515</u>	<u>594,800</u>	<u>602,800</u>	<u>608,800</u>
UTILITY SERVICE TAXES						
314.10.00	Electricity	684,708	744,021	730,000	740,000	745,000
314.20.00	Telephone & Telegraph	168,022	179,800	185,000	190,000	210,000
314.40.00	Gas	37,537	38,750	40,000	39,000	35,000
	Total Utility Taxes	<u>890,267</u>	<u>962,570</u>	<u>955,000</u>	<u>969,000</u>	<u>990,000</u>
	Total Taxes	<u>3,024,907</u>	<u>3,159,746</u>	<u>3,140,000</u>	<u>3,192,000</u>	<u>3,219,800</u>
LICENSES & PERMITS						
321.10.00	Professional & Occupational Licenses	133,937	152,809	147,000	153,000	153,000
322.10.00	Building Permits	31,318	30,729	20,000	20,000	20,000
322.11.00	Electrical Permits	7,322	9,190	5,000	5,000	5,000
322.12.00	Plumbing Permits	2,151	2,869	1,500	1,500	1,500
322.13.00	Mechanical Permits	2,804	3,404	2,000	2,000	2,000
329.10.00	Other Licenses & Permits	11,384	6,618	12,000	12,000	12,000
329.20.00	Inspection Fees	17,650	16,682	18,000	18,000	18,000
	Total Licenses & Permits	<u>206,566</u>	<u>222,300</u>	<u>205,500</u>	<u>211,500</u>	<u>211,500</u>
FEDERAL SHARED REVENUES						
331.21.00	D.A.R.E. Grant	15,116	16,553	18,000	18,000	0
331.24.00	Pal Grant	0	0	29,000	42,000	69,400
331.71.00	Land & Water conservation Fund Grant	0	0	0	0	0
331.72.00	Symms Trails Fund Grant	0	0	0	0	0
	Total Federal Shared Revenues	<u>15,116</u>	<u>16,553</u>	<u>47,000</u>	<u>60,000</u>	<u>69,400</u>

**CITY OF HOLLY HILL
GENERAL FUND REVENUES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
STATE SHARED REVENUES						
334.15.00	Dept of Community Affairs	0	0	0	0	0
334.75.00	State Grant	100,000	0	0	0	0
335.11.00	Two Cents Additional Cigarette Tax	34,070	33,245	33,000	32,000	32,000
335.12.00	State Revenue Sharing	278,813	281,376	279,000	279,000	279,000
335.14.00	Mobile Home Licenses	14,687	14,151	15,000	15,000	15,000
335.15.00	Alcoholic Beverage Licenses	3,716	7,294	7,000	7,000	7,000
335.18.00	Half Cent Sales Tax	446,755	466,440	460,000	470,000	480,000
335.23.00	Firefighter Supplemental Comp.	900	1,500	1,800	1,800	1,800
335.25.00	Youth Tobacco Program	0	60,645	0	48,000	0
335.41.00	Motor Fuel Tax Rebate	1,578	13,170	3,000	3,000	3,000
	Total State Shared Revenues	880,519	877,821	798,800	855,800	817,800
LOCAL SHARED REVENUES						
337.40.00	Co Contrib/Sidewalks	0	0	0	0	0
337.70.00	Port Authority	0	0	0	0	0
337.71.00	Co Land Acquisition Fund	0	0	0	0	0
337.20.00	Co Contrib/EMS Grant	0	12,905	0	1,500	0
338.20.00	City Share of County Licenses	12,862	12,475	13,000	12,500	12,500
	Total Local Shared Revenues	12,862	25,381	13,000	14,000	12,500
	Total Shared Revenues	908,497	919,754	858,800	929,800	899,700
CHARGES FOR SERVICES						
341.20.00	Zoning Fees	3,595	2,800	2,500	2,500	2,500
341.21.00	Legal Ad Reimbursements	0	0	0	0	0
341.30.00	Sales of Maps/Publications	466	464	500	400	500
341.40.00	Certifications/Copies/Research	4,897	4,780	3,000	4,000	6,000
342.10.00	Police Services	1,311	1,114	2,000	1,500	1,500
342.20.00	Fire Programs	1,461	998	1,000	1,000	1,000
344.90.10	Median Maintenance (DOT)	0	20,052	19,000	19,000	19,000
344.90.20	Sidewalk Fee	0	4,696	5,000	5,000	5,000
344.90.30	R-O-W Maint. Volusia Cty	0	0	0	2,000	2,000
347.21.00	Program Activity Fees	66,593	52,560	65,000	53,000	70,000
347.21.50	Boys & Girls Club Fees	0	18,000	0	10,500	0
347.43.00	Special Events	0	0	0	0	0
347.53.00	Sica Hall Revenues	9,299	7,808	9,000	8,000	8,000
	Total Charges for Services	87,623	113,272	107,000	106,900	115,500
FINES & FORFEITURES						
351.10.00	Court Fines	52,558	76,104	65,000	75,000	80,000
351.30.00	Police Education	2,766	3,908	6,000	4,000	4,000
351.50.00	Code Enforcement Fines	805	900	1,200	900	900
351.60.00	Parking Violations (125 @ \$15, 25 @ \$100)	1,355	405	1,000	1,000	1,000
351.90.00	Other Fines and Forfeitures	0	0	0	0	0
	Total Fines & Forfeitures	57,484	81,317	73,200	80,900	85,900

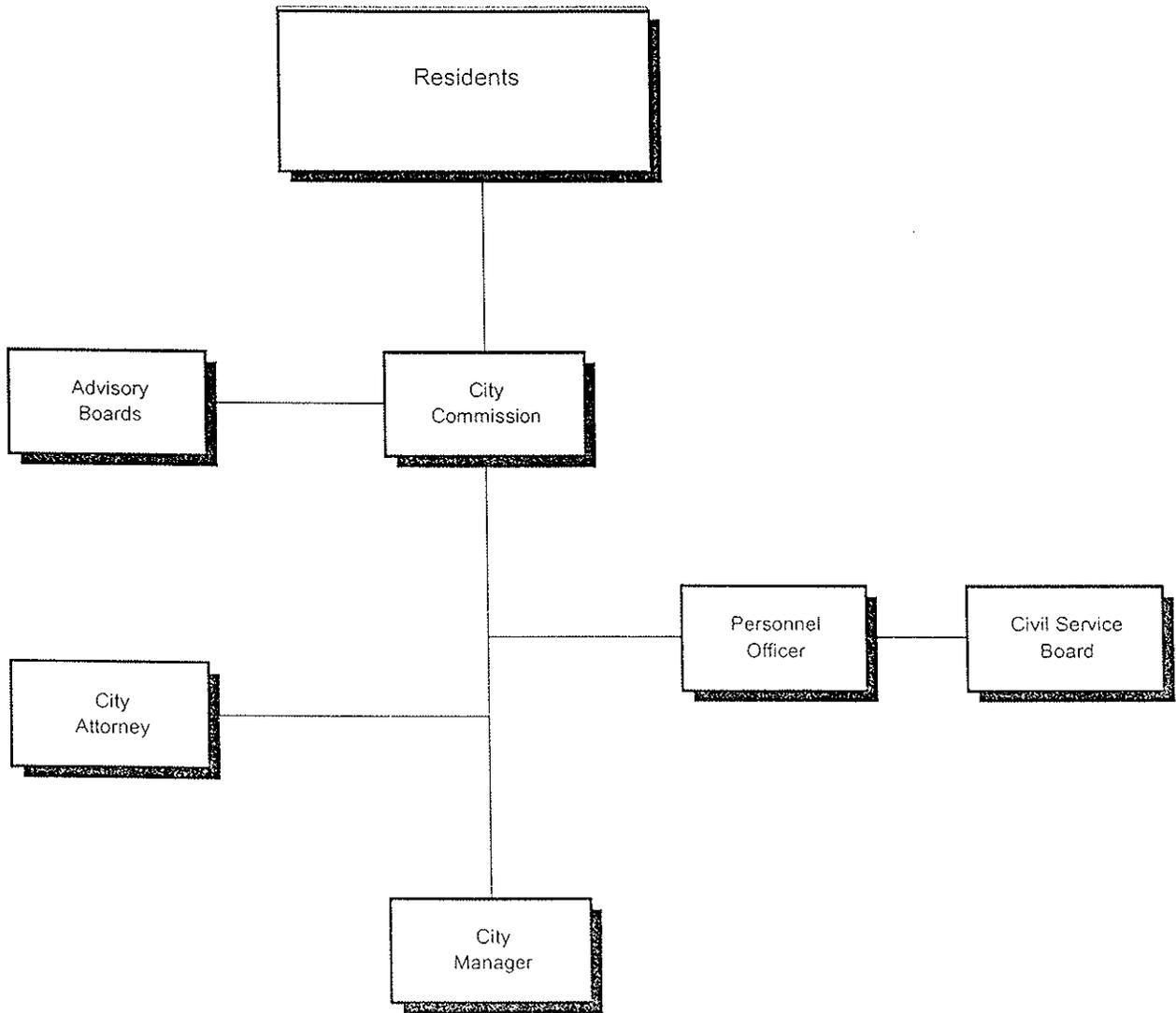
**CITY OF HOLLY HILL
GENERAL FUND REVENUES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
INTEREST EARNINGS						
361.10.00	Investments	16,617	30,773	16,000	19,000	19,000
361.20.00	Investments/State Bd of Administration	73,738	88,704	73,000	88,000	90,000
	Total Interest Earnings	90,355	119,477	89,000	107,000	109,000
SALES & COMPENSATION/LOSS OF FIXED ASSETS						
364.41.00	Surplus Sales (Equip., Land, Bldgs.)	49,545	5,952	5,000	2,700	5,000
364.42.00	Insurance Proceeds/Loss	1,130	6,881	0	3,900	0
	Total Sales & Compensation	50,675	12,833	5,000	6,600	5,000
CONTRIBUTIONS						
366.90.00	Contributions & Donations - Helmet	765	740	0	0	15,000
366.91.00	D.A.R.E. Contributions	0	0	0	0	0
	Total Contributions	765	740	0	0	15,000
OTHER MISCELLANEOUS REVENUES						
365.10.00	Scrap Sales	2,611	0	1,000	500	500
369.50.00	FEMA Reimbursement	0	1,279	0	0	0
369.90.00	Other Miscellaneous Revenue	11,657	27,739	8,000	31,000	15,200
	Total Other Misc. Revenues	14,267	29,018	9,000	31,500	15,700
	Total Misc. Revenue	156,063	162,068	103,000	145,100	144,700
APPROPRIATIONS						
380.10.00	Appropriated Fund Balance	0	0	0	301,400	0
380.11.00	Appropriated Reserve for Police Education	0	0	0	0	4,000
TRANSFERS FROM OTHER FUNDS						
381.50.00	Transfer from Law Enf. Trust Fund	0	0	0	0	0
381.65.00	Transfer from CDBG Fund	0	0	0	0	8,600
381.90.00	Transfer from Capital Projects Fund	0	484,693	0	0	0
TRANSFERS FROM ENTERPRISE OPERATIONS						
381.10.00	Transfer From Water & Sewer Fund	408,900	400,000	440,000	440,000	450,000
381.70.00	Transfer From Solid Waste Fund	99,100	197,000	225,300	225,300	225,300
	Total Transfers From Enterprise	508,000	597,000	665,300	665,300	675,300
	Total General Fund Revenues	4,949,140	5,740,151	5,152,800	5,632,900	5,365,000

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
GENERAL FUND EXPENDITURES SUMMARY						
	General Government	1,229,489	1,797,201	1,443,000	1,543,000	1,330,600
	Law Enforcement	1,510,827	1,558,157	1,474,100	1,514,100	1,514,800
	Fire Control	599,375	643,287	655,300	664,100	721,600
	Protective Inspection	197,945	199,740	203,000	214,500	220,000
	Transportation/Road & Street	642,130	583,501	614,800	614,800	605,200
	Buildings & Grounds	358,532	311,470	392,200	428,600	376,300
	Recreation Department	220,179	235,038	308,500	285,900	363,200
	Community Redevelopment Trust Fund	16,900	42,800	18,300	18,300	6,400
	Transfer to LLEBG Fund	0	0	1,600	1,700	1,600
	Transfer to Capital Projects	0	0	0	347,900	225,300
	Reserve	0	0	42,000	0	0
	TOTAL EXPENDITURES	4,775,376	5,371,194	5,152,800	5,632,900	5,365,000

CITY COMMISSION



CITY COMMISSION

CITY COMMISSION

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	15,100	17,381	17,400	17,300	21,500
Operating Expenses	<u>36,200</u>	<u>37,063</u>	<u>42,200</u>	<u>44,800</u>	<u>44,100</u>

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

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

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

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

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

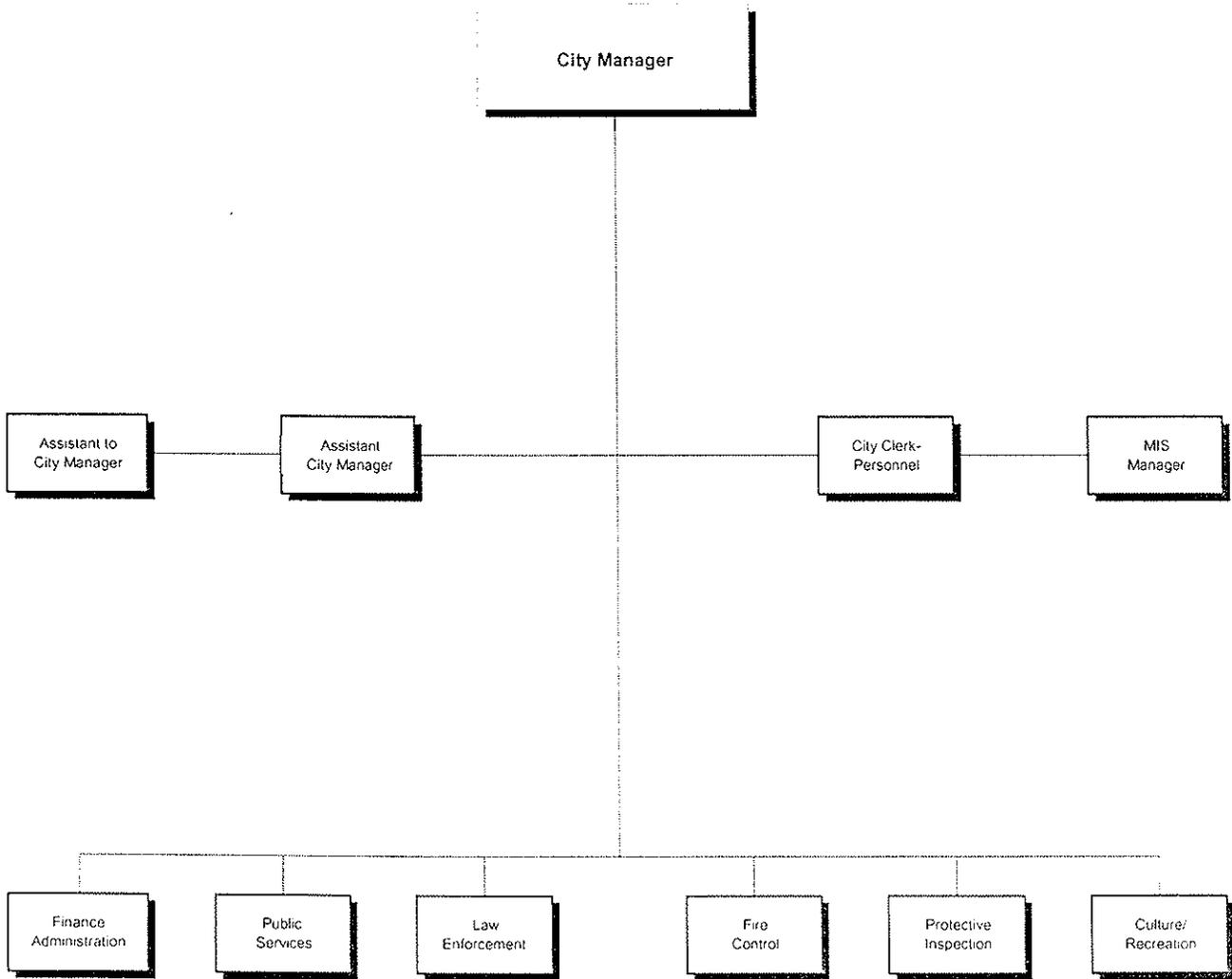
1. Review, evaluate and adopt the annual budget.
2. Review, evaluate and adopt the Redevelopment District.
3. Review and evaluate alternative uses of the property adjacent to City Hall.

ACTIVITY MEASUREMENTS	ACTUAL 1996-97	ACTUAL 1997-98	ESTIMATED 1998-99	PROJECTED 1999-00
Number of Reg City Commission Meetings	23	24	24	24
Number of Special Commission Meetings	8	6	6	6
Number of Ordinances adopted	45	40	30	30

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 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	9,100	10,160	9,900	10,800	14,000
511.24.00	Workers' Compensation	0	0	0	0	0
511.28.01	Training & Travel	6,000	7,221	7,500	6,500	7,500
	Total Personal Services	<u>15,100</u>	<u>17,381</u>	<u>17,400</u>	<u>17,300</u>	<u>21,500</u>
OPERATING EXPENSES						
511.41.00	Telephone/Communications Service	700	1,188	700	1,800	1,200
511.47.00	Printing & Binding	200	71	200	0	200
511.49.01	Other Charges & Obligations	500	619	500	300	500
511.49.10	Other Special Costs (Council Expense Allow	30,300	30,240	36,300	36,300	36,300
511.51.00	Office Supplies	0	556	0	400	0
511.54.00	Subscriptions & Memberships	4,500	4,390	4,500	6,000	5,900
	Total Operating Expenses	<u>36,200</u>	<u>37,063</u>	<u>42,200</u>	<u>44,800</u>	<u>44,100</u>
	TOTAL CITY COMMISSION	<u><u>51,300</u></u>	<u><u>54,444</u></u>	<u><u>59,600</u></u>	<u><u>62,100</u></u>	<u><u>65,600</u></u>

CITY MANAGER



CITY MANAGER

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	292,514	272,666	303,400	412,300	260,600
Operating Expenses	<u>21,892</u>	<u>24,971</u>	<u>39,500</u>	<u>24,100</u>	<u>23,000</u>
TOTAL	314,406	297,637	342,900	436,400	283,600

PERMANENT POSITIONS	1997-98	1998-99	1999-00
City Manager	1.00	1.00	1.00
Assistant to City Manager	0.00	1.00	1.00
City Clerk	0.00	1.00	1.00
Deputy Clerk	1.00	1.00	0.00
Emp Relations Co-ordinator	1.00	0.00	0.00
Economic Devel Co-ordinator	1.00	0.00	0.00
City Manager Secretary	1.00	0.00	1.00
MIS Manager	0.00	1.00	1.00
Custodian	<u>1.00</u>	<u>0.00</u>	<u>0.00</u>
Total	6.00	5.00	5.00

SIGNICANT EXPENDITURE CHANGES

Secretary to the City Manager has replaced the Deputy Clerk position.
A new City Clerk was hired at a lower salary.

ACTIVITY DESCRIPTION

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

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

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

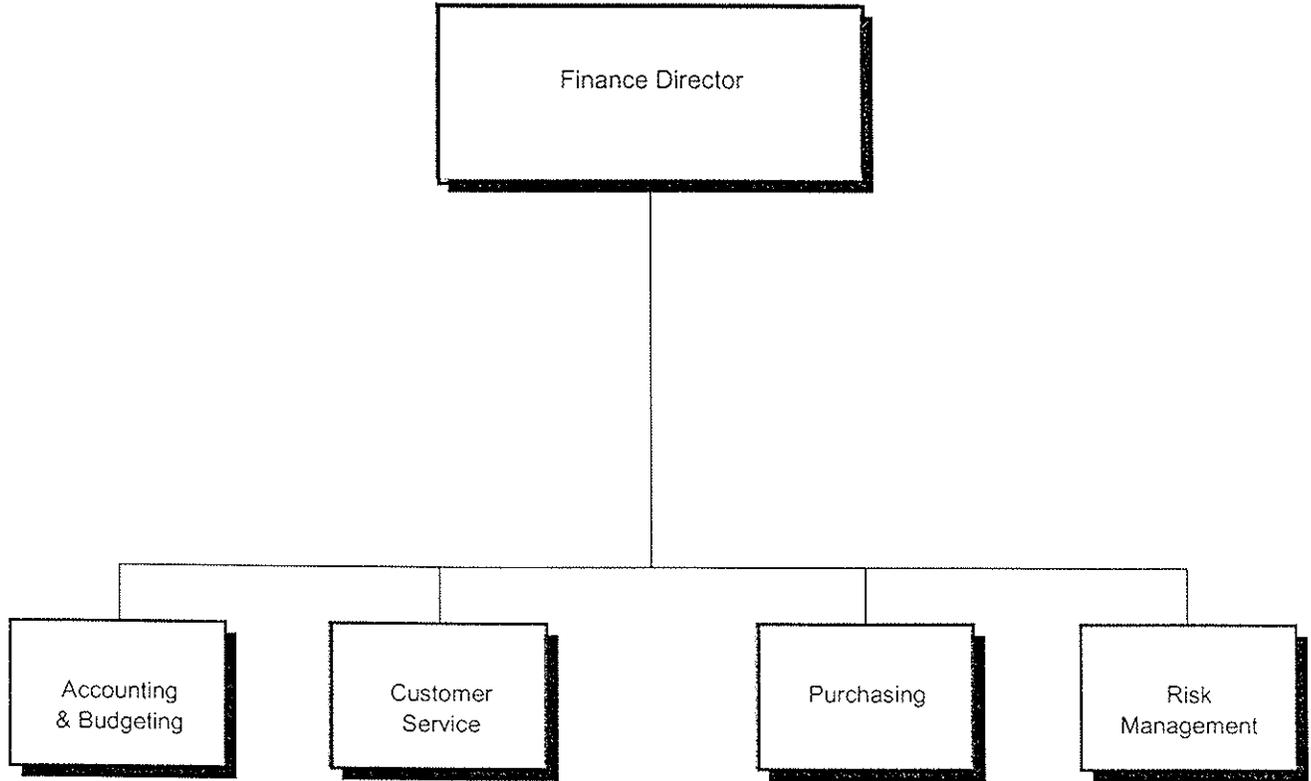
1. Prepare and present the Annual Budget to the City Commission.
2. Continue developing five-year capital improvement plans for programs that have not been addressed yet.
3. Provide guidance to Commission in promoting redevelopment of the Ridgewood Avenue corridor.
4. Record and maintain City Records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

ACTIVITY MEASUREMENTS	ACTUAL 1996-97	ACTUAL 1997-98	ESTIMATED 1998-99	PROJECTED 1999-00
Number of City Comm meetings attended	31	30	30	30
Number of agendas prepared	23	23	30	30
Number of resolutions and ordinances filed	75	75	60	60
Number of elections administered	2	0	0	2
Number of job advertisements placed	7	5	10	10
Number of tests given	7	0	2	2

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
GENERAL GOVERNMENT - CITY MANAGER						
PERSONAL SERVICES						
512.11.00	Executive Salaries	133,895	117,782	126,900	209,900	112,800
512.12.00	Regular Salaries & Wages	81,201	91,466	102,100	127,200	90,900
512.13.00	Other Salaries	0	0	0	0	0
512.14.00	Overtime/Regular Employees	347	246	1,000	1,000	1,000
512.19.01	Uniforms	420	450	500	500	500
512.21.00	FICA Taxes	17,021	15,551	17,300	22,300	15,700
512.22.00	Retirement Contributions	40,640	34,617	39,600	36,600	22,200
512.23.00	Life & Health Insurance	9,784	7,441	11,100	9,900	12,600
512.24.00	Workers' Compensation	2,077	571	900	900	900
512.28.01	Training & Travel	7,128	4,542	4,000	4,000	4,000
	Total Personal Services	292,514	272,666	303,400	412,300	260,600
OPERATING EXPENSES						
512.31.01	Professional Services	1,640	0	200	300	100
512.41.00	Telephone/Communications Services	3,414	3,662	3,400	3,400	3,400
512.42.00	Postage, Freight & Express	24	95	200	200	200
512.44.00	Rentals and Leases	1,795	766	1,800	300	800
512.45.00	Non-Employee Insurance	0	938	0	600	600
512.46.01	Repair & Maintenance Services	878	1,089	1,200	200	1,200
512.46.50	Vehicle Repairs & Maintenance	1,179	1,300	0	200	400
512.47.00	Printing & Binding	25	1,647	300	1,300	300
512.49.01	Other Charges & Obligations	4,899	8,680	25,000	10,000	10,000
512.49.10	Other Special Costs	181	0	500	500	500
512.51.00	Office Supplies	3,003	3,352	4,000	4,000	3,000
512.52.50	Fuel & Oil Supplies	169	492	0	200	300
512.54.00	Subscriptions & Memberships	4,684	2,952	2,900	2,900	2,200
	Total Operating Expenses	21,892	24,971	39,500	24,100	23,000
	TOTAL CITY MANAGER	314,405	297,637	342,900	436,400	283,600

FINANCE



FINANCE AND ADMINISTRATION

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	367,846	399,736	360,000	360,000	407,900
Operating Expenses	<u>170,541</u>	<u>249,708</u>	<u>254,700</u>	<u>254,700</u>	<u>241,100</u>
TOTAL	538,387	649,444	614,700	614,700	649,000

PERMANENT POSITIONS	1997-98	1998-99	1999-00
Finance Director	1.00	1.00	1.00
Personnel Director	1.00	1.00	1.00
Chief Acct/Asst Fin Dire	1.00	1.00	1.00
C. S. Super/Acct	1.00	1.00	1.00
Accountant	0.00	0.00	1.00
Accounting Clerk III	3.00	3.00	2.00
Accounting Clerk II	1.00	1.00	1.00
Accounting Clerk I	1.00	1.00	1.00
Computer Systems Analyst	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
Total	10.00	10.00	9.00

SIGNIFICANT EXPENDITURE CHANGES

1. Personnel is included in the expenditures of Finance and Administration.

ACTIVITY DESCRIPTION

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

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

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

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

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS	ACTUAL 1996-97	ACTUAL 1997-98	ESTIMATED 1998-99	PROJECTED 1999-00
Number of utility bills mailed	73,015	74,000	74,050	74,200
Number of penalty notices mailed	12,824	N/A	5,000	13,000
Number of payroll checks prepared	3,760	3,099	*45	45
Number of direct deposit receipts prepared	N/A	N/A	3,350	3,500
Number of accounts payable checks issued	4,922	4,465	4,600	4,600
Number of insurance claims filed	17	5	5	6

*Began direct deposit of payroll in September, 1998

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
GENERAL GOVERNMENT - FINANCE AND ADMINISTRATION						
PERSONAL SERVICES						
513.11.00	Executive Salaries	49,645	88,997	54,200	54,200	55,500
513.12.00	Regular Salaries & Wages	228,917	211,887	215,800	215,800	217,900
513.13.00	Other Salaries & Wages	1,960	352	0	0	0
513.14.00	Overtime	2,734	7,017	5,000	5,000	1,000
513.21.00	FICA Taxes	19,824	22,557	21,000	21,000	21,100
513.22.00	Retirement Contributions	47,045	45,311	42,900	42,900	28,000
513.23.00	Life & Health Insurance	15,546	17,119	17,000	17,000	19,800
513.24.00	Workers' Compensation	1,248	348	1,100	1,100	1,200
513.28.01	Training & Travel	927	6,148	3,000	3,000	3,000
	Total Personal Services	<u>367,846</u>	<u>399,736</u>	<u>360,000</u>	<u>360,000</u>	<u>347,500</u>
OPERATING EXPENSES						
513.31.01	Professional Services	60,762	95,271	100,000	100,000	100,000
513.31.10	Engineering	5,464	895	1,000	200	1,000
513.31.20	Pension Administration	0	1,680	1,700	2,500	1,700
513.32.00	Accounting & Auditing Services	43,810	50,833	50,000	50,000	40,000
513.41.00	Telephone/Communications Services	4,634	6,350	6,800	6,800	6,800
513.42.00	Postage, Freight & Express	19,122	23,234	26,500	26,500	26,500
513.44.00	Rentals & Leases	9,533	7,844	9,500	9,500	9,500
513.46.01	Repairs & Maintenance	8,727	23,522	26,000	26,000	24,000
513.47.00	Printing & Binding	4,370	10,919	13,500	13,500	12,500
513.49.01	Other Charges & Obligations	3,308	4,454	2,500	4,500	0
513.49.10	Other Special Charges	2,097	13,198	2,000	0	2,000
513.51.00	Office Supplies	7,490	10,347	14,000	14,000	13,000
513.54.00	Subscriptions & Memberships	1,225	1,160	1,200	1,200	1,200
	Total Operating Expenses	<u>170,541</u>	<u>249,708</u>	<u>254,700</u>	<u>254,700</u>	<u>238,200</u>
	TOTAL FINANCE AND ADMIN	<u><u>538,386</u></u>	<u><u>649,444</u></u>	<u><u>614,700</u></u>	<u><u>614,700</u></u>	<u><u>585,700</u></u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
GENERAL GOVERNMENT - PERSONNEL						
PERSONAL SERVICES						
513.11.00	Executive Salaries	0	0	40,100	40,100	41,100
513.12.00	Regular Salaries & Wages	0	0	0	0	0
513.13.00	Other Salaries & Wages	0	0	0	0	7,700
513.14.00	Overtime	0	0	0	0	0
513.21.00	FICA Taxes	0	0	3,100	3,100	3,600
513.22.00	Retirement Contributions	0	0	4,000	4,000	4,100
513.23.00	Life & Health Insurance	0	0	2,200	2,200	2,500
513.24.00	Workers' Compensation	0	0	200	200	200
513.28.01	Training & Travel	0	0	1,200	1,200	1,200
	Total Personal Services	<u>0</u>	<u>0</u>	<u>50,800</u>	<u>50,800</u>	<u>60,400</u>
OPERATING EXPENSES						
513.31.01	Professional Services	0	0	100	100	100
513.41.00	Telephone/Communications Services	0	0	400	400	400
513.42.00	Postage, Freight & Express	0	0	100	100	100
513.46.01	Repairs & Maintenance	0	0	0	0	0
513.47.00	Printing & Binding	0	0	100	100	100
513.49.01	Other Charges & Obligations	0	0	1,000	1,000	1,000
513.50.00	Advertising	0	0	0	0	0
513.51.00	Office Supplies	0	0	500	500	500
513.54.00	Subscriptions & Memberships	0	0	300	300	700
	Total Operating Expenses	<u>0</u>	<u>0</u>	<u>2,500</u>	<u>2,500</u>	<u>2,900</u>
	TOTAL PERSONNEL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>53,300</u></u>	<u><u>53,300</u></u>	<u><u>63,300</u></u>

CIVIL SERVICE

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	936	849	1,100	1,100	0
Operating Expenses	<u>6,918</u>	<u>8,031</u>	<u>5,200</u>	<u>5,200</u>	<u>7,700</u>
TOTAL	7,854	8,880	6,300	6,300	7,700

PERMANENT POSITIONS

Recording Secretary

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

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

ACTIVITY GOALS

1. Assists in personnel matters as necessary.

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS

	ACTUAL 1996-97	ACTUAL 1997-98	ESTIMATED 1998-99	PROJECTED 1999-00
Number of Regular Board meetings	8	4	4	4
Number of joint meetings with City Commission	0	1	1	1
Number of joint meetings with Employees Committee	4	N/A*	N/A*	N/A*
Number of job advertisements placed	4	N/A*	N/A*	N/A*

*Activities moved to City Manager's Department

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
GENERAL GOVERNMENT - CIVIL SERVICE						
PERSONAL SERVICES						
513.13.00	Salaries & Wages/Parttime	777	720	800	800	0
513.21.00	FICA Taxes	59	55	100	100	0
513.22.00	Retirement Contributions	0	0	0	0	0
513.24.00	Workers' Compensation	100	74	100	100	0
513.28.01	Training & Travel	0	0	100	100	0
	Total Personal Services	<u>936</u>	<u>849</u>	<u>1,100</u>	<u>1,100</u>	<u>0</u>
OPERATING EXPENSES						
513.31.01	Professional Services	65	0	1,000	1,000	200
513.41.00	Telephone/Communications Services	203	0	300	300	300
513.42.00	Postage, Frt, Express	50	12	0	0	0
513.43.01	Utility Services	1,417	1,335	1,100	1,100	1,400
513.46.01	Repair & Maintenance Services	0	0	400	400	400
513.47.00	Printing & Binding	0	0	200	200	200
513.49.01	Other Charges & Obligations	379	972	500	500	500
513.50.00	Advertising	3,398	5,521	1,000	1,000	4,000
513.51.00	Office Supplies	1,071	0	300	300	300
513.54.00	Subscription & Membership	335	190	400	400	400
	Total Operating Expenses	<u>6,918</u>	<u>8,031</u>	<u>5,200</u>	<u>5,200</u>	<u>7,700</u>
	TOTAL CIVIL SERVICE	<u><u>7,855</u></u>	<u><u>8,880</u></u>	<u><u>6,300</u></u>	<u><u>6,300</u></u>	<u><u>7,700</u></u>

GENERAL GOVERNMENT – DEBT SERVICES

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Debt Service	<u>173,192</u>	<u>669,904</u>	<u>237,900</u>	<u>237,900</u>	<u>227,330</u>
TOTAL	173,192	669,904	237,900	237,900	227,330

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	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
GENERAL GOVERNMENT - DEBT SERVICE						
DEBT SERVICE - PRINCIPAL						
517.71.01	General Government	99,595	581,022	162,000	162,000	156,400
517.71.10	Police Equipment	10,893	11,444	12,100	12,100	12,700
517.71.20	Fire Equipment	24,302	24,201	0	0	0
	Total Principal Payments	<u>134,791</u>	<u>616,667</u>	<u>174,100</u>	<u>174,100</u>	<u>169,100</u>
DEBT SERVICE - INTEREST						
517.72.01	General Government	31,642	48,197	59,800	59,800	54,800
517.72.10	Police Equipment	5,076	4,525	4,000	4,000	3,400
517.72.20	Fire Equipment	1,683	516	0	0	0
	Total Interest Payments	<u>38,401</u>	<u>53,237</u>	<u>63,800</u>	<u>63,800</u>	<u>58,200</u>
	TOTAL GEN GOVT DEBT SERVICE	<u><u>173,192</u></u>	<u><u>669,904</u></u>	<u><u>237,900</u></u>	<u><u>237,900</u></u>	<u><u>227,300</u></u>

GENERAL GOVERNMENT – OTHER SERVICES

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	25,312	4,330	39,600	39,600	12,500
Operating Expenses	119,710	94,945	118,300	82,700	92,400
Capital Outlay	<u>24,641</u>	<u>21,946</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
TOTAL	169,663	121,221	167,900	132,300	114,900

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

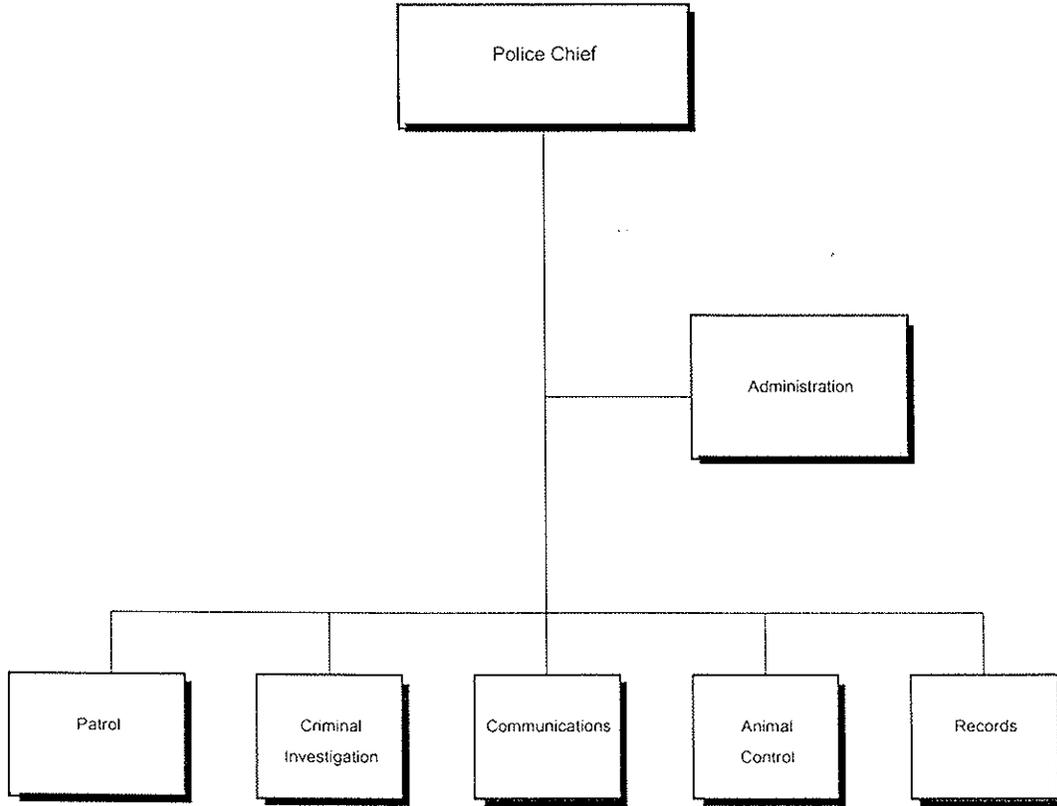
This is a non-department established to record expenditures that are not allocated to the various departments. These expenditures include some insurance expenses, election expenses, advertising, grants and aids, and annual service award payments. It also includes utilities, operating supplies and repairs 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	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
GENERAL GOVERNMENT - OTHER SERVICES						
PERSONAL SERVICES						
519.25.00	Unemployment Insurance	20,737	11	7,600	7,600	4,000
519.29.01	Other Personal Services	4,575	4,319	7,000	7,000	8,500
519.29.10	Reserve/ Retirees & Personal Services	0	0	25,000	25,000	0
	Total Personal Services	<u>25,312</u>	<u>4,330</u>	<u>39,600</u>	<u>39,600</u>	<u>12,500</u>
OPERATING EXPENSES						
519.43.01	Utility Services	17,303	15,382	15,000	15,000	15,000
519.45.00	Non-employee insurance	29,466	21,907	25,000	25,000	18,500
519.46.01	Repair & Maintenance Services	6,555	10,496	8,000	8,000	8,000
519.50.00	Advertising	4,313	5,800	2,000	6,000	5,000
519.52.01	Operating Supplies	12,033	8,664	12,000	12,000	7,000
519.58.00	Election Expenses	7,729	13,367	0	0	6,000
519.80.00	Grants and Aids	17,000	15,000	16,700	16,700	15,400
	Total Operating Expenses	<u>94,398</u>	<u>90,616</u>	<u>78,700</u>	<u>82,700</u>	<u>74,900</u>
	TOTAL OTHER SERVICES	<u><u>119,710</u></u>	<u><u>94,945</u></u>	<u><u>118,300</u></u>	<u><u>122,300</u></u>	<u><u>87,400</u></u>
CAPITAL OUTLAY						
519.61.00	Land	0	0	0	0	0
519.62.00	Buildings	14,226	3,896	0	0	0
519.62.10	Buildings (Youth Center)	0	0	0	0	0
519.63.00	Improvements Other than Buildings	4,874	0	0	0	0
519.64.00	Machinery & Equipment	5,542	18,050	10,000	10,000	10,000
	Total Capital Outlay	<u>24,641</u>	<u>21,946</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	TOTAL CAPITAL OUTLAY	<u><u>24,641</u></u>	<u><u>21,946</u></u>	<u><u>10,000</u></u>	<u><u>10,000</u></u>	<u><u>10,000</u></u>
	TOTAL GENERAL GOVERNMENT	<u><u>1,229,489</u></u>	<u><u>1,797,201</u></u>	<u><u>1,443,000</u></u>	<u><u>1,543,000</u></u>	<u><u>1,330,600</u></u>

LAW ENFORCEMENT



LAW ENFORCEMENT

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	1,317,516	1,335,982	1,327,600	1,317,600	1,348,100
Operating Expenses	152,530	138,483	146,500	146,500	158,700
Capital Outlay	<u>40,781</u>	<u>83,692</u>	<u>0</u>	<u>50,000</u>	<u>1,300</u>
TOTAL	1,510,827	1,558,157	1,474,100	1,514,100	1,508,100

PERMANENT POSITIONS	1997-98	1998-99	1999-00
Police Chief	1.00	1.00	1.00
Police Captain	1.00	1.00	0.00
Police Lieutenants	1.00	1.00	2.00
Police Sergeants	4.00	4.00	4.00
Police Corporals	3.00	3.00	3.00
Police Investigators	2.00	2.00	3.00
Police Officers	11.00	11.00	10.00
Telecommunicators	4.00	4.00	4.00
Animal Control Officer	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Staff Assistant II CID	1.00	1.00	1.00
Staff Assistant II/Records	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	31.00	31.00	31.00

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

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

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

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

The investigation division specializes in the investigation of crimes after the initial report is taken by patrol officers. They are responsible for the collection of evidence, questioning of witnesses and suspects,

preparation of criminal cases, and the apprehension of suspects. This division is also responsible for an on-going investigation of all crimes reported until they are cleared or until all leads are exhausted. They also conduct undercover narcotics operations, prepare all search warrants, affidavits, etc., serve search warrants, inventory confiscated property, and submit evidence to the crime lab for processing.

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

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

1. Reduce the error rate to less than 1% on the Teletype.
2. Dispatch calls for service within an average of one minute or less.
3. Provide immediate notification to ambulance, fire and wrecker services.
4. Achieve response time of 2 minutes or less on all calls for police assistance.
5. Maximize traffic safety and reduce accidents by 5%.
6. Reduce crime
7. Achieve above 50% minimum recovery of stolen property.
8. Coordinate investigative efforts to achieve a maximum workload of 25 cases per month per investigator.
9. Reduce the number of stray animals within the City.

ACTIVITY MEASUREMENTS	ACTUAL	ACTUAL	ACTUAL	PROJECTED
	1996-97	1997-98	1998-99	1999-00
Number of calls dispatched	16,043	19,502	17,208	18,000
Number of reports processed	6,305	6,809	66,184	6,500
Average response time (minutes)	2	2	2	2
Number of traffic accidents	519	507	510	510
Crimes per 100,000 population	8,000	8,000	N/A	N/A
Number of active reserves	8	7	7	130
Number of animal licenses issued (FY)	200	106	107	70

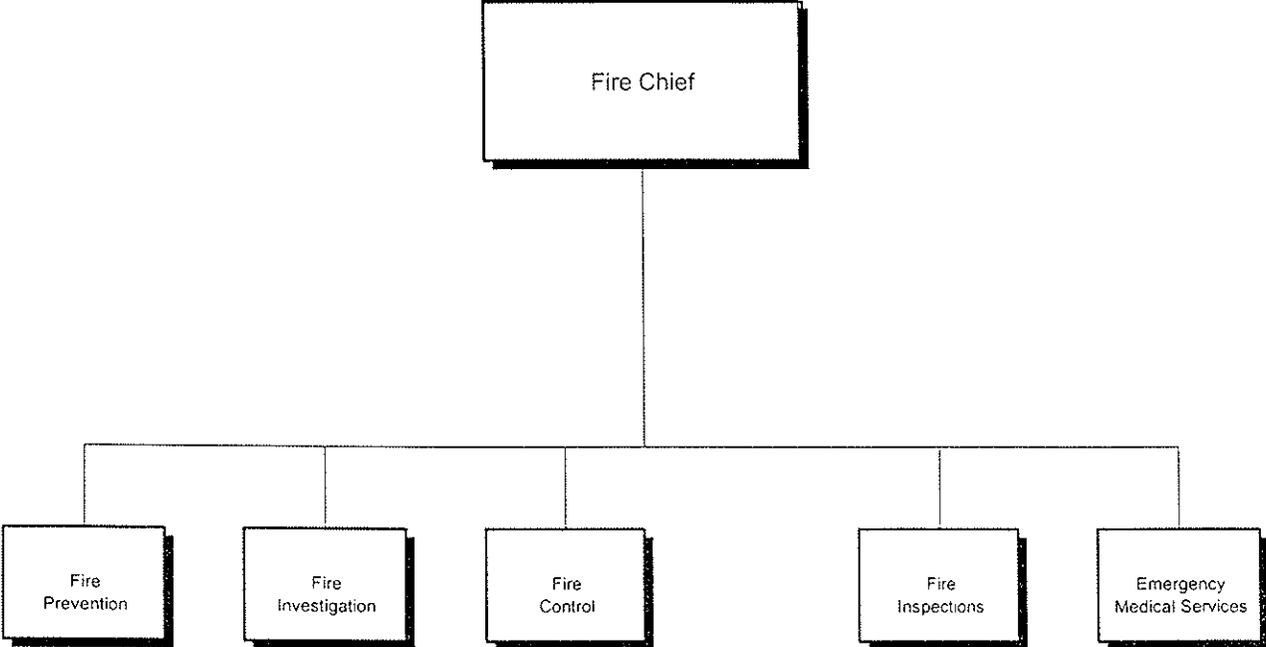
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
PUBLIC SAFETY/LAW ENFORCEMENT						
PERSONAL SERVICES						
521.11.00	Executive Salaries	58,739	44,226	51,400	51,400	55,900
521.12.00	Regular Salaries	860,259	895,630	839,000	839,000	842,000
521.13.00	Other Salaries	21,706	41,703	25,000	25,000	31,700
521.14.00	Overtime/Regular Employees	40,776	41,059	55,000	45,000	52,000
521.15.00	Incentive Pay Supplement	15,900	13,240	13,600	13,600	13,600
521.19.01	Uniforms	8,691	12,872	13,000	13,000	15,000
521.19.10	Uniform & Equipment Allowances	9,165	7,606	10,400	10,400	10,400
521.21.00	FICA Taxes	78,966	82,468	81,500	81,500	83,300
521.22.00	Retirement Contributions	106,887	115,065	110,100	110,100	102,100
521.23.00	Life & Health Insurance	58,398	58,826	69,400	69,400	77,000
521.24.00	Workers' Compensation	47,107	15,781	42,200	42,200	55,800
521.28.01	Training & Travel	6,488	6,503	9,000	9,000	8,000
521.28.20	Second Dollar Training Fund	4,434	1,002	8,000	8,000	8,000
	Total Personal Services	1,317,516	1,335,982	1,327,600	1,317,600	1,354,800
OPERATING EXPENSES						
521.31.01	Professional Services	3,033	5,052	2,500	2,500	2,500
521.34.00	Contractual Service/Animal Control	14,504	14,702	15,000	15,000	15,000
521.41.00	Telephone/Communications Services	9,695	9,426	10,000	10,000	10,000
521.42.00	Postage, Freight & Express	783	751	1,000	1,000	1,000
521.43.01	Utility Services	10,394	9,792	9,500	9,500	9,500
521.44.00	Rentals & Leases	6,862	5,514	4,500	4,500	9,700
521.45.00	Non-Employee Insurance	29,266	22,782	28,000	23,000	18,800
521.46.01	Repair & Maintenance Services	5,184	4,367	10,000	10,000	11,000
521.46.50	Vehicle Repairs & Maintenance	25,572	19,685	20,000	20,000	20,000
521.47.00	Printing & Binding	2,725	2,701	4,000	4,000	5,000
521.49.01	Other Charges & Obligations	780	1,223	2,000	2,000	1,500
521.49.10	Other Special Costs	340	0	0	0	0
521.51.00	Office Supplies	2,303	3,068	4,000	4,000	9,000
521.52.01	Operating Supplies	15,643	16,144	15,000	20,000	20,700
521.52.50	Fuel & Oil Supplies	21,397	20,952	19,000	19,000	19,000
521.54.00	Subscriptions & Memberships	2,265	2,184	1,000	1,000	2,000
521.56.01	Program Expenses	1,783	140	1,000	1,000	4,000
	Total Operating Expenses	152,530	138,483	146,500	146,500	158,700

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 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	0	0
521.64.00	Machinery & Equipment	40,781	83,692	0	50,000	1,300
	Total Capital Outlay	<u>40,781</u>	<u>83,692</u>	<u>0</u>	<u>50,000</u>	<u>1,300</u>
TOTAL LAW ENFORCEMENT		<u>1,510,827</u>	<u>1,558,157</u>	<u>1,474,100</u>	<u>1,514,100</u>	<u>1,514,800</u>

FIRE CONTROL



FIRE CONTROL

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	519,111	546,007	576,700	574,300	591,900
Operating Expenses	69,382	68,683	78,600	82,800	103,400
Capital Outlay	<u>10,881</u>	<u>28,597</u>	<u>0</u>	<u>7,000</u>	<u>26,300</u>
TOTAL	599,374	643,287	655,300	664,100	721,600

PERMANENT POSITIONS	1997-98	1998-99	1999-00
Fire Chief	1.00	1.00	1.00
Captain	1.00	1.00	1.00
Fire Lieutenant	2.00	2.00	2.00
Driver Engineer	3.00	3.00	3.00
Firefighters/EMT	3.00	3.00	3.00
Fire Inspector	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	11.00	11.00	11.00

<u>PERMANENT PART-TIME POSITIONS</u>	1997-98	1998-99	1999-00
Permanent Part Time	6.00	6.00	6.00

SIGNIFICANT EXPENDITURE CHANGES

1. City has entered a contact with Emergency Communication System for a more effective dispatching of 911 calls.

ACTIVITY DESCRIPTION

This department has the responsibility of preserving and protecting lives and property from fire or other disasters that may occur. The main functions performed include: fighting fires, performing rescue operations, handling hazardous material spills and leaks, promoting fire prevention, and providing emergency medical treatment for the sick and injured. All full-time personnel maintain Emergency

Medical Technician (EMT) or Paramedic certification. The full-time firefighters are assisted by State certified permanent part-time firefighters.

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS	ACTUAL 1996-97	ACTUAL 1997-98	ACTUAL 1998-99	PROJECTED 1999-00
Number of fire responses	145	169	169	169
Number of medical responses	1,320	1,285	1,275	1,275
Number of other responses	150	128	130	130
Total estimated fire losses	250,000	110,925	200,000	200,000
Number of locations inspected	N/A	N/A	N/A	N/A
Number of part- time personnel	3	10	6	6
Number of Support Unit members	10	10	10	10
Number of vehicle accident responses	180	162	175	175
Number of environmental responses	4	3	3	3

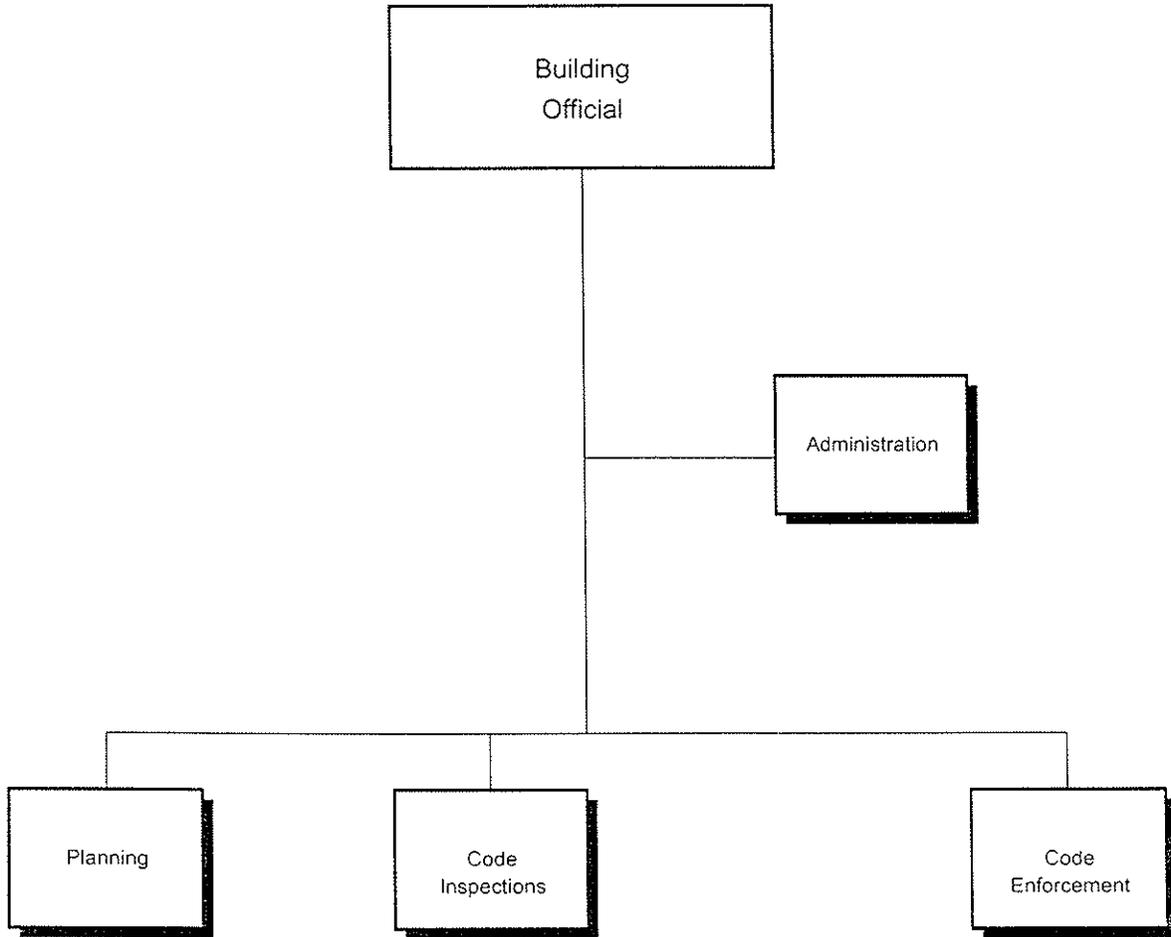
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
PUBLIC SAFETY/FIRE CONTROL						
PERSONAL SERVICES						
522.11.00	Executive Salaries	43,465	46,265	48,800	48,800	51,300
522.12.00	Regular Salaries	263,725	269,076	272,200	272,200	293,300
522.13.00	Other Salaries	54,650	53,780	76,000	76,000	68,000
522.14.00	Overtime/Regular Employees	11,067	18,751	11,000	11,000	11,000
522.15.00	Incentive Pay Supplement	1,200	1,200	1,200	1,800	1,200
522.19.01	Uniforms	5,014	5,944	7,500	7,500	7,500
522.21.00	FICA Taxes	27,284	28,525	36,400	36,400	32,500
522.22.00	Retirement Contributions	63,272	90,551	68,800	56,800	57,100
522.23.00	Life & Health Insurance	19,520	19,493	23,200	23,200	27,200
522.24.00	Workers' Compensation	18,321	4,458	19,100	28,100	30,300
522.28.01	Training & Travel	11,592	7,964	12,500	12,500	12,500
	Total Personal Services	519,111	546,007	576,700	574,300	591,900
OPERATING EXPENSES						
522.31.01	Professional Services	3,329	2,091	1,300	3,300	1,300
522.34.00	Contractual Services	0	0	0	0	19,400
522.41.00	Telephone/Communications Services	4,297	4,392	4,500	4,500	4,500
522.42.00	Postage, Freight & Express	345	545	500	500	500
522.43.01	Utility Services	6,562	5,488	6,800	6,800	6,800
522.44.00	Rentals & Leases	11,375	11,326	11,700	11,700	11,700
522.45.00	Non-Employee Insurance	12,565	8,933	8,800	9,000	10,000
522.46.01	Repair & Maintenance Services	5,299	1,884	6,300	6,300	8,000
522.46.50	Vehicle Repairs & Maintenance	10,133	11,706	12,000	12,000	12,000
522.47.00	Printing & Binding	528	261	1,400	1,400	800
522.49.01	Other Charges & Obligations	74	59	500	500	500
522.51.00	Office Supplies	851	1,082	1,500	1,500	2,600
522.52.01	Operating Supplies	12,397	16,550	18,000	20,000	15,500
522.52.50	Fuel & Oil Supplies	330	2,806	2,500	2,500	2,500
522.52.80	EMS Supplies	0	0	0	0	4,500
522.52.90	Fire Prevention Supplies	445	1,000	1,500	1,500	1,500
522.54.00	Subscriptions & Memberships	853	560	1,300	1,300	1,300
	Total Operating Expenses	69,382	68,683	78,600	82,800	103,400

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
PUBLIC SAFETY/FIRE CONTROL CONTINUED						
CAPITAL OUTLAY						
522.62.00	Buildings	1,100	0	0	0	0
522.63.00	Improvements other than Buildings	0	0	0	0	0
522.64.00	Machinery & Equipment	9,781	28,597	0	7,000	26,300
	Total Capital Outlay	<u>10,881</u>	<u>28,597</u>	<u>0</u>	<u>7,000</u>	<u>26,300</u>
	TOTAL FIRE CONTROL	<u>599,375</u>	<u>643,287</u>	<u>655,300</u>	<u>664,100</u>	<u>721,600</u>

PROTECTIVE INSPECTION CODE ADMINISTRATION



PROTECTIVE INSPECTION

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	137,844	137,717	147,600	148,200	165,700
Operating Expenses	57,400	58,288	55,400	66,300	52,800
Capital Outlay	<u>2,700</u>	<u>3,735</u>	<u>0</u>	<u>0</u>	<u>1,500</u>
TOTAL	197,944	199,740	203,000	214,500	220,000

PERMANENT POSITIONS	1997-98	1998-99	1999-00
Chief Building Official	1.00	1.00	1.00
Sub-Standard Structure Inspector	0.00	0.00	1.00
Administrative Assistant	1.00	1.00	1.00
Code Administration Clerk	1.00	1.00	1.00
Code Enforcement Officer	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	4.00	4.00	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 patrolling the City, and contacting property owners for violations of City Ordinances concerning junk vehicles, high weeds, etc. and issues 72-hour notices or N.T.A.'s (Notice to Appear). This person also checks businesses for current occupational licenses.

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

1. Enforce the provisions of the City's building, zoning and licensing codes.
2. Provide all inspections promptly.
3. Process applications and permits in a timely manner.
4. Locate, identify, rehabilitate or eliminate substandard structures throughout the city.
5. Provide information to various boards, City Commission and City Manager.
6. Reduce the number of City Ordinance violations within the City.
7. Process all appeals, variances, rezoning, amendments and comprehensive land use matters through the Board of Planning and Appeals.
8. Maintain occupational license and sign permit records of renewals and new licenses.
9. Maintain a land management system that will provide historical information on all properties within the city relating to annexation, permits, code violations and zoning.

ACTIVITY MEASUREMENTS	ACTUAL 1996-97	ACTUAL 1997-98	ACTUAL 1998-99	PROJECTED 1999-00
Number of building permits issued	684	823	700	760
Number of other permits issued	0	0	**560	450
Number of occupational license renewals	1,436	1,463	1,460	1,460
Number of new occupational license issued	214	250	250	250
Number of code inspections & notices	*2,610	2,027	1,400	1,800
Number of building inspections performed	*1,286	1,378	1,000	1,200
Number of license registrations	340	345	250	300
Number of Board of Planning & Appeals meetings	15	9	12	10

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

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

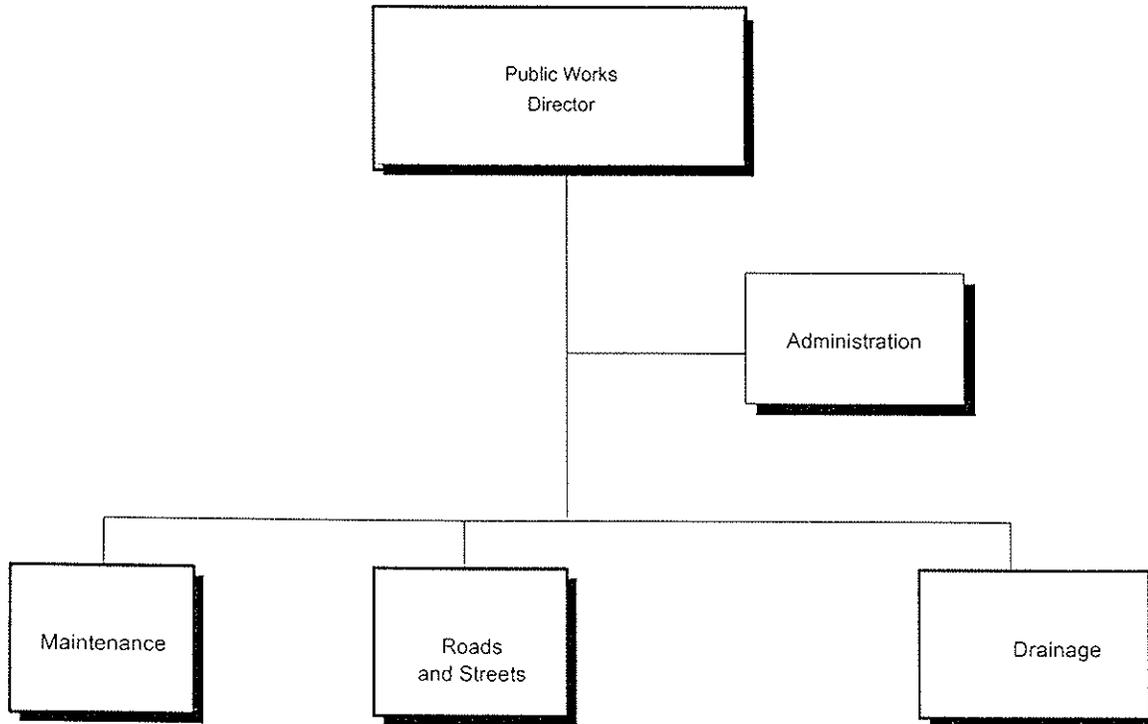
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
PUBLIC SAFETY/PROTECTIVE INSPECTION						
PERSONAL SERVICES						
524.11.00	Executive Salaries	45,358	46,517	48,900	48,900	49,500
524.12.00	Regular Salaries	57,128	57,272	60,500	60,500	64,900
524.13.00	Other Salaries & Wages	2,664	0	0	0	10,000
524.14.00	Overtime/Regular Employees	98	529	1,000	1,000	1,000
524.19.01	Uniforms	270	360	400	400	400
524.21.00	FICA Taxes	7,707	7,539	8,400	8,400	8,900
524.22.00	Retirement Contributions	12,943	16,750	17,200	17,200	11,800
524.23.00	Life & Health Insurance	7,824	7,980	8,500	8,500	9,900
524.24.00	Workers' Compensation	2,538	568	1,600	2,200	8,200
524.28.01	Training & Travel	1,315	201	1,100	1,100	1,100
	Total Personal Services	<u>137,844</u>	<u>137,717</u>	<u>147,600</u>	<u>148,200</u>	<u>165,700</u>
OPERATING EXPENSES						
524.31.01	Professional Services	34,529	31,986	27,000	34,500	27,000
524.34.00	Contractual Services	0	0	0	0	0
524.41.00	Telephone/Communications Services	3,620	3,161	2,800	3,200	2,800
524.42.00	Postage, Freight, & Express	1,521	1,137	1,800	1,800	1,800
524.43.01	Utility Services	1,417	1,623	1,300	1,300	1,300
524.44.00	Rentals & Leases	192	203	100	100	0
524.45.00	Non-Employee Insurance	2,989	1,973	2,000	2,200	2,500
524.46.01	Repair & Maintenance Services	661	1,091	1,300	1,300	1,300
524.46.50	Vehicle Repairs & Maintenance	1,635	840	2,500	2,500	2,500
524.47.00	Printing & Binding	597	2,309	1,600	1,600	1,600
524.49.01	Other Charges & Obligations	1,460	1,445	1,200	1,500	1,200
524.49.10	Other Special Charges	761	2,206	0	4,500	0
524.50.00	Advertising	4,854	5,801	9,500	7,500	6,500
524.51.00	Office Supplies	1,258	1,612	1,800	1,800	1,800
524.52.01	Operating Supplies	818	1,429	1,000	1,000	1,000
524.52.50	Fuel & Oil Supplies	893	997	1,000	1,000	1,000
524.54.00	Subscriptions & Memberships	193	475	500	500	500
	Total Operating Expenses	<u>57,400</u>	<u>58,288</u>	<u>55,400</u>	<u>66,300</u>	<u>52,800</u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
PUBLIC SAFETY/PROTECTIVE INSPECTION						
CAPITAL OUTLAY						
524.62.00	Buildings	0	3,070	0	0	0
524.63.00	Improvements other than Buildings	0	0	0	0	0
524.64.00	Machinery & Equipment	2,700	665	0	0	1,500
	Total Capital Outlay	<u>2,700</u>	<u>3,735</u>	<u>0</u>	<u>0</u>	<u>1,500</u>
	TOTAL PROTECTIVE INSPECTION	<u>197,945</u>	<u>199,740</u>	<u>203,000</u>	<u>214,500</u>	<u>220,000</u>
	TOTAL PUBLIC SAFETY	<u>2,308,146</u>	<u>2,401,184</u>	<u>2,332,400</u>	<u>2,392,700</u>	<u>2,456,400</u>

TRANSPORTATION/ROAD AND STREET FACILITIES



TRANSPORTATION / ROAD AND STREET FACILITIES

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	270,321	231,734	360,300	370,600	320,900
Operating Expenses	174,331	190,553	232,300	228,400	264,100
Capital Outlay	197,478	161,214	22,200	15,800	20,200
TOTAL	642,130	583,501	614,800	614,800	605,200

PERMANENT POSITIONS	1997-98	1998-99	1999-00
Public works Director	0.20	0.30	0.30
Public Works Manager	0.00	0.33	0.33
Foreman	1.00	1.00	1.00
Staff Assistant	0.25	0.50	0.50
Admin Assistant	0.25	0.50	0.50
Garage Supervisor	0.25	0.50	0.50
Senior Mechanic	1.50	2.00	2.00
Heavy Equip Operator	1.00	0.00	0.00
Equip Operator/Maint Worker	2.50	4.00	4.00
Total	6.95	9.13	9.13

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 \$34,320 per mile and sidewalk on one side of street only, cost is \$44,880 per mile.

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS	ACTUAL 1996-97	ACTUAL 1997-98	ACTUAL 1998-99	PROJECTED 1999-00
Paved Streets	50.30 miles	50.30 miles	55.00 miles	55.17 miles
Unpaved Streets	1.30 miles	.80 miles	.80 miles	.80 miles
Sidewalks	23.00 miles	24.00 miles	26.00 miles	26.00 miles

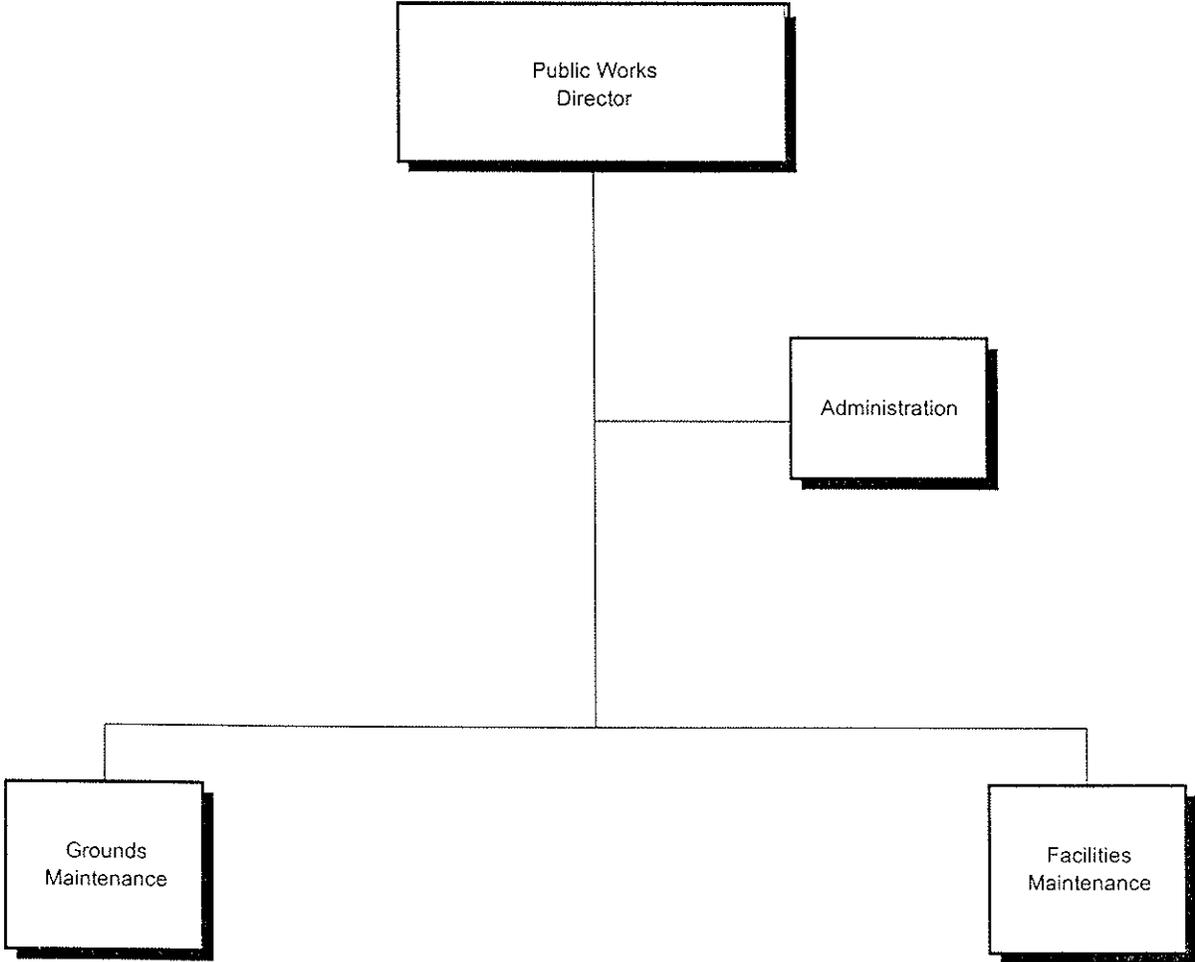
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
TRANSPORTATION/ROAD & STREET FACILITIES						
PERSONAL SERVICES						
541.11.00	Executive Salaries	8,605	12,848	32,900	32,900	27,300
541.12.00	Regular Salaries	180,400	156,861	219,200	219,200	204,200
541.13.00	Other Salaries	3,178	2,752	0	10,000	0
541.14.00	Overtime/Regular Employees	4,599	2,604	6,300	6,300	3,000
541.19.01	Uniforms	1,903	1,559	2,600	2,600	2,600
541.21.00	FICA Taxes	14,673	12,685	20,300	20,300	18,100
541.22.00	Retirement Contributions	34,133	28,537	41,200	41,200	23,900
541.23.00	Life & Health Insurance	12,053	11,320	23,000	23,000	27,000
541.24.00	Workers' Compensation	9,216	1,611	12,600	12,900	12,400
541.28.01	Training & Travel	1,560	956	2,200	2,200	2,400
	Total Personal Services	270,321	231,734	360,300	370,600	320,900
OPERATING EXPENSES						
541.31.01	Professional Services	795	1,670	2,000	1,600	2,000
541.34.00	Contractual Services	0	0	0	0	39,700
541.41.00	Telephone/Communications Services	357	366	900	900	900
541.42.00	Postage, Freight, & Express	232	275	400	500	500
541.43.01	Utility Services	2,090	2,395	2,500	2,500	2,500
541.43.50	Street Lighting	82,051	81,486	92,200	92,200	92,200
541.43.60	Traffic Lights	15,119	10,110	12,000	12,000	12,000
541.44.00	Rentals & Leases	637	623	3,200	3,200	1,000
541.45.00	Non-Employee Insurance	12,156	11,856	22,000	22,000	11,000
541.46.01	Repair & Maintenance Services	4,848	6,917	7,100	11,100	10,500
541.46.10	Traffic Light Repairs	1,336	8,968	9,000	7,000	12,000
541.46.50	Vehicle Repairs & Maintenance	11,923	16,041	23,700	18,700	20,500
541.47.00	Printing & Binding	0	76	400	400	400
541.49.01	Other Charges & Obligations	1,100	462	500	500	500
541.49.10	Other Special Charges	77	921	1,000	0	1,000
541.49.20	Tree Removal	4,479	3,115	6,000	8,000	8,000
541.51.00	Office Supplies	713	1,238	1,500	1,500	800
541.52.01	Operating Supplies	17,016	26,179	25,700	23,700	26,000
541.52.10	Signs & Materials	5,333	3,079	6,000	6,000	6,000
541.52.50	Fuel & Oil Supplies	7,087	5,692	9,000	9,000	8,500
541.53.00	Road Materials & Supplies	6,966	8,836	7,000	7,000	7,000
541.54.00	Subscriptions & Memberships	15	247	600	600	1,100
	Total Operating Expenses	174,331	190,553	232,700	228,400	264,100

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
TRANSPORTATION/ROAD & STREET FACILITIES CONTINUED						
CAPITAL OUTLAY						
541.62.00	Buildings	13,999	0	0	0	0
541.63.00	Improvements other than Buildings	179,145	156,678	11,500	8,500	0
541.64.00	Machinery & Equipment	4,334	4,536	10,300	7,300	20,200
	Total Capital Outlay	<u>197,478</u>	<u>161,214</u>	<u>21,800</u>	<u>15,800</u>	<u>20,200</u>
	TOTAL STREETS	<u>642,130</u>	<u>583,501</u>	<u>614,800</u>	<u>614,800</u>	<u>605,200</u>

BUILDINGS & GROUNDS



BUILDINGS AND GROUNDS

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	223,430	218,186	255,100	252,400	217,700
Operating Expenses	82,701	76,658	93,600	131,900	140,000
Capital Outlay	52,402	16,626	43,500	44,300	18,600
TOTAL	358,533	311,470	392,200	428,600	376,300

PERMANENT POSITIONS	1997-98	1998-99	1999-00
Public works Director	0.20	0.20	0.20
Public Works Manager	0.00	0.33	0.33
Buildings & Grounds Supervisor	1.00	1.00	1.00
Heavy Equip Operator	1.00	1.00	1.00
Equip Operator/Maint Worker	3.00	3.00	4.00
Tradesworker	1.00	1.00	1.00
Custodian	1.00	1.00	1.00
Grounds Specialist	1.00	0.00	0.00
Total	8.20	7.53	8.53

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)	Daytona Clubhouse
Sica Hall	Hollyland Park
Big Tree Park	MacArthur Circle
Ross Point Park	Ivanyoe Park
Median Strips	Grove Street Park
a. US #1	Youth Center
b. Riverside	Box Car Memorial
City Hall	Municipal Gym & Pool
Holly Hill Library	Schadow Nature Area
Holly Hill Welcome Park	

Plans include a new park to be constructed in the Schadow Lane nature area. The improvements include playground equipment, picnic pavilion, multiple covered picnic tables, wood bridge, park benches, restrooms and an additional ballfield. Improvements with plantings and irrigation are planned for parks and highway medians.

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

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS	ACTUAL 1996-97	ACTUAL 1997-98	ACTUAL 1998-99	PROJECTED 1999-00
Number of acres of park space	54	89	98	108
Building area square footage	43,200	45,200.0	50,000.0	65,500.0
Number of playgrounds	3.0	5.0	6.0	6.0
Number of Ballfields	5	5	6	7
Number of public boat ramps	1	3	2	2
Number of fishing piers	3	3	3	4
Number of public overlooks to Halifax River	10	12	12	12
Construction of new Parks & Rec areas	0	2	1	1.5
Municipal Gymnasium	0	0	0	1
Municipal Multi-Activities Center	0	0	0	1
Boys & Girls Youth Center	0	0	0	1
Municipal Swimming Pool	0	0	0	1
Holly Hill Welcome Park & Fountain	0	0	0	1

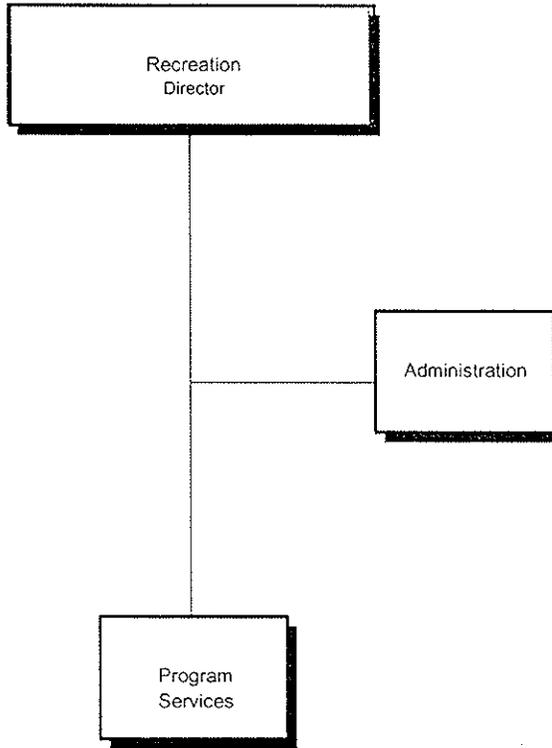
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
BUILDINGS AND GROUNDS - DIVISION 7210						
PERSONAL SERVICES						
572.11.00	Executive Salaries	8,960	12,848	27,800	19,800	27,300
572.12.00	Regular Salaries & Wages	152,329	142,982	152,200	152,200	126,000
572.13.00	Other Salaries & Wages	0	5,216	4,000	10,000	4,000
572.14.00	Overtime/Regular Employees	2,631	2,289	2,000	2,000	2,000
572.19.01	Uniforms	1,192	1,629	2,100	2,100	2,100
572.21.00	FICA Taxes	11,587	11,683	14,000	14,000	12,200
572.22.00	Retirement Contributions	23,896	25,521	26,700	26,000	15,700
572.23.00	Life & Health Insurance	13,561	13,315	16,900	16,900	17,200
572.24.00	Workers' Compensation	9,097	2,644	8,800	8,800	10,600
572.28.01	Training & Travel	178	59	600	600	600
	Total Personal Services	223,430	218,186	255,100	252,400	217,700
OPERATING EXPENSES						
572.31.01	Professional Services	0	1,438	1,000	1,000	1,000
572.34.00	Contractual Services	0	0	10,000	38,400	60,000
572.41.00	Telephone/Communications Services	59	69	800	800	800
572.42.00	Postage, Freight, & Express	108	92	200	600	400
572.43.01	Utility Services	20,662	18,101	20,000	20,000	20,000
572.44.00	Rentals & Leases	0	271	0	0	1,000
572.45.00	Non-Employee Insurance	5,324	4,513	6,000	6,000	5,600
572.46.01	Repairs & Maintenance Services	8,159	11,565	8,000	4,500	3,000
572.46.50	Vehicle Repair & Maintenance	9,169	7,565	5,500	9,000	5,500
572.47.00	Printing & Binding	20	165	200	200	200
572.49.01	Other Charges & Obligations	242	73	500	500	200
572.49.10	Other Special Charges	0	0	0	0	0
572.49.20	Tree Removal	0	1,400	4,000	2,700	3,000
572.51.00	Office Supplies	636	108	300	600	300
572.52.01	Operating Supplies	31,195	27,461	29,100	38,100	31,000
572.52.50	Fuel & Oil Supplies	6,249	3,317	5,000	5,000	5,000
572.54.00	Subscriptions & Memberships	10	0	500	500	500
572.57.00	Beautification	868	522	2,500	4,000	2,500
	Total Operating Expenses	82,700	76,658	93,600	131,900	140,000

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
BUILDINGS AND GROUNDS CONTINUED						
CAPITAL OUTLAY						
572.61.00	Land	0	0	0	0	0
572.62.00	Buildings	4,800	0	0	22,500	3,100
572.63.00	Improvements other than Buildings	20,313	0	12,000	6,300	7,000
572.64.00	Machinery & Equipment	27,289	16,626	31,500	15,500	8,500
	Total Capital Outlay	<u>52,402</u>	<u>16,626</u>	<u>43,500</u>	<u>44,300</u>	<u>18,600</u>
	TOTAL BUILDINGS AND GROUNDS	<u><u>358,532</u></u>	<u><u>311,470</u></u>	<u><u>392,200</u></u>	<u><u>428,600</u></u>	<u><u>376,300</u></u>

CULTURE/RECREATION



RECREATION DEPARTMENT

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	138,872	149,678	197,100	179,700	203,700
Operating Expenses	76,781	63,140	101,400	100,200	132,000
Capital Outlay	4,526	22,220	10,000	6,000	27,500
TOTAL	220,179	235,038	308,500	285,900	363,200

PERMANENT POSITIONS	1997-98	1998-99	1999-00
Recreation Director	0.00	0.00	1.00
Rec. Supervisor	1.00	1.00	1.00
Program Supervisor	0.00	0.00	1.00
Staff Assistant/Intern	1.00	1.00	0.50
Youth Center Worker	1.00	1.00	0.00
Custodian	1.00	1.00	1.00
Caretaker	0.50	0.50	0.50
Total Permanent Positions	4.50	4.50	5.00
TEMPORARY POSITIONS			
Aquatics/Life Guards	0.00	0.00	1.50
Day Camp Counselors	7.00	7.00	15.00
PAL Program Assistants (3 Part-time Positions)	0.00	0.00	3.00
Total Temporary Positions	7.00	7.00	19.50
Total Positions for Recreation	11.50	11.50	24.50

SIGNIFICANT EXPENDITURE CHANGES

1. New Director position due to overall expansion of the department.
2. Addition of Aquatic/Life Guard staff.

ACTIVITY DESCRIPTION

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

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

ACTIVITY GOALS

1. Provide a variety of quality recreational programs that are affordable and meet the needs of the community.
2. Use staff and facilities to optimum.
3. Provide staff and leadership for our new municipal gymnasium.
4. Utilize Grant funding to establish a strong PAL Program.

ACTIVITY OBJECTIVES

1. Continue current schedule of programs and build new programs around municipal gym the activities center and the swimming pool.
2. Develop additional programs to increase community participation.
3. Develop and promote programs to encourage senior participation.
4. Operate concession stand at a profit.
5. Operate municipal gymnasium and swimming pool.
6. Encourage all citizens to take a more active part in our City.
7. Establish positive interaction and support with the Boys and Girls Club.

ACTIVITY MEASUREMENTS	ACTUAL 1996-97	ACTUAL 1997-98	ACTUAL 1998-99	PROJECTED 1999-00
Number of ball fields	4	4	5	5
Number of tennis courts	1	1	1	1
Number of shuffleboard courts	9	9	9	9
Number of community centers	1	1	2	2
Number of pool facilities	0	0	0	1
Number of other recreation centers	4	4	5	5
Number of youth baseball participants	65	68	70	70
Number of day camp weekly registrations	48	50	50	50
Number of senior participants	30	40	45	45

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
RECREATION DEPARTMENT - DIVISION 7220					
PERSONAL SERVICES					
572.11.00 Executive Salaries	0	0	0	0	33,600
572.12.00 Regular Salaries & Wages	74,732	78,009	103,400	95,000	83,100
572.13.00 Other Salaries & Wages	30,494	39,012	49,200	43,000	39,000
572.14.00 Overtime/Regular Employees	1,016	1,799	1,000	1,000	500
572.15.00 Uniforms	398	581	700	800	1,000
572.16.00 FICA Taxes	7,524	8,690	11,700	10,700	11,900
572.17.00 Retirement Contributions	13,923	14,109	17,000	15,000	11,900
572.18.00 Life & Health Insurance	5,821	5,975	6,400	6,400	10,000
572.19.00 Workers' Compensation	4,962	1,153	6,900	6,900	9,200
572.20.00 Training & Travel	0	350	800	900	3,500
Total Personal Services	138,872	149,678	197,100	179,700	203,700
OPERATING EXPENSES					
572.31.00 Professional Services	177	120	200	700	200
572.32.00 Telephone/Communications Services	1,103	1,285	1,500	1,500	2,000
572.33.00 Postage, Freight, & Express	406	391	500	500	600
572.34.00 Utility Services	14,290	14,058	15,000	15,000	25,000
572.35.00 Rentals & Leases	172	105	300	300	1,300
572.36.00 Non-Employee Insurance	2,649	2,418	2,400	2,400	2,600
572.37.00 Repair & Maintenance Services	2,302	1,823	4,000	2,000	4,000
572.38.00 Vehicle Repairs & Maintenance	1,874	237	1,000	1,200	2,000
572.39.00 Printing & Binding	352	45	500	500	500
572.40.00 Promotional Activities	0	0	0	0	0
572.41.00 Other Charges & Obligations	4	26	200	200	500
572.42.00 Other Special Charges	0	0	400	400	200
572.43.00 Office Supplies	304	823	1,000	2,500	1,000
572.44.00 Operating Supplies	6,977	3,064	5,000	3,500	7,000
572.45.00 Fuel & Oil Supplies	1,335	146	300	300	900
572.46.00 Subscriptions & Memberships	70	75	100	200	600
572.47.00 Program Expense	44,766	38,522	69,000	69,000	83,600
Total Operating Expenses	76,781	63,140	101,400	100,200	132,000

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
RECREATION DEPARTMENT CONTINUED						
CAPITAL OUTLAY						
572.61.00	Land	0	0	0	0	0
572.62.00	Buildings	0	0	0	1,000	0
572.63.00	Improvements	0	0	0	0	0
572.64.00	Machinery & Equipment	4,526	22,220	10,000	5,000	27,500
	Total Capital Outlay	<u>4,526</u>	<u>22,220</u>	<u>10,000</u>	<u>6,000</u>	<u>27,500</u>
	TOTAL RECREATION	<u>220,179</u>	<u>235,038</u>	<u>308,500</u>	<u>285,900</u>	<u>363,200</u>

LAW ENFORCEMENT

TRUST FUND

ANNUAL BUDGET

1999-2000

LAW ENFORCEMENT TRUST FUND

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	0	0	0	0	0
Operating Expenses	7,180	6,096	5,900	0	0
Capital Outlay	<u>1,515</u>	<u>0</u>	<u>0</u>	<u>25,200</u>	<u>0</u>
TOTAL	8,695	6,096	5,900	25,200	0

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

N/A

ACTIVITY DESCRIPTION

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

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

FUND 110	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
REVENUES						
351.20.00	Confiscated Property	9,475	12,373	0	19,300	0
361.10.00	Interest Earnings	1,630	(1,300)	0	0	0
380.10.00	Appropriated Fund Balance	0	0	5,900	5,900	0
TOTAL REVENUES		11,105	11,073	5,900	25,200	0
EXPENDITURES						
521.28.01	Training & Travel	0	0	0	0	0
521.31.01	Professional Services	0	0	0	0	0
521.44.00	Rentals & Leases	6,257	6,096	5,900	2,500	0
521.5201	Operating Supplies	0	0	0	1,500	0
521.49.10	Other Special Costs	923	0	0	900	0
521.64.00	Machinery & Equipment	1,515	0	0	20,300	0
TOTAL EXPENDITURES		8,695	6,096	5,900	25,200	0

**RECREATION ACTIVITY
FUND**

ANNUAL BUDGET

1999-2000

RECREATION ACTIVITY FUND

<u>EXPENDITURES</u>	<u>ACTUAL 1996-97</u>	<u>ACTUAL 1997-98</u>	<u>BUDGET 1998-99</u>	<u>AMENDED 1998-99</u>	<u>BUDGET 1999-00</u>
Operating Expenses	(511)	1,195	100	600	100
TOTAL	(511)	1,195	100	600	100

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

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

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

CITY OF HOLLY HILL
RECREATION ACTIVITY FUND

FUND #120	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
REVENUES						
347.21.00	Program Activity Fees	663	10	0	0	0
347.43.00	Special Events	0	0	0	0	0
366.90.00	Miscellaneous Revenue	671	0	0	0	0
369.91.10	Youth Center Contributions	100	200	100	600	100
TOTAL REVENUES		1,434	210	100	600	100
EXPENDITURES						
572.47.00	Printing & Binding	66	0	0	0	0
572.49.01	Other Charges	0	0	0	500	0
572.52.01	Operating Supplies	(577)	1,195	100	100	100
TOTAL EXPENDITURES		(511)	1,195	100	600	100

**COMMUNITY
REDEVELOPMENT
TRUST FUND
ANNUAL BUDGET**

1999-2000

COMMUNITY REDEVELOPMENT TRUST FUND

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Operating Expenses	56,016	85,831	123,700	123,700	99,900
TOTAL	56,016	85,831	123,700	123,700	99,900

PERMANENT POSITIONS	1997-98	1998-99	1999-00
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	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
REVENUES						
311.10.00	Ad Valorem Taxes (Tax Increment Funds)	14,544	0	30,000	30,000	91,000
331.22.00	Federal Grant/Cops	41,644	67,627	58,400	58,400	2,500
384.10.00	Debt Proceeds/Advance from General Fund	0	0	18,300	18,300	6,400
361.10.00	Interest Earned	0	0	0	0	0
366.90.00	Contributions & Donations	950	0	0	0	0
380.10.00	Appropriated Fund Balance (Re-appropriate)	0	0	17,000	17,000	0
TOTAL REVENUES		57,138	67,627	123,700	123,700	99,900
EXPENDITURES						
5510.552	Administration	712	740	4,000	700	300
5520.552	Public Safety/Law Enforcement	53,140	85,091	94,700	98,000	99,600
5530.552	Transportation/Road & Street Facilities	2,164	0	25,000	25,000	0
5530.552	Economic Environment/Bldg Grant Program	0	0	0	0	0
TOTAL EXPENDITURES		56,016	85,831	123,700	123,700	99,900

**COMMUNITY DEVELOPMENT
TRUST FUND**

ANNUAL BUDGET

1999-2000

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Operating Expenses	1,333	0	2,000	0	0
Capital Outlay	<u>10,705</u>	<u>176,014</u>	<u>110,200</u>	<u>221,900</u>	<u>108,600</u>
TOTAL	12,038	176,014	112,200	221,900	108,600

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

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

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

CITY OF HOLLY HILL
COMMUNITY DEVELOPMENT BLOCK GRANT

FUND		1996-97	1997-98	1998-99	1998-99	1999-2000
140	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
331.500	Community Development Block Grant Funds	12,038	176,014	112,100	221,900	108,600
361.100	Interest on Investments	0	0	0	0	0
TOTAL REVENUES		12,038	176,014	112,100	221,900	108,600
EXPENDITURES						
519.800	Grants & Aids	1,333	0	2,000	0	0
541.630	Improvements Other Than Bldgs	10,705	134,300	55,200	0	0
542.631	Sidewalks	0	0	16,700	74,800	0
	Drainage	0	0	38,200	58,600	0
	Wastewater Lift Station Rehabilitation	0	0	0	75000	0
	Recreation Facilities/Pool/Youth Center	0	0	0	13500	100,000
	Housing Rehabilitation Inspector	0	0	0	0	8,600
TOTAL EXPENDITURES		12,038	134,300	112,100	221,900	108,600

**LOCAL LAW ENFORCEMENT
BLOCK GRANT
ANNUAL BUDGET**

1999-2000

LOCAL LAW ENFORCEMENT BLOCK GRANT FUND

<u>EXPENDITURES</u>	<u>ACTUAL</u> <u>1996-97</u>	<u>ACTUAL</u> <u>1997-98</u>	<u>BUDGET</u> <u>1998-99</u>	<u>AMENDED</u> <u>1998-99</u>	<u>BUDGET</u> <u>1999-00</u>
Operating Expenses	0	800	1,000	900	900
Capital Outlay	0	<u>20,452</u>	<u>15,100</u>	<u>15,500</u>	<u>14,900</u>
TOTAL	0	21,252	16,100	16,400	15,800

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

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

CITY OF HOLLY HILL
LOCAL LAW ENFORCEMENT BLOCK GRANT

FUND		1996-97	1997-98	1998-99	1998-99	1999-2000
150	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
331.23.00	Local Law Enforcement Block Grant	0	18,688	14,500	14,500	14,200
361.10.00	Interest on Investments	0	361	0	300	0
381.60.00	Transfer from General Fund		2,203	1,600	1,600	1,600
TOTAL REVENUES		0	21,252	16,100	16,400	15,800
EXPENDITURES						
521.44.11	Rentals & Leases	0	0	0	15,400	0
521.56.01	Program Expenses	0	800	1,000	1,000	900
521.64.00	Machinery & Equipment	0	20,452	15,100	0	14,900
TOTAL EXPENDITURES *		0	21,252	16,100	16,400	15,800

* Expenditures to be Recommended by Advisory Committee

STORMWATER DRAINAGE

ANNUAL BUDGET

1999-2000

STORMWATER DRAINAGE

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	52,700	54,088	77,300	77,300	133,300
Operating Expenses	28,900	42,157	47,700	62,700	95,300
Capital Outlay	<u>275,000</u>	<u>256,586</u>	<u>255,000</u>	<u>438,000</u>	<u>350,500</u>
TOTAL	356,600	352,831	380,000	578,000	579,100

PERMANENT POSITIONS	1997-98	1998-99	1999-00
Public Works Director	0.00	0.00	0.20
Public Works Manager	0.00	0.33	0.33
Heavy Equip Operator	1.00	1.00	1.00
Equip Operator/Maint Worker	<u>1.00</u>	<u>1.00</u>	<u>2.00</u>
Total	2.00	2.33	3.53

SIGNIFICANT EXPENDITURE CHANGES

1. To obtain equipment to assist staff in flood and drainage control.
2. Purchase a new backhoe to maintain drainage ditches.
3. First preparation of NPDES permit.
4. Additional Equip Operator/Maint Worker position created.

ACTIVITY DESCRIPTION

The Stormwater Drainage Fund is a special revenue fund established to record stormwater revenues and the expenditure of those revenues for the repair, maintenance and improvement of the stormwater drainage system. The stormwater utility fee revenue is anticipated at \$340,000 based on current year estimates. This department is responsible for the construction of major new drainage facilities, maintenance of culverts, storm drains and street sweeping.

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS

	ACTUAL 1996-97	ACTUAL 1997-98	ACTUAL 1998-99	PROJECTED 1999-00
Storm Sewers	30.50 miles	30.50 miles	32.50 miles	32.50 miles

**CITY OF HOLLY HILL
STORMWATER DRAINAGE REVENUES**

FUND 160	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
CHARGES FOR SERVICES						
343.60.91	Stormwater Management Utility Fee	334,543	348,047	340,000	350,000	350,000
361.20.00	Interest Earnings	34,727	47,546	20,000	40,000	40,000
369.90.00	Miscellaneous Revenue	0	250	0	0	0
337.30.00	SJWMD/Stormwater Grant	20,000	-	0	65,000	0
	Total Revenues	389,270	395,843	360,000	455,000	390,000
APPROPRIATIONS						
380.12.00	Appropriated Reserve for Storm Drainage	85,600	0	20,000	123,200	189,100
	Total Appropriated Reserves	85,600	0	20,000	123,200	189,100
	Total Stormwater Drainage Revenues	474,870	395,843	380,000	578,200	579,100

**CITY OF HOLLY HILL
STORMWATER DRAINAGE EXPENSES**

FUND 160	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
PERSONAL SERVICES						
541.11.00	Executive Salaries	0	0	12,400	12,400	17,900
541.12.00	Regular Salaries	36,500	38,571	40,700	40,700	79,100
541.13.00	Other Salaries	0	0	0	0	0
541.14.00	Overtime/Regular Employees	700	893	1,000	1,000	1,000
541.19.01	Uniforms	400	428	800	800	800
541.21.00	FICA Taxes	2,900	2,879	4,000	4,000	7,500
541.22.00	Retirement Contributions	6,500	6,857	7,900	7,900	9,900
541.23.00	Life & Health Insurance	3,600	3,887	6,300	6,300	9,800
541.24.00	Workers' Compensation	2,100	572	2,900	2,900	6,000
541.28.01	Training & Travel	0	0	1,300	1,300	1,300
	Total Personal Services	<u>52,700</u>	<u>54,088</u>	<u>77,300</u>	<u>77,300</u>	<u>133,300</u>
OPERATING EXPENSES						
541.31.01	Professional Services	0	1,778	3,000	3,000	25,000
541.34.00	Contractual Services	0	0	0	0	1,100
541.42.00	Postage, Freight & Express	0	54	200	200	200
541.44.00	Rentals & Leases	6,000	0	6,000	6,000	6,000
541.45.00	Non-Employee Insurance	6,400	4,839	6,000	6,000	3,100
541.46.01	Repairs & Maintenance Service	0	0	0	2,000	0
541.46.50	Vehicle Repairs & Maintenance	4,500	12,081	10,000	8,000	10,000
541.47.00	Printing & Binding	0	545	600	600	600
541.49.01	Other Charges & Obligations	500	68	700	700	700
541.49.10	Other Special Charges	1,000	1,725	800	800	800
541.52.01	Operating Supplies	4,000	15,445	2,500	17,500	24,800
541.52.50	Fuel & Oil Supplies	1,500	4,603	2,500	2,500	2,500
541.53.00	Road Materials & Supplies	5,000	656	15,000	15,000	20,000
541.54.00	Subscriptions & Memberships	0	364	400	400	500
	Total Operating Expenses	<u>28,900</u>	<u>42,157</u>	<u>47,700</u>	<u>62,700</u>	<u>95,300</u>
CAPITAL OUTLAY						
542.61.00	Land	0	0	0	35,000	0
542.62.00	Buildings	0	0	0	0	18,000
542.63.00	Improvements	265,000	253,022	150,000	275,000	283,000
542.64.00	Machinery & Equipment	10,000	3,564	105,000	128,200	49,500
	Total Capital Outlay	<u>275,000</u>	<u>256,586</u>	<u>255,000</u>	<u>438,200</u>	<u>350,500</u>
TOTAL STORMWATER DRAINAGE		<u><u>356,600</u></u>	<u><u>352,832</u></u>	<u><u>380,000</u></u>	<u><u>578,200</u></u>	<u><u>579,100</u></u>

CAPITAL PROJECTS FUND

ANNUAL BUDGET

1999-2000

CAPITAL PROJECTS FUND

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Capital Outlay	247,500	618,267	1125000	1,805,000	445,600
Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	247,500	618,267	1,125,000	1,805,000	445,600

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**

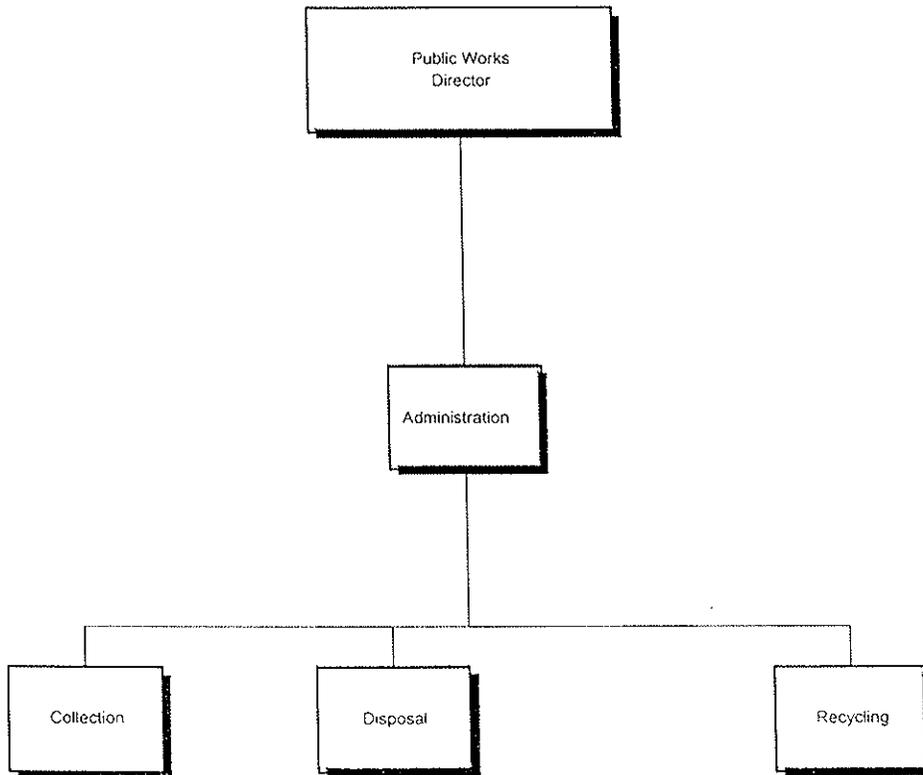
FUND 301	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
REVENUES						
334.49.10	Median Beautification Grant	0	0	75,000	90,000	72,500
334.75.10	FDACS Grant/Youth Center	0	0	0	80,000	0
334.75.20	FRDAP Grant	0	0	0	0	67,800
361.10.00	Interest Earnings	2,718	7,070	0	10,000	0
361.20.00	Interest Earnings/SBA	0	1,122	0	0	0
369.91.10	Contributions/Youth Center	0	0	0	10,000	0
380.10.00	Appropriated Fund Balance	0	0	625,000	643,000	0
381.60.00	Transfer from General Fund	0	0	0	347,000	225,300
381.70.00	Transfer from Solid Waste	0	0	425,000	625,000	80,000
384.10.00	Debt Proceeds	250,000	1,233,920	0	0	0
TOTAL REVENUES		252,718	1,242,112	1,125,000	1,805,000	445,600
572.62.00	Recreational Facilities Improvements	0	108,697	1,050,000	1,605,000	220,000
EXPENDITURES						
519.31.01	Professional Services	0	3,500	0	0	0
519.63.00	City Hall Renovation Improvements	0	0	0	0	0
519.64.00	Computer System Improvements	247,500	21,377	0	0	0
541.63.00	Median Improvements	0	0	75,000	200,000	147,800
572.63.00	Park Improvements	0	0	0	0	77,800
572.63.00	Recreational Facilities Improvements	0	108,697	1,050,000	1,605,000	220,000
572.99.01	Reserve for Gym	0	0	0	0	0
581.91.01	Transfer to General Fund	0	484,693	0	0	0
TOTAL EXPENDITURES		247,500	618,267	1,125,000	1,805,000	445,600

*SOLID WASTE
ENTERPRISE FUND*

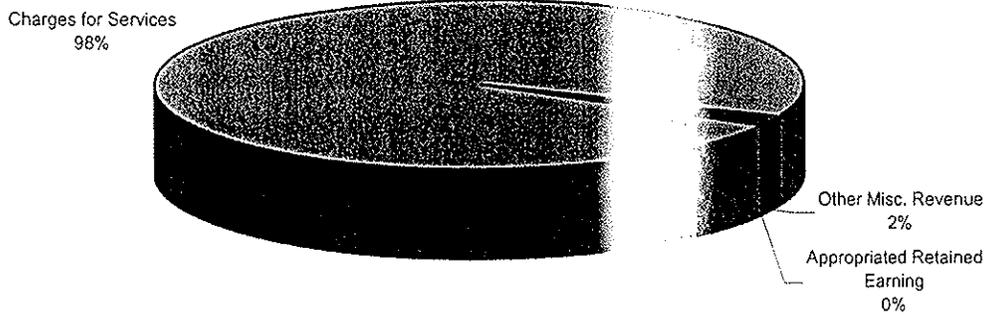
ANNUAL BUDGET

1999-2000

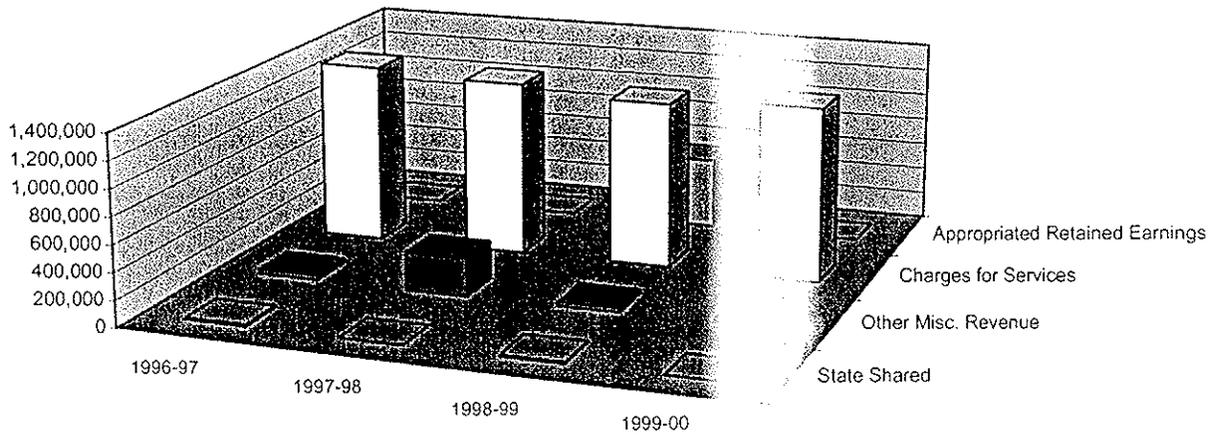
GARBAGE/SOLID WASTE



**CITY OF HOLLY HILL
SOLID WASTE REVENUES
BUDGET YEAR 1999-2000**



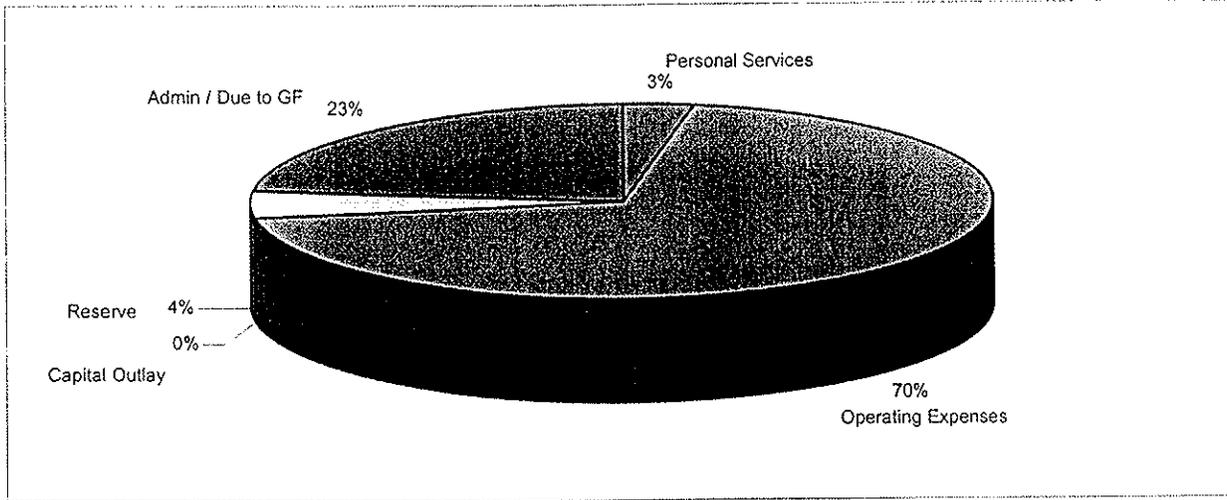
Charges for Services	1,304,000
Other Misc. Revenue	25,000
Appropriated Retained Earning	0
Total Solid Waste Revenues	\$1,329,000



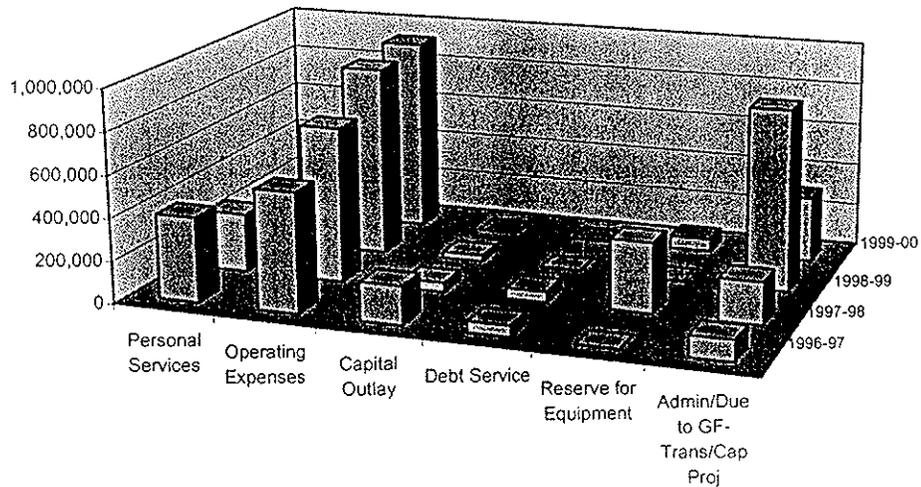
FOUR YEAR HISTORY

	1997-1997 ACTUAL	1997-1998 ACTUAL	1998-1999 AMENDED	1999-2000 BUDGET
REVENUES				
State Shared	13,524	537	11,000	0
Other Misc. Revenue	35,297	286,703	30,000	25,000
Charges for Services	1,357,014	1,315,212	1,248,000	1,304,000
Appropriated Retained Earnings	0	0	529,800	0
TOTAL REVENUES	\$1,405,835	\$1,602,452	\$1,818,800	\$1,329,000

**CITY OF HOLLY HILL
SOLID WASTE EXPENDITURES
BUDGET YEAR 1999-2000**



Personal Services	39,000
Operating Expenses	925,300
Capital Outlay	0
Reserve	59,400
Admin / Due to GF	305,300
Total Solid Waste Expenditures	\$1,329,000



FOUR YEAR HISTORY

	1996-1997	1997-1998	1998-1999	1999-2000
	ACTUAL	ACTUAL	AMENDED	BUDGET
EXPENDITURES				
Personal Services	399,253	277,510	39,900	39,000
Operating Expenses	562,183	733,258	902,600	925,300
Capital Outlay	180,705	41,759	26,000	0
Debt Service	50,895	48,410	0	0
Reserve for Equipment	0	328,200	0	59,400
Admin/Due to GF-Trans/Cap Proj	99,100	197,000	850,300	305,300
Total Expenditures	\$1,292,136	\$1,626,137	\$1,818,800	\$1,329,000

SOLID WASTE REVENUE EXPLANATION

State Shared Revenues

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

Charges for Services

Anticipated revenues for trash and garbage pickup are based on current averages. In mid-year 1997 a rate change occurred due to privatization of the solid waste service. The city was able to lower rates by approximately 8%. No change is anticipated for 1999-00.

Other Miscellaneous Revenue

This is anticipated revenue from the selling of newspaper, glass and aluminum collected at the City's recycling centers and interest earning. No revenue is anticipated for 1999-00 because the contract with a private company allows them to keep the recycling revenues.

Loan Proceeds

No loan proceeds are anticipated in this budget.

Appropriated Retained Earnings

The 1999-00 budget anticipates transferring cash reserves to the Capital Projects Fund where it will be for recreational facilities improvements.

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

FUND 495	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
STATE SHARED REVENUE						
334.39.00	Recycling Grant	13,524	537	11,000	11,000	0
	Total State Shared Revenues	<u>13,524</u>	<u>537</u>	<u>11,000</u>	<u>11,000</u>	<u>0</u>
CHARGES FOR SERVICES						
343.10.41	Trash Sales	860,205	792,362	794,000	794,000	794,000
343.10.42	Refuse Sales	402,640	411,205	367,000	367,000	400,000
343.10.43	Roll-Off Pull Charges	47,783	61,430	40,000	40,000	60,000
343.10.44	Roll-Off Disposal Charges	46,386	50,214	47,000	47,000	50,000
	Total Charges for Services	<u>1,357,014</u>	<u>1,315,212</u>	<u>1,248,000</u>	<u>1,248,000</u>	<u>1,304,000</u>
OTHER MISCELLANEOUS REVENUE						
361.10.00	Interest Earnings	0	9,374	0	5,000	5,000
361.20.00	Interest Earnings/SBA	25,873	29,297	25,000	25,000	20,000
364.42.00	Insurance Proceeds/Loss of Equipment	0	0	0	0	0
369.90.00	Miscellaneous	600	645	0	0	0
369.95.00	Recycling Revenue	8,824	13,549	0	0	0
369.96.00	Gains (Losses)	0	233,838	0	0	0
	Total Other Misc. Revenue	<u>35,297</u>	<u>286,703</u>	<u>25,000</u>	<u>30,000</u>	<u>25,000</u>
NON-REVENUE						
364.41.00	Sale of Equipment	0	0	0	0	0
380.10.00	Appropriated Retained Earnings	0	0	425,000	529,800	0
	Total Non Revenue	<u>0</u>	<u>0</u>	<u>425,000</u>	<u>529,800</u>	<u>0</u>
	Total Enterprise Fund Revenues	<u>1,405,835</u>	<u>1,602,452</u>	<u>1,709,000</u>	<u>1,818,800</u>	<u>1,329,000</u>

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

FUND 495	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
OPERATING						
534.00.00	Solid Waste Expenses	1,193,036	1,100,737	925,100	967,800	964,300
ADMINISTRATIVE						
539.00.00	Transfer to General Fund	99,100	197,000	225,300	225,300	225,300
RESERVES						
580.99.00	Operating Reserves	0	328,200	133,600	0	59,400
EXPENDITURE APPROPRIATIONS & TRANSFERS						
581.91.60	Transfer to Capital Projects Fund	0	0	425,000	625,000	80,000
GRAND TOTAL		<u>1,292,136</u>	<u>1,625,937</u>	<u>1,709,000</u>	<u>1,818,100</u>	<u>1,329,000</u>

SOLID WASTE

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	399,253	277,510	39,900	39,900	39,000
Operating Expenses	562,183	733,258	862,200	902,600	925,300
Capital Outlay	180,705	41,759	23,000	26,000	0
Debt Service	50,895	48,410	0	0	0
Reserve for Equipment	0	328,200	133,600	0	59,400
Transfer to Capital Project	0	0	425,000	625,000	80,000
Transfer to General Fund	<u>99,100</u>	<u>197,000</u>	<u>225,300</u>	<u>225,300</u>	<u>225,300</u>
TOTAL	1,292,136	1,626,137	1,709,000	1,818,800	1,329,000

PERMANENT POSITIONS	1997-98	1998-99	1999-00
Public Works Director	0.20	0.00	0.00
Public Works Manager	0.25	0.00	0.00
Staff Assistant	0.25	0.00	0.00
Garage Supervisor	0.25	0.00	0.00
Solid Waste Coordinator	0.00	1.00	1.00
Senior Mechanic	1.50	0.00	0.00
Equip Operator/Maint Worker	0.50	0.00	0.00
Front Load Refuse Truck Driver	1.00	0.00	0.00
Auto Refuse Truck Driver	2.00	0.00	0.00
Refuse Collector/Driver	6.00	0.00	0.00
Heavy Equip Opr	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total	11.95	1.00	1.00

SIGNIFICANT EXPENDITURE CHANGES

1. The City contracted with a private company in April 1998 to supply all scheduled waste and recycling pick-up and disposal. This leaves one full time employee in the department .

ACTIVITY DESCRIPTION

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

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

ACTIVITY GOALS

1. Collect garbage, trash and other solid waste in an effective manner.
2. Maintain communications with users to insure public needs are met.
3. Provide efficiently, timely service to our residents and commercial users at the least commercial cost.

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS

	ACTUAL 1996-97	ACTUAL 1997-98	ACTUAL 1998-99	PROJECTED 1999-00
Number of residential units	4,116	4,135	4,135	0
Number of commercial units	476	500	500	0
Number of dumpster customers	181	150	150	155
Number of Roll-off customers	8	10	120	5

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

FUND 495	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
PERSONAL SERVICES						
534.11.00	Executive Salaries	9,227	11,692	0	0	0
534.12.00	Regular Salaries	245,550	180,556	25,600	25,600	25,400
534.13.00	Other Salaries & Wages	3,481	4,429	0	0	0
534.14.00	Overtime/Regular Employees	13,986	10,312	1,000	1,000	1,500
534.19.01	Uniforms	2,655	1,932	300	300	300
534.21.00	FICA Taxes	21,344	18,545	2,000	2,000	2,100
534.22.00	Retirement Contributions	46,072	26,637	4,500	4,500	2,700
534.23.00	Life & Health Insurance	21,316	12,395	2,100	2,100	2,600
534.24.00	Worker's Compensation	35,419	10,437	3,400	3,400	3,800
534.28.01	Training & Travel	203	576	1,000	1,000	600
Total Personal Services		399,253	277,510	39,900	39,900	39,000
OPERATING EXPENSES						
534.31.01	Professional Services	790	633	0	0	0
534.32.00	Accounting & Auditing	5,000	5,000	0	0	0
534.34.00	Other Contractual Services	0	426,596	840,000	870,000	900,000
534.41.00.	Telephone/Communications Services	1,000	1,456	1,000	1,400	1,500
534.42.00	Postage, Freight, & Express	652	1,277	0	0	0
534.44.00	Rentals & Leases	381,840	194,633	0	0	0
534.45.00	Non-employee Insurance	31,662	20,147	7,000	7,000	7,700
534.46.01	Repair & Maintenance Services	2,783	6,460	1,500	5,000	3,000
534.46.50	Vehicle Repairs & Maintenance	63,534	28,642	1,500	2,500	1,500
534.47.00	Printing & Binding	441	1,273	0	0	0
534.49.01	Other Charges & Obligations	2,041	297	500	6,000	500
534.49.10	Other Special Costs	15,885	10,050	1,000	1,000	1,000
534.50.00	Advertising	1,019	1,183	0	0	0
534.51.00	Office Supplies	523	536	400	600	400
534.52.01	Operating Supplies	11,084	4,367	0	300	400
534.52.50	Fuel & Oil Supplies	34,915	18,269	1,500	1,000	1,500
534.54.00	Subscriptions & Memberships	134	379	300	300	300
534.59.01	Bad Debt Expense	8,880	12,059	7,500	7,500	7,500
Total Operating Expenses		562,183	733,258	862,200	902,600	925,300

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

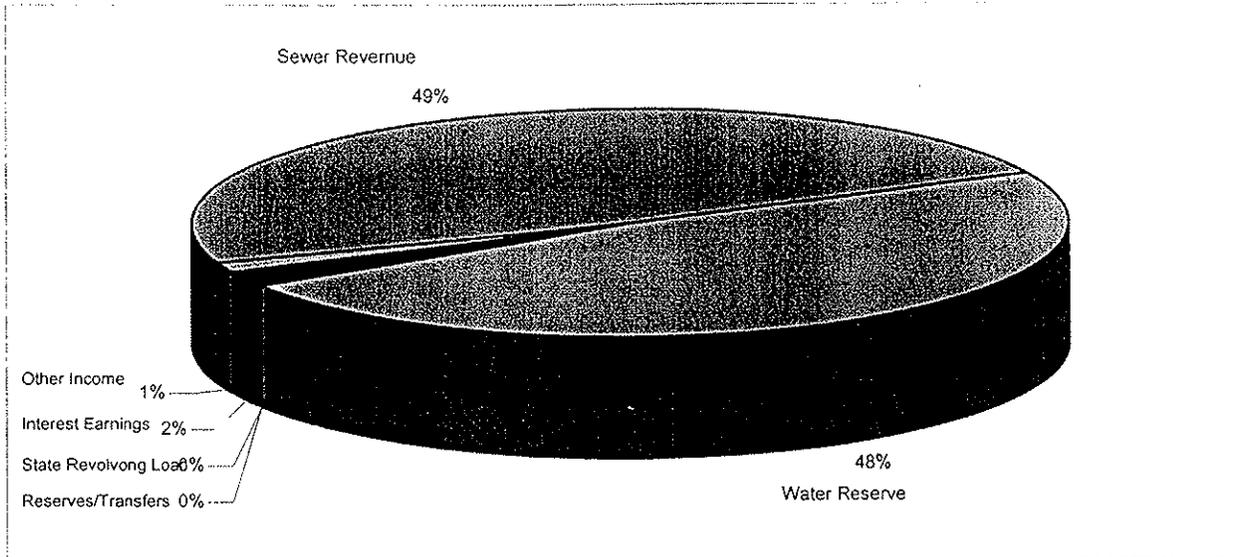
FUND 495	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
CAPITAL OUTLAY						
534.62.00	Buildings	0	16,600	0	0	0
534.63.00	Improvements other than Buildings	0	0	0	0	0
534.64.00	Machinery & Equipment	180,705	25,159	12,000	15,000	0
534.64.10	Equip (Special Revenues - Recycling Grant)	0	0	11,000	11,000	0
	Total Capital Outlay	180,705	41,759	23,000	26,000	0
DEBT SERVICE						
534.71.00	Debt Service - Principal	47,598	47,494	0	0	0
534.72.00	Debt Service - Interest	3,297	916	0	0	0
	Total Debt Service	50,895	48,410	0	0	0
CAPITAL RESERVES AND TRANSFERS						
539.99.01	Budget Reserves	0	328,200	133,600	0	59,400
581.91.01	Transfer to General Fund	99,100	197,000	225,300	225,300	225,300
581.91.60	Transfer to Capital Projects Fd	0	0	425,000	625,000	80,000
	TOTAL SOLID WASTE CONT SERVICES	1,292,136	1,626,138	1,709,000	1,818,800	1,329,000

*WATER AND SEWER
ENTERPRISE FUND*

ANNUAL BUDGET

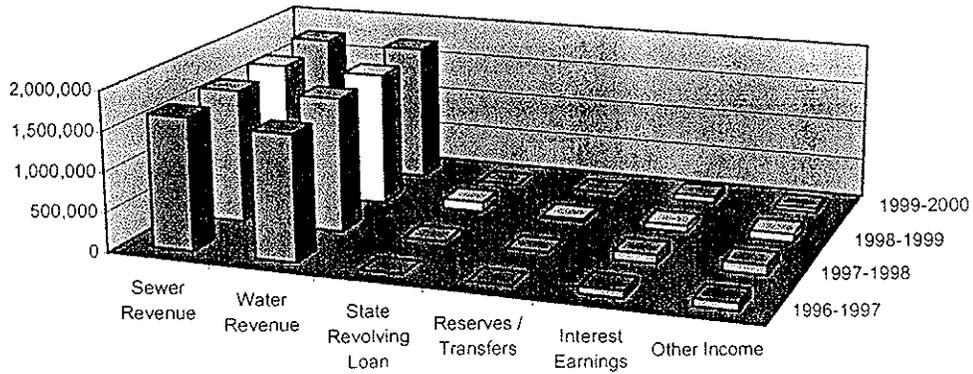
1999-2000

**CITY OF HOLLY HILL
WATER AND SEWER REVENUES
BUDGET YEAR 1999-2000**



Sewer Revenue	1,764,400
Water Revenue	1,736,000
State Revolving Loan	0
Reserves/Transfers	5,000
Interest Earnings	77,000
Other Income	52,000
Total Water & Sewer Revenues	\$3,634,400

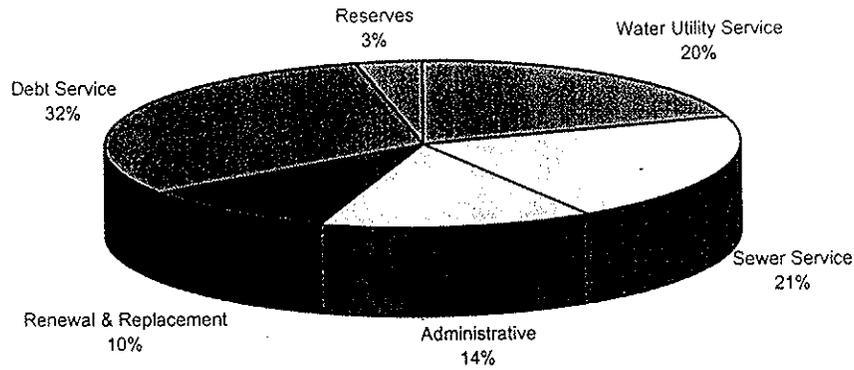
* Includes interest & impact fees in the R & R Fund and Debt Service Fund



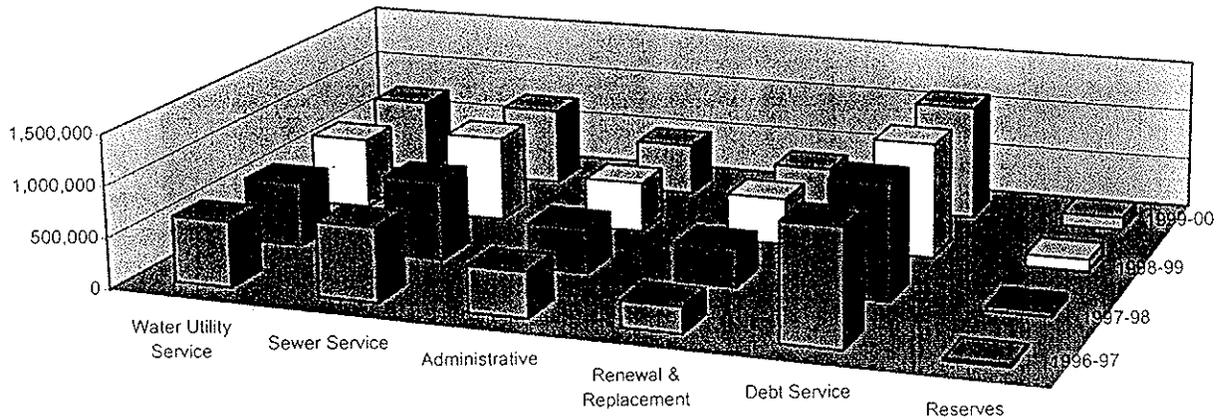
FOUR YEAR HISTORY

	1996-1997	1997-1998	1998-1999	1999-2000
	ACTUAL	ACTUAL	AMENDED	BUDGET
REVENUES				
Sewer Revenue	1,659,918	1,678,093	1,705,400	1,764,400
Water Revenue	1,570,958	1,686,557	1,680,000	1,736,000
State Revolving Loan	0	0	120,000	0
Reserves / Transfers	0	0	33,000	5,000
Interest Earnings	90,679	109,766	78,000	77,000
Other Income	94,331	119,870	102,000	52,000
TOTAL REVENUES	\$3,415,886	\$3,594,286	\$3,718,400	\$3,634,400

**CITY OF HOLLY HILL
WATER AND SEWER EXPENDITURES
BUDGET YEAR 1999-2000**



Water Utility Service	741,600
Sewer Service	762,900
Administrative	505,000
Renewal & Replacement	375,000
Debt Service	1,127,000
Reserves	122,900
Total Expenditures	\$3,634,400



FOUR YEAR HISTORY

	1996-1997	1997-1998	1998-1999	1999-2000
	ACTUAL	ACTUAL	AMENDED	BUDGET
EXPENDITURES				
Water Utility Service	639,000	628,647	699,400	741,600
Sewer Service	724,000	773,539	832,800	762,900
Administrative	443,900	441,000	490,000	505,000
Renewal & Replacement	253,027	375,408	454,200	375,000
Debt Service	1,125,200	1,127,467	1,126,000	1,127,000
Reserves	26,400	50,000	116,000	122,900
TOTAL EXPENDITURES	\$3,211,527	\$3,396,061	\$3,718,400	\$3,634,400

WATER AND SEWER ENTERPRISE FUND REVENUE EXPLANATION

Water Sales

Based on a rate increase to be effective in October, revenues from water sales will be higher than anticipated for 1998-99. A 3.5% increase in revenue is projected for 1999-00.

Meter Connection Charges

Current estimates indicate that revenues will be as anticipated for 1998-99. No increase is anticipated the 1999-00 budget.

Service Charges

Current estimates indicate that revenues will be slightly less than anticipated for 1998-99. No increase is anticipated in 1999-00.

Cut-Off Charges

Current estimates indicate that revenues will be as anticipated for 1998-99. No increase is anticipated for 1999-00.

Hydrant Rental

Current estimates indicate that revenues will be as anticipated for 1998-99. No increase has been projected for 1999-00.

Sewer Charges

Based on a rate increase to be effective in October, revenues from sewer charges will be higher than anticipated for 1998-99. A 3.5% increase in revenue is projected for 1999-00.

Sewer Connection Charges

Current estimates indicate that revenues will be as anticipated for 1998-99. No change is anticipated for 1999-00.

Interest Earnings

Current estimates for 1998-99 indicate that earnings will be as anticipated. No change is expected in 1999-00.

Other Income

Current estimates indicate revenues will be as anticipated for 1998-99. The 1999-00 budget level is based on current year estimates.

Impact Fees

Current estimates indicate that revenues will be higher than anticipated for 1998-99. The 1999-00 budget is estimated to be less than the current year estimate.

Appropriated Reserves

The budget does not anticipate using any cash reserves in 1999-00.

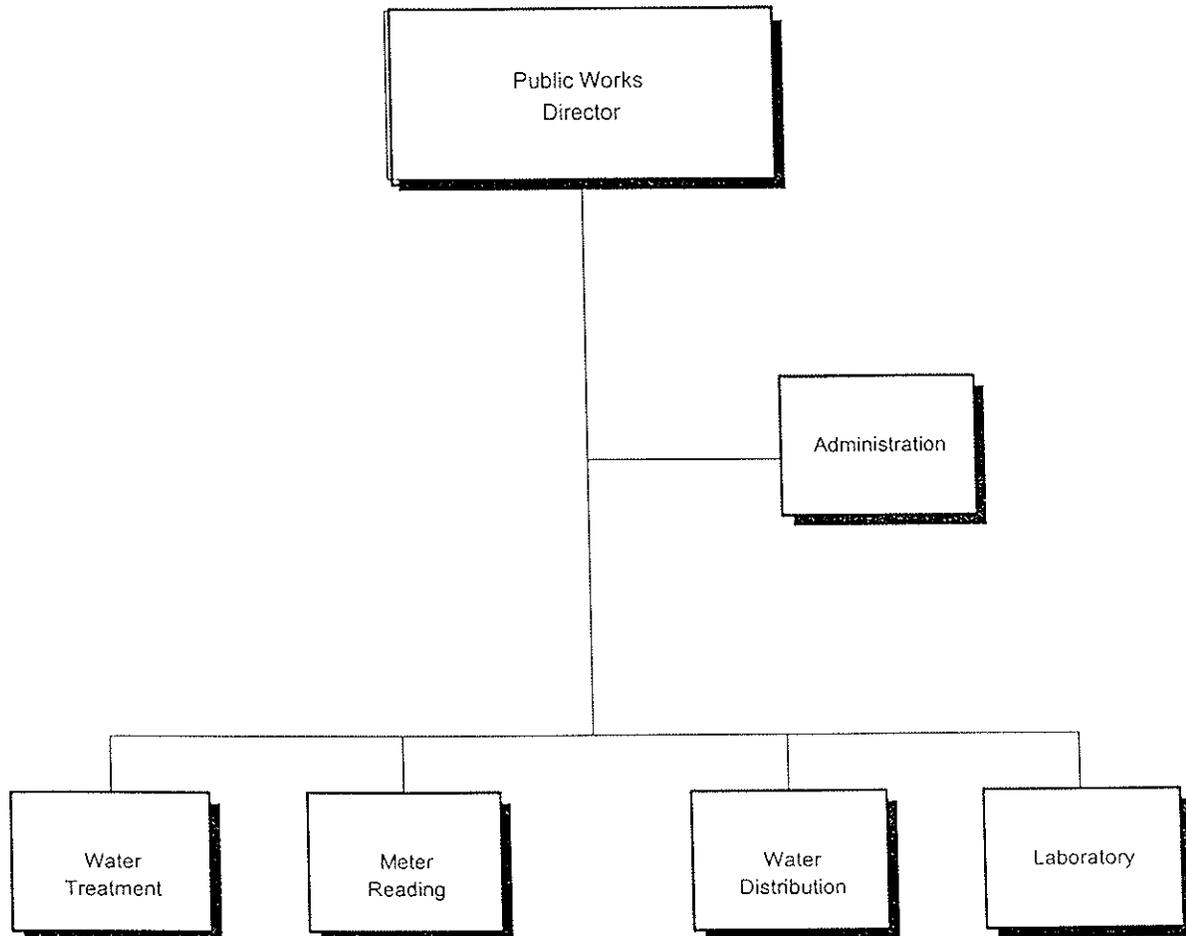
**CITY OF HOLLY HILL
WATER AND SEWER SYSTEMS - REVENUE**

FUND 400	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
FEDERAL GRANTS						
331.39.00	Flouride Grant	0	0	0	0	0
WATER REVENUE						
343.60.10	Water Sales	1,519,112	1,624,588	1,575,000	1,625,000	1,681,000
343.60.20	Meter Connection Charges	4,900	8,739	5,000	5,000	5,000
343.60.30	Service Charges	15,743	15,988	15,000	15,000	15,000
343.60.40	Cut-off Charges	21,285	27,159	21,000	25,000	25,000
343.60.50	Hydrant Rental	9,918	10,083	10,000	10,000	10,000
	Total Water Revenue	<u>1,570,958</u>	<u>1,686,557</u>	<u>1,626,000</u>	<u>1,680,000</u>	<u>1,736,000</u>
SEWER REVENUE						
343.60.60	Sewer Charges	1,657,118	1,674,213	1,700,000	1,700,000	1,759,000
343.60.70	Sewer Connection Charges	0	1,650	2,000	3,000	3,000
343.60.80	Reclaimed Water Charges	2,800	2,230	2,400	2,400	2,400
	Total Sewer Revenue	<u>1,659,918</u>	<u>1,678,093</u>	<u>1,704,400</u>	<u>1,705,400</u>	<u>1,764,400</u>
INTEREST EARNINGS						
361.10.00	Investment Income	0	0	0	0	0
361.20.00	SBA Int/Wtr Rev & Opr Fd	70,167	88,118	70,000	70,000	70,000
	Total Interest Earnings	<u>70,167</u>	<u>88,118</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
OTHER INCOME						
362.21.00	Communications Lease/Apt & Sprint		19,417	0	20,000	20,000
364.41.00	Surplus Sales	0	356	1,000	1,000	1,000
364.42.00	Insurance Proceeds/Loss	0	0	0	0	0
365.10.00	Scrap Sales	4,000	0	1,000	1,000	1,000
369.90.00	Miscellaneous	27,446	16,686	10,000	10,000	10,000
	Total Other Income	<u>31,446</u>	<u>36,460</u>	<u>12,000</u>	<u>32,000</u>	<u>32,000</u>
OTHER NON-REVENUES						
384.30.00	State Revolving Loan Fund	0	0	120,000	120,000	0
	Total Non-revenues	<u>0</u>	<u>0</u>	<u>120,000</u>	<u>120,000</u>	<u>0</u>
TOTAL WATER AND SEWER REVENUE		<u><u>3,332,489</u></u>	<u><u>3,489,227</u></u>	<u><u>3,532,400</u></u>	<u><u>3,607,400</u></u>	<u><u>3,602,400</u></u>

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

FUND 400	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
WATER & SEWER SYSTEM - EXPENDITURE SUMMARY						
OPERATING						
533.00.00	Water Utility Service/Water Plant	639,000	628,647	747,400	699,400	741,600
535.00.00	Sewer Service/Water Pollution Control Plant	724,000	773,539	771,100	832,800	762,900
ADMINISTRATIVE						
536.00.00	Transfer to General Fund	408,900	400,000	440,000	440,000	450,000
536.00.00	Other Administrative Expense	35,000	41,000	45,000	50,000	55,000
RESERVES						
580.99.00	Operating Reserve	26,400	50,000	116,000	116,000	122,900
EXPENDITURE APPROPRIATIONS & TRANSFERS						
581.91.20	Series 1992 Transfer	1,120,000	1,123,200	1,103,000	1,090,000	1,120,000
581.91.10	Renewal & Replacement Transfer	70,000	313,700	309,900	379,200	350,000
GRAND TOTAL		<u>3,023,300</u>	<u>3,330,086</u>	<u>3,532,400</u>	<u>3,607,400</u>	<u>3,602,400</u>

WATER UTILITY SERVICE/WATER PLANT



WATER UTILITY SERVICE

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	379,528	333,936	385,900	388,700	381,800
Operating Expenses	259,545	265,371	330,200	310,700	359,800
Capital Outlay	<u>22,394</u>	<u>29,340</u>	<u>31,300</u>	<u>0</u>	<u>0</u>
TOTAL	661,467	628,647	747,400	699,400	741,600

PERMANENT POSITIONS	1997-98	1998-99	1999-00
Public Works Director	0.25	0.25	0.20
Utility Supervisor	0.50	0.50	0.50
Administrative Assistant	0.25	0.25	0.25
Staff Assistant	0.25	0.25	0.25
Lab Technician	0.50	0.50	0.50
Garage Supervisor	0.25	0.25	0.25
Chief Plant Operator	1.00	1.00	1.00
Water Plant Operator	3.00	3.00	3.00
Utility Mechanic	2.00	2.00	3.00
Meter Reader	<u>2.00</u>	<u>2.00</u>	<u>2.50</u>
Total	10.00	10.00	11.45

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

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

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

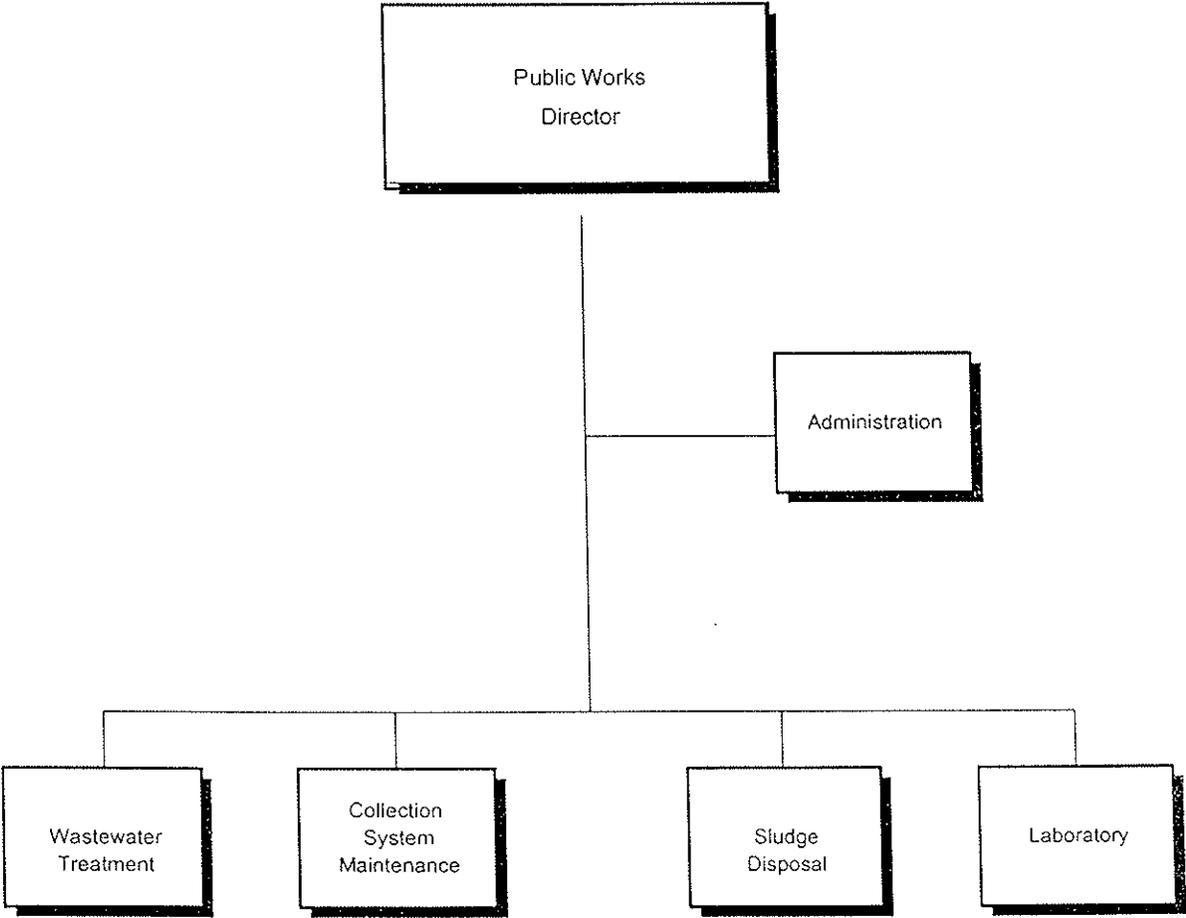
1. Improve performance and efficiency of the water treatment plant.
2. Develop and implement an effective cross-connection/back-flow prevention device testing program.
3. In conjunction with other activities, continue the preventative maintenance program for all City equipment.
4. Improve safety awareness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

ACTIVITY MEASUREMENTS	ACTUAL 1996-97	ACTUAL 1997-98	ACTUAL 1998-99	PROJECTED 1999-00
Water Treatment Plant Capacity	2.3 MGD	2.3 MGD	2.3 MGD	2.3 MGD
Water average daily flow	1.1 MGD	1.1 MGD	1.1 MGD	1.1 MGD
Number of fire hydrants	270	270	290	290
Average number of meters read per month	5,600	5,600	5,700	5,700

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

FUND 400	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
WATER UTILITY SERVICE/WATER PLANT						
PERSONAL SERVICES						
533.11.00	Executive Salaries	32,951	30,471	35,100	35,100	32,800
533.12.00	Regular Salaries & Wages	237,616	204,426	236,700	236,700	235,900
533.13.00	Other Salaries & Wages	0	0	0	2,800	8,000
533.14.00	Overtime/Regular Employees	11,586	10,097	12,000	12,000	12,000
533.19.01	Uniforms	1,965	2,000	2,500	2,500	2,500
533.21.00	FICA Taxes	19,285	19,599	21,700	21,700	22,100
533.22.00	Retirement Contributions	44,075	43,168	44,200	44,200	28,400
533.23.00	Life & Health Insurance	18,288	19,263	20,900	20,900	24,400
533.24.00	Workers' Compensation	10,730	2,787	9,300	9,300	12,500
533.28.01	Training & Travel	3,032	2,127	3,500	3,500	3,200
	Total Personal Services	<u>379,528</u>	<u>333,936</u>	<u>385,900</u>	<u>388,700</u>	<u>381,800</u>
OPERATING EXPENSES						
533.31.01	Professional Services	12,944	7,702	44,000	31,000	48,500
533.34.00	Contractual Services	0	0	0	0	23,800
533.41.00	Telephone/Communications Services	457	519	1,200	1,200	1,200
533.42.00	Postage, Freight & Express	312	155	600	600	600
533.43.01	Utility Services	117,648	113,917	112,500	112,500	112,500
533.44.00	Rentals & Leases	384	1,939	400	400	400
533.45.00	Non-employee Insurance	13,089	11,656	13,800	13,800	11,000
533.46.01	Repair & Maintenance Services	33,555	42,307	44,000	34,000	32,300
533.46.50	Vehicle Repairs & Maintenance	4,224	3,163	5,000	5,000	5,000
533.47.00	Printing & Binding	222	414	400	1,200	400
533.49.01	Other Charges & Obligations	732	325	500	500	500
533.49.10	Other Special Costs	1,024	2,208	1,000	1,000	1,000
533.51.00	Office Supplies	867	494	600	1,300	1,900
533.52.01	Operating Supplies	68,190	75,438	101,000	101,000	115,500
533.52.50	Fuel & Oil Supplies	4,320	2,853	3,000	5,000	3,000
533.54.00	Subscriptions & Memberships	1,578	2,284	2,200	2,200	2,200
	Total Operating Expenses	<u>259,545</u>	<u>265,371</u>	<u>330,200</u>	<u>310,700</u>	<u>359,800</u>
CAPITAL OUTLAY						
533.62.00	Buildings	0	0	0	0	0
533.63.00	Improvements other than Buildings	14,352	9,242	20,300	0	0
533.64.00	Machinery & Equipment	8,043	20,098	11,000	0	0
	Total Capital Outlay	<u>22,394</u>	<u>29,340</u>	<u>31,300</u>	<u>0</u>	<u>0</u>
	TOTAL WATER PLANT	<u><u>661,466</u></u>	<u><u>628,647</u></u>	<u><u>747,400</u></u>	<u><u>699,400</u></u>	<u><u>741,600</u></u>

WATER UTILITY SERVICE/SEWER PLANT



SEWER SERVICE

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	422,779	406,079	419,200	421,200	409,800
Operating Expenses	301,576	344,986	345,000	411,600	353,100
Capital Outlay	<u>16,551</u>	<u>22,274</u>	<u>6,900</u>	<u>0</u>	<u>0</u>
TOTAL	740,906	773,339	771,100	832,800	762,900

PERMANENT POSITIONS	1997-98	1998-99	1999-00
Public Works Director	0.25	0.25	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	3.00	3.00	4.00
Lab Tech/Plant Operator	1.00	1.00	1.00
Sludge Belt Press Operator	1.00	1.00	1.00
Utility Mechanic	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total	11.00	11.00	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 1996-97	ACTUAL 1997-98	ACTUAL 1998-99	PROJECTED 1999-00
Wastewater Treatment Plant Capacity	2.4 MGD	2.4 MGD	2.4 MGD	2.4 MGD
Wastewater average daily flow	1.8 MGD	1.8 MGD	1.8 MGD	1.8 MGD
Number of lift stations	26	28	28	28
Miles of sanitary sewers	65.5 miles	67.0 miles	67.0 miles	67.0 miles

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

FUND 400	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
SEWER SERVICE/WATER POLLUTION CONTROL PLANT						
PERSONAL SERVICES						
535.11.00	Executive Salaries	33,309	30,470	35,100	35,100	32,800
535.12.00	Regular Salaries & Wages	257,344	266,810	262,000	262,000	261,400
535.13.00	Other Salaries & Wages	1,460	540	0	2,000	0
535.14.00	Overtime/Regular Employees	20,959	14,923	15,000	15,000	15,000
535.19.01	Uniforms	1,898	1,869	2,500	2,500	2,500
535.21.00	FICA Taxes	22,891	23,192	23,800	23,800	23,700
535.22.00	Retirement Contributions	52,231	45,898	47,100	47,100	30,800
535.23.00	Life & Health Insurance	19,359	19,090	22,900	22,900	26,700
535.24.00	Workers' Compensation	10,406	2,847	8,300	8,300	10,000
535.28.01	Training & Travel	2,922	639	2,500	2,500	6,900
	Total Personal Services	422,779	406,279	419,200	421,200	409,800
OPERATING EXPENSES						
535.31.01	Professional Services	12,969	16,422	20,000	20,000	25,000
535.41.00	Telephone/Communications Services	990	972	1,200	1,200	1,200
535.42.00	Postage, Freight & Express	298	390	500	500	500
535.43.01	Utility Services	99,258	91,056	100,000	100,000	100,000
535.44.00	Rentals & Leases	276	303	500	3,500	500
535.45.00	Non-Employee Insurance	18,093	17,685	18,000	18,000	13,500
535.46.01	Repair & Maintenance Services	36,935	50,546	61,700	106,700	61,800
535.46.50	Vehicle Repairs & Maintenance	3,211	2,434	6,000	6,000	5,000
535.47.00	Printing & Binding	279	541	300	300	300
535.49.01	Other Charges & Obligations	1,460	1,379	300	2,900	300
535.49.10	Other Special Costs	776	15,311	1,000	1,000	1,000
535.51.00	Office Supplies	629	740	700	800	700
535.52.01	Operating Supplies	120,031	143,624	130,300	145,300	138,400
535.52.50	Fuel & Oil Supplies	5,449	2,742	4,000	4,500	4,000
535.54.01	Subscriptions & Memberships	921	841	900	900	900
	Total Operating Expense	301,576	344,986	345,400	411,600	353,100
CAPITAL OUTLAY						
535.62.00	Buildings	0	7,000	0	0	0
535.63.00	Improvements other than Buildings	0	3,013	0	0	0
535.64.00	Machinery & Equipment	16,551	12,261	6,500	0	0
	Total Capital Outlay	16,551	22,274	6,500	0	0
TOTAL SEWER SERVICE		740,906	773,538	771,100	832,800	762,900

WATER & SEWER ADMINISTRATION

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Personal Services	282,900	282,700	245,700	245,700	245,700
Operating Expenses	145,120	153,500	234,300	239,300	244,300
Capital Outlay	<u>1,000</u>	<u>4,800</u>	<u>5,000</u>	<u>5,000</u>	<u>15,000</u>
TOTAL	429,020	441,000	485,000	490,000	505,000

PERMANENT POSITIONS	1997-98	1998-99	1999-00
City Manager	0.33	0.33	0.33
City Clerk	0.50	0.33	0.33
Finance Director	0.50	0.33	0.33
Chief Acct/Asst Fin Dir	0.25	0.33	0.33
C. S. Super/Acct	0.25	0.75	0.75
Accountant	0.25	0.33	0.33
Account Clerk III	0.25	0.33	0.33
Account Clerk III	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	0.25	0.33	0.33
MIS Manager	0.00	0.33	0.33
Custodian	<u>0.33</u>	<u>0.33</u>	<u>0.00</u>
Total	5.16	5.97	5.64

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION, GOALS, OBJECTIVES, MEASUREMENTS

See General Government departments

ACTIVITY MEASUREMENTS	ACTUAL 1996-97	ACTUAL 1997-98	ESTIMATED 1998-99	PROJECTED 1999-00
Number of utility bills mailed	73,015	74,000	74,000	74,000
Number of penalty notices mailed	12,824	13,000	13,000	13,000
Number of payroll checks prepared	3,760	4,000	3,600	3,600
Number of accounts payable checks issued	4,922	15	4,750	4,750
Number of insurance claims filed	17	5	15	15

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

FUND 400	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
WATER AND SEWER ADMINISTRATION						
PERSONAL SERVICES						
536.11.00	Executive Salaries	66,800	69,400	73,800	73,800	73,800
536.12.00	Regular Salaries & Wages	124,900	136,700	106,000	106,000	106,000
536.14.00	Overtime	12,500	8,200	2,000	2,000	2,000
536.19.01	Uniforms	100	100	0	0	0
536.21.00	FICA Taxes	15,600	16,400	13,900	13,900	13,900
536.22.00	Retirement Contributions	34,300	29,400	28,900	28,900	28,900
536.23.00	Life & Health Insurance	11,300	12,900	13,400	13,400	13,400
536.24.00	Worker's Compensation	1,000	900	800	800	800
536.25.00	Unemployment Compensation	1,000	1,200	1,200	1,200	1,200
536.28.01	Training & Travel	4,600	4,500	2,700	2,700	2,700
536.29.01	Other Personal Services	10,800	3,000	3,000	3,000	3,000
	Total Personal Services	<u>282,900</u>	<u>282,700</u>	<u>245,700</u>	<u>245,700</u>	<u>245,700</u>
OPERATING EXPENSES						
536.31.01	Professional Services	27,000	20,300	58,300	58,300	58,300
536.32.00	Accounting & Auditing	19,000	15,000	15,000	15,000	15,000
536.41.00	Telephone/Communications Services	2,900	2,500	4,300	4,300	4,300
536.42.00	Postage, Freight, & Express	16,200	11,600	15,000	15,000	15,000
536.43.01	Utility Services	4,800	4,800	5,500	5,500	5,500
536.44.00	Rentals & Leases	3,800	3,800	4,000	4,000	4,000
536.46.01	Repair & Maintenance Services	10,900	12,700	15,000	15,000	15,000
536.46.50	Vehicle Repairs & Maintenance	400	400	400	400	400
536.47.00	Printing & Binding	8,000	8,000	9,000	9,000	9,000
536.49.01	Other Charges & Obligations	12,900	12,900	32,300	32,300	32,300
536.49.10	Other Special Costs	20,118	16,000	20,000	25,000	30,000
536.50.00	Advertising	1,400	1,000	1,000	1,000	1,000
536.51.00	Office Supplies	6,300	7,500	15,500	15,500	15,500
536.52.01	Operating Supplies	2,300	2,300	4,000	4,000	4,000
536.52.50	Fuel & Oil Supplies	300	100	0	0	0
536.54.00	Subscriptions & Memberships	4,000	4,300	4,500	4,500	4,500
536.59.01	Bad Debt Expense	2	25,000	25,000	25,000	25,000
536.64.00	Machinery & Equipment	1,000	4,800	5,000	5,000	15,000
536.80.00	Grants & Aids	4,800	5,300	5,500	5,500	5,500
	Total Operating Expenses	<u>146,120</u>	<u>158,300</u>	<u>239,300</u>	<u>244,300</u>	<u>259,300</u>
	TOTAL WATER & SEWER ADMINIS	<u>429,020</u>	<u>441,000</u>	<u>485,000</u>	<u>490,000</u>	<u>505,000</u>

*WATER AND SEWER
DEBT SERVICE*

ANNUAL BUDGET

1999-2000

WATER & SEWER DEBT SERVICE FUND

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Principal Payments	255,000	270,000	280,000	280,000	295,000
Interest Expense	865,200	853,414	841,000	841,000	827,000
Other Debt Service	<u>5,000</u>	<u>4,053</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
TOTAL	1,125,200	1,127,467	1,126,000	1,126,000	1,127,000

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		1996-97	1997-98	1998-99	1998-99	1999-2000
471	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
SERIES 1992						
361.20.00	Interest from SBA	16,404	16,365	3,000	3,000	2,000
380.10.00	Appropriated Fund Balance	0	0	20,000	33,000	5,000
381.10.00	Transfer from Water & Sewer Fund	1,120,000	1,123,200	1,103,000	1,090,000	1,120,000
TOTAL DEBT SERVICE REVENUES		<u>1,136,404</u>	<u>1,139,565</u>	<u>1,126,000</u>	<u>1,126,000</u>	<u>1,127,000</u>
EXPENDITURES						
SERIES 1992						
587.71.60	Principal	255,000	270,000	280,000	280,000	295,000
587.72.60	Interest	865,200	853,414	841,000	841,000	827,000
587.73.60	Other Debt Service Costs	5,000	4,053	5,000	5,000	5,000
TOTAL DEBT SERVICE EXPENDITURES		<u>1,125,200</u>	<u>1,127,467</u>	<u>1,126,000</u>	<u>1,126,000</u>	<u>1,127,000</u>

*WATER AND SEWER
RENEWAL & REPLACEMENT
FUND*

ANNUAL BUDGET

1999-2000

WATER & SEWER RENEWAL AND REPLACEMENT FUND

EXPENDITURES	ACTUAL 1996-97	ACTUAL 1997-98	BUDGET 1998-99	AMENDED 1998-99	BUDGET 1999-00
Capital Outlay	253,027	375,408	278,900	418,900	198,500
Reserve for Improvement	0	0	56,000	35,300	176,500
TOTAL	253,027	375,408	334,900	454,200	375,000

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

1. Radio Equipment and Computer System Controls; Sewer line inspection and reduction of infiltration inflow.

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**

FUND 480	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
REVENUES						
361.20.00	Interest Earnings	4,108	5,283	5,000	5,000	5,000
363.36.00	Impact Fees	51,300	58,543	20,000	35,000	20,000
369.60.00	DOT Reimbursement	11,585	9,868	0	0	0
389.40.00	Contributions from Other Sources	0	15,000	0	35,000	0
	Total Revenues	<u>66,993</u>	<u>88,694</u>	<u>25,000</u>	<u>75,000</u>	<u>25,000</u>
APPROPRIATIONS & TRANSFERS						
380.10.00	Appropriated Retained Earnings	0	0	0	0	0
381.10.00	Transfer from Water & Sewer Fund	70,000	313,700	309,900	379,200	350,000
	Total Appropriations & Transfers	<u>70,000</u>	<u>313,700</u>	<u>309,900</u>	<u>379,200</u>	<u>350,000</u>
	TOTAL R & R FUND REVENUES	<u><u>136,993</u></u>	<u><u>402,394</u></u>	<u><u>334,900</u></u>	<u><u>454,200</u></u>	<u><u>375,000</u></u>

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

FUND 480	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
EXPENDITURES						
WATER PLANT/ CAPITAL OUTLAY						
533.31.01	Professional Services	12,499	46,495	0	17,000	0
533.61.00	Land	0	0	0	0	0
533.62.00	Buildings	0	0	0	0	0
533.63.00	Improvements other than Buildings	178,103	57,341	43,000	33,000	16,500
533.64.00	Machinery & Equipment	48,466	14,967	15,000	57,000	33,000
	Total Water Plant	239,069	118,803	58,000	107,000	49,500
WATER POLLUTION CONTROL/ CAPITAL OUTLAY						
535.31.01	Professional Services	3,408	60,484	0	225,000	0
535.62.00	Buildings	0	6,576	0	0	0
535.63.00	Improvements other than Buildings	10,550	153,529	174,000	0	0
535.64.00	Machinery & Equipment	0	22,735	46,900	86,900	149,000
	Total Water Pollution Control	13,958	243,324	220,900	311,900	149,000
WATER & SEWER ADMINISTRATION						
536.64.00	Machinery & Equipment	0	13,281	0	0	0
BUDGET RESERVE						
582.99.01	Reserve for Improvements	0	0	56,000	35,300	176,500
TOTAL EXPENDITURES & RESERVES		253,027	375,408	334,900	454,200	375,000

**STATE REVOLVING
CONSTRUCTION
FUND**

ANNUAL BUDGET

1999-2000

STATE REVOLVING CONSTRUCTION FUND

<u>EXPENDITURES</u>	<u>ACTUAL</u> <u>1996-97</u>	<u>ACTUAL</u> <u>1997-98</u>	<u>BUDGET</u> <u>1998-99</u>	<u>AMENDED</u> <u>1998-99</u>	<u>BUDGET</u> <u>1999-00</u>
Capital Outlay	0	38,764	0	0	0
Reserve for Improv	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	0	38,764	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
STATE REVOLVING CONSTRUCTION FUND**

FUND 491	ACCOUNT DESCRIPTION	1996-97 ACTUAL	1997-98 ACTUAL	1998-99 BUDGET	1998-99 AMENDED	1999-2000 BUDGET
REVENUES						
361.20.00	Interest from SBA	679	893	0	0	0
369.96.00	DOT Reimbursements	33,304	0	0	0	0
380.10.00	Appropriated Fund Balance	0	34,000	0	0	0
384.10.00	Bond Proceeds	0	0	0	0	0
TOTAL CONSTRUCTION FUND REVENUES		33,983	34,893	0	0	0
EXPENDITURES						
WATER PLANT IMPROVEMENTS						
533.31.01	Professional Services	0	0	0	0	0
533.62.00	Buildings	0	0	0	0	0
533.63.00	Improvements other than Buildings	0	0	0	0	0
533.64.00	Machinery & Equipment	0	38,764	0	0	0
WASTEWATER IMPROVEMENT						
535.31.01	Professional Services	0	0	0	0	0
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
WATER & SEWER ADMINISTRATION						
536.31.01	Bond Issue Costs/Contingencies	0	0	0	0	0
581.92.00	Transfer to Capital Projects Fund/City Hall	0	0	0	0	0
TOTAL EXPENDITURES		0	38,764	0	0	0
RESERVES		0	0	0	0	0
TOTAL CONSTRUCTION FUND		0	38,764	0	0	0

GLOSSARY

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

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

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

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

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

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

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

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

CDBG - Community Development Block Grant

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

Construction Fund - A fund established to record the bond proceeds and the expenditure of those proceeds for improvements to the water and wastewater systems.

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

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

FDER - Florida Department of Environmental Regulations.

FDOT - Federal Department of Transportation

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

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

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

Fund Balance - The excess of assets over liabilities.

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

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

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

LLEBG – Local Law Enforcement Block Grant fund.

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

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

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

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

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

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

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

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

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

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

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

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

Transfer - Amounts transferred from one fund to another fund.

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

USEPA - United States Environmental Protection Agency.

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

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