

CITY OF HOLLY HILL FLORIDA

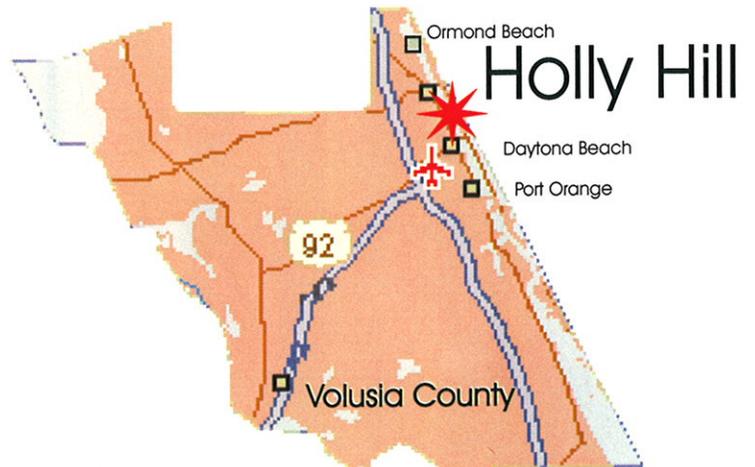


ANNUAL BUDGET

2005 - 2006



City of Holly Hill



CITY OF HOLLY HILL

ANNUAL BUDGET

2005 - 2006

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HISTORY OF HOLLY HILL

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

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

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

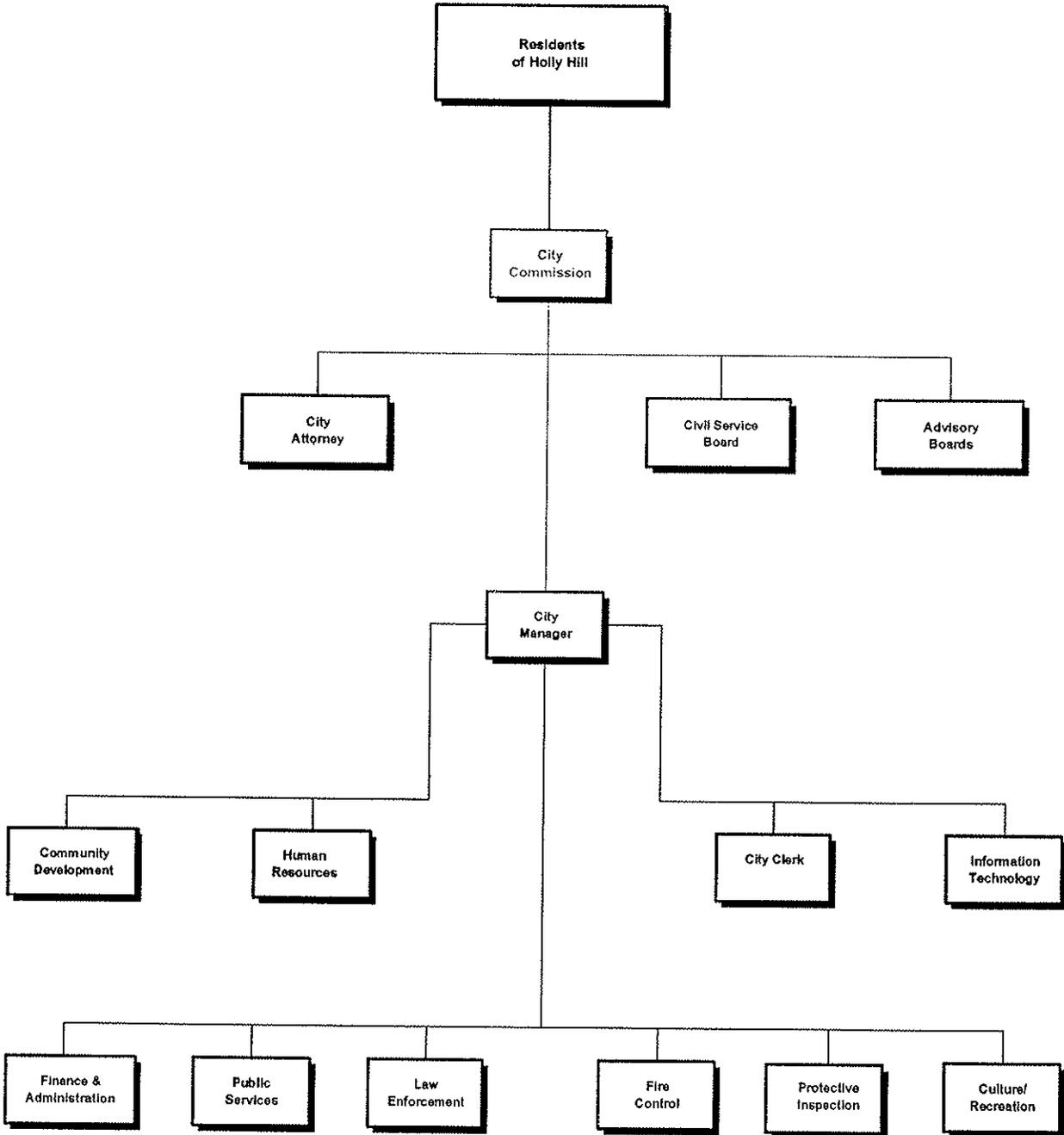
The area has many holly trees in this, their native land. Many beautiful oak, magnolia and palm trees can be found throughout this whole area. Our city occupies a ridge of hammock land, which rises about four feet above sea level at the Halifax River, to an elevation of ten feet at the top of this ridge.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

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

Our County (Volusia) is governed by a County Charter form of government; two members are elected county wide and serve four-year terms. Five are elected by district and serve two-year terms.

Since the City's incorporation in July, 1901, we have grown to a population of 12,612 persons. We have recreational facilities including many parks, commercial banks, schools, convalescent homes, industry, library, post office, Chamber of Commerce and churches of different denominations. We are known in the area as the "City with a Heart".

CITY OF HOLLY HILL



EXECUTIVE DIRECTORY

CITY COMMISSION

WILLIAM D. ARTHUR
Mayor

ARTHUR J. BYRNES
Commissioner – District 1

GILLES BLAIS
Commissioner – District 2

LOU SCHMITT
Commissioner – District 3

ROLAND VIA
Commissioner – District 4

CITY MANAGER Joseph Forte

CITY ATTORNEY
Edward F. Simpson, Jr.

CITY CLERK
Valerie Manning

**COMMUNITY DEVELOPMENT
DIRECTOR**
Stuart Buchanan

FINANCE DIRECTOR
Brenda Gubernator

CHIEF BUILDING OFFICIAL
Timothy Harbuck

IT MANAGER
Scott Gutauckis

RECREATION DIRECTOR
Charles Beach

**PUBLIC SAFETY
DIRECTOR**
Don Shinnamon

PUBLIC SERVICES DIRECTOR
Milton Hallman

**HUMAN RESOURCES
DIRECTOR**
Diane Cole



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Holly Hill
Florida**

For the Fiscal Year Beginning

October 1, 2004

Nancy L. Ziehl
President

William R. Brown
Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Holly Hill, Florida for its annual budget for the fiscal year beginning October 1, 2004.

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 device.

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



CITY OF HOLLY HILL

The City with a Heart

1065 Ridgewood Avenue ♥ Holly Hill, Florida 32117

www.hollyhillfl.org

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

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

**City
Manager**
386-248-9425
Fax 386-248-9448

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

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

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

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

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

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

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

September 2005

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, 2005 to September 30, 2006. It is a comprehensive budget including operating and capital budgets and meets the provisions of the City Charter and Code and applicable State Statutes. This budget provides a plan for maintaining basic services at the current service levels, and in some areas it will allow us to improve services.

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

Goals

As in the past, our goals for the City of Holly Hill are to provide a quality living environment for our resident population of 12,614 and to attract businesses and industries that will contribute to this environment. We have been working diligently the last few years to accomplish the goals of the City Commission for the community and it is quite visible throughout our City that we are making progress in creating a pleasing environment. Through the enforcement of the City's development standards, codes, and ordinances the City will continue to strive to create a community that is safe, pleasing and stable.

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

Infrastructure improvements such as drainage, paving and sidewalks are being accomplished. The city property tax base increased from \$450 million to \$518 million, a 15.23% increase over the prior year.

Plans for storm drainage work, sidewalks and paving are on track or ahead of schedule and are continuing programs in this budget.

A four-year program to upgrade the city's water meters and reading system is underway with about 3,839 new meters or meter heads installed. This is expected to increase revenues in the water and sewer fund and thereby reduce the need for significant rate increases in the future.

The City Commission has 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.

Financial Condition

In the General Fund, it is estimated that the City will begin the new fiscal year with an undesignated fund balance of \$1,422,014. The proposed budget anticipates using \$772,000 toward improvements to park facilities, computer upgrades and equipment replacements. This will leave an estimated \$650,000 in fund balance at the end of fiscal year 2006, about 8.9% of the General Fund budget. The recommended reserve is 15 - 20% in order to provide for emergencies and other unforeseen financial obligations, however, the planned expenditures are deemed necessary in order to further the goals of the community to provide a quality living environment that will attract new residents and businesses.

The General Fund also anticipates \$6,479 in reserve for Police Education at the beginning of the year. These dollars are reserved for training of police officers. Educational programs for police officers will be planned during the coming year. Additional revenues of \$3,000 are anticipated in the budget.

The Stormwater Management Fund is expected to begin the new fiscal year with \$794,482 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 \$42,500 toward improvement projects and will end the year with \$751,982.

The Water and Sewer Enterprise Fund will begin the new year with an estimated operating cash reserve of \$442,440. Approximately \$797,000 (three months operating costs) has been reserved for contingencies. The proposed budget anticipates ending fiscal year 2006 with a cash reserve of \$694,940. Any excess reserves are allocated for improvements.

The Law Enforcement Trust Fund is estimated to begin the new fiscal year with \$26,448 in reserves and end the year with \$26,448. These reserves are restricted to law enforcement purposes only.

The Solid Waste Enterprise Fund is estimated to begin the fiscal year with \$243,200 in reserves. Use of \$112,500 toward current operating expenditures is planned leaving approximately \$130,700 at the end of the fiscal year.

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

Legal Debt Margin

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

Debt Management

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

Payments for interest and principal on the 2002 Bonds are secured by the net revenues derived from the operation of the water and sewer system. Net revenues must be at least equal to 120% of the average annual debt service. The Bonds are insured and have been given an "AAA" and "AAA" rating by both Fitch's and Moody's, two major municipal bond credit rating agencies.

In addition to the Water and Sewer bonds, the City issued a Utility Service Tax Revenue Bond, Series 1998A for \$1,233,920 on April 14, 1998 at a rate of 4.84% amortized over 10 years. The series 1998A monies were used to pay off a previous note and the balance was used for construction of a new recreational facility.

In February 2001 the City negotiated a loan to finance the purchase of a new fire truck at a cost of \$204,000. The loan is repayable over five years at a fixed rate of 5.30%. The final payment on this loan will be made in September, 2005.

The City entered into a loan agreement with the State Revolving Loan Fund on July 28, 1998 for a wastewater infiltration and inflow project. The loan is repayable over a period of 20 years at a rate of 3.11%. The final loan amount was \$2,286,000 with semi-annual payments beginning in 2002.

The City entered into another loan agreement with the State Revolving Loan Fund on January 30, 2001 for a stormwater drainage project. The loan is repayable over a period of 20 years at interest rates varying from 1.86% to 3.27%. The final total principal amount of the loan was \$6,179,762.

The City Commission acting as the Community Redevelopment Agency issued Redevelopment Revenue Bond, Series 2005 on May 1, 2005 to finance the cost of certain redevelopment projects located within the redevelopment area. The bond was issued in the amount of \$6,331,000 at a rate of 4.53% amortized over 21 years.

Currently the City is in the process of arranging financing for water and sewer improvements contained in the Utility Master Plan in 2005.

Significant Budget Changes

Several factors affected the development of the City's budget. The total budget, including all funds, is about 6.5% lower than the prior year due primarily to a decrease in the dollar amounts to be spent on major capital projects. Normal operating expenditures have increased 2.72% overall.

The City's taxable property value increased during the past year by 15.23%. Gross property values increased 15.65%. Property values are expected to continue increasing at a moderate growth rate as we continue efforts in code enforcement, redevelopment, beautification and enhancements of services.

The gross taxable property values in the Community Redevelopment Area (CRA) increased by 19.8% over the prior year and a total of 90.4% over the 1995 base year. In addition to the Community Policing program funded by the CRA, funds have been allocated for a administrative personnel, special events and department service payments on the bond issued to accelerate improvement projects within the redevelopment area plan.

Community Development Block Grant monies of \$96,700 available for 2006 will be used toward street, sidewalk and sewer improvements.

Two additional police officer positions are included in this budget to enhance the community policing program within the redevelopment area providing greater visibility and involvement within the redevelopment community

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

1. Wage adjustments have been provided in this budget. The City completed negotiations in 2003 for a three year contract with LIUNA, Public Employees Local 678, the Coastal Florida Police Benevolent Association, (PBA) and the International Association of Fire Fighters-Holly Hill Professional Firefighters, (IAFF) Local 3470. There are twenty-eight positions in the police bargaining unit, sixteen in the fire bargaining unit and fifty-three in the labor bargaining unit.
2. The retirement contributions to the Florida Retirement System (FRS) for general employees hired prior to 1/1/96 stayed the same as the previous year. The defined contribution plan for general employees hired after 1/1/96 requires a 10% contribution.
3. Beginning October 1, 2005 all general employees hired on or after that date will become members of the Florida Retirement System. Current general employees have been given the option of staying in the current defined contribution plan or changing to FRS which offers a choice of a defined benefit plan or an investment plan at a cost of 7.83% for regularly established full and part-time positions.

The police and fire pension plans are based on Florida State Statutes and local ordinances. Each plan is administered by separate boards of trustees. Contributions to the plan by the city are made quarterly based on annual actuarial reports to determine any deficiencies in the funds. In fiscal year 2006 the city will contribute 9.1% to the Police Pension and 21.1% to the Fire Pension Plan.

4. Health insurance rates for employees increased by 12.1% over the prior year.
5. The solid waste contract provides for an annual increase at 60% of the Consumer Price Index

amount, which is 2.11% beginning 10/1/05.

6. Water and Sewer rates are anticipated to increase by 4.5%. This is the projected Consumer Price Index increase as provided by ordinance for additional operating expenses and includes an additional 1% for renewals and replacements in the Water and Sewer systems.
7. A scheduled Stormwater Utility Rate increase from \$4.75 per ERU (equivalent residential unit) to \$5.50 per ERU is anticipated in this budget. The additional funds will be used for ponds and canal maintenance.

Revenue Highlights

Revenue projections include Ad Valorem Tax (property tax) revenues of \$2,040,800. This estimate is based on adopting a millage rate of \$4.08002 per \$1,000 taxable valuation, which is the same as the current rate. The gross taxable value increased by \$68,510,368 or 15.23% over the prior year.

The Water and Sewer rates are scheduled to increase by 4.5% effective October 1, 2005 according to ordinance and resolution. The increase will generate approximately \$160,000 annually, which will provide for increased costs in the operations of the water and sewer systems and for renewals and replacements of machinery and equipment.

Major Work Programs

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

GENERAL GOVERNMENT

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

PUBLIC SAFETY

Law Enforcement
Fire Control
Protective Inspection

PUBLIC WORKS

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

PUBLIC UTILITIES

Water Utility Services
Sewer Services

The *General Government* division performs all the general administrative duties of the City. It provides the necessary support services for all departments and it performs all accounting, budgeting, data processing, collections, purchasing, personnel, record retention and information technology support for City operations. Approximately 9.4% 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, planning and code enforcement services.

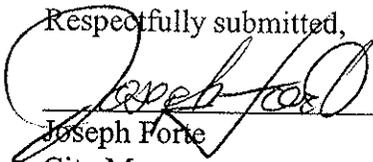
The *Public Services* division maintains streets, sidewalks, drainage systems, parks and grounds. It also provides motor vehicle maintenance for all City vehicles and administers the contract for solid waste services.

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

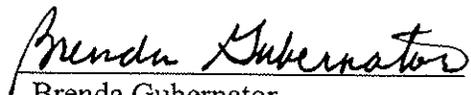
The *Culture/Recreation* division plans and administers various recreational programs and special activities for the community.

With the cooperative efforts of our residents, business leaders, employees and commissioners dedicated to improving our city we have made good progress during the last few years. In summary, this budget provides for normal operations at current service levels and continues the policies set by current and previous City Commissions.

Respectfully submitted,



Joseph Forte
City Manager



Brenda Gubernator
Finance Director

City of Holly Hill
2005 Goals
As established by the City Commission 5/11/04

GOAL 1

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

US1 is the main artery through the City. Numerous areas of The Avenue have been upgraded or redeveloped through efforts resulting from this goal first adopted in 1995 and revised in 1996, and 1998. The City remains committed to this goal.

1. Establish incentive strategies to encourage new business development through Public/Private Partnerships.
2. All efforts will be focused on protecting on-street parking along the Avenue (US1).
3. Traffic lights will be repaired and time accordingly.
4. Upgrade Hollyland Park:
 - a Relocate ball fields, Library, Chamber, etc...
 - b Consider conference center.
5. Improvements to ball fields in the short term.
6. Improvements to City Hall property (front steps).
7. Underground utilities in the CRA.
8. Consideration will be given to zero lot lines in the CRA (PUD).

GOAL 2

To develop a five (5) year capital improvements plan

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

1. As projects are completed, new projects will be added.
2. All capital needs will be included in the Five-Year Capital Improvements Plan(s) and a method of funding will be implemented.
3. Improvements to Sica Hall will be considered and undertaken when financially feasible. Upgrades to the facility will be based on the proposed and potential uses of the building. Acquisition of additional property will be considered.
4. Consideration will be given to staffing a Westside station in cooperation with Volusia County.
5. Estimates will be received to determine the cost and feasibility to place a shade cover over a portion of the swimming pool.
6. A sign of appropriate size and function will be located on the recreation property facing the Avenue.

GOAL 3

To maintain and improve the “people” environment for the city

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

1. Enhanced training will continue to be provided for staff with the goal of providing quality services.
2. New technologies will be employed to assist and improve services provided by the City. The public will be able to rely on technologies to access the city and its records. Permitting and similar activities will be technology based and accessible to everyone.
3. Consideration will be to City operated wireless provider.
4. Expand / Improve Website.
5. Employee salaries will remain competitive.
6. Install workout station along the path in Sunrise Park.
7. Expand the "BEACH" at Sunrise Park.
8. Provide more police presence citywide.
9. Extend sidewalk from Sunrise Park to the north City Limits.

Goal 4

To enhance the city's code enforcement efforts

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

1. The ordinances will again be reviewed and modified to enhance the efforts of the code enforcement and building permitting procedures of the City.
2. The City's efforts will be used to encourage citizens and businesses to improve the look of the city.
3. Attention will be given to eliminate substandard structures found to be a detriment to the Safety, Health, and Welfare of the community.

Goal 5

To ensure the Best use of land within the City

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

1. The highest and best use of land within the City will be encouraged based on the benefits to the property owner and the adjoining owners and residents.
2. Redevelopment of existing properties will be encouraged through a property by property process and adherence to existing and/or modified zoning and building regulations.
3. Annexation will be encouraged on a parcel-by-parcel basis taking into consideration the benefits to the property owner and to the City.
4. Attention will be given to creating a more pleasant appearance around all retention ponds on major roadways.
5. Consideration will be given to the development of Round-a-bouts in strategic locations.

GOAL 6

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

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

1. The total water and wastewater infrastructure will be evaluated at the appropriate time. These evaluations will enable the Commission and staff to best analysis and determine the most expedient path toward the long-term viability of the systems.

2. Based on the above evaluations, electronic water meters will be installed Citywide as soon as financially possible.
3. Reuse water systems will be evaluated and installed as soon as possible relying on outside sources of funding such as grants.
4. Seek an alternative funding source to develop a plan to reduce effluent and storm water runoff entering the Halifax River.

GOAL 7

To recognize and promote the historical attributes of the City

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

1. A Historical Preservation Board will be established to inventory the City's historical features and to begin developing the historical record and historical program for the City.
2. Uses for the historical features of the City are to be considered including a site (museum) to highlight the City's historical items.
3. Establish criteria for memorials and park dedications.
4. Identify a park in the name for former long time Mayor Don Wiggins.

GOAL 8

To adopt and implement a plan to redevelop LPGA Boulevard

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

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

GOAL 9

To be good financial stewards of the City's funds

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

1. The Commission will strive to accomplish the programs and projects of the City within the property roll back rate.
2. Install energy saving features in all City-owned buildings.

MANAGEMENT AND BUDGET POLICIES

The 2005-06 Budget has been prepared in accordance with a number of management and budget policies in mind. Some of the policies are requirements of the City Charter and Code and State law. The balance reflect the financial management actions of the current and previous City Commissions.

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

1. *Investments - Safety* is the main objective when investing the City's idle funds. Rates are checked on Certificates of Deposit and government securities and at the State Board of Administration Pooled Investments Account when an investment is made.

2. *Debt Management* - 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 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. The City has no legal debt limits.

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 15 - 20% of the current budget is recommended for unforeseen circumstances.

In the Water and Sewer Enterprise Fund, minimum reserves for water and sewer debt service are maintained according to bond ordinance requirements. The City has established an operating fund reserve with the goal of achieving three months operating expenses as a reserve. The Renewal and Replacement Fund has a recommended reserve level of \$300,000. The Solid Waste Enterprise Fund reserve is estimated to be \$130,700 at the end of the fiscal year.

5. *Purchasing* - All contracts, when the sum is \$25,000, 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. All purchase orders over \$5,00 are reported to the City Commission if they have not previously approved the purchase.

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

7. *Pension Plans* - The State of Florida established and manages the Florida Retirement System which covers the City's general employees hired prior to 1/1/96. The City is currently obligated to contribute 7.83% 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. As of October, 1, 2005 the City is rejoining Florida Retirement System for general 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 responsible for any actuarial deficiency which may arise in either fund. The pension funds are included in the financial statements of the City, but are not included in the city's annual budget. The contributions to each fund are budgeted within the respective departmental budgets. In 2006, estimated contributions are 21.1% and 9.1% to the fire and police plans.

FINANCIAL STRUCTURE

Currently, the City prepares an annual budget for eleven funds. These funds are the General Fund, the Law Enforcement Trust Fund, the Police Explorers Fund, the Police Athletic League, Community Redevelopment Trust Fund, Capital Projects 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; 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, interest earnings, utility taxes, franchise taxes, licenses, and charges for unbilled services. Permits and miscellaneous revenues are recorded as revenue when the cash is received. These revenues are generally not measurable until actually received.

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

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

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

The *Community Development Block Grant Fund* is a special revenue fund established to record CDBG funds received from the County of Volusia and to record the expenditure of those funds on approved projects in CDBG areas. Expenditures are generally recognized when they are incurred.

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

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

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

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

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

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

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

major improvements.

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

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

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

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

BUDGET PROCESS

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

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

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

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

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

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

Annual Budget

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

recommended budget and comments, and additional meetings with Department Heads may be held.

4. In July, public workshops are held by the City Commission for discussion of expenditure proposals and estimated revenues. A proposed millage rate is set in July and an advertising calendar is prepared in accordance with the "Trim Bill" requirements.
5. In August, the budget is modified to reflect Commission consensus and final preparations are made for the first public hearing.
6. In September, two public hearings are held to adopt the budget and a millage rate. The hearings are held and advertised according to State Statutes. The budget is legally enacted through passage of an ordinance.
7. On October 1 of each year the budget finally adopted goes into effect.

Amended Budget

1. In June, the Finance Department provides a seven-month review of the City's financial activities. The Departments re-evaluate their programs and revise estimated costs for completing projects during the fiscal year.
2. In July, final preparations are made for amending the current year's budget.
3. In August, a first and second reading of the amending ordinance is held and the budget amendments are adopted.
4. The City Manager is authorized to transfer part or all of an unencumbered appropriation balance among programs within a department. This may be done at any time during the year and the City Manager needs only to report it to the Commission. Transfers between departments must be accomplished by ordinance.

CAPITAL BUDGET PROCESS

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

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

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

RESOLUTION NO. 2005-R-44

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTING A FINAL MILLAGE RATE FOR THE YEAR BEGINNING OCTOBER 1, 2005; 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, 2005; and

WHEREAS, the City Commission of the City of Holly Hill, Florida, pursuant to Florida Statute 200.065, the TRIM BILL, is required to adopt a tentative budget and a proposed millage rate, said proposed millage rate is the current rate of 4.08002 (\$4.08002 per \$1,000); and

WHEREAS, the City Commission of the City of Holly Hill, Florida, is desirous of adopting a final millage rate, having given proper notice of both a proposed 14.12% tax increase and the public hearing held with respect to same.

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

SECTION 1. That the final millage rate adopted by the City Commission of the City of Holly Hill, Florida, for the tax year beginning October 1, 2005 is 4.08002 (\$4.08002 per \$1,000.00); said millage rate is the current rate of 4.08002 (\$4.08002 per \$1,000), which shall be a 14.12% 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 27th day of September, 2005.

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

Mayor William Arthur	Yes
Commissioner Arthur Byrnes	Yes
Commissioner Gilles Blais	Yes
Commissioner Lou Schmitt	Yes
Commissioner Roland Via	Yes

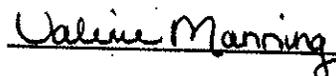
WHEREAS, the Mayor of the City of Holly Hill, Florida, has heretofore set his official signature, duly authorized by the City Clerk, and has caused the official seal of said City to be affixed, all at the City Hall in the City of Holly Hill, this 27th day of September, 2005 for the purpose of authenticity as is required by law.



William D. Arthur, Mayor



Joseph A. Forte, City Manager



Valerie Manning, City Clerk

ORDINANCE NO. 2739

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA ADOPTING THE APPROPRIATIONS BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2005, THROUGH SEPTEMBER 30, 2006, PROVIDING FOR CONFLICTING ORDINANCES; AND ESTABLISHING AN EFFECTIVE DATE.

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

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

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

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

SECTION 1. That the attached appropriation budget for the fiscal year October 1, 2005, through September 30, 2006, 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 12th day of September 2005.

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

Mayor William Arthur	Yes
Commissioner Arthur Byrnes	Yes
Commissioner Gilles Blais	Yes
Commissioner Lou Schmitt	Yes
Commissioner Roland Via	Yes

The within and foregoing Ordinance was introduced and read on second reading before the City Commission of the City of Holly Hill, Florida, at its regular meeting held in Commission Chambers at City Hall on the 27th day of September, 2005.

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

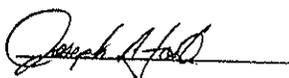
Mayor William Arthur	Yes
Commissioner Arthur Byrnes	Yes
Commissioner Gilles Blais	Yes
Commissioner Lou Schmitt	Yes
Commissioner Roland Via	Yes

Whereupon, the Mayor of the City of Holly Hill, Florida, has heretofore 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 27th day of September, 2005 for the purpose of authenticity as is required by law.

City of Holly Hill

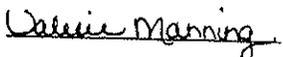


William D. Arthur, Mayor



Joseph A. Forte, City Manager

Attest:



Valerie Manning, City Clerk

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>2003-2004</u> Budgeted Positions	<u>2004-2005</u> Budgeted Positions	<u>2005-2006</u> Budgeted Positions
GENERAL GOVERNMENT			
<u>City Manager</u>			
City Manager	1	1	1
City Clerk	1	1	1
Asst to City Manager	1	1	0
IT Manager	1	1	1
IT Assistant	0	1	1
Admin. Assistant	1	1	1
	<hr/> 5	<hr/> 6	<hr/> 5
<u>Finance and Administration</u>			
Finance Director	1	1	1
Chief Accountant/Asst Finance Director	1	1	1
Accountant	1	1	1
Accounting Clerk III	1	1	1
Accounting Clerk II	1	1	1
Customer Serv Supervisor	1	1	1
Customer Serv Clerk III	1	1	1
Customer Serv Clerk II	1	1	1
Customer Serv Clerk I	1	1	1
	<hr/> 9	<hr/> 9	<hr/> 9
<u>Human Resources/Civil Service</u>			
Human Resources Director	1	1	1
	<hr/> 1	<hr/> 1	<hr/> 1
PUBLIC SAFETY			
<u>Law Enforcement</u>			
Director of Public Safety	1	1	1
Police Commander	1	1	1
Police Sergeant	5	5	6
Police Corporal	6	6	7
Police Investigator	1	2	3
Drug Investigator	1	1	0
Police Officer	12	12	12
Telecommunicators	4	0	0
Admin Assistant	1	1	1
Staff Assistant/CID	1	1	1
Public Service Clerk	1	3	3
Community Service Officer	1	1	1
	<hr/> 35	<hr/> 34	<hr/> 36
<u>Fire Control</u>			
Fire Division Chief	1	1	1
Fire Lieutenant	2	2	2
Fire Inspector	1	1	1
Driver / Engineer	3	3	4
Firefighter/ Paramedic	2	5	4
Firefighter/ EMT	7	4	4
Secretary (1 part time)	0.5	0.5	0.5
	<hr/> 16.5	<hr/> 16.5	<hr/> 16.5

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>2003-2004</u>	<u>2004-2005</u>	<u>2005-2006</u>
	<u>Budgeted</u>	<u>Budgeted</u>	<u>Budgeted</u>
	<u>Positions</u>	<u>Positions</u>	<u>Positions</u>
<u>Protective Inspection</u>			
Chief Building Official	1	1	1
Community Development Director	0	0	1
Property Maintenance Inspector	1	1	1
Licensing/Permit Coordinator	1	1	1
Community Service Officer	2	2	2
	<hr/>	<hr/>	<hr/>
	5	5	6
 PUBLIC SERVICES			
<u>Administration</u>			
Public Works Director	1	1	1
City Engineer	0	1	1
Utilities Supervisor	1	1	1
Admin Assistant	1	1	1
Staff Assistant/PW	1	1	1
	<hr/>	<hr/>	<hr/>
	4	5	5
 <u>Transportation/Road & Street Facilities</u>			
Garage Supervisor	1	1	1
Streets Foreman	1	1	1
Senior Mechanic	1	2	2
Mechanic	1	0	0
Equipment Operator/Maint Worker	4	4	4
	<hr/>	<hr/>	<hr/>
	8	8	8
 <u>Buildings & Grounds</u>			
Buildings & Grounds Supervisor	1	1	1
Tradesworker	1	1	1
Equipment Operator/Maint Worker	4	6	6
Custodian	2	2	2
Heavy Equipment Operator	1	1	1
	<hr/>	<hr/>	<hr/>
	9	11	11
 <u>Recreation</u>			
Recreation Director	1	1	1
Recreation Supervisor	1	1	1
Program Supervisor	1	1	1
Custodian	1	1	1
Caretaker (1 PT)	0.5	0.5	0.5
PAL- Program Asst (2 PTE)	2	2	2
Aquatics/Life Guard (1 PTE)	1	1	1
	<hr/>	<hr/>	<hr/>
	7.5	7.5	7.5
 <u>Community Redevelopment Trust Fund</u>			
Community Redevelopment Area Coordinator	0.5	1	1
	<hr/>	<hr/>	<hr/>
	0.5	1	1
 <u>Stormwater Drainage</u>			
Equipment Operator/Maint Worker	1	1	1
Equipment Operator/Maint Worker	3	3	3
	<hr/>	<hr/>	<hr/>
	4	4	4

**CITY OF HOLLY HILL
PERSONNEL SUMMARY**

	<u>2003-2004</u> Budgeted Positions	<u>2004-2005</u> Budgeted Positions	<u>2005-2006</u> Budgeted Positions
<u>Garbage/Solid Waste Control</u>			
Solid Waste Coordinator	<u>1</u>	<u>0</u>	<u>0</u>
	1	0	0
 PUBLIC UTILITIES			
<u>Water Utility Service/Water Plant</u>			
Chief Water Plant Operator	1	1	1
Lab Technician	1	1	1
Water Plant Operator	4	5	5
Utility Mechanic	3	3	3
Meter Reader	2	2	2.5
Utility Service Worker	<u>0</u>	<u>0</u>	<u>0</u>
	11	12	12.5
 <u>Sewer Service/Water Pollution Control Plant</u>			
Chief Wastewater Plant Operator	1	1	1
Plant Operator	5	5	5
Sludge Belt Press Operator	1	1	1
Utility Mechanic	<u>3</u>	<u>3</u>	<u>3</u>
	10	10	10
 TOTAL PERSONNEL	 126.5	 130.0	 132.5

**CITY OF HOLLY HILL
COMBINED BUDGET SUMMARY
2005-2006**

REVENUES		EXPENDITURES	
TOTAL TAXES	4,458,800	GENERAL GOVERNMENT	1,567,600
LICENSES & PERMITS	373,900	PUBLIC SAFETY	3,811,500
INTERGOVERNMENTAL	1,943,800	PUBLIC SERVICES	1,586,600
CHARGES FOR SERVICES	835,000	CULTURE/RECREATION	447,100
OTHER REVENUES	294,600	HOLLY HILL PAL	16,100
SOLID WASTE REVENUES	1,552,100	COMMUNITY REDEVELOPMENT	6,866,300
WATER & SEWER REVENUE	5,344,000	CDBG TRUST FUND	96,700
TRANSFERS IN	840,400	STORMWATER MANAGEMENT	417,800
APPROPRIATED RESERVES	7,786,900	SOLID WASTE	1,318,700
		PUBLIC UTILITIES	2,768,000
		DEBT SERVICE	2,218,700
		BUDGET RESERVES	710,500
		TRANSFERS OUT	840,400
		RENEWAL & REPLACEMENT	763,500
TOTAL REVENUES	<u>23,429,500</u>	TOTAL EXPENDITURES	<u>23,429,500</u>

**CITY OF HOLLY HILL
REVENUE COMPARISON
2005 - 2006**

	2002-03 ACTUAL	2003-04 ACTUAL	2004-05 AMENDED	2005-06 BUDGET	% CHANGE
GENERAL FUND					
Ad Valorem Taxes	1,484,986	1,465,124	1,571,400	1,749,900	11.4%
Sales & Use Taxes	266,516	278,442	290,000	302,900	4.4%
Franchise Fees	633,659	640,107	671,200	696,200	3.7%
Utility Service Taxes	707,472	744,108	773,000	800,000	3.5%
Local Communications Service Tax	551,051	575,750	600,000	600,000	0.0%
Total Taxes	3,643,684	3,703,531	3,905,600	4,149,000	6.2%
Licenses & Permits	264,820	277,733	362,900	373,900	3.0%
Federal Shared Revenues	34,590	75,030	104,600	0	-100.0%
State Shared Revenues	1,018,772	1,057,087	1,077,600	1,146,800	6.4%
Local Shared Revenues	18,304	37,100	21,800	14,800	-32.1%
Total Shared Revenues	1,071,666	1,169,217	1,204,000	1,161,600	-3.5%
Charges for Services	139,344	149,903	155,900	155,000	-0.6%
Fines & Forfeitures	46,180	46,294	40,300	40,300	0.0%
Interest Earnings	48,831	38,853	53,000	53,000	0.0%
Sales & Compensation	49,787	27,419	49,000	20,000	-59.2%
Contributions	3,616	7,919	12,000	4,500	0.0%
Other Miscellaneous Revenues	50,158	30,946	36,500	42,500	16.4%
Total Misc Revenue	337,916	301,334	346,700	315,300	-9.1%
Appropriations / Reserves	189,770	595,733	1,244,600	772,000	-38.0%
Transfers	735,000	725,866	753,800	798,400	5.9%
Total General Fund Revenues	6,242,856	6,773,414	7,817,600	7,570,200	-3.2%
LAW ENFORCEMENT TRUST FUND					
Law Enforcement Trust	10,731	10,942	30,100	0	-100.0%
HOLLY HILL POLICE EXPLORERS					
Holly Hill Police Explorers	0	0	7,900	0	-100.0%
HOLLY HILL PAL					
Holly Hill PAL	13,503	5,557	8,100	16,100	98.8%
COMMUNITY REDEVELOPMENT TRUST FUND					
Community Redevelopment	265,329	422,148	680,100	1,205,800	77.3%
CRA Capital Projects	0	0	6,331,000	6,131,000	-3.2%
Total Community Redevelopment	265,329	422,148	7,011,100	7,336,800	4.6%
COMMUNITY DEVELOPMENT BLOCK GRANT					
Comm Development Block Grant	80,570	433,669	105,900	96,700	-8.7%
LAW ENFORCEMENT GRANT FUND					
LLEBG	29,850	30,630	12,000	0	-100.0%
STORMWATER MANAGEMENT					
Local Shared Revenues	0	50,000	0	0	0.0%
Charges for Services	422,904	531,867	676,000	680,000	0.6%
Miscellaneous Revenues	17,153	6,881	7,000	7,000	0.0%
State Revolving Loan	1,695,651	2,770,179	252,700	0	-100.0%
Transfers	0	332,342	42,000	42,000	100.0%
Appropriations	513,079	0	0	42,500	100.0%
Total Stormwater Management	2,648,787	3,691,269	977,700	771,500	-21.1%
CAPITAL PROJECTS FUND					
Capital Projects	202,459	57,844	1,343,600	0	-100.0%
SOLID WASTE ENTERPRISE					
Charges for Services	1,535,218	1,532,010	1,650,000	1,552,100	-5.9%
Other Miscellaneous Revenue	24,676	10,809	1,500	2,500	66.7%
Appropriations	0	0	188,000	112,500	-40.2%
Total Solid Waste Enterprise	1,559,894	1,542,819	1,839,500	1,667,100	-9.4%
WATER & SEWER ENTERPRISE					
Water Revenue	1,995,993	1,989,302	2,068,400	2,196,000	6.2%
Sewer Revenue	2,050,233	2,042,479	2,127,200	2,450,500	15.2%
Interest Earnings	71,208	67,037	68,500	83,000	21.2%
Impact Fees	105,234	118,956	766,200	697,500	-9.0%
Other Income	27,374	52,991	38,000	31,000	-18.4%
Appropriations	363,463	11,321	954,400	513,100	-46.2%
Transfers	0	0	65,300	0	-100.0%
Total Water & Sewer	4,613,505	4,282,086	6,088,000	5,971,100	-1.9%
TOTAL ALL FUNDS	15,667,484	17,250,378	25,241,500	23,429,500	-6.4%

**CITY OF HOLLY HILL
EXPENDITURE COMPARISON
2005 - 2006**

	2002-03 ACTUAL	2003-04 ACTUAL	2004-05 AMENDED	2005-06 BUDGET	% CHANGE
<u>GENERAL FUND</u>					
General Government	\$1,446,277	\$1,639,232	\$1,832,700	\$1,700,000	-7.2%
Public Safety	2,953,179	3,151,236	3,601,900	3,811,500	5.8%
Public Services	1,498,950	1,478,558	1,758,100	1,586,600	-9.8%
Culture/Recreation	328,983	365,757	407,900	447,100	9.6%
Transfers/Reserves	4,139	34,010	217,000	25,000	-88.5%
Total General Fund	6,231,528	6,668,793	7,817,600	7,570,200	-3.2%
<u>LAW ENFORCEMENT TRUST FUND</u>					
Law Enforcement Trust	12,059	16,747	30,100	0	-100.0%
<u>HOLLY HILL POLICE EXPLORERS</u>					
Holly Hill Police Explorers	0	0	7,900	0	-100.0%
<u>HOLLY HILL PAL</u>					
Holly Hill PAL	23,800	600	8,100	16,100	98.8%
<u>COMMUNITY REDEVELOPMENT TRUST FUND</u>					
Community Redevelopment	194,873	327,645	680,100	1,205,800	77.3%
CRA Capital Projects	0	0	200,000	6,131,000	2965.5%
Transfers/Reserves	0	0	6,131,000	0	-100.0%
<u>COMMUNITY DEVELOPMENT BLOCK GRANT</u>					
Community Development	80,570	433,669	105,900	96,700	-8.7%
<u>LAW ENFORCEMENT GRANT FUND</u>					
LLEBG	31,256	30,630	12,000	0	-100.0%
<u>STORMWATER DRAINAGE FUND</u>					
Stormwater Drainage	2,376,337	3,521,475	977,700	771,500	-21.1%
<u>CAPTIAL PROJECTS FUND</u>					
Capitl Projects	50,326	148,142	1,343,600	0	-100.0%
<u>SOLID WASTE ENTERPRISE</u>					
Solid Waste	1,570,925	2,995,572	1,839,500	1,667,100	-9.4%
<u>WATER & SEWER ENTERPRISE</u>					
Water & Sewer	2,233,574	2,328,117	2,991,700	3,218,000	7.6%
Renewal and Replacement	824,402	1,314,983	1,037,600	763,500	-26.4%
Debt Service	1,235,130	1,232,846	1,237,500	1,237,100	0.0%
Reserves / Transfers	117,595	845,924	821,200	752,500	-8.4%
Total Water and Sewer Funds	4,410,701	5,721,870	6,088,000	5,971,100	-1.9%
TOTAL ALL FUNDS	14,982,375	19,865,143	25,241,500	23,429,500	-7.2%

**CITY OF HOLLY HILL
SUMMARY OF EXPENDITURES
Budget 2005-2006**

	Operating	Capital	Debt Service/ Reserves/Trans	Total
<u>GENERAL FUND</u>				
General Government	1,501,300	41,300	157,400	1,700,000
Law Enforcement	2,062,900	47,000	0	2,109,900
Fire Control	1,259,500	22,200	0	1,281,700
Protective Inspection	217,500	12,500	0	230,000
Community Development	189,900	0	0	189,900
Transportation/Road & Street	765,900	120,000	0	885,900
Buildings & Grounds	598,700	102,000	0	700,700
Recreation	447,100	0	0	447,100
Reserves/Transfers/ Advances	25,000	0	0	25,000
Total General Fund	7,067,800	345,000	157,400	7,570,200
<u>LAW ENFORCEMENT TRUST FUND</u>	0	0	0	0
<u>HOLLY HILL PAL</u>	16,100	0	0	16,100
<u>COMMUNITY REDEVELOPMENT TRUST</u>	673,500	6,192,800	470,500	7,336,800
<u>COMMUNITY DEVELOPMENT BLOCK GRA</u>	0	96,700	0	96,700
<u>LAW ENFORCEMENT GRANT FUND</u>	0	0	0	0
<u>STORMWATER DRAINAGE FUND</u>	306,300	111,500	353,700	771,500
<u>CAPITAL PROJECTS FUND</u>	0	0	0	0
<u>SOLID WASTE ENTERPRISE FUND</u>	1,318,700	0	348,400	1,667,100
<u>WATER & SEWER ENTERPRISE FUND</u>				
Water Utility Service	1,384,500	0	0	1,384,500
Sewer Service	1,353,500	0	42,000	1,395,500
Administrative	30,000	0	450,000	480,000
Debt Service	0	0	1,237,100	1,237,100
Renewal & Replacement	0	763,500	710,500	1,474,000
Total Water & Sewer	2,768,000	763,500	2,439,600	5,971,100
TOTAL EXPENDITURES	12,150,400	7,509,500	3,769,600	23,429,500

**CITY OF HOLLY HILL
ESTIMATED FUND BALANCES
2005 - 2006**

	Est Beginning Fund Balance Sept 30, 2005	Revenue Projection 2005-06	Expenditure Projection 2005-06	Estimated Fund Balance Sept 30, 2006	% of Expenditures
General Fund					
Unreserved	1,422,014	6,798,200	7,570,200	650,014	
Police Education	6,479	3,000	0	9,479	
Total General Fund	1,428,493	6,801,200	7,570,200	659,493	8.7%
Law Enforcement Trust	26,448	0	0	26,448	100.0%
Holly Hill Police Explorers	1,800	0	0	1,800	100.0%
Holly Hill PAL	22,400	4,800	16,100	11,100	68.9%
Community Redevelopment	360,424	1,205,800	1,205,800	360,424	29.9%
CRA Capital Projects	6,331,000	0	0	6,331,000	100.0%
Community Development Block Grant	0	96,700	96,700	0	0.0%
Law Enforcement Grant Fund	0	0	0	0	0.0%
Stormwater Drainage	794,482	729,000	771,500	751,982	97.5%
Capital Projects	0	0	0	0	0
Solid Waste	243,200	1,554,600	1,667,100	130,700	7.8%
Water and Sewer	442,440	4,732,500	4,480,000	694,940	15.5%
Renewal & Replacement	940,581	1,019,500	763,500	1,196,581	156.7%
TOTAL	10,591,268	16,144,100	16,570,900	10,164,468	61.3%

**CITY OF HOLLY HILL
NOTES PAYABLE
2004 - 2005**

Present notes payable are summarized as follows

<u>Lender / Purpose</u>	Principal Balance 2004-05	Principal Payment 2005-06	Interest Payment 2005-06	Principal Balance 9/30/2006
GENERAL FUND				
<u>Sun Bank of Volusia County-</u>				
(1) New Gym , City Hall/Fire Station Renovation	(2) 313,762	141,200	16,200	156,362
NOTES PAYABLE BALANCE	313,762	141,200	16,200	156,362

(1) Pledged Revenue Utility Service Taxes

(2) Payoff 3/2008

**CITY OF HOLLY HILL
REDEVELOPMENT REVENUE BOND *
SERIES 2005
\$6,331,000
BUDGET YEAR 2005 - 2006**

DEBT SERVICE REQUIREMENTS TO MATURITY

	FISCAL YEAR ENDING	PRINCIPAL	INTEREST	TOTAL DEBT SERVICE
OCTOBER 1	2006	185,717	284,715	470,432
	2007	194,226	276,206	470,432
	2008	203,124	267,308	470,432
	2009	212,429	258,003	470,432
	2010	222,162	248,271	470,433
	2011	232,339	238,093	470,432
	2012	242,984	227,448	470,432
	2013	254,115	216,317	470,432
	2014	265,757	204,675	470,432
	2015	277,932	192,500	470,432
	2016	290,665	179,767	470,432
	2017	303,982	166,451	470,433
	2018	317,908	152,524	470,432
	2019	332,472	137,960	470,432
	2020	347,704	122,728	470,432
	2021	363,633	106,799	470,432
	2022	380,292	90,140	470,432
	2023	397,715	72,718	470,433
	2024	415,935	54,497	470,432
	2025	434,990	35,442	470,432
	2026	454,919	15,514	470,433
	TOTAL	6,331,000	3,548,073	9,879,073

* Redevelopment Agency Capital Improvement Program

CITY OF HOLLY HILL
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
STORMWATER MANAGEMENT LOAN CS12070906P *
\$5,600,214
BUDGET YEAR 2005 - 2006

DEBT SERVICE REQUIREMENTS TO MATURITY

	FISCAL YEAR			TOTAL DEBT
	ENDING	PRINCIPAL	INTEREST	SERVICE
OCTOBER 1	2006	235,396	118,221	353,616
	2007	240,808	112,808	353,616
	2008	246,351	107,266	353,616
	2009	252,027	101,590	353,616
	2010	257,839	95,777	353,616
	2011	263,792	89,825	353,616
	2012	269,888	83,729	353,616
	2013	276,131	77,485	353,616
	2014	282,526	71,091	353,616
	2015	289,075	64,542	353,616
	2016	295,783	57,833	353,616
	2017	302,654	50,962	353,616
	2018	309,692	43,924	353,616
	2019	316,901	36,715	353,616
	2020	324,286	29,330	353,616
	2021	331,851	21,765	353,616
	2022	339,601	14,015	353,616
	2023	347,540	6,076	353,616
	TOTAL	5,182,141	1,182,954	6,365,095

* State Revolving Loan for Stormwater Management Improvements

**CITY OF HOLLY HILL
 BONDS PAYABLE
 SERIES 2002 - \$14,030,000
 BUDGET YEAR 2005 - 2006**

DEBT SERVICE REQUIREMENTS TO MATURITY

	FISCAL YEAR ENDING	PRINCIPAL	INTEREST	TOTAL DEBT SERVICE
OCTOBER 1	2006	530,000	544,606	1,074,606
	2007	550,000	528,706	1,078,706
	2008	565,000	511,656	1,076,656
	2009	585,000	491,881	1,076,881
	2010	605,000	471,821	1,076,821
	2011	625,000	447,831	1,072,831
	2012	655,000	423,612	1,078,612
	2013	680,000	397,412	1,077,412
	2014	710,000	369,532	1,079,532
	2015	745,000	334,032	1,079,032
	2016	780,000	296,782	1,076,782
	2017	810,000	262,462	1,072,462
	2018	850,000	226,012	1,076,012
	2019	890,000	186,700	1,076,700
	2020	930,000	144,425	1,074,425
	2021	980,000	100,250	1,080,250
	2022	1,025,000	51,250	1,076,250
	TOTAL	12,515,000	5,788,973	18,303,973

CITY OF HOLLY HILL
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
WASTEWATER TREATMENT LOAN CS12070905P *
\$2,337,416
BUDGET YEAR 2005 - 2006

DEBT SERVICE REQUIREMENTS TO MATURITY

	FISCAL YEAR ENDING	PRINCIPAL	INTEREST	TOTAL DEBT SERVICE
OCTOBER 1	2006	98,682	61,760	160,442
	2007	101,775	58,667	160,442
	2008	104,965	55,477	160,442
	2009	108,255	52,187	160,442
	2010	111,648	48,794	160,442
	2011	115,147	45,295	160,442
	2012	118,756	41,686	160,442
	2013	122,478	37,964	160,442
	2014	126,317	34,125	160,442
	2015	130,276	30,166	160,442
	2016	134,359	26,083	160,442
	2017	138,570	21,872	160,442
	2018	142,913	17,529	160,442
	2019	147,392	13,050	160,442
	2020	152,011	8,431	160,442
	2021	156,776	3,666	160,442
	TOTAL	2,010,317	556,752	2,567,069

* State Revolving Loan for Sewer System Rehabilitation.

**CAPITAL OUTLAY
2005 - 2006**

Capital outlay and improvements included in this 2004-05 budget are listed on the following pages. Generally, the items listed under \$30,000 are replacements of existing equipment and/or upgrades and repairs to existing equipment or buildings. Repair costs and maintenance are expected to decrease the impact on the operating budget and/or extend the life of existing fixed assets.

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

1. Vehicles (4) Police Package

Replacement of vehicles with high mileage and maintenance.

Cost: \$88,000

Source: General Revenue \$44,000

Community Redevelopment Trust \$44,000

Impact: Improved response time and reduce maintenance cost and repairs.

2. Street Resurfacing Program

Continuing five year plan.

Cost: \$105,700

Source: Gas Tax \$75,000 CDBG \$30,700

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

3. Sidewalk Program

Continuing five year plan to build new sidewalks.

Cost: \$78,000

Source: Sidewalk fee \$15,000 General Revenue \$30,000
CDBG \$33,000

Impact: Improved safety for pedestrians.

4. Water Meters

Continuing plan to upgrade water meters to radio frequency reading system.

Cost: \$150,000

Source: Water Revenue

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

5. Water System Interconnection

Develop unified water interconnects between Holly Hill, Daytona Beach and Ormond Beach.

Cost: \$165,000

Source: Water Revenue

Impact: Provide flexibility to optimize well field operations and supply water during emergency conditions and planned interruption.

6. Water Reuse Line and Irrigation System

Construct water reuse line and irrigation system for the water treatment plant common areas.

CAPITAL OUTLAY

2005 - 2006

Cost: \$45,000

Source: Water Revenue

Impact: Meet obligation of the St. Johns River Management to decrease consumption of finished water.

7. Florida East Coast Railroad Crossings

Florida East Coast Railroad Crossing Improvements.

Cost: \$50,000

Source: Water Revenue

Impact: Improved safety at railroad crossing.

8. Wastewater Lift Station Rehabilitation

Upgrade lift stations throughout the City.

Cost: \$60,000

Source: Sewer Revenue \$30,000

CDBG \$30,000

Impact: Reduce costs for electricity, maintenance and motor replacements.

9. Belt Press, Solids Handling, Chemical Waste Pumps, Rollers

Refurbishment and upgrading the process necessary in wastewater treatment.

Cost: \$33,000

Source: Sewer Revenue

Impact: Improve operation and reduce maintenance.

**CITY OF HOLLY HILL
FISCAL YEAR 2005 - 2006
CAPITAL OUTLAY**

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

	<u>ITEM COST</u>	<u>TOTAL COST</u>
General Government		41,300
Security / Network Audit	2,000	
Iron Port c10 Virus & Spam Hardware	6,800	
Disk Keeper (defrag drives)	1,000	
Computers (4)	6,500	
Hardware, Misc	5,000	
Software, Misc	5,000	
City Hall - Replace Carpet	15,000	
Law Enforcement		\$47,000
Light Bars Replacements (2)	3,000	
Vehicles - Crown Victoria (2) - Patrol	44,000	
Fire Control		\$22,200
Life Pac 12	22,200	
Protective Inspection		\$12,500
Vehicle - Pickup Truck	12,500	
Transportation/Road & Street Facilities		\$120,000
Street Resurfacing Program	75,000	
Sidewalk Program	45,000	
Buildings and Grounds		\$102,000
Enclose Shelter Building - Public Works	8,000	
Electrical Rehab - City Hall Lawn	8,000	
Holly Hill Welcome Signs	3,000	
Park Signage	7,000	
* City Hall Steps (repair & resurface)	20,000	
* Sunrise Park Workout Stations	5,000	
Gator Utility Vehicle	12,000	
Vehicle - 1/2 Ton Pick-up	14,000	
Generator - Recreation Center	25,000	
Community Redevelopment		\$6,192,800
Vehicles - Crown Victoria (2)	44,000	
Lap Tops (2)	4,600	
Light Bars (2)	3,000	
Bicycles (5)	5,000	
Portable Radios (2)	5,200	
CRA Capital Projects	6,131,000	
Community Development Block Grant Fund		\$96,700
Streets Resurfaced & Striped	30,700	
Sidewalk Improvements	33,000	
Lift Station #7 Rehab	30,000	
Gravity Sewer Repairs	3,000	
Stormwater Management		111,500
* Construct Pole-barn for Storage	40,000	
Vehicle - SUV	20,000	
* Vehicle - Dump Truck (DOT)	12,000	
Radio - 800 MHZ (4)	6,000	
Computer - Admin Assistant	2,500	
Pump for Ponds	16,000	
Generator - Mobile	15,000	

* Carryover

**CITY OF HOLLY HILL
FISCAL YEAR 2005 - 2006
CAPITAL OUTLAY**

Renewal & Replacement

763,500

Water

* Design & Engineering Services on Water System	25,000
* Steel Doors for WTP Control Building (8 Sets)	12,000
* Lime Silo Corroded Metal Panels	5,000
Water Meter Replacement Program	150,000
* Match for Water System Interconnection with Daytona Beach & Ormond Beach	165,000
* Irrigation System - Water Plant	45,000
* FEC Railroad Crossing	50,000
CO2 Controller	10,000
CO2 Ammonia, CL2 Alarms	2,000
Paint & Repair West Wells	17,500
Lab Repairs	20,000
Structural Repairs & Painting	50,000
* WTP Booster Pumps	3,500
* Misc Tools & Equipment	3,500

TOTAL WATER R&R

558,500

* Carryover \$206,000

Sewer

Replace Doors in Control Building (3)	7,000
Motor Control Center Bldg Waterline Replacement	10,000
Roof Structure over East Recycle Pumps	12,000
Misc Lift Station Repairs	30,000
Biological Treatment Units, Bearings, Rubber Bushings	23,400
Equalization Pumps & Drives - GM & New Handler	12,600
Belt Press & Solids Handling, Chemical Waste Pumps, Rolle	33,000
Return Activated Pumps	9,000
Waste Activated Pumps	5,000
Recycle Pumps, Rebuild Pumps & Motors (2)	16,000
Reuse Pumping Station	13,000
Alum Tank & Pumps	2,000
Effluent Pumping System	7,000
Bar Screen & Pista Grit	5,000
Dissolved air Floatation Unit	5,000
Chemical Storage Building	5,000
Sand Filter	10,000

TOTAL SEWER R&R

205,000

TOTAL 2005 - 2006 CAPITAL OUTLAY

7,509,500

GENERAL FUND

ANNUAL BUDGET

2005-2006

GENERAL FUND REVENUE EXPLANATION 2005-06

Property Tax Revenue

The General Fund revenue projections include ad valorem tax revenue of \$2,051,696 less \$309,799 to be placed in the Community Redevelopment Trust Fund. This estimate is based on the rate of \$4.08002 per \$1,000 assessed valuation of \$518,416,729. The adopted millage rate is the same as the current year rate of \$4.08002 which is 14.12% over the rolled-back rate. The current year estimated gross taxable value increased by \$68,510,368, or 15.23% from the 2004 final gross taxable value of \$449,906,361. The following table provides a summary of the City's anticipated tax collections at the rate of 97% estimated collections.

Gross taxable value	\$518,416,729
Less exemptions	
(new construction + additions - deletions)	4,979,275
Adjusted taxable value	513,437,454
Rate per \$1,000	4.08002
2005 tax levy	2,115,151
Estimated % of collections	97%
Estimated current tax collections	2,051,696

Sales and Use Taxes

The City receives a percentage of the first two cents (\$.02) per gallon of the six-cent local option gas tax charged in Volusia County, which is allocated among the cities except the City of Deltona, on an equally weighted basis of taxable value and population. This revenue, estimated at \$174,600 is based on the state revenue projections for 2005-06.

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

The 2nd Local Option Gas Tax of five cents (\$.05) per gallon charged in Volusia County is also allocated among the cities based on population and taxable value. This gas tax is restricted to "transportation expenditures needed to meet the requirements of the capital improvements element of an adopted comprehensive plan". Expenditures may not include routine maintenance of roads. This revenue, estimated at \$128,300, is based on Volusia County's revenue projections for 2005-06.

Franchise Fees

Based on eight months' collections, revenue from franchise fees is expected to be higher than the 2003-04 budget. The following table shows the franchise fee charged to various companies:

Florida Power & Light	6%
Peoples Gas	6%
Towing Services	\$19,600

Utility Service Taxes

Based on current and historical revenue information, the electric and gas utility taxes are expected to be higher than the 2004-05 budget.

Electric	10%
Gas	10%

Telecommunications Tax

During the 2000 regular session, the Florida Legislature created the "Communications Services Tax Simplification Law" which combines seven different state and local taxes or fees and replaces these revenues with a two tiered tax composed of a state tax and a local option tax on communications services. The state provided conversion rates based on estimated numbers from 1999. The city's rate is 5.22% on these services. The revenues that are combined are the cable and telecommunications franchise fees and the telecommunications utility tax. Based on eight months collections, the revenues are estimated to be the same for 2004-05.

Licenses and Permits

Revenue from occupational licenses is expected to be the same as the 2004-05 amended budget. Permit fees and inspection fees are expected to be slightly higher than anticipated in the 2004-05 budget.

State Shared Revenues

This revenue is received from the State for grants, one-half cent of the state sales tax, mobile home licenses, alcoholic beverage licenses and motor fuel tax rebate. The State Revenue Sharing line item is composed of a portion of state sales tax and the 8th cent motor fuel tax. Currently, 29.5% of the City's State Revenue Sharing funds are from the 8th cent motor fuel tax. F.S.S. 206.605(3) restricts this amount, approximately \$126,200 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 the State Revenue Sharing and Half-Cent Sales Tax revenue are expected to be higher than 2004-05 estimates.

Local Shared Revenues

This revenue is monies received from the County or other local and regional agencies for grants and for the City share of County licenses. Based on current year's collections, the city's share of county licenses is expected to be higher than 2004-05 original estimates.

Fines and Forfeitures

Court fines and police education revenues are expected to be lower than the 2004-05 based on current receipts. Code enforcement fines and parking violations are anticipated to be about the same as the current year.

Interest Earnings

Interest earnings are based on current average earnings and are expected to remain about the same as estimates in the 2004-05 budget.

Miscellaneous Revenues

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

Other Miscellaneous Revenue - Current projections indicate these revenues will remain about the same as 2004-05 budget.

Appropriated Fund Balances and Reserves

Fund balance appropriations for current year projects which are being reappropriated and new capital items and projects totaling \$1,047,900 is planned in this budget.

Transfers

Transfers from the Water and Sewer Enterprise Fund and the Solid Waste Enterprise Fund totaling \$798,400 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	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2006 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
AD VALOREM TAXES						
311.10.00	Current Ad Valorem Taxes	1,461,035	1,458,299	1,533,300	1,583,400	1,741,900
311.20.00	Delinquent Ad Valorem Taxes	23,951	8,825	20,000	8,000	8,000
	Total Ad Valorem Taxes	1,484,986	1,467,124	1,553,300	1,571,400	1,749,900
SALES AND USE TAXES						
312.41.00	Local Option Gas Tax	152,701	160,515	155,000	168,000	174,600
312.41.10	2nd Local Option Gas Tax	113,815	117,927	120,000	122,000	126,300
	Total Sales and Use Taxes	266,516	278,442	275,000	290,000	300,900
FRANCHISE FEES						
313.10.00	Electricity	601,888	610,071	640,000	640,000	666,000
313.40.00	Gas	24,571	12,475	11,600	11,600	11,600
313.91.00	Towing Services	7,200	17,561	19,600	19,800	19,600
	Total Franchise Fees	633,659	640,107	671,200	671,200	696,200
UTILITY SERVICE TAXES						
314.10.00	Electricity	678,953	714,088	740,000	740,000	765,000
314.40.00	Gas	28,519	30,020	29,500	33,000	35,000
	Total Utility Taxes	707,472	744,108	769,500	773,000	800,000
LOCAL COMMUNICATIONS SERVICE TAX						
315.10.00	Telecommunications	551,051	575,750	600,000	600,000	600,000
	Total Local Communications Serv Tax	551,051	575,750	600,000	600,000	600,000
	Total Taxes	3,643,684	3,703,531	3,868,000	3,905,600	4,149,000
LICENSES & PERMITS						
321.10.00	Professional & Occupational Licenses	165,386	170,434	175,000	175,000	175,000
322.10.00	Building Permits	58,250	64,196	60,000	118,100	124,100
322.11.00	Electrical Permits	8,055	8,839	9,000	20,800	22,800
322.12.00	Plumbing Permits	5,078	4,769	5,000	5,000	7,000
322.13.00	Mechanical Permits	4,565	5,421	4,500	19,000	20,000
329.10.00	Other Licenses & Permits	6,051	5,850	5,000	5,000	5,000
329.20.00	Inspection Fees	19,435	16,434	20,000	20,000	20,000
	Total Licenses & Permits	264,820	277,733	268,500	362,800	373,900
FEDERAL SHARED REVENUES						
331.22.00	Part-time COPS Grant	7,432	4,051	0	0	0
331.22.10	COPS More Grant	330	0	0	0	0
331.22.15	COPS More Grant 2002 (Tech Equip)	15,719	13,287	0	0	0
331.24.00	Byrne Grant / PAL	26	0	0	0	0
331.24.10	Byrne Grant/Police Investigator	10,269	15,000	15,000	15,000	0
331.26.00	Bulletproof Vest Grant	815	0	0	0	0
331.29.20	FEMA / Firefighters Grant	0	42,692	0	14,600	0
331.51.00	FEMA Reimbursement	0	0	0	75,000	0
	Total Federal Shared Revenues	34,690	76,030	15,000	104,600	0

**CITY OF HOLLY HILL
GENERAL FUND REVENUES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
STATE SHARED REVENUES						
334.21.00	DCA - CERT Program	3,000	6,815	0	0	0
335.12.00	State Revenue Sharing	324,773	370,603	339,700	390,000	430,000
335.14.00	Mobile Home Licenses	15,304	16,466	17,000	17,000	17,000
335.15.00	Alcoholic Beverage Licenses	7,026	7,681	7,000	7,000	7,000
335.18.00	Half Cent Sales Tax	667,245	662,814	662,300	662,300	661,500
335.23.00	Firefighter Supplemental Comp.	600	2,111	1,000	1,000	1,000
335.41.00	Motor Fuel Tax Rebate	824	597	300	300	300
	Total State Shared Revenues	1,018,772	1,057,087	1,027,300	1,077,600	1,146,800
LOCAL SHARED REVENUES						
337.20.00	County Contrib EMS Grant	0	22,287	0	7,000	0
338.20.00	City Share of County Licenses	18,304	14,813	13,000	14,800	14,800
	Total Local Shared Revenues	18,304	37,100	13,000	21,800	14,800
	Total Shared Revenues	1,071,667	1,169,217	1,066,300	1,204,000	1,161,600
CHARGES FOR SERVICES						
341.20.00	Zoning Fees	2,550	3,550	3,000	3,000	3,000
341.30.00	Sales of Maps/Publications	225	300	400	400	400
341.40.00	Certifications/Copies/Research	6,342	7,348	6,000	7,000	7,000
342.10.10	Police Services/Reports/Copies/Other	1,415	1,767	1,500	1,500	1,500
342.10.20	Police Services/Fingerprinting/False Alarms	2,401	2,595	2,500	2,500	2,500
342.20.00	Fire Programs	1,470	1,485	1,500	1,500	1,500
344.90.10	Median/Roadway Maintenance (DOT)	20,126	32,960	33,900	33,900	33,000
344.90.12	Traffic Signal Maint (DOT)	3,684	6,998	0	6,800	6,800
344.90.20	Sidewalk Fee	17,169	13,000	15,000	15,000	15,000
344.90.30	R-O-W Maint. Volusia Cty	4,879	2,525	2,500	2,500	2,500
347.21.00	Program Activity Fees	67,423	68,984	70,000	70,000	70,000
347.53.00	Sica Hall Revenues	11,680	6,391	12,000	12,000	12,000
	Total Charges for Services	139,344	149,903	148,300	155,900	155,000
FINES & FORFEITURES						
351.10.00	Court Fines	41,093	42,295	60,000	36,000	36,000
351.30.00	Police Education	2,413	3,124	3,500	3,000	3,000
351.50.00	Code Enforcement Fines	500	200	500	600	600
351.60.00	Parking Violations	1,849	675	1,500	700	700
359.10.00	Other Fines and Forfeitures	325	0	500	0	0
	Total Fines & Forfeitures	48,180	48,294	66,000	40,300	40,300
INTEREST EARNINGS						
361.10.00	Investments	12,168	8,253	3,000	23,000	8,000
361.20.00	Investments/State Bd of Administration	36,663	30,600	47,000	30,000	45,000
	Total Interest Earnings	48,831	38,853	50,000	53,000	53,000
SALES & COMPENSATION/LOSS OF FIXED ASSETS						
364.41.00	Surplus Sales (Equip., Land, Bldgs.)	48,419	23,280	20,000	20,000	20,000
364.42.00	Insurance Proceeds/Loss	1,368	4,139	0	29,000	0
	Total Sales & Compensation	49,787	27,419	20,000	49,000	20,000
CONTRIBUTIONS						
366.90.00	Contributions & Donations	3,616	7,919	4,500	12,000	4,500
	Total Contributions	3,616	7,919	4,500	12,000	4,500

**CITY OF HOLLY HILL
GENERAL FUND REVENUES**

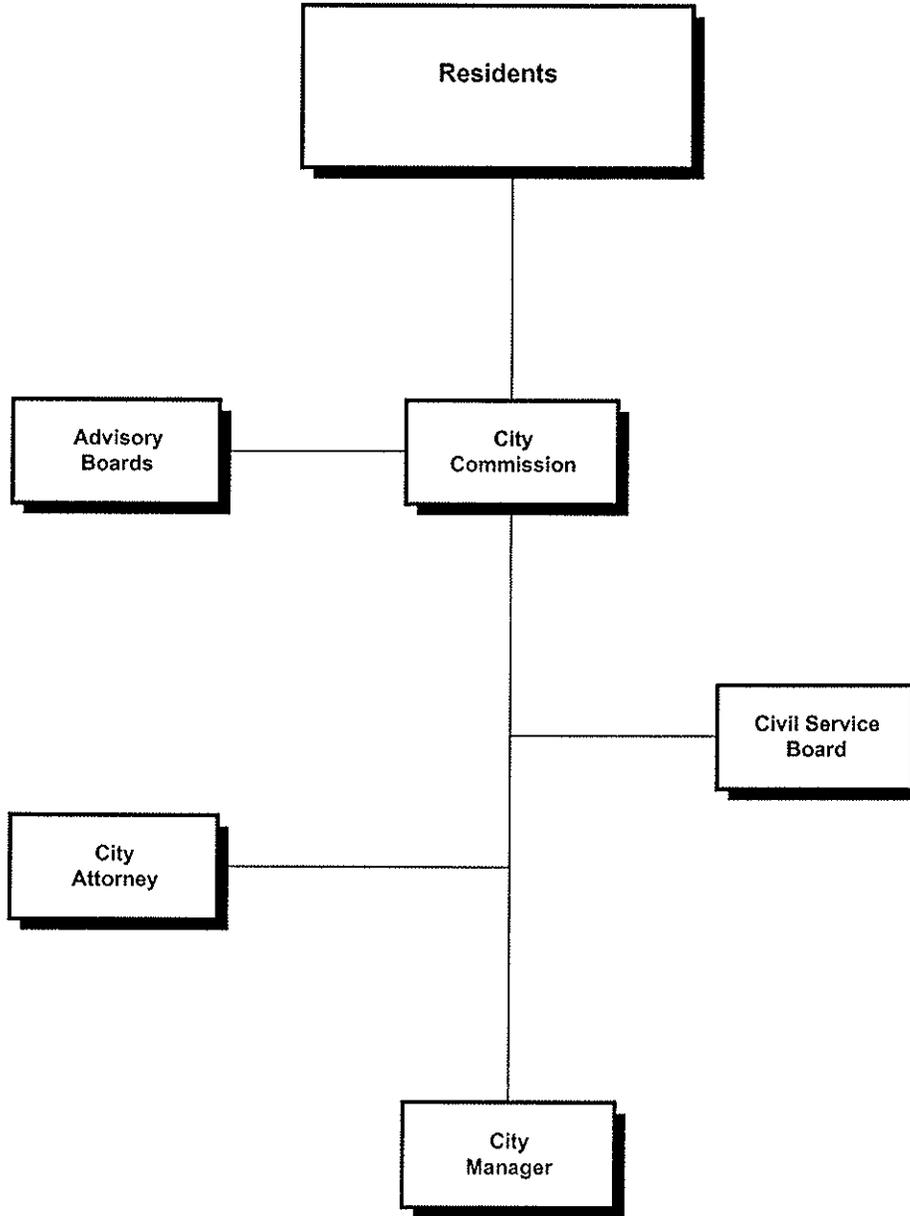
FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
OTHER MISCELLANEOUS REVENUES						
385.10.00	Scrap Sales	626	91	500	500	500
389.82.00	Volusia County Reimbursements	24,839	13,384	12,000	12,000	12,000
389.90.00	Other Miscellaneous Revenue	24,693	17,471	30,000	24,000	30,000
	Total Other Misc. Revenues	50,158	30,946	42,500	36,500	42,500
	Total Misc. Revenue	152,392	105,137	117,000	150,500	120,000
APPROPRIATIONS						
380.10.00	Appropriated Fund Balance	189,770	593,314	1,047,900	1,239,600	772,000
380.11.00	Appropriated Reserve for Police Education	0	2,419	4,500	5,000	0
TRANSFERS FROM OTHER FUNDS						
381.50.00	Transfer from LETF	0	2,439	0	800	0
381.65.00	Transfer from CDBG	0	13,427	0	0	0
381.75.00	Transfer from Stormwater	0	0	0	0	0
		0	15,866	0	800	0
TRANSFERS FROM ENTERPRISE OPERATIONS						
381.10.00	Transfer From Water & Sewer Fund	465,000	450,000	450,000	450,000	450,000
381.70.00	Transfer From Solid Waste Fund	270,000	260,000	595,000	303,000	348,400
	Total Transfers From Enterprise	735,000	710,000	1,045,000	753,000	798,400
	Total General Fund Revenues	6,242,857	6,773,414	7,620,500	7,817,600	7,570,200

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
GENERAL FUND EXPENDITURES SUMMARY						
	General Government	1,446,704	1,639,232	1,799,000	1,832,700	1,700,600
	Law Enforcement	1,714,954	1,815,019	1,998,400	2,026,200	2,109,900
	Fire Control	898,163	1,119,323	1,237,200	1,239,900	1,281,700
	Protective Inspection	340,062	216,894	362,700	335,800	230,000
	Community Development	0	0	0	0	189,900
	Transportation/Road & Street	1,022,632	991,203	931,000	925,500	885,900
	Buildings & Grounds	476,318	487,355	771,300	832,600	700,700
	Recreation Department	328,983	365,757	460,900	407,900	447,100
	Transfer to LETF	0	0	0	5,000	0
	Transfer to LLEBG Fund	4,139	9,516	0	2,000	0
	Transfer to Capital Projects	0	0	0	200,000	0
	Employee Computer Purchase Program	0	24,494	60,000	10,000	25,000
	Reserve	0	0	0	0	0
	TOTAL EXPENDITURES	6,231,955	6,668,793	7,620,500	7,817,600	7,570,800

CITY OF HOLLY HILL

CITY COMMISSION



CITY COMMISSION

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	BUDGET 2005-06
Personal Services	26,893	33,004	38,700	40,000	41,400
Operating Expenses	<u>53,302</u>	<u>54,253</u>	<u>57,100</u>	<u>57,200</u>	<u>56,800</u>
TOTAL	80,195	87,257	95,800	97,200	98,200

SIGNIFICANT EXPENDITURE CHANGES

None

ACTIVITY DESCRIPTION

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

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

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

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

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

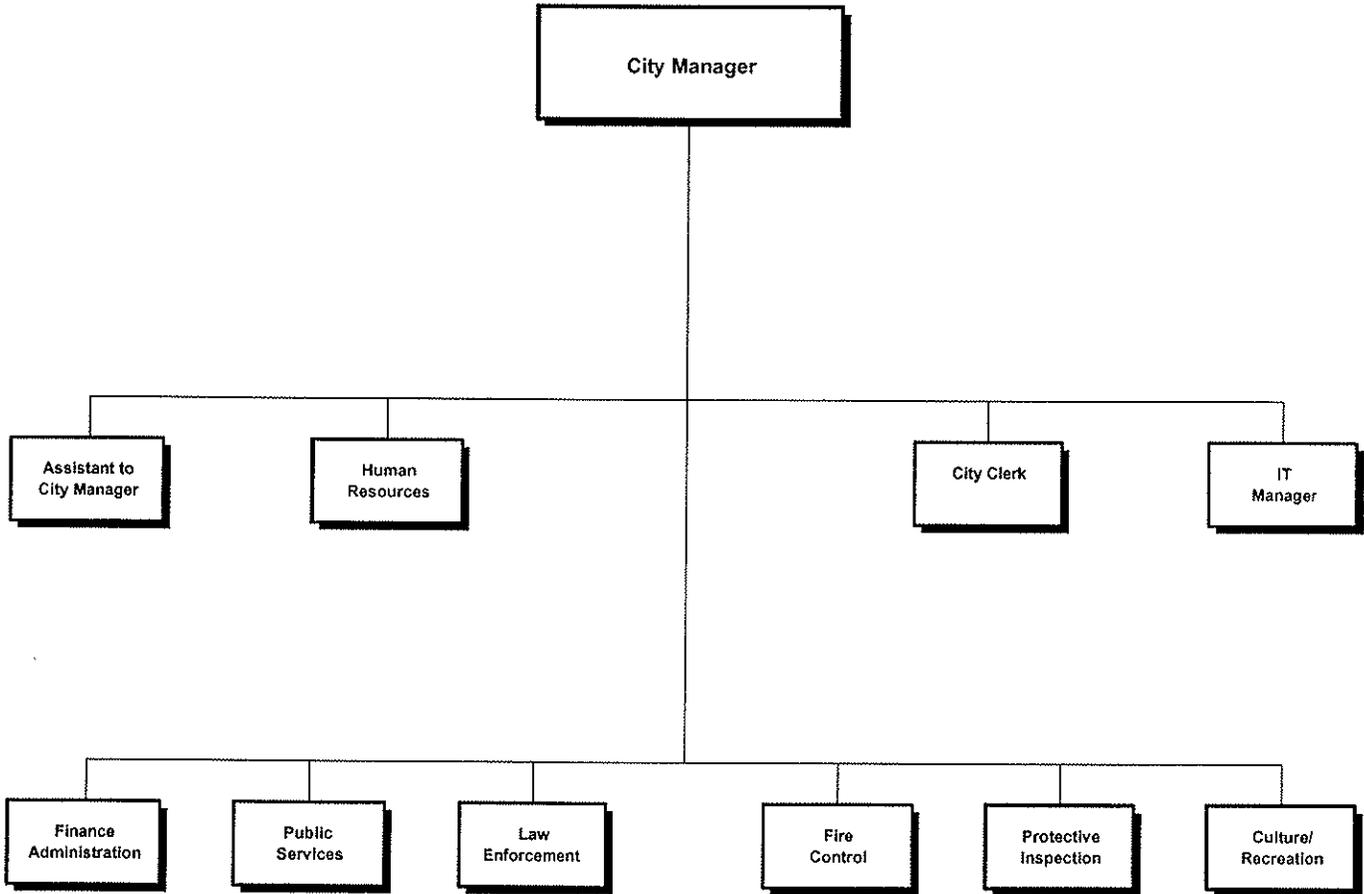
ACTIVITY MEASUREMENTS	ACTUAL 2002-03	ACTUAL 2003-04	ESTIMATE 2004-05	PROJECTED 2005-06
Number of Reg City Commission Meetings	22	22	22	20
Number of Special Commission Meetings	2	2	2	0
Number of Commission Workshops	13	13	14	10
Number of Ordinances adopted	33	33	30	22
Number of Resolutions adopted	79	79	74	32

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 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	17,557	20,235	22,700	24,000	25,400
511.24.00	Workers' Compensation	0	0	0	0	0
511.28.01	Training & Travel	9,336	12,769	16,000	16,000	16,000
	Total Personal Services	26,893	33,004	38,700	40,000	41,400
OPERATING EXPENSES						
511.41.00	Telephone/Communications Service	802	1,138	1,300	1,400	1,300
511.42.00	Postage, Freight & Express	0	0	0	500	600
511.44.00	Rentals & Leases	434	598	600	600	600
511.45.00	Non-Employee Insurance	0	0	700	900	0
511.46.50	Repairs & Maintenance	0	0	700	0	1,000
511.47.00	Printing & Binding	212	120	200	200	300
511.49.01	Other Charges & Obligations	319	0	500	500	500
511.49.10	Other Special Costs	43,983	44,611	44,000	44,000	44,000
511.51.00	Office Supplies	0	0	200	200	200
511.52.50	Fuel & Oil	0	0	500	500	500
511.54.00	Subscriptions & Memberships	7,552	7,786	8,400	8,400	8,400
	Total Operating Expenses	53,302	54,253	57,100	57,200	57,400
TOTAL CITY COMMISSION		80,195	87,257	95,800	97,200	98,800

CITY OF HOLLY HILL

CITY MANAGER



CITY MANAGER

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	283,468	315,044	390,800	397,100	357,100
Operating Expenses	<u>32,864</u>	<u>40,187</u>	<u>52,000</u>	<u>45,700</u>	<u>46,300</u>
TOTAL	316,332	355,231	442,800	442,800	403,400

PERMANENT POSITIONS	2003-04	2004-05	2005-06
City Manager	1.00	1.00	1.00
Assistant to City Manager	1.00	1.00	0.00
City Clerk	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
IT Manager	1.00	1.00	1.00
IT Assistant	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total	5.00	6.00	5.00

SIGNICANT EXPENDITURE CHANGES

The Assistant to City Manager position was abolished in this budget.

ACTIVITY DESCRIPTION

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

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

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS

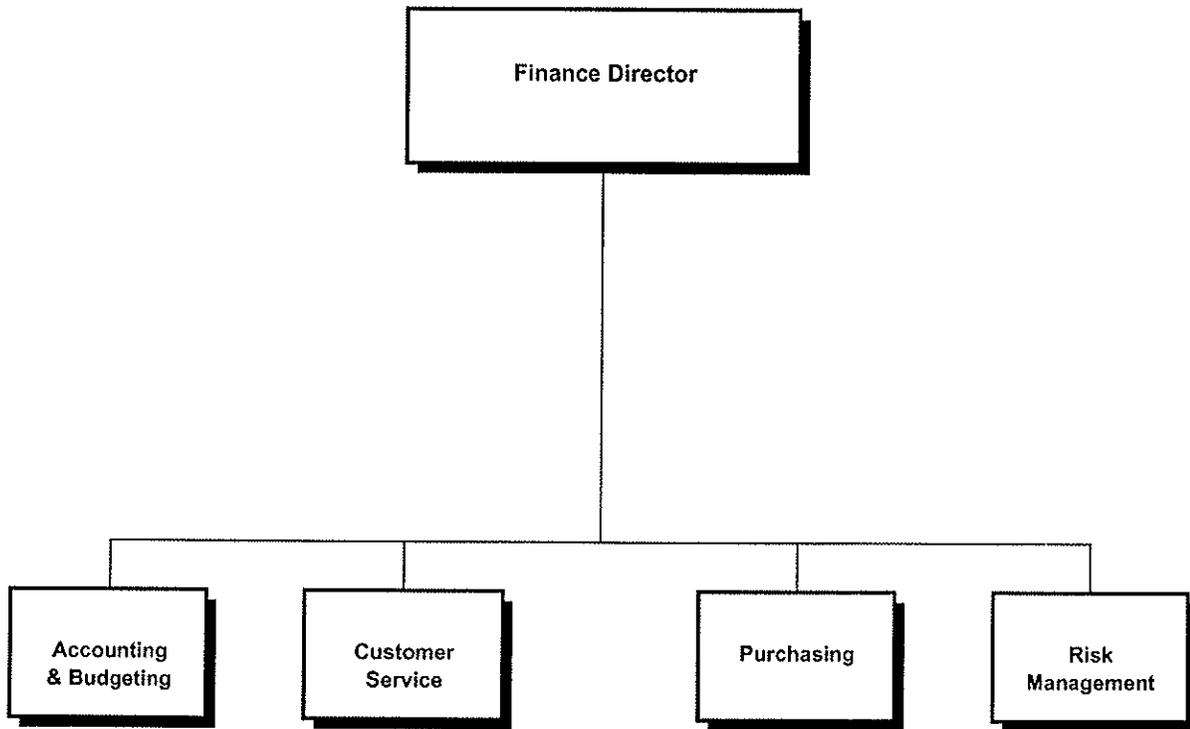
	ACTUAL	ACTUAL	ESTIMATE	PROJECTED
	2002-03	2003-04	2004-05	2005-06
Number of City Commission meetings & Workshops attended	37	37	38	30
Number of agendas prepared	24	24	24	30
Number of resolutions & ordinances filed	112	112	104	54
Number of elections administered	2	2	2	1

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
GENERAL GOVERNMENT - CITY MANAGER						
PERSONAL SERVICES						
512.11.00	Executive Salaries	122,628	94,694	98,800	104,100	108,100
512.12.00	Regular Salaries & Wages	100,627	145,146	194,300	198,700	152,800
512.14.00	Overtime/Regular Employees	0	563	500	500	500
512.19.01	Uniforms	360	500	800	800	600
512.21.00	FICA Taxes	16,086	17,879	22,400	22,400	20,000
512.22.00	Retirement Contributions	16,490	19,903	36,400	32,000	33,600
512.23.00	Life & Health Insurance	18,869	20,598	25,700	26,700	25,900
512.24.00	Workers' Compensation	849	1,060	1,900	1,900	1,600
512.28.01	Training & Travel	7,559	5,011	10,000	10,000	14,000
	Total Personal Services	283,468	315,044	390,800	397,100	357,100
OPERATING EXPENSES						
512.31.01	Professional Services	60	35	200	300	300
512.41.00	Telephone/Communications Services	6,572	6,647	6,000	6,500	6,200
512.42.00	Postage, Freight & Express	591	1,808	1,000	1,000	1,000
512.44.00	Rentals and Leases	394	82	600	600	600
512.45.00	Non-Employee Insurance	422	1,360	1,500	1,800	1,500
512.46.01	Repair & Maintenance Services	1,000	1,039	1,700	1,700	1,700
512.46.50	Vehicle Repairs & Maintenance	1,097	413	1,200	1,200	1,200
512.47.00	Printing & Binding	1,990	1,756	2,000	3,300	3,000
512.49.01	Other Charges & Obligations	9,300	15,846	26,000	15,500	20,000
512.49.10	Other Special Costs	0	0	0	0	0
512.51.00	Office Supplies	7,788	6,771	6,000	8,000	6,000
512.52.50	Fuel & Oil Supplies	428	977	800	800	800
512.54.00	Subscriptions & Memberships	3,222	3,453	5,000	5,000	4,000
	Total Operating Expenses	32,864	40,187	52,000	45,700	46,300
	TOTAL CITY MANAGER	316,332	355,231	442,800	442,800	403,400

CITY OF HOLLY HILL

FINANCE



FINANCE AND ADMINISTRATION

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	362,966	411,179	425,600	423,200	443,800
Operating Expenses	<u>225,155</u>	<u>254,108</u>	<u>320,400</u>	<u>322,800</u>	<u>281,300</u>
TOTAL	588,121	665,287	746,000	746,000	725,100

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Finance Director	1.00	1.00	1.00
Chief Acct/Asst Fin Dir	1.00	1.00	1.00
Accountant	1.00	1.00	1.00
Accounting Clerk III	1.00	1.00	1.00
Accounting Clerk II	1.00	1.00	1.00
Customer Service Supervisor	1.00	1.00	1.00
Customer Service III	1.00	1.00	1.00
Customer Service Clerk II	1.00	1.00	1.00
Customer Service Clerk I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	9.00	9.00	9.00

SIGNIFICANT EXPENDITURE CHANGES

None

ACTIVITY DESCRIPTION

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

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

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

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

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS

	ACTUAL	ACTUAL	ESTIMATED	PROJECTED
	2002-03	2003-04	2004-05	2005-06
Number of utility bills mailed	74,058	69,283	70,534	73,000
Number of penalty notices mailed	11,400	12,680	13,445	13,000
Number of payroll checks prepared	510	407	520	430
Number of direct deposit receipts prepared	2995	3,172	3,200	3,200
Number of accounts payable checks issued	4235	4,721	4,500	4,800
Number of insurance claims filed	0	3	4	3

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
GENERAL GOVERNMENT - FINANCE AND ADMINISTRATION						
PERSONAL SERVICES						
513.11.00	Executive Salaries	64,815	86,415	72,300	72,300	76,600
513.12.00	Regular Salaries & Wages	226,414	238,608	245,500	245,500	252,200
513.12.00	Regular Salaries & Wages	0	0	0	1,000	0
513.14.00	Overtime	176	92	1,000	1,000	1,000
513.21.00	FICA Taxes	20,931	23,396	24,400	23,400	25,200
513.22.00	Retirement Contributions	15,217	21,168	28,800	26,000	30,400
513.23.00	Life & Health Insurance	30,707	36,969	41,100	41,500	46,400
513.24.00	Workers' Compensation	1,121	1,305	2,000	2,000	2,000
513.28.01	Training & Travel	3,585	3,226	10,500	10,500	10,000
Total Personal Services		362,966	411,179	425,600	423,200	443,800
OPERATING EXPENSES						
513.31.01	Professional Services	89,499	104,244	110,000	110,000	112,000
513.31.20	Pension Administration	0	0	50,000	50,000	5,000
513.32.00	Accounting & Auditing Services	42,009	54,995	46,000	46,000	46,000
513.41.00	Telephone/Communications Services	5,489	5,536	8,000	8,000	8,000
513.42.00	Postage, Freight & Express	30,644	31,904	31,000	31,000	31,000
513.44.00	Rentals & Leases	9,917	10,169	13,000	13,000	13,000
513.46.01	Repairs & Maintenance	24,888	29,636	37,000	37,000	43,400
513.47.00	Printing & Binding	10,895	6,529	12,500	12,500	10,000
513.49.01	Other Charges & Obligations	975	1,791	1,500	1,500	1,500
513.51.00	Office Supplies	9,484	8,041	10,000	10,000	10,000
513.54.00	Subscriptions & Memberships	1,355	1,263	1,400	1,400	1,400
Total Operating Expenses		225,155	254,108	320,400	322,800	281,300
TOTAL FINANCE AND ADMIN		588,121	665,287	746,000	746,000	725,100

HUMAN RESOURCES/CIVIL SERVICE

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	BUDGET 2005-06
Personal Services	56,290	68,901	74,900	76,500	76,700
Operating Expenses	<u>14,275</u>	<u>29,311</u>	<u>15,300</u>	<u>26,400</u>	<u>23,500</u>
TOTAL	70,565	98,212	90,200	102,900	100,200

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Human Resources Director	1.00	1.00	1.00

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

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

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

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS

ACTIVITY MEASUREMENTS	ACTUAL 2002-03	ACTUAL 2003-04	ESTIMATED 2004-05	PROJECTED 2005-06
Number of Regular Board meetings	4	4	4	4
Number of joint meetings with City Commission	0	0	0	0
Number of job advertisements placed	33	40	60	55
Number of tests given	0	0	0	0

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
GENERAL GOVERNMENT - HUMAN RESOURCES / CIVIL SERVICES						
PERSONAL SERVICES						
513.11.00	Executive Salaries	47,827	52,435	54,800	54,800	58,100
513.21.00	FICA Taxes	3,621	3,995	4,200	4,200	4,400
513.22.00	Retirement Contributions	1,165	3,011	5,500	4,500	5,800
513.23.00	Life & Health Insurance	2,641	4,209	4,700	5,000	5,200
513.24.00	Workers' Compensation	208	204	400	400	400
513.28.01	Training & Travel	828	5,047	5,300	7,600	2,800
	Total Personal Services	<u>56,290</u>	<u>68,901</u>	<u>74,900</u>	<u>76,500</u>	<u>76,700</u>
OPERATING EXPENSES						
513.41.00	Telephone/Communications Services	188	189	400	400	400
513.42.00	Postage, Freight & Express	1,007	445	600	600	600
513.43.01	Utility Services	1,604	1,570	1,400	1,400	1,400
513.46.01	Repairs & Maintenance	241	0	400	400	400
513.47.00	Printing & Binding	93	199	400	400	400
513.49.01	Other Charges & Obligations	165	405	400	400	400
513.50.00	Advertising	10,032	25,151	10,000	20,500	18,000
513.51.00	Office Supplies	3	166	500	500	500
513.54.00	Subscriptions & Memberships	879	1,055	1,200	1,200	1,200
	Total Operating Expenses	<u>14,275</u>	<u>29,311</u>	<u>15,300</u>	<u>26,400</u>	<u>23,500</u>
	TOTAL PERSONNEL	<u>70,565</u>	<u>98,212</u>	<u>90,200</u>	<u>102,900</u>	<u>100,200</u>

GENERAL GOVERNMENT - DEBT SERVICES

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Debt Service	<u>216,240</u>	<u>210,580</u>	<u>204,800</u>	<u>204,800</u>	<u>157,400</u>
TOTAL	216,240	210,580	204,800	204,800	157,400

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	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
GENERAL GOVERNMENT - DEBT SERVICE						
DEBT SERVICE - PRINCIPAL						
517.71.01	General Government	117,550	117,550	134,500	134,500	141,200
517.71.10	Police Equipment	14,652	15,339	0	0	0
517.71.20	Fire Equipment	41,621	43,867	44,400	44,400	0
	Total Principal Payments	<u>173,823</u>	<u>176,756</u>	<u>178,900</u>	<u>178,900</u>	<u>141,200</u>
DEBT SERVICE - INTEREST						
517.72.01	General Government	35,337	29,678	22,900	22,900	16,200
517.72.10	Police Equipment	1,317	629	0	0	0
517.72.20	Fire Equipment	5,763	3,517	3,000	3,000	0
	Total Interest Payments	<u>42,417</u>	<u>33,824</u>	<u>25,900</u>	<u>25,900</u>	<u>16,200</u>
TOTAL GEN GOVT DEBT SERVICE		<u><u>216,240</u></u>	<u><u>210,580</u></u>	<u><u>204,800</u></u>	<u><u>204,800</u></u>	<u><u>157,400</u></u>

GENERAL GOVERNMENT – OTHER SERVICES

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	28,787	18,049	28,500	27,500	16,500
Operating Expenses	112,699	167,956	156,600	177,200	157,900
Capital Outlay	<u>33,765</u>	<u>36,660</u>	<u>34,300</u>	<u>34,300</u>	<u>41,300</u>
TOTAL	175,251	222,665	219,400	239,000	215,700

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.

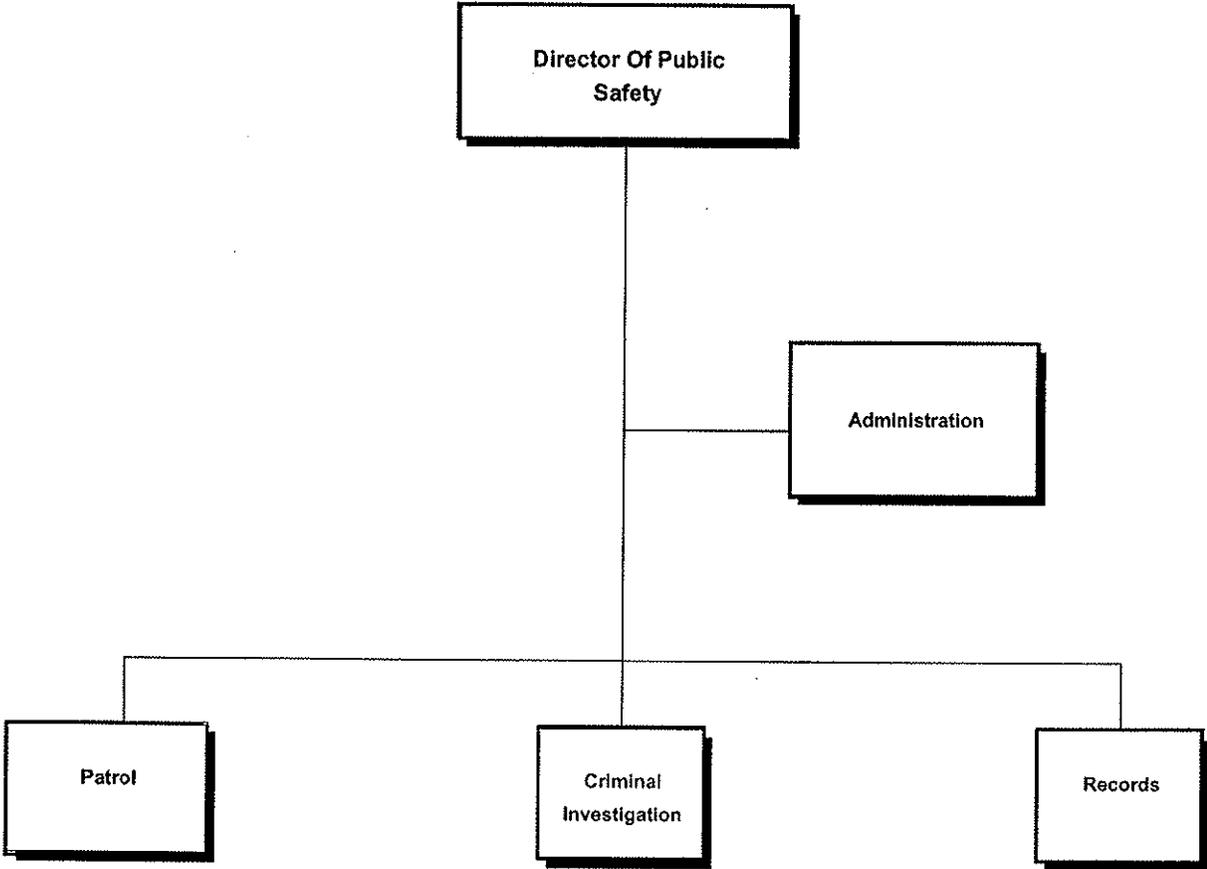
The City owns the Library building and the Chamber of Commerce building and provides for the maintenance and repairs of these buildings. Volusia County provides for the operations of the Library and local business people operate the Chamber of Commerce.

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
GENERAL GOVERNMENT - OTHER SERVICES						
PERSONAL SERVICES						
519.25.00	Unemployment Insurance	20,077	7,162	4,000	17,000	4,000
519.29.01	Other Personal Services	8,710	10,887	8,500	10,500	12,500
519.29.10	Reserve/ Retirees & Personal Services	0	0	16,000	0	0
	Total Personal Services	<u>28,787</u>	<u>18,049</u>	<u>28,500</u>	<u>27,500</u>	<u>16,500</u>
OPERATING EXPENSES						
519.43.01	Utility Services	15,400	17,055	16,000	18,500	17,000
519.45.00	Non-employee Insurance	55,076	52,714	65,000	83,000	68,000
519.46.01	Repair & Maintenance Services	10,155	39,477	8,900	6,000	8,900
519.46.02	Repair & Maintenance Svc - Computers	0	5,728	4,800	6,800	7,500
519.50.00	Advertising	11,504	12,878	12,000	15,000	12,000
519.52.01	Operating Supplies	3,873	684	6,000	3,000	4,000
519.52.02	Operating Supplies - Computers	0	9,248	16,800	16,800	3,500
519.58.00	Election Expenses	1,891	13,272	3,000	3,000	13,000
519.80.00	Grants and Aids	15,000	16,900	24,100	25,100	24,000
	Total Operating Expenses	<u>112,699</u>	<u>167,956</u>	<u>156,600</u>	<u>177,200</u>	<u>157,900</u>
CAPITAL OUTLAY						
519.61.00	Land	749	0	0	0	0
519.62.00	Buildings	0	0	0	0	0
519.63.00	Improvements Other than Buildings	0	0	0	0	15,000
519.64.00	Machinery & Equipment	33,016	36,660	34,300	34,300	26,300
	Total Capital Outlay	<u>33,765</u>	<u>36,660</u>	<u>34,300</u>	<u>34,300</u>	<u>41,300</u>
TOTAL OTHER SERVICES		<u>175,251</u>	<u>222,665</u>	<u>219,400</u>	<u>239,000</u>	<u>215,700</u>
TOTAL GENERAL GOVERNMENT		<u>1,446,704</u>	<u>1,639,232</u>	<u>1,799,000</u>	<u>1,832,700</u>	<u>1,700,600</u>

CITY OF HOLLY HILL

LAW ENFORCEMENT



LAW ENFORCEMENT

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	1,457,864	1,579,923	1,656,400	1,654,100	1,742,700
Operating Expenses	164,405	177,707	291,100	317,800	320,200
Capital Outlay	<u>92,685</u>	<u>58,076</u>	<u>50,900</u>	<u>54,300</u>	<u>47,000</u>
TOTAL	1,714,954	1,815,019	1,998,400	2,026,200	2,109,900

PERMANENT POSITIONS	2004	2005	2006
Director of Public Safety	0.50	0.50	0.50
Police Commander	1.00	1.00	1.00
Police Sergeants	5.00	5.00	5.00
Police Corporals	4.00	5.00	6.00
Police Investigators	2.00	3.00	3.00
Police Officers	11.00	11.00	9.00
Community Service Officer	1.00	1.00	1.00
Telecommunicators	4.00	4.00	0.00
Administrative Assistant	1.00	1.00	1.00
Staff Assistant II SOD	1.00	1.00	1.00
Staff Assistant II/Records	1.00	1.00	0.00
Police Service Clerks	<u>0.00</u>	<u>0.00</u>	<u>3.00</u>
Total	32	32	30.5
Part-Time Police Officers	10.00	10.00	0.00

SIGNIFICANT EXPENDITURE CHANGES

The Police Department has eliminated the paid status of the Reserve Officer (part-time) Program in favor of an all-volunteer program. This will allow sworn law enforcement officers who do not wish to serve full-time the opportunity to donate their time and talents to serving the citizens of Holly Hill. The cost savings will be directed to funding a permanent full-time Narcotics Investigator in Criminal Investigations Division.

ACTIVITY DESCRIPTION

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

The Patrol Division is staffed by four sergeants, four corporals and ten police officers working around the clock. They provide a visible police presence, respond to calls for service, conduct preliminary investigations into reported crimes and address traffic matters in the city.

In October 2005, the Police Department will reorganize several key support functions to better serve the community. This includes the addition of a dedicated Traffic Unit, comprised of a Corporal and Police Officer, each specially trained in traffic enforcement and management, who will address speeding and other pressing traffic issues in the City. The Traffic Unit will also conduct traffic homicide investigations and conduct proactive DUI and aggressive driving prevention efforts City wide.

The Criminal Investigations Division will receive an additional full-time investigator assigned to follow-up reports of crime. The addition of a full-time Narcotics Investigator will allow the agency to aggressively pursue organized narcotics activity in the City, and will function as a liaison to various local, state and federal task forces.

The Community Action Team, partially funded by the CRA, will transform into a highly specialized crime suppression team, tactically trained and equipped to deal with street crimes, narcotics enforcement, vice suppression, and other specialized operations in the Redevelopment Area. In addition to the current personnel, the unit will receive a Sergeant position (supervisor) and one additional police officer in October 2005; making the unit a complete squad for more effective deployment.

The advent of the VSCO Computer Aided Dispatch capability has proven a wonderful tool in accurately capturing call-for-service data which was previously unavailable to administrators. Based upon the information and statistical data produced by the CAD system, supervisors can more accurately track crime trends and deploy personnel for more effective preventive patrols and special operation.

Police service clerks continue to maintain department records, answer non-emergency telephones and provide customer service at the front desk.

ACTIVITY GOALS

1. Maintain police information effectively.
2. Provide thorough and complete patrol of the city.
3. Enforce all laws in a non-discriminatory manner.
4. Respond promptly to requests for police service.
5. Provide investigation services to insure adequate and thorough investigations are conducted.

ACTIVITY OBJECTIVES

1. Achieve response time of 2 minutes or less on all emergency calls for police assistance.
2. Maximize traffic safety and reduce accidents through education, prevention and enforcement.
3. Reduce crime to the extent possible.
4. Maintain state accreditation.

- 5.
6. Enhance community policing efforts by establishing neighborhood watch, business watch, and a citizens police academy program. Reach out to our senior citizens by working with TRIAD, a program sponsored by AARP and law enforcement.

7. Upgrade security and accountability in the handling of property and evidence through the use of technology and enhanced procedure.
8. Assist employee with training and career goals by developing and implementing comprehensive plans.

ACTIVITY MEASUREMENTS	ACTUAL	ACTUAL	Estimated	PROJECTED
	2003	2004	2005	2006
Number of calls dispatched	13,695	14,000	14,500	0
Number of reports processed	5,861	5,000	5,850	5,850
Average response time (minutes)	2	2	2	2
Number of traffic crash reports	515	450	500	500
Number of active reserves	0	0	8	0

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

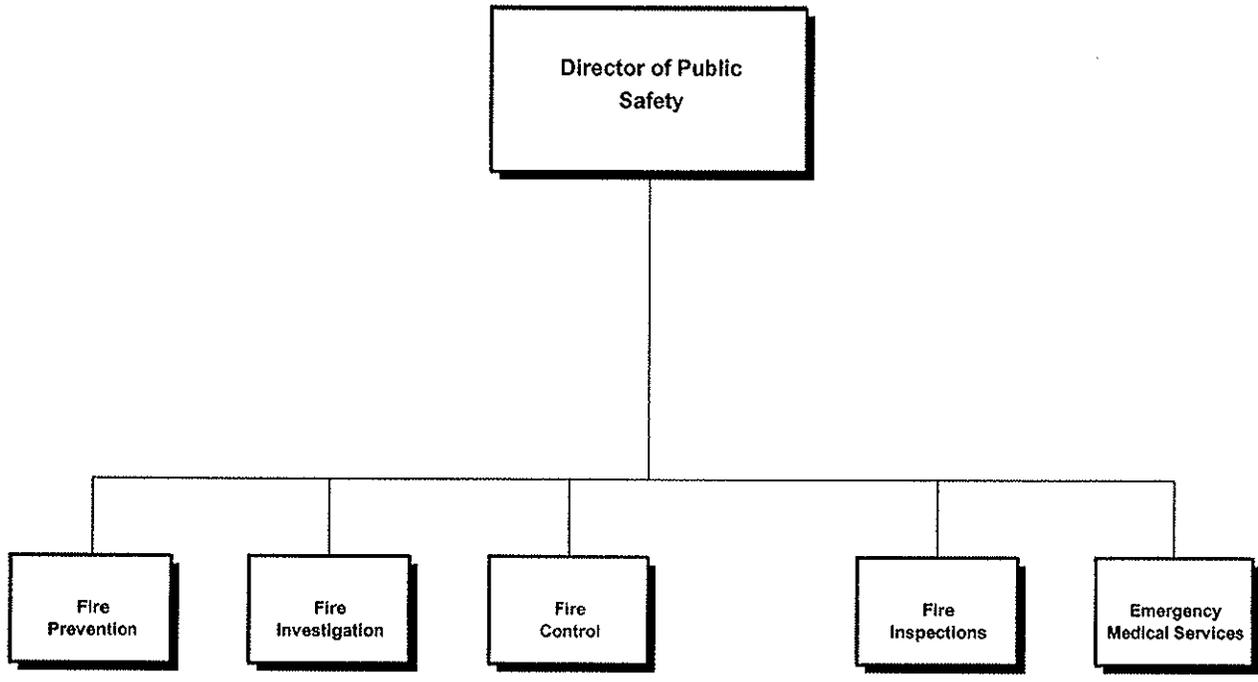
FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
PUBLIC SAFETY/LAW ENFORCEMENT						
PERSONAL SERVICES						
521.11.00	Executive Salaries	35,371	38,326	39,100	39,100	41,000
521.12.00	Regular Salaries	847,356	988,138	992,600	992,600	1,084,100
521.13.00	Other Salaries	61,172	20,663	25,000	18,000	0
521.14.00	Overtime/Regular Employees	98,231	90,099	52,000	73,700	105,000
521.15.00	Incentive Pay Supplement	12,610	11,892	11,700	11,700	12,000
521.19.01	Uniforms	8,800	10,916	16,000	16,000	16,000
521.19.10	Uniform & Equipment Allowances	8,630	8,665	10,500	10,500	10,500
521.21.00	FICA Taxes	82,819	89,455	85,700	85,700	94,500
521.22.00	Retirement Contributions	133,384	117,985	166,800	166,800	103,000
521.23.00	Life & Health Insurance	108,754	119,011	139,500	133,000	153,600
521.24.00	Workers' Compensation	45,929	69,025	101,500	90,000	114,500
521.28.01	Training & Travel	5,893	9,758	8,000	8,000	8,500
521.28.20	Second Dollar Training Fund	9,015	5,303	8,000	9,000	0
Total Personal Services		<u>1,457,864</u>	<u>1,579,236</u>	<u>1,656,400</u>	<u>1,654,100</u>	<u>1,742,700</u>
OPERATING EXPENSES						
521.31.01	Professional Services	8,504	4,881	8,800	8,800	8,800
521.34.00	Other Contractual Services	0	66	91,700	92,000	96,200
521.41.00	Telephone/Communications Services	16,446	17,128	20,000	20,000	20,000
521.42.00	Postage, Freight & Express	1,206	933	1,000	1,500	1,300
521.43.01	Utility Services	12,226	12,475	11,300	14,300	12,000
521.44.00	Rentals & Leases	4,605	4,004	10,000	10,500	8,400
521.45.00	Non-Employee Insurance	18,476	32,573	30,000	53,000	56,500
521.46.01	Repair & Maintenance Services	9,602	11,312	11,000	13,600	11,000
521.46.50	Vehicle Repairs & Maintenance	25,653	23,188	24,000	24,000	24,000
521.47.00	Printing & Binding	2,612	3,417	3,000	3,000	3,000
521.49.01	Other Charges & Obligations	1,514	536	700	800	700
521.51.00	Office Supplies	8,596	5,793	7,000	7,000	7,000
521.52.01	Operating Supplies	13,972	14,326	18,000	18,000	20,000
521.52.50	Fuel & Oil Supplies	36,278	42,576	48,300	45,000	45,000
521.54.00	Subscriptions & Memberships	1,321	2,444	2,300	2,300	2,300
521.56.01	Program Expenses	3,394	2,055	4,000	4,000	4,000
Total Operating Expenses		<u>164,405</u>	<u>177,707</u>	<u>291,100</u>	<u>317,800</u>	<u>320,200</u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
PUBLIC SAFETY/LAW ENFORCEMENT CONTINUED						
CAPITAL OUTLAY						
521.62.00	Buildings	0	0	0	0	0
521.63.00	Improvements other than Buildings	12,342	0	0	0	0
521.64.00	Machinery & Equipment	80,343	58,076	50,900	54,300	47,000
	Total Capital Outlay	<u>92,685</u>	<u>58,076</u>	<u>50,900</u>	<u>54,300</u>	<u>47,000</u>
TOTAL LAW ENFORCEMENT		<u>1,714,954</u>	<u>1,815,019</u>	<u>1,998,400</u>	<u>2,026,200</u>	<u>2,109,900</u>

CITY OF HOLLY HILL

FIRE CONTROL



FIRE CONTROL

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	744,665	910,913	1,063,900	1,079,100	1,115,400
Operating Expenses	112,407	135,214	155,000	146,000	144,100
Capital Outlay	<u>41,091</u>	<u>73,196</u>	<u>18,300</u>	<u>14,800</u>	<u>22,200</u>
TOTAL	898,163	1,119,323	1,237,200	1,239,900	1,281,700

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Director of Public Safety	0.50	0.50	.50
Fire Division Chief	1.00	1.00	1.00
Fire Lieutenant	2.00	2.00	3.00
Driver/Engineer	6.00	4.00	4.00
Firefighters/EMT	6.00	8.00	7.00
Fire Inspector	1.00	1.00	1.00
Total	16.50	16.50	16.50

PART-TIME POSITIONS

Permanent Part Time Staff Asst	0.50	0.50	.50
Part Time Fire Fighters	10.00	10.00	.00

SIGNIFICANT EXPENDITURE CHANGES

None

ACTIVITY DESCRIPTION

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

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 to 6 minutes on all emergency calls.
2. Enforce fire life safety codes through inspections and building plans review to increase the level of fire safety in the City.
3. Work with schools and adult living facilities on fire prevention practices.
4. Maintain preventative maintenance programs on all equipment.
5. Increase pre-emergency plans and company inspections.
6. Assist employees with training and career goals by developing and implementing comprehensive plans.

ACTIVITY MEASUREMENTS

	ACTUAL 2003	ACTUAL 2004	PROJECTED 2005	PROJECTED 2006
Total calls for service	2,371	2,751	3,246	3,400
Number of fire and other responses	508	649	766	802
Number of medical responses	1,863	2,102	2,480	2,598

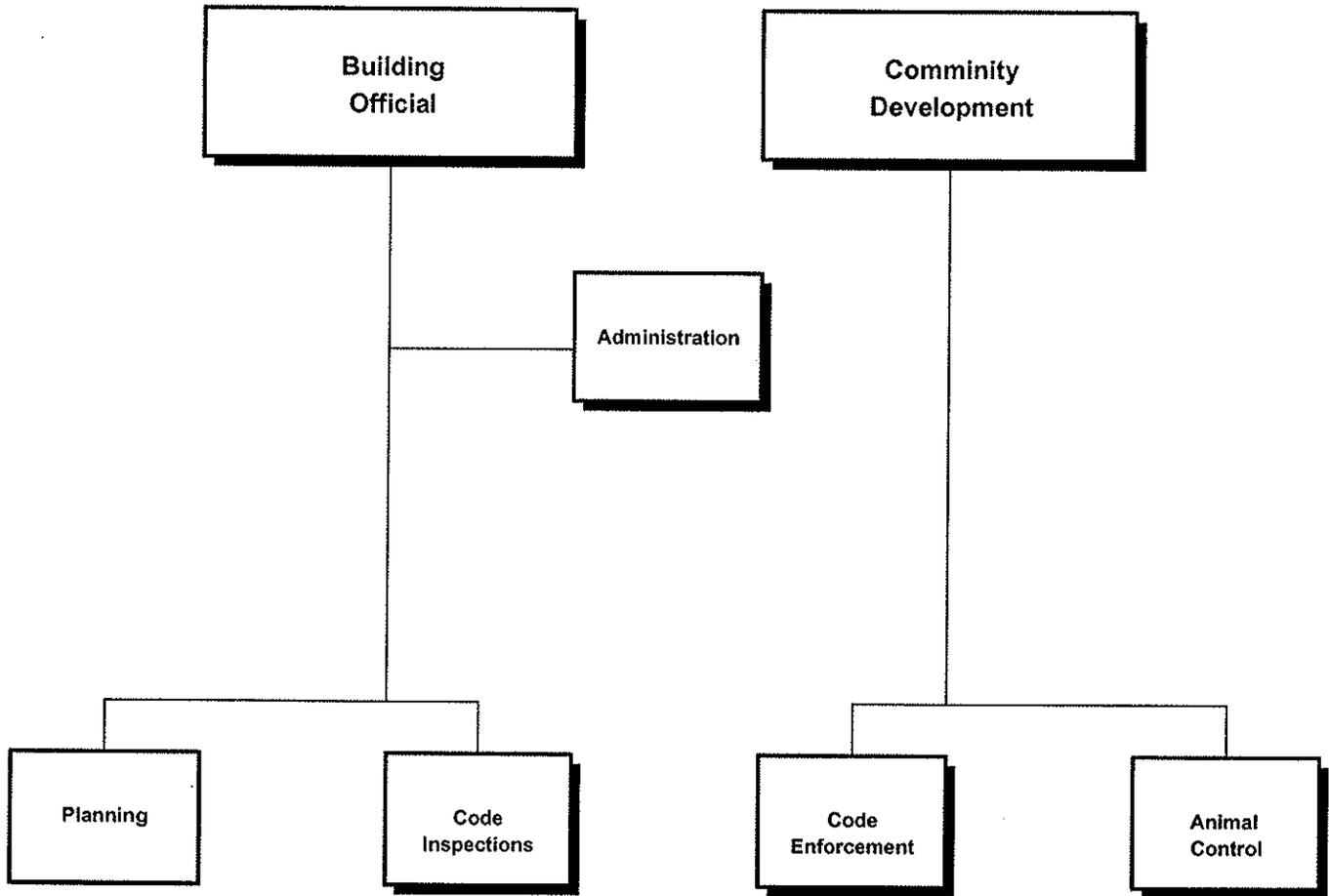
**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
PUBLIC SAFETY/FIRE CONTROL						
PERSONAL SERVICES						
522.11.00	Executive Salaries	35,371	38,326	39,100	39,100	41,000
522.12.00	Regular Salaries	395,294	473,703	600,100	575,000	612,100
522.13.00	Other Salaries	29,566	24,354	30,300	10,300	10,000
522.14.00	Overtime/Regular Employees	81,421	106,668	44,400	120,000	103,500
522.15.00	Incentive Pay Supplement	630	2,085	2,600	1,100	1,200
522.19.01	Uniforms	7,117	9,882	11,800	11,800	11,800
522.21.00	FICA Taxes	39,437	46,399	54,800	52,000	58,700
522.22.00	Retirement Contributions	77,297	101,164	126,700	126,700	103,700
522.23.00	Life & Health Insurance	44,673	54,262	70,300	70,300	80,900
522.24.00	Workers' Compensation	26,452	45,122	67,800	58,800	76,500
522.28.01	Training & Travel	7,407	8,948	16,000	14,000	16,000
	Total Personal Services	744,665	910,913	1,063,900	1,079,100	1,115,400
OPERATING EXPENSES						
522.31.01	Professional Services	2,541	7,638	5,200	3,200	4,200
522.34.00	Contractual Services	23,045	23,754	25,100	25,500	27,300
522.41.00	Telephone/Communications Services	2,842	4,916	6,700	5,700	6,700
522.42.00	Postage, Freight & Express	474	339	700	700	700
522.43.01	Utility Services	8,572	9,100	7,900	7,900	7,900
522.44.00	Rentals & Leases	11,642	15,119	12,400	12,400	12,400
522.45.00	Non-Employee Insurance	7,680	15,388	15,400	12,000	12,000
522.46.01	Repair & Maintenance Services	5,876	6,506	8,500	7,500	8,500
522.46.50	Vehicle Repairs & Maintenance	8,797	4,315	10,400	9,000	10,400
522.47.00	Printing & Binding	767	1,286	1,000	1,000	1,000
522.49.01	Other Charges & Obligations	208	662	500	500	500
522.51.00	Office Supplies	1,360	2,102	2,600	2,600	2,000
522.52.01	Operating Supplies	21,464	23,699	24,300	24,300	25,300
522.52.50	Fuel & Oil Supplies	8,468	5,555	10,000	10,000	9,000
522.52.70	EMS Supplies	5,402	10,593	20,600	10,600	12,000
522.52.90	Fire Prevention Supplies	2,318	1,772	1,500	10,900	1,500
522.54.00	Subscriptions & Memberships	951	2,470	2,200	2,200	2,700
	Total Operating Expenses	112,407	135,214	155,000	146,000	144,100

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
PUBLIC SAFETY/FIRE CONTROL CONTINUED						
CAPITAL OUTLAY						
522.62.00	Buildings	0	19,584	0	0	0
522.63.00	Improvements other than Buildings	5,700	17,787	0	0	0
522.64.00	Machinery & Equipment	35,391	35,825	18,300	14,800	22,200
	Total Capital Outlay	<u>41,091</u>	<u>73,196</u>	<u>18,300</u>	<u>14,800</u>	<u>22,200</u>
	TOTAL FIRE CONTROL	<u>898,163</u>	<u>1,119,323</u>	<u>1,237,200</u>	<u>1,239,900</u>	<u>1,281,700</u>

PROTECTIVE INSPECTION



PROTECTIVE INSPECTION

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	219,265	151,622	242,100	227,400	306,600
Operating Expenses	91,046	65,272	117,400	105,600	100,800
Capital Outlay	<u>29,751</u>	<u>0</u>	<u>3,200</u>	<u>2,800</u>	<u>12,500</u>
TOTAL	340,062	216,894	362,700	335,800	419,900

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Chief Building Official	1.00	1.00	1.00
Community Development Director	0.00	0.00	.666
Property Maintenance Inspector	1.00	1.00	1.00
Licensing/Permit Coordinator	1.00	1.00	1.00
Community Service Officer	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total	5.00	5.00	5.666

SIGNIFICANT EXPENDITURE CHANGES

A Community Development Director will assist with new development in the City and oversee the Community Service Officers.

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 Community Service Officers. The Community Service Officer's duties include canvassing the City, responding to complaints and contacting property owners for violations of City Ordinances concerning junk vehicles, high weeds, etc. and issues 72-hour notices or N.T.A.'s (Notice to Appear).

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

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

ACTIVITY MEASUREMENTS

	ACTUAL 2002-03	ACTUAL 2003-04	ESTIMATED 2004-05	PROJECTED 2005-06
Number of building permits issued	1074	1,200	1,200	1,200
Number of other permits issued	516	500	500	500
Number of occupational license renewals	2071	2,100	2,100	2,100
Number of new occupational license renewals	258	260	260	260
Number of building inspections completed	850	850	850	850
Number of code inspections & notices	120	100	100	100
Number of license registrations	12	12	12	12
Number of Board of Planning & Appeals meetings	129	75	75	75

Other permits include those permits issued that are not relative to the changes or repairs of structures. These permits have been included with the building permits issued totals in the past and had little impact on the overall total. Since the Code Administration office became responsible for issuing general 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	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
PUBLIC SAFETY/PROTECTIVE INSPECTION						
BUILDING CODE ADMINISTRATION						
PERSONAL SERVICES						
524.11.00	Executive Salaries	55,507	64,360	61,300	61,300	64,900
524.12.00	Regular Salaries	108,386	49,639	103,100	98,300	59,100
524.14.00	Overtime/Regular Employees	356	440	1,900	900	1,000
524.19.01	Uniforms	250	327	700	1,000	400
524.21.00	FICA Taxes	12,255	8,663	12,700	11,800	9,600
524.22.00	Retirement Contributions	6,758	7,282	15,000	10,600	11,100
524.23.00	Life & Health Insurance	20,124	11,980	22,800	23,100	15,400
524.24.00	Workers' Compensation	14,073	8,372	20,100	16,000	13,000
524.28.01	Training & Travel	1,556	559	4,500	4,500	2,500
	Total Personal Services	<u>219,265</u>	<u>151,622</u>	<u>242,100</u>	<u>227,400</u>	<u>177,000</u>
OPERATING EXPENSES						
524.31.01	Professional Services	36,913	44,127	40,300	25,000	0
524.34.00	Contractual Services	31,416	0	30,500	35,500	10,000
524.41.00	Telephone/Communications Services	1,522	1,177	2,100	1,800	1,000
524.42.00	Postage, Freight, & Express	3,917	1,807	5,300	5,300	2,300
524.43.01	Utility Services	1,945	1,418	2,100	2,400	1,500
524.44.00	Rentals & Leases	149	0	200	200	0
524.45.00	Non-Employee Insurance	4,125	3,382	7,000	5,000	4,000
524.46.01	Repair & Maintenance Services	1,517	8,004	11,500	11,500	13,800
524.46.50	Vehicle Repairs & Maintenance	1,319	95	1,500	1,500	700
524.47.00	Printing & Binding	1,435	159	3,200	3,200	2,000
524.49.01	Other Charges & Obligations	9	132	300	300	200
524.49.10	Other Special Charges	756	288	0	1,000	0
524.50.00	Advertising	772	604	2,000	2,000	1,000
524.51.00	Office Supplies	1,215	1,762	1,600	2,000	1,000
524.52.01	Operating Supplies	1,084	55	3,500	3,500	1,000
524.52.50	Fuel & Oil Supplies	2,604	1,902	5,600	4,600	1,500
524.54.00	Subscriptions & Memberships	348	360	700	800	500
	Total Operating Expenses	<u>91,046</u>	<u>65,272</u>	<u>117,400</u>	<u>105,600</u>	<u>40,500</u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

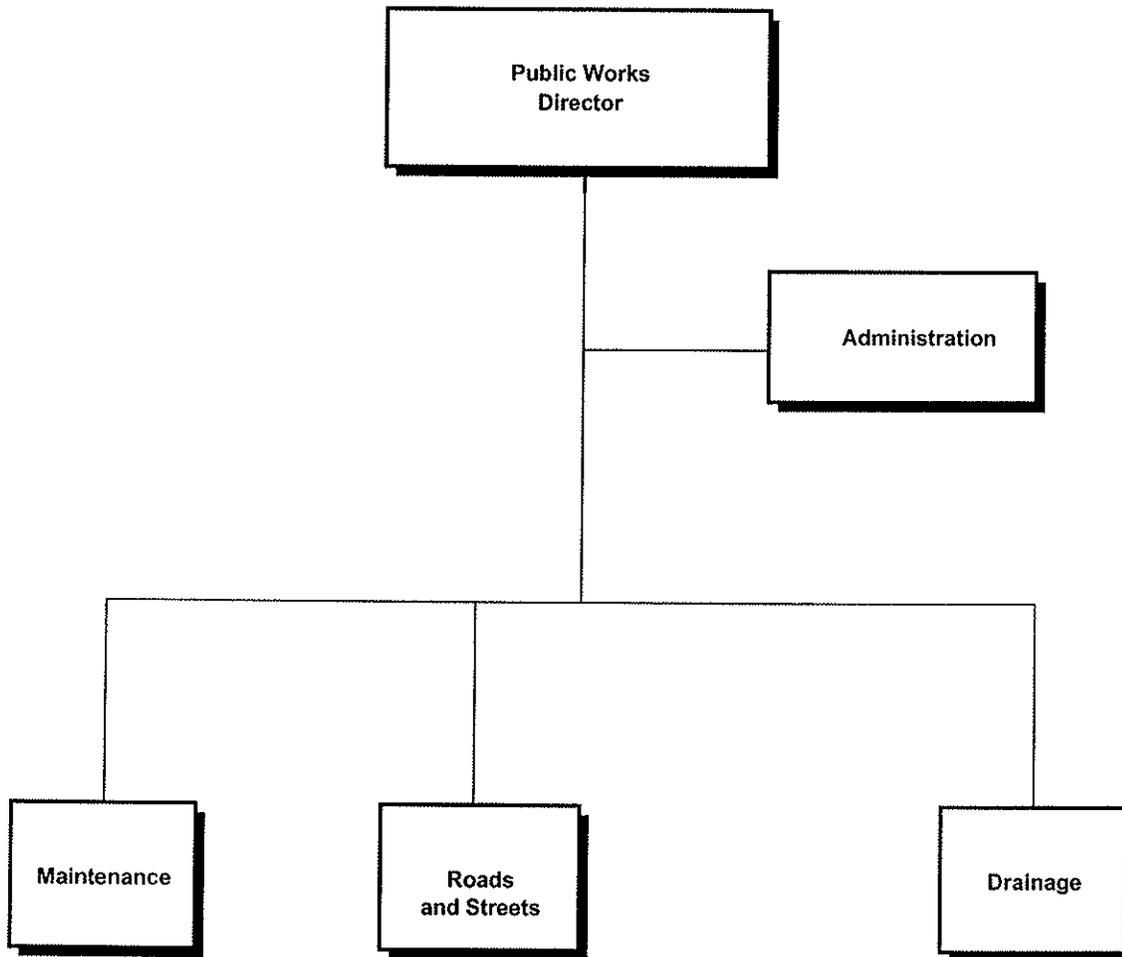
FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
PUBLIC SAFETY/PROTECTIVE INSPECTION CODE ADMINISTRATION						
CAPITAL OUTLAY						
524.62.00	Buildings	0	0	0	0	0
524.63.00	Improvements other than Buildings	0	0	0	0	0
524.64.00	Machinery & Equipment	29,751	0	3,200	2,800	12,500
	Total Capital Outlay	29,751	0	3,200	2,800	12,500
TOTAL PROTECTIVE INSPECTION		340,062	216,894	362,700	335,800	230,000

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
	PUBLIC SAFETY/PROTECTIVE INSPECTION					
	COMMUNITY DEVELOPMENT					
	PERSONAL SERVICES					
524.11.00	Executive Salaries	0	0	0	0	0
524.12.00	Regular Salaries	0	0	0	0	86,400
524.14.00	Overtime/Regular Employees	0	0	0	0	0
524.19.01	Uniforms	0	0	0	0	400
524.21.00	FICA Taxes	0	0	0	0	6,600
524.22.00	Retirement Contributions	0	0	0	0	8,600
524.23.00	Life & Health Insurance	0	0	0	0	15,400
524.24.00	Workers' Compensation	0	0	0	0	6,900
524.28.01	Training & Travel	0	0	0	0	5,300
	Total Personal Services	0	0	0	0	129,600
	OPERATING EXPENSES					
524.31.01	Professional Services	0	0	0	0	10,000
524.34.00	Contractual Services	0	0	0	0	38,000
524.41.00	Telephone/Communications Services	0	0	0	0	1,000
524.42.00	Postage, Freight & Express	0	0	0	0	1,000
524.43.01	Utility Services	0	0	0	0	1,000
524.44.00	Rentals & Leases	0	0	0	0	0
524.45.00	Non-Employee Insurance	0	0	0	0	2,500
524.46.01	Repairs & Maintenance Service	0	0	0	0	500
524.46.50	Vehicle Repairs & Maintenance	0	0	0	0	800
524.47.00	Printing & Binding	0	0	0	0	1,000
524.49.01	Other Charges & Obligations	0	0	0	0	200
524.49.10	Other Special Charges	0	0	0	0	0
524.50.00	Advertising	0	0	0	0	0
524.51.00	Office Supplies	0	0	0	0	600
524.52.01	Operating Supplies	0	0	0	0	2,000
524.52.50	Fuel & Oil Supplies	0	0	0	0	1,500
524.54.00	Subscriptions & Memberships	0	0	0	0	200
	Total Operating Expenses	0	0	0	0	60,300
	CAPITAL OUTLAY					
524.62.00	Buildings	0	0	0	0	0
524.63.00	Improvements	0	0	0	0	0
524.64.00	Machinery & Equipment	0	0	0	0	0
	Total Capital Outlay	0	0	0	0	0
	TOTAL COMM. DEVELOPMENT	0	0	0	0	189,900
	TOTAL PUBLIC SAFETY	2,613,117	2,934,342	3,235,600	3,266,100	3,811,500

CITY OF HOLLY HILL

TRANSPORTATION/ROAD AND STREET FACILITIES



TRANSPORTATION / ROAD AND STREET FACILITIES

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	313,223	339,894	387,100	365,900	415,100
Operating Expenses	258,243	298,598	339,500	359,700	350,800
Capital Outlay	<u>451,166</u>	<u>352,711</u>	<u>201,900</u>	<u>201,900</u>	<u>120,000</u>
TOTAL	1,022,632	0	929,100	925,500	885,900

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Public Works Director	0.25	0.25	0.25
City Engineer	0.00	0.25	0.25
Foreman	0.75	0.75	0.75
Admin Assistant	0.50	0.50	0.50
Staff Assistant	0.50	0.50	0.50
Garage Supervisor	0.50	0.50	0.50
Senior Mechanic	2.00	2.00	2.00
Equip Operator/Maint Worker	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total	8.50	8.75	8.75

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 \$75,000 and sidewalk \$75,000 for this fiscal year.

ACTIVITY GOALS

1. Maintain streets, sidewalks, and traffic signal systems effectively.
2. Clean, maintain and construct neighborhood drainage systems throughout the community and residential areas.
3. Maintain and repair City vehicles and equipment with a minimum of downtime and expense.
4. Resurface two (2) miles of streets, concentrating on poor and fair existing pavements.
5. Repair existing sidewalks all around the city that are cracking or broken.
6. Construct approximately three (2) miles of new sidewalk.
7. Re-roof a portion of public works administration building and meter shop.
8. Develop a file room for better record keeping and access to information.

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 2002-03	ACTUAL 2003-04	ACTUAL 2004-05	PROJECTED 2005-06
Paved Streets	61.00 miles	62.50 miles	62.50 miles	62.50 miles
Unpaved Streets	.50 miles	.50 miles	.50 miles	.50 miles
Sidewalks	32.00 miles	34.00 miles	34.00 miles	34.00 miles

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

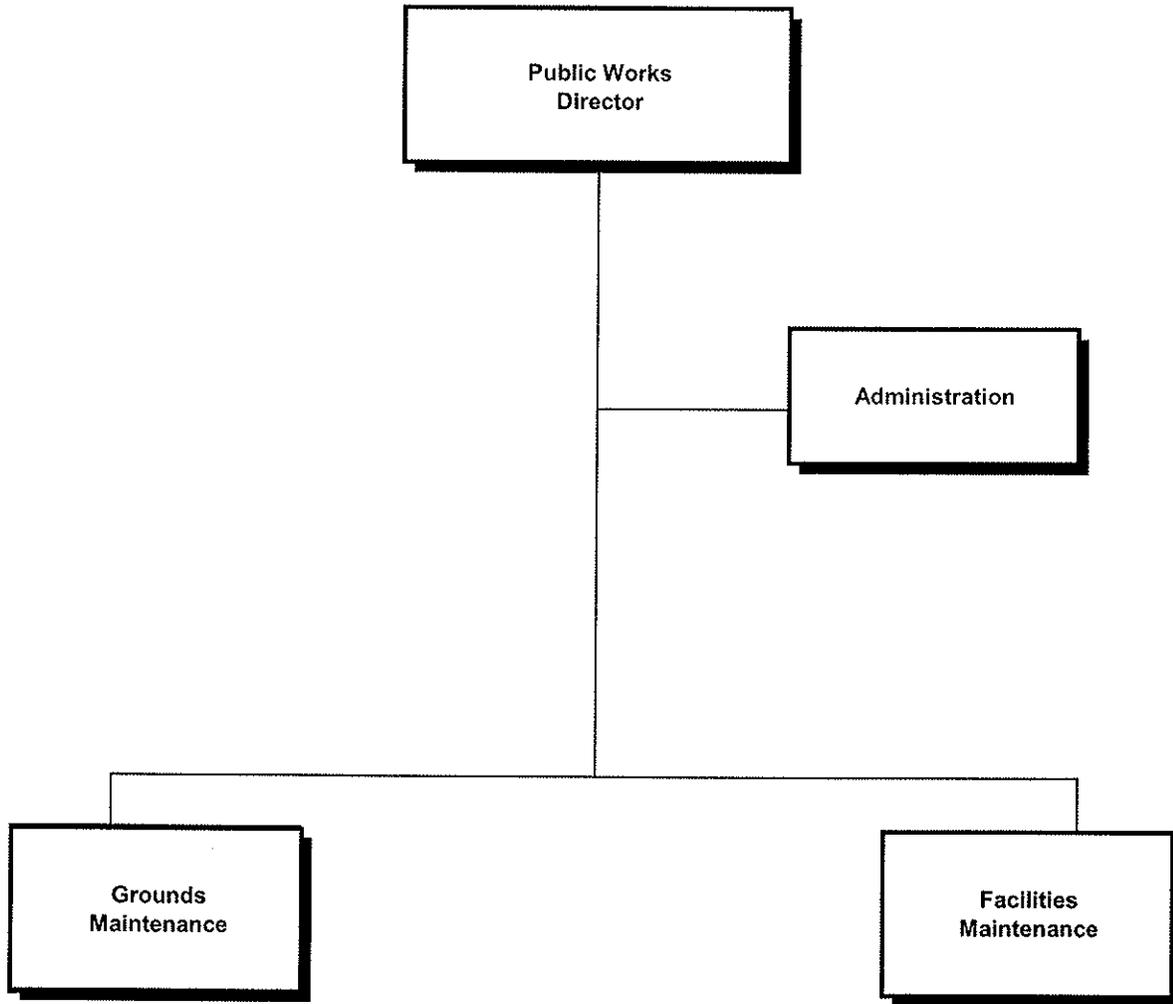
FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
TRANSPORTATION/ROAD & STREET FACILITIES						
PERSONAL SERVICES						
541.11.00	Executive Salaries	17,845	18,933	27,800	22,800	32,700
541.12.00	Regular Salaries	219,364	235,745	239,500	234,500	253,200
541.13.00	Other Salaries & Wages	0	0	0	2,000	0
541.14.00	Overtime/Regular Employees	1,503	1,576	3,000	3,000	3,000
541.19.01	Uniforms	2,173	1,605	3,000	2,000	3,000
541.21.00	FICA Taxes	17,442	18,552	20,700	19,000	22,000
541.22.00	Retirement Contributions	13,069	17,724	23,800	20,800	25,600
541.23.00	Life & Health Insurance	27,728	31,761	45,400	40,400	50,800
541.24.00	Workers' Compensation	12,328	13,383	21,500	18,000	22,400
541.28.01	Training & Travel	1,771	615	2,400	1,400	2,400
Total Personal Services		<u>313,223</u>	<u>339,894</u>	<u>387,100</u>	<u>363,900</u>	<u>415,100</u>
OPERATING EXPENSES						
541.31.01	Professional Services	826	1,032	2,000	1,500	2,000
541.34.00	Contractual Services	57,007	51,979	78,900	78,900	83,200
541.41.00	Telephone/Communications Services	585	1,194	700	1,100	1,000
541.42.00	Postage, Freight, & Express	341	320	500	700	500
541.43.01	Utility Services	3,243	3,433	4,000	4,700	4,500
541.43.50	Street Lighting	92,307	95,205	105,700	105,700	106,000
541.43.60	Traffic Lights	13,098	13,568	13,200	14,400	14,000
541.44.00	Rentals & Leases	1,170	3,169	3,300	3,300	3,300
541.45.00	Non-Employee Insurance	8,765	15,381	18,000	15,700	18,000
541.46.01	Repair & Maintenance Services	12,199	10,664	14,000	20,000	14,000
541.46.10	Traffic Light Repairs	6,135	13,123	15,000	15,000	15,000
541.46.50	Vehicle Repairs & Maintenance	8,313	9,196	10,500	10,500	14,000
541.47.00	Printing & Binding	590	0	400	500	900
541.49.01	Other Charges & Obligations	74	1,019	500	400	500
541.49.10	Other Special Charges	2,189	0	1,000	2,400	1,000
541.49.20	Tree Removal	4,095	8,950	10,000	20,000	12,000
541.51.00	Office Supplies	948	2,432	1,100	1,100	1,100
541.52.01	Operating Supplies	22,667	39,269	26,900	33,000	28,000
541.52.10	Signs & Materials	6,032	6,339	6,000	6,000	6,000
541.52.50	Fuel & Oil Supplies	9,958	11,622	18,000	15,000	15,000
541.53.00	Road Materials & Supplies	7,330	10,529	11,500	9,000	10,000
541.54.00	Subscriptions & Memberships	371	174	800	800	800
Total Operating Expenses		<u>258,243</u>	<u>298,598</u>	<u>342,000</u>	<u>359,700</u>	<u>350,800</u>

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
TRANSPORTATION/ROAD & STREET FACILITIES CONTINUED						
CAPITAL OUTLAY						
541.62.00	Buildings	0	10,077	20,000	20,000	0
541.63.00	Improvements other than Buildings	412,146	290,084	150,000	150,000	120,000
541.64.00	Machinery & Equipment	39,020	52,550	31,900	31,900	0
	Total Capital Outlay	<u>451,166</u>	<u>352,711</u>	<u>201,900</u>	<u>201,900</u>	<u>120,000</u>
	TOTAL STREETS	<u>1,022,632</u>	<u>991,203</u>	<u>931,000</u>	<u>925,500</u>	<u>885,900</u>

CITY OF HOLLY HILL

BUILDINGS AND GROUNDS



BUILDINGS AND GROUNDS

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	290,809	323,248	409,600	397,300	435,000
Operating Expenses	155,558	133,952	201,300	327,900	163,700
Capital Outlay	<u>29,951</u>	<u>30,155</u>	<u>160,400</u>	<u>107,400</u>	<u>102,000</u>
TOTAL	476,318	487,355	771,300	832,600	700,700

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Public Works Director	0.25	0.25	0.25
City Engineer	0.00	0.25	0.125
Buildings & Grounds Supervisor	1.00	1.00	1.00
Heavy Equip Operator	1.00	1.00	1.00
Equip Operator/Maint Worker	5.00	6.00	6.00
Trades worker	1.00	1.00	1.00
Custodian	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total	10.25	11.50	11.375

SIGNIFICANT EXPENDITURE CHANGES

ACTIVITY DESCRIPTION

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

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

Plans include improvements to be constructed in the Centennial Park and all stormwater retention/recreation areas, nature area. The improvements include playground equipment, picnic pavilion, multiple covered picnic tables, park benches, road improvements, aeration/aerial fountains, restrooms and an additional ballfield. Improvements with plantings and irrigation are planned for parks and new highway medians on Nova Road and U.S. 1.

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

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

1. Develop a comprehensive maintenance program to increase the attractiveness and safety of facilities.
2. Reduce time spent on weed control by the effective use of herbicides.
3. Reduce vandalism damage.
4. Enhance parks and stormwater retention areas.
5. Maintain all city properties, buildings and landscape.

ACTIVITY MEASUREMENTS	ACTUAL	ACTUAL	ACTUAL	PROJECTED
	2002-03	2003-04	2004-05	2005-06
Number of acres of park space	81.5	84.00	84.00	84.00
Number of playgrounds	4	5	5	5
Number of Ball fields	5	5	5	5
Number of public boat ramps	1	1	1	1
Number of fishing piers	3	3	3	3
Number of public overlooks to Halifax River	3	3	3	3
Municipal Gymnasium	1	1	1	1
Municipal Multi-Activities Center	1	1	1	1
Municipal Swimming Pool	1	1	1	1
Holly Hill Welcome Park & Fountain	1	4	4	4
Air Conditioned Gymnasium	0	1	1	1
Wellness Center	1	1	1	1
Tennis Courts	2	2	2	2
Racquet Ball Courts	2	2	2	2
Shuffleboard Courts	9	9	9	9

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

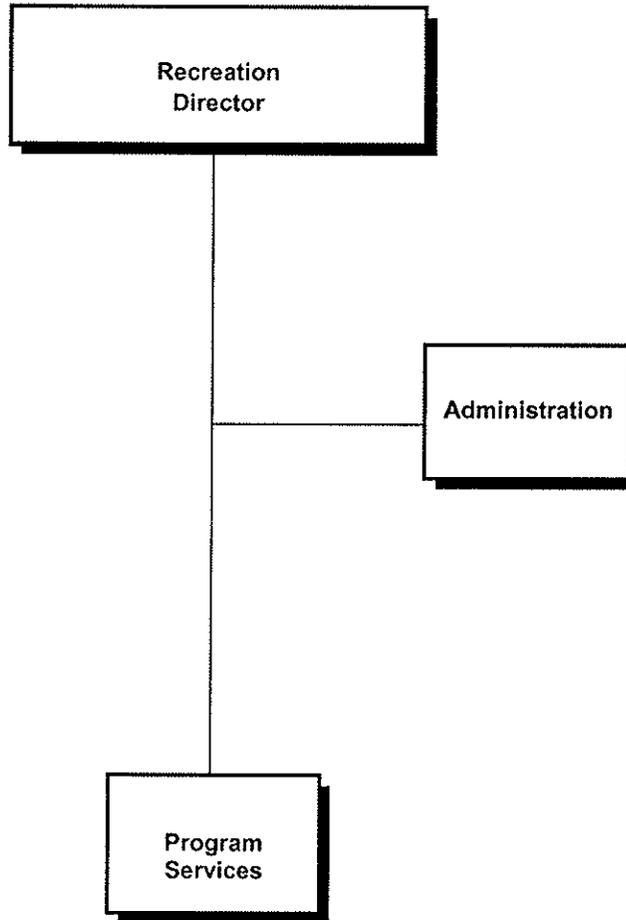
FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
BUILDINGS AND GROUNDS - DIVISION 7210						
PERSONAL SERVICES						
572.11.00	Executive Salaries	17,845	18,933	27,800	24,000	26,700
572.12.00	Regular Salaries & Wages	187,851	204,363	245,600	233,000	263,200
572.13.00	Other Salaries & Wages	403	9,781	2,000	21,000	0
572.14.00	Overtime/Regular Employees	4,422	5,193	6,000	6,000	6,000
572.19.01	Uniforms	2,827	1,613	2,900	2,000	2,900
572.21.00	FICA Taxes	14,922	17,188	22,100	20,500	23,200
572.22.00	Retirement Contributions	11,399	15,338	26,100	21,000	28,100
572.23.00	Life & Health Insurance	36,105	36,248	50,500	48,000	55,800
572.24.00	Workers' Compensation	14,217	14,053	25,600	20,600	28,100
572.28.01	Training & Travel	818	538	1,000	1,200	1,000
Total Personal Services		290,809	323,248	409,600	397,300	435,000
OPERATING EXPENSES						
572.31.01	Professional Services	15,488	587	21,000	6,000	10,000
572.34.00	Contractual Services	36,616	32,602	46,900	46,900	46,000
572.41.00	Telephone/Communications Services	36	48	300	300	300
572.42.00	Postage, Freight, & Express	186	117	400	400	400
572.43.01	Utility Services	20,720	23,818	23,000	23,700	23,000
572.44.00	Rentals & Leases	581	473	2,500	2,500	2,500
572.45.00	Non-Employee Insurance	8,103	12,726	15,000	13,000	15,000
572.46.01	Repairs & Maintenance Services	11,032	7,203	14,000	161,500	14,000
572.46.50	Vehicle Repair & Maintenance	6,487	4,471	10,000	8,500	8,000
572.47.00	Printing & Binding	25	0	200	200	200
572.49.01	Other Charges & Obligations	256	201	200	200	200
572.49.10	Other Special Charges	1,153	0	500	500	1,000
572.49.20	Tree Removal	2,050	300	3,000	3,000	3,000
572.51.00	Office Supplies	491	602	300	300	300
572.52.01	Operating Supplies	40,698	35,489	39,200	43,000	22,000
572.52.50	Fuel & Oil Supplies	8,445	10,552	14,000	12,500	12,000
572.54.00	Subscriptions & Memberships	73	48	800	400	800
572.57.00	Beautification	3,118	4,715	10,000	5,000	5,000
Total Operating Expenses		155,558	133,952	201,300	327,900	163,700

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
BUILDINGS AND GROUNDS CONTINUED						
CAPITAL OUTLAY						
572.82.00	Buildings	0	0	47,500	47,500	8,000
572.63.00	Improvements other than Buildings	0	1,154	71,300	36,300	43,000
572.64.00	Machinery & Equipment	29,951	29,001	41,600	23,600	51,000
	Total Capital Outlay	29,951	30,155	160,400	107,400	102,000
TOTAL BUILDINGS AND GROUNDS		476,318	487,355	771,300	832,600	700,700

CITY OF HOLLY HILL

CULTURE/RECREATION



RECREATION DEPARTMENT

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	233,682	242,356	277,600	251,400	299,200
Operating Expenses	86,981	114,526	172,900	146,100	147,900
Capital Outlay	<u>8,320</u>	<u>8,875</u>	<u>10,400</u>	<u>10,400</u>	<u>0</u>
TOTAL	328,983	365,757	460,900	407,900	447,100

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Recreation Director	1.00	1.00	1.00
Recreation Supervisor	1.00	1.00	1.00
Program Supervisor	1.00	1.00	1.00
Custodian	1.00	1.00	1.00
Caretaker	0.50	0.50	.50
PAL Program Asst (FTE)	2.00	2.00	2.00
Aquatics/Life Guard (FTE)	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Permanent Positions	7.50	7.50	7.50
TEMPORARY POSITIONS			
Day Camp Counselors	<u>15.00</u>	<u>15.00</u>	<u>15.00</u>
Total Temporary Positions	15.00	15.00	15.00
Total Positions for Recreation	22.50	22.50	22.50

SIGNIFICANT EXPENDITURE CHANGES

None

ACTIVITY DESCRIPTION

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

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

ACTIVITY GOALS

1. Provide a variety of quality recreational programs that are affordable and meet the needs of the community.
2. Use staff and facilities to optimal levels.
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.
8. Create an active PAL & Recreation board that will provide communications and suggestions to enhance program improvements.

ACTIVITY MEASUREMENTS

	ACTUAL 2002-03	ACTUAL 2003-04	ESTIMATE 2004-05	PROJECTED 2005-06
Number of ball fields	5	5	5	5
Number of tennis courts	1	1	2	2
Number of shuffleboard courts	9	9	9	9
Number of community centers	2	2	2	2
Number of pool facilities	1	1	1	1
Number of other recreation centers	2	2	2	2
Number of youth baseball participants	270	300	325	325
Number of day camp weekly registrations	104	100	125	125
Number of weekly adult participants	325	325	525	525
Number of basketball participants	77	77	90	90
Number of cheerleading participants	0	0	24	24
Number of outdoor racquet ball courts	2	2	2	2
Number of wellness/exercise centers	1	1	1	1
Number of Multi-purpose fields	0	0	1	1
Number of participants for Spring Break Camp & School Holiday Mini-Camps	45	45	50	50

**CITY OF HOLLY HILL
GENERAL FUND EXPENDITURES**

FUND 001	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
RECREATION DEPARTMENT - DIVISION 7220						
PERSONAL SERVICES						
572.11.00	Executive Salaries	46,128	48,781	55,200	56,100	59,600
572.12.00	Regular Salaries & Wages	83,161	93,463	90,700	93,700	96,100
572.13.00	Other Salaries & Wages	56,771	50,235	65,600	45,600	69,000
572.14.00	Overtime/Regular Employees	529	502	1,000	1,000	1,000
572.19.01	Uniforms	519	553	1,000	1,000	1,000
572.21.00	FICA Taxes	13,897	14,386	16,300	14,400	17,300
572.22.00	Retirement Contributions	7,119	7,711	12,200	10,500	13,500
572.23.00	Life & Health Insurance	15,674	16,493	18,400	18,900	20,500
572.24.00	Workers' Compensation	6,932	7,447	12,400	9,400	19,400
572.28.01	Training & Travel	2,952	2,785	4,800	800	1,800
	Total Personal Services	233,682	242,356	277,600	251,400	299,200
OPERATING EXPENSES						
572.31.01	Professional Services	535	365	300	500	300
572.34.00	Contractual Services	0	0	300	300	300
572.41.00	Telephone/Communications Services	713	1,217	2,000	2,000	2,000
572.42.00	Postage, Freight, & Express	473	552	600	600	600
572.43.01	Utility Services	40,198	36,772	49,000	49,000	49,000
572.44.00	Rentals & Leases	156	97	200	200	200
572.45.00	Non-Employee Insurance	5,641	7,430	8,500	5,000	6,000
572.46.01	Repair & Maintenance Services	9,803	19,812	15,000	15,000	11,000
572.46.50	Vehicle Repairs & Maintenance	1,166	1,830	2,000	2,000	3,000
572.47.00	Printing & Binding	235	287	500	500	500
572.49.01	Other Charges & Obligations	131	168	500	500	500
572.51.00	Office Supplies	1,401	78	800	800	800
572.52.01	Operating Supplies	2,275	2,315	13,500	10,500	3,500
572.52.50	Fuel & Oil Supplies	1,024	3,596	4,000	4,000	4,000
572.54.00	Subscriptions & Memberships	580	550	700	200	200
572.56.01	Program Expense	22,650	39,457	75,000	55,000	66,000
	Total Operating Expenses	86,981	114,526	172,900	146,100	147,900
CAPITAL OUTLAY						
572.61.00	Land	0	0	0	0	0
572.62.00	Buildings	0	0	0	0	0
572.63.00	Improvements	0	1,675	0	0	0
572.64.00	Machinery & Equipment	8,320	7,200	10,400	10,400	0
	Total Capital Outlay	8,320	8,875	10,400	10,400	0
TOTAL RECREATION		328,983	365,757	460,900	407,900	447,100

**LAW ENFORCEMENT
TRUST FUND**

ANNUAL BUDGET

2005-2006

LAW ENFORCEMENT TRUST FUND

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	0	0	0	0	0
Operating Expenses	12,059	16,747	0	13,000	0
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>17,100</u>	<u>0</u>
TOTAL	12,059	16,747	0	30,100	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	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
REVENUES						
331.28.00	Federal Grant	1,238	1,022	0		0
351.20.00	Confiscated Property	9,307	9,837	0	30,000	0
381.10.00	Interest Earnings	186	83	0	100	0
380.10.00	Appropriated Fund Balance	0	0	0		0
TOTAL REVENUES		10,731	10,942	0	30,100	0
EXPENDITURES						
521.28.01	Training & Travel	0	0	0		0
521.31.01	Professional Services	0	0	0		0
521.44.00	Rentals & Leases	0	0	0		0
521.49.10	Other Special Costs	1,926	500	0	8,000	0
521.62.01	Operating Supplies	10,134	16,247	0	5,000	0
521.64.00	Machinery & Equipment	0	0	0	17,100	0
TOTAL EXPENDITURES		12,059	16,747	0	30,100	0

***HOLLY HILL EXPLORERS
FUND***

ANNUAL BUDGET

2005-2006

HOLLY HILL POLICE EXPLORERS

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Operating Expenses	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,900</u>	<u>0</u>
TOTAL	0	0	0	7,900	0

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

The Holly Hill Police Explorers was established to account for revenues and expenditures of the police explorers youth activities.

The Police Explorers are a division of the Boys Scouts of America.

**CITY OF HOLLY HILL
HOLLY HILL POLICE EXPLORERS**

FUND 115	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
REVENUES						
347.21.00	Program Activity Fees	0	0	0	1,700	0
347.43.00	Special Events	0	0	0	0	0
366.90.10	Contributions & Donations	0	0	0	1,400	0
369.90.00	Misc Revenues	0	0	0	3,500	0
381.60.00	Transfer from General Fund	0	0	0	1,300	0
TOTAL REVENUES		0	0	0	7,900	0
EXPENDITURES						
621.19.01	Uniforms	0	0	0	400	0
621.28.01	Training & Travel	0	0	0	5,000	0
621.42.00	Postage, Freight, Express	0	0	0	0	0
621.49.01	Other Misc Expense	0	0	0	0	0
621.51.00	Office Supplies	0	0	0	0	0
621.52.01	Operating Supplies	0	0	0	100	0
621.56.01	Program Expenses	0	0	0	600	0
TOTAL OPERATING EXPENDITURES		0	0	0	6,100	0
Reserves		0	0	0	1,800	0
TOTAL EXPENDITURES		0	0	0	7,900	0

**HOLLY HILL PAL
FUND**

ANNUAL BUDGET

2005-2006

HOLLY HILL PAL FUND

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Operating Expenses	<u>23,890</u>	<u>600</u>	<u>4,800</u>	<u>8,000</u>	<u>16,100</u>
TOTAL	23,890	600	4,800	8,000	16,100

PERMANENT POSITIONS

N/A

ACTIVITY DESCRIPTION

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

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

**CITY OF HOLLY HILL
HOLLY HILL PAL**

FUND #120	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
REVENUES						
331.24.00	Federal Grants	21,034	0	0	0	0
347.21.00	Program Activity Fees	0	0	0	0	0
347.43.00	Special Events	0	0	0	0	0
366.90.00	Contributions & Donations	13,503	5,557	4,800	6,900	4,800
369.90.00	Miscellaneous Revenue	0	0	0	0	0
380.10.00	Appropriated Fund Balance	0	0	0	1,200	11,300
TOTAL REVENUES		13,503	5,557	4,800	8,100	16,100
EXPENDITURES						
572.28.01	Travel & Training	0	0	0	900	4,000
572.45.00	Non-Employee Insurance	0	0	0	2,400	2,600
572.47.00	Printing & Binding	0	0	0	0	0
572.49.01	Other Charges	2,856	0	800	100	800
572.52.01	Operating Supplies	0	0	0	0	4,000
572.54.00	Subscriptions & Memberships	0	0	0	700	700
572.56.01	Program Expense	21,034	600	4,000	4,000	4,000
TOTAL EXPENDITURES		23,890	600	4,800	8,100	16,100

**COMMUNITY
REDEVELOPMENT
TRUST FUND
ANNUAL BUDGET**

2005 - 2006

COMMUNITY REDEVELOPMENT TRUST FUND

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	123,638	163,909	184,000	185,000	336,300
Operating Expenses	71,235	156,361	455,700	299,000	399,000
Capital Outlay	0	7,375	0	0	0
CRA Projects	0	0	0	200,000	6,131,000
Debt Service	0	0	0	196,100	470,500
TOTAL	194,873	327,645	639,700	880,100	7,336,800

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Community Development Director	.00	.00	.333
Redevelopment Area Coordinator	.50	1.00	1.00
Police Sergeant	.00	.00	1.00
Police Corporal	1.00	1.00	1.00
Police Officer	<u>2.00</u>	<u>2.00</u>	<u>3.00</u>
Total	3.50	4.00	6.333

SIGNIFICANT EXPENDITURE CHANGES

The Community Redevelopment Agency (CRA) approved a \$6,331,000 loan to improve public utilities, parking and other amenities to encourage redevelopment within the district.

In FY 2006, the CRA will fund two new positions – a Sergeant (supervisor) and one additional Police Officer – for assignment to the Community Action Team. The CAT team focuses proactive law revitalization and redevelopment the Ridgewood Avenue commercial corridor.

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 base year for the district is 1995 and the base taxable value is \$88,342,219.

The Redevelopment Trust Fund supports the Community Policing Program providing increased police visibility and interaction with businesses and residents to encourage redevelopment within the area. The fund also provides grants to assist with upgrading existing residential and commercial properties, plans special events, and provides for special beautification projects.

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

FUND 130	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
REVENUES						
311.10.00	Ad Valorem Taxes (Tax Increment Funds)	88,512	133,588	198,700	202,000	309,800
	Urban Forestry Grant	0	0	10,000	10,000	0
338.30.00	Intergovernmental Share of TIF	171,280	282,498	420,300	462,100	685,500
381.20.00	Interest Earned - SBA	5,537	6,062	3,000	6,000	6,000
366.80.00	Contributions & Donations	0	0	0	0	0
369.80.00	Misc Revenues	0	0	0	0	0
380.10.00	Appropriated Fund Balance (Re-appropriate)	0	0	7,700	0	204,500
TOTAL REVENUES		265,329	422,148	639,700	680,100	1,205,800

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

FUND 130	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
COMMUNITY REDEVELOPMENT - GENERAL ADMINISTRATION						
PERSONAL SERVICES						
552.12.00	Regular Salaries & Wage	0	16,265	29,500	29,500	51,900
552.13.00	Other Salaries & Wage	5,184	7,430	0	0	0
552.21.00	FICA Taxes	397	1,802	2,300	2,300	4,000
552.22.00	Retirement Contribution	0	1,628	3,000	3,000	5,200
552.23.00	Life & Health Insurance	0	2,129	4,800	4,800	5,200
552.24.00	Workers' Compensation	0	81	200	200	500
552.28.01	Training & Travel	357	2,354	2,900	2,900	4,000
	Total Personal Services	<u>5,938</u>	<u>31,667</u>	<u>42,500</u>	<u>42,700</u>	<u>70,800</u>
OPERATING EXPENSES						
552.31.01	Professional Services	75	3,000	1,000	5,000	1,000
552.34.00	Other Contract Services	0	10,413	60,700	60,700	61,000
552.41.00	Communication Services	0	177	200	400	400
552.42.00	Postage, Freight & Express	0	20	500	500	400
552.43.01	Utility Services	0	0	0	0	0
552.44.00	Rentals & Leases	0	0	0	200	600
552.45.00	Non-Employee Insurance	0	0	0	0	0
552.46.01	Repairs & Maintenance Services	0	292	0	0	0
552.47.00	Printing & Binding	366	851	1,000	3,500	3,000
552.49.01	Other Charges & Obligations	1,086	5,119	3,000	5,000	3,000
552.50.00	Advertising	0	1,804	5,000	7,000	7,000
552.51.00	Office Supplies	0	2,502	400	1,000	1,000
552.52.01	Operating Supplies	0	244	0	2,500	2,500
552.54.00	Subscriptions & Memberships	395	0	500	700	700
552.82.01	Improvement Grants	69,313	131,939	160,000	160,000	0
552.82.10	Other Economic Development	0	0	223,400	52,500	247,600
	Total Operating Expenses	<u>71,235</u>	<u>156,361</u>	<u>455,700</u>	<u>299,000</u>	<u>328,200</u>
REDEVELOPMENT BOND, SERIES 2005						
681.01.20	Transfer to Debt Service Fund	0	0	0	196,100	470,500
TOTAL ADMINISTRATION		<u>77,173</u>	<u>188,048</u>	<u>498,200</u>	<u>537,800</u>	<u>889,500</u>

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

FUND 130	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
COMMUNITY REDEVELOPMENT - PUBLIC SAFETY						
PERSONAL SERVICES						
552.12.00	Regular Salaries & Wage	80,891	87,620	90,600	85,100	178,300
552.14.00	Overtime	6,047	10,280	2,500	10,000	12,000
552.15.00	Incentive Pay	110	0	1,000	1,500	1,200
552.19.01	Uniforms	0	0	600	600	2,000
552.19.10	Uniform & Equipment Allowance	900	375	900	900	1,500
552.21.00	FICA Taxes	7,218	8,043	7,200	7,700	14,600
552.22.00	Retirement Contribution	7,092	7,936	15,400	12,000	9,000
552.23.00	Life & Health Insurance	11,375	11,615	13,500	14,000	25,500
552.24.00	Workers' Compensation	4,067	6,353	9,800	10,500	21,400
	Total Personal Services	117,700	132,222	141,500	142,300	265,500
OPERATING EXPENSES						
552.31.01	Professional Services	0	0	0	0	600
552.41.00	Communication Services	0	0	0	0	500
552.45.00	No-Employee Insurance	0	0	0	0	2,000
552.46.01	Repairs & Maintenance Services	0	0	0	0	300
552.46.50	Vehicle Repairs & Maintenance	0	0	0	0	1,000
552.52.01	Operating Supplies	0	0	0	0	1,400
552.52.50	Fuel & Oil Supplies	0	0	0	0	3,200
552.64.00	Machinery & Equipment	0	0	0	0	61,800
	Total Operating Services	0	0	0	0	70,800
	TOTAL PUBLIC SAFETY	117,700	132,222	141,500	142,300	336,300
COMMUNITY REDEVELOPMENT - TRANSPORTATION/ROAD & STREET FACILITIES						
CAPITAL OUTLAY						
552.63.00	Improvements other than Buildings	0	7,375	0	0	0
	Total Capital Outlay	0	7,375	0	0	0
	TOTAL TRANSPORTATION/ROAD & STREET FACILITIES	0	7,375	0	0	0
	TOTAL COMMUNITY REDEVELOPMENT	194,873	327,645	639,700	680,100	1,205,800

**CITY OF HOLLY HILL
CRA DEBT SERVICE**

FUND		2002-2003	2003-2004	2004-2005	2004-2005	2005-2006
131	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	PROPOSED
REVENUES						
COMMUNITY REDEVELOPMENT DEBT SERVICE						
361.20.00	Interest from SBA	0	0	0	0	0
380.10.00	Appropriated Fund Balance	0	0	0	0	0
381.64.00	Transfer from Comm Redevelopment	0	0	0	196,100	470,500
TOTAL DEBT SERVICE REVENUES		0	0	0	196,100	470,500

EXPENDITURES

COMMUNITY REDEVELOPMENT DEBT SERVICE						
587.71.80	Principal	0	0	0	76,600	190,000
587.72.80	Interest	0	0	0	119,500	280,500
TOTAL DEBT SERVICE EXPENDITURES		0	0	0	196,100	470,500

**CITY OF HOLLY HILL
CRA CAPITAL PROJECTS FUND**

FUND #139	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
REVENUES						
361.20.00	Interest Earnings - SBA	0	0	0	0	0
368.00.00	Misc Revenues	0	0	0	0	0
380.10.00	Appropriated Fund Balance	0	0	0	0	6,131,000
394.40.00	Loan Proceeds	0	0	0	6,331,000	0
TOTAL REVENUES		0	0	0	6,331,000	6,131,000
OPERATING EXPENSES						
552.12.00	Regular Salaries & Wages	0	0	0	0	0
552.21.00	FICA Taxes	0	0	0	0	0
552.22.00	Retirement Contributions	0	0	0	0	0
552.23.00	Life & Health Insurance	0	0	0	0	0
552.24.00	Workers' Compensation	0	0	0	0	0
552.31.90	Bond Issue Costs	0	0	0	0	0
TOTAL OPERATING EXPENDITURES		0	0	0	0	0
CAPITAL IMPROVEMENTS						
552.63.81	Public Parking Facilities	0	0	0	0	600,000
552.63.82	Shared Stormwater Facilities	0	0	0	0	800,000
552.63.83	Corridor Amenities	0	0	0	0	150,000
552.63.84	Public Landscape Improvements	0	0	0	0	410,000
552.63.91	Public Utility Water Improvements	0	0	0	0	2,121,000
552.63.92	Relocation of Power Utilities	0	0	0	0	900,000
TOTAL CAPITAL IMPROVEMENTS		0	0	0	0	4,981,000
GRANT PROGRAMS						
552.82.21	Demolition Program Grant	0	0	0	200,000	400,000
552.82.22	Landscape Program Grant	0	0	0	0	200,000
552.82.23	Commercial / Facade Program Grant	0	0	0	0	300,000
552.82.24	Residential Program Grant	0	0	0	0	250,000
TOTAL GRANT EXPENDITURES		0	0	0	200,000	1,150,000
RESERVE		0	0	0	6,131,000	0
TOTAL CRA CAPITAL PROJECTS		0	0	0	6,331,000	6,131,000

**COMMUNITY DEVELOPMENT
BLOCK GRANT**

ANNUAL BUDGET

2005 - 2006

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Operating Expenses	0	0	0	0	0
Capital Outlay	<u>80,570</u>	<u>433,669</u>	<u>101,800</u>	<u>105,900</u>	<u>96,700</u>
TOTAL	80,570	433,669	101,800	105,900	96,700

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.

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

FUND		2002-2003	2003-2004	2004-2005	2004-2005	2005-2006
140	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
331.600	Community Development Block Grant	80,570	433,669	101,800	105,900	96,700
TOTAL REVENUES		80,570	433,669	101,800	105,900	96,700
EXPENDITURES						
535.6300	Wastewater System Improvements	0	0	0	0	33,000
541.6300	Improvements Other Than Bldgs					
	Street Improvements	78,967	0	0	0	30,700
	Sidewalks	0	0	0	0	33,000
	Drainage	1,603	332,342	0	0	0
572.6200	SICA Hall Community Center	0	101,327	101,800	105,900	0
TOTAL EXPENDITURES		80,570	433,669	101,800	105,900	96,700

**LAW ENFORCEMENT
GRANT FUND
ANNUAL BUDGET**

2005 - 2006

LAW ENFORCEMENT GRANT FUND

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Operating Expenses	3,363	11,711	0	0	0
Capital Outlay	<u>27,893</u>	<u>8,919</u>	<u>0</u>	<u>12,000</u>	<u>0</u>
TOTAL	31,256	30,630	0	12,000	0

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

Federal funding was reduced and as a result the City will not be eligible for grant funds from the Bureau of Justice this fiscal year.

ACTIVITY DESCRIPTION

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

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

FUND 150	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
REVENUES						
331.23.00	Law Enforcement Grant	25,628	21,064	0	10,000	0
361.10.00	Interest on Investments	84	50	0	0	0
381.60.00	Transfer from General Fund	4,138	9,516	0	2,000	0
TOTAL REVENUES		29,850	30,630	0	12,000	0
EXPENDITURES						
521.41.00	Communication Services	0	3,322	0	0	0
521.44.11	Rentals & Leases	0	6,104	0	0	0
521.46.01	Repairs & Maintenance	0	0	0	0	0
521.52.01	Operating Supplies	2,763	1,785	0	0	0
521.56.01	Program Expenses	600	500	0	0	0
521.64.00	Machinery & Equipment	27,893	18,919	0	12,000	0
TOTAL EXPENDITURES *		31,256	30,630	0	12,000	0

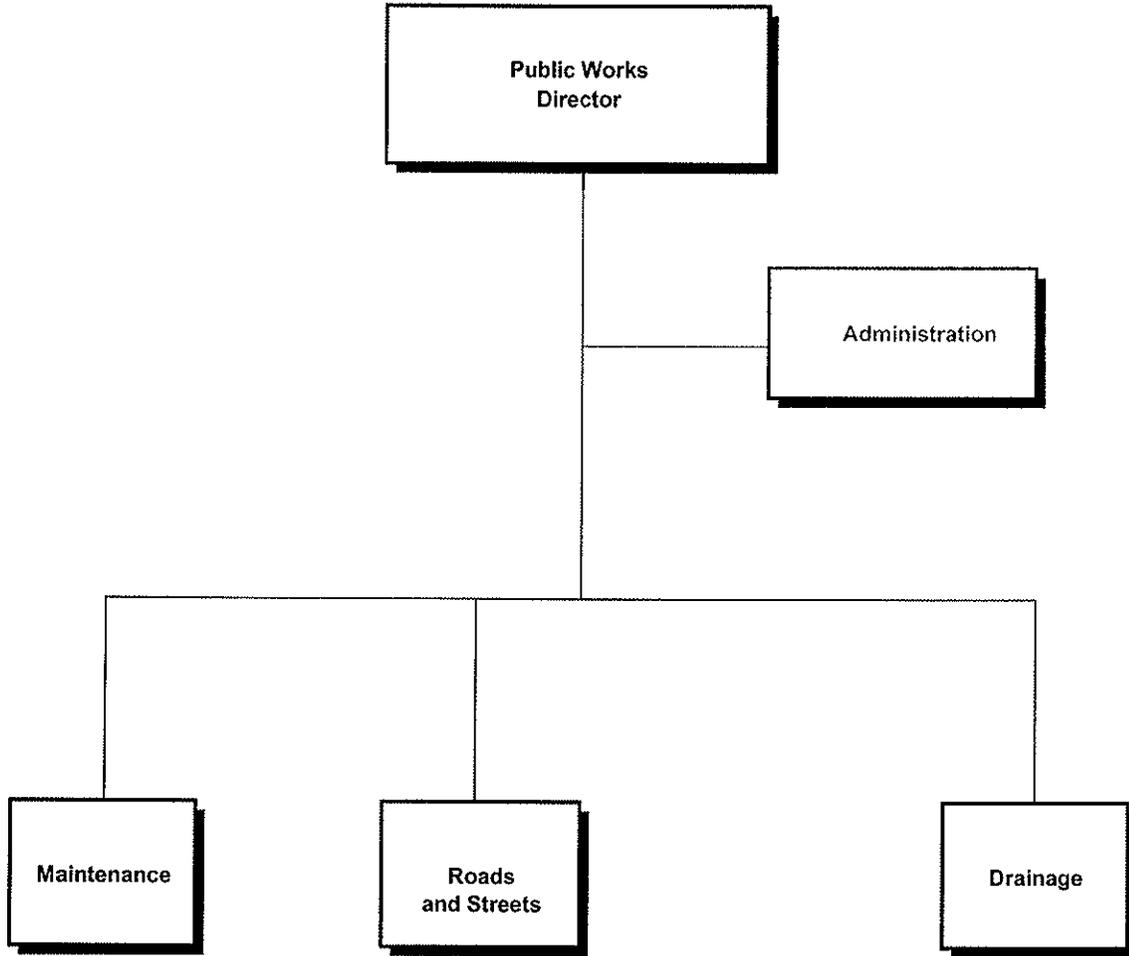
STORMWATER MANAGEMENT

ANNUAL BUDGET

2005 - 2006

CITY OF HOLLY HILL

STORMWATER MANAGEMENT



STORMWATER MANAGEMENT

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	132,398	154,562	167,900	163,100	185,700
Operating Expenses	56,036	51,427	142,600	151,600	120,600
Capital Outlay	2,187,903	2,938,613	122,000	290,400	111,500
Debt Service	<u>0</u>	<u>376,873</u>	<u>391,600</u>	<u>330,600</u>	<u>311,700</u>
TOTAL	2,376,337	3,521,475	824,100	977,700	729,500

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Public Works Director	0.10	0.10	0.10
City Engineer	0.00	0.25	0.25
Foreman	0.25	0.25	0.25
Equip Operator/Mech Worker I	1.00	1.00	1.00
Equip Operator/Mech Worker	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total	4.35	4.60	4.60

SIGNIFICANT EXPENDITURE CHANGES

ACTIVITY DESCRIPTION

The Stormwater Management Fund is a special revenue fund established to record stormwater revenues and the expending of those revenues for the repair, maintenance and improvement of the stormwater drainage system. The stormwater utility fee revenue is anticipated at \$680,300 based on current year estimates. This department is responsible for the construction and maintenance of all drainage facilities, culverts, storm drains and street sweeping.

ACTIVITY GOALS

1. Maintain the storm drainage system.
2. Review all new construction for acceptable drainage consideration.
3. Prepare NPDES permit status for second year.
4. Improve non-point storm water drainage retention ponds area with aeration, aerial fountains and park amenities.

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!
6. To make the public aware of how to reduce canal and stream pollution.

ACTIVITY MEASUREMENTS

	ACTUAL 2002-03	ACTUAL 2003-04	ACTUAL 2004-05	PROJECTED 2005-06
Storm Sewers	37.5 miles	39.5 miles	39.5 miles	39.5 miles

**CITY OF HOLLY HILL
STORMWATER MANAGEMENT REVENUES**

FUND 160	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
LOCAL SHARED REVENUES						
337.30.00	St. Johns River Management Grant	0	50,000	0	0	0
	Total Shared Revenues	<u>0</u>	<u>50,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
CHARGES FOR SERVICES						
343.60.91	Stormwater Management Utility Fee	422,904	531,867	671,300	676,000	680,000
361.20.00	Interest Earnings - SBA	16,948	6,881	12,000	7,000	7,000
369.90.00	Miscellaneous Revenue	205		0		
	Total Charges for Services	<u>440,057</u>	<u>538,748</u>	<u>683,300</u>	<u>683,000</u>	<u>687,000</u>
OTHER NON-REVENUES						
384.30.00	State Revolving Loan	1,695,651	2,770,179	0	252,700	0
	Total Other Non-Revenues	<u>1,695,651</u>	<u>2,770,179</u>	<u>0</u>	<u>252,700</u>	<u>0</u>
APPROPRIATIONS						
381.65.00	Transfer from Comm Devel Block Grt Fd	0	332,342	0	0	0
380.12.00	Appropriated Reserve for Storm Drainage	513,079		140,800	0	42,500
	Total Appropriated Reserves	<u>513,079</u>	<u>332,342</u>	<u>140,800</u>	<u>0</u>	<u>42,500</u>
	Total Stormwater Drainage Revenues	<u>2,648,787</u>	<u>3,691,269</u>	<u>824,100</u>	<u>935,700</u>	<u>729,500</u>

STORMWATER MANAGEMENT EXPENSES

FUND 160	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 PROPOSED
PERSONAL SERVICES						
541.11.00	Executive Salaries	7,138	7,572	15,700	11,200	20,400
541.12.00	Regular Salaries	88,576	101,613	97,600	98,600	103,600
541.14.00	Overtime/Regular Employees	691	1,309	1,000	2,000	2,000
541.19.01	Uniforms	1,167	744	1,000	1,000	1,000
541.21.00	FICA Taxes	7,369	8,398	8,800	8,800	9,700
541.22.00	Retirement Contributions	4,694	10,045	10,800	10,800	11,800
541.23.00	Life & Health Insurance	16,730	17,635	19,200	20,300	20,400
541.24.00	Workers' Compensation	5,956	7,217	11,300	8,900	14,300
541.28.01	Training & Travel	177	29	2,500	1,500	2,500
	Total Personal Services	132,398	154,662	167,900	163,100	185,700
OPERATING EXPENSES						
541.31.01	Professional Services	15,098	5,460	35,000	35,000	15,000
541.34.00	Contractual Services	10,448	17,618	21,000	24,800	23,500
541.42.00	Postage, Freight & Express	17	2	200	200	200
541.43.01	Utility Services	2,548	3,153	21,000	21,000	21,000
541.44.00	Rentals & Leases	0	0	6,000	6,000	5,000
541.45.00	Non-Employee Insurance	3,149	6,849	9,000	7,000	9,000
541.46.01	Repairs & Maintenance Service	3,012	3,364	6,500	11,500	9,000
541.46.50	Vehicle Repairs & Maintenance	3,723	6,396	10,000	10,000	7,500
541.47.00	Printing & Binding	0	0	400	500	1,400
541.49.01	Other Charges & Obligations	0	0	500	500	500
541.50.00	Advertising	0	0	0	0	0
541.51.00	Office Supplies	0	393	500	500	500
541.52.01	Operating Supplies	12,025	2,882	20,000	22,000	20,000
541.52.50	Fuel & Oil Supplies	5,645	3,545	7,000	7,000	5,000
541.53.00	Road Materials & Supplies	0	1,390	5,000	5,000	2,500
541.54.00	Subscriptions & Memberships	371	375	500	600	500
	Total Operating Expenses	56,036	51,427	142,600	151,600	120,600
CAPITAL OUTLAY						
541.61.00	Land	2,512	0	0	0	0
541.62.00	Buildings	0	0	20,000	20,000	40,000
541.63.00	Improvements	2,015,194	2,938,613	90,000	258,400	0
541.64.00	Machinery & Equipment	170,197	0	12,000	12,000	71,500
	Total Capital Outlay	2,187,903	2,938,613	122,000	290,400	111,500
TRANSFERS						
581.91.01	Transfer to General Fund	0	0	0	0	0
581.91.80	Transfer to Debt Service Fund	0	384,234	391,600	330,600	311,700
	TOTAL STORMWATER DRAINAGE	2,376,337	3,528,836	824,100	935,700	729,500

STORMWATER MANAGEMENT DEBT SERVICE FUND

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Principal Payments	0	286,843	272,200	252,800	235,400
Interest Expense	0	90,030	119,400	119,800	118,300
Other Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	0	376,873	391,600	372,600	353,700

PERMANENT POSITIONS
N/A

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION

The Stormwater Management Debt Service Fund has been established to record the principal and interest payments made on outstanding State Revolving Loan proceeds. The funds allocated for these payments are transferred from the Stormwater Management Fund revenues.

ACTIVITY GOAL

N/A

ACTIVITY MEASUREMENTS

N/A

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

FUND		2002-2003	2003-2004	2004-2005	2004-2005	2005-2006
161	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
STATE REVOLVING						
361.20.00	Interest from SBA	0	4,002	0	0	0
380.10.00	Appropriated Retained Earnings	0	0	0	0	0
381.10.00	* Transfer from Water & Sewer	0	0	42,000	42,000	42,000
381.75.00	Transfer from Stormwater Fund	0	384,234	349,600	330,600	311,700
TOTAL DEBT SERVICE REVENUES		0	388,236	391,600	372,600	353,700

EXPENDITURES						
STATE REVOLVING						
587.71.80	Principal	0	286,843	272,200	252,800	235,400
587.72.80	Interest	0	90,030	119,400	119,800	118,300
TOTAL DEBT SERVICE EXPENDITURES		0	376,873	391,600	372,600	353,700

* Sewer portion of State Revolving Fund Loan payment (Sewer Rehab)

CAPITAL PROJECTS FUND

ANNUAL BUDGET

2005 - 2006

CAPITAL PROJECTS FUND

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-2005	AMENDED 2004-2005	PROPOSED 2005-2006
Capital Outlay	50,326	148,142	1,186,800	1,148,600	0
TOTAL	50,326	148,142	1,186,800	1,148,600	0

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	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
REVENUES						
334.49.10	Median Beautification Grant	0	0	600,000	600,000	0
334.75.20	FRDAP Grant	0	53,798	93,300	0	0
337.30.00	Port Authority	0	0	0	195,000	0
337.71.10	ECHO Grants (2)	0	0	145,000	118,700	0
361.20.00	Interest Earnings/SBA	2,459	4,046	0	3,000	0
366.90.00	Contributions/Donations Wellness Center	0	0	0	0	0
380.10.00	Appropriated Fund Balance	0	0	348,500	226,900	0
381.60.00	Transfer from General Fund	0	0	0	200,000	0
381.65.00	Transfer from CDBG	0	0	0	0	0
381.70.00	Transfer from Solid Waste	200,000	0	0	0	0
TOTAL REVENUES		202,459	57,844	1,186,800	1,343,600	0
EXPENDITURES						
522.62.00	Buildings	0	0	0	0	0
541.62.00	Buildings	0	1,500	0	134,200	0
541.63.00	Median Improvements	0	14,793	630,000	630,000	0
572.63.00	Park Improvements	7,673	0	471,100	493,700	0
572.62.00	Recreation	42,653	97,021	0	0	0
572.63.00	Recreational Facilities Improvements	0	34,828	85,700	85,700	0
572.99.01	Reserve for Improvements	0	0	0	0	0
TOTAL EXPENDITURES		50,326	148,142	1,186,800	1,343,600	0

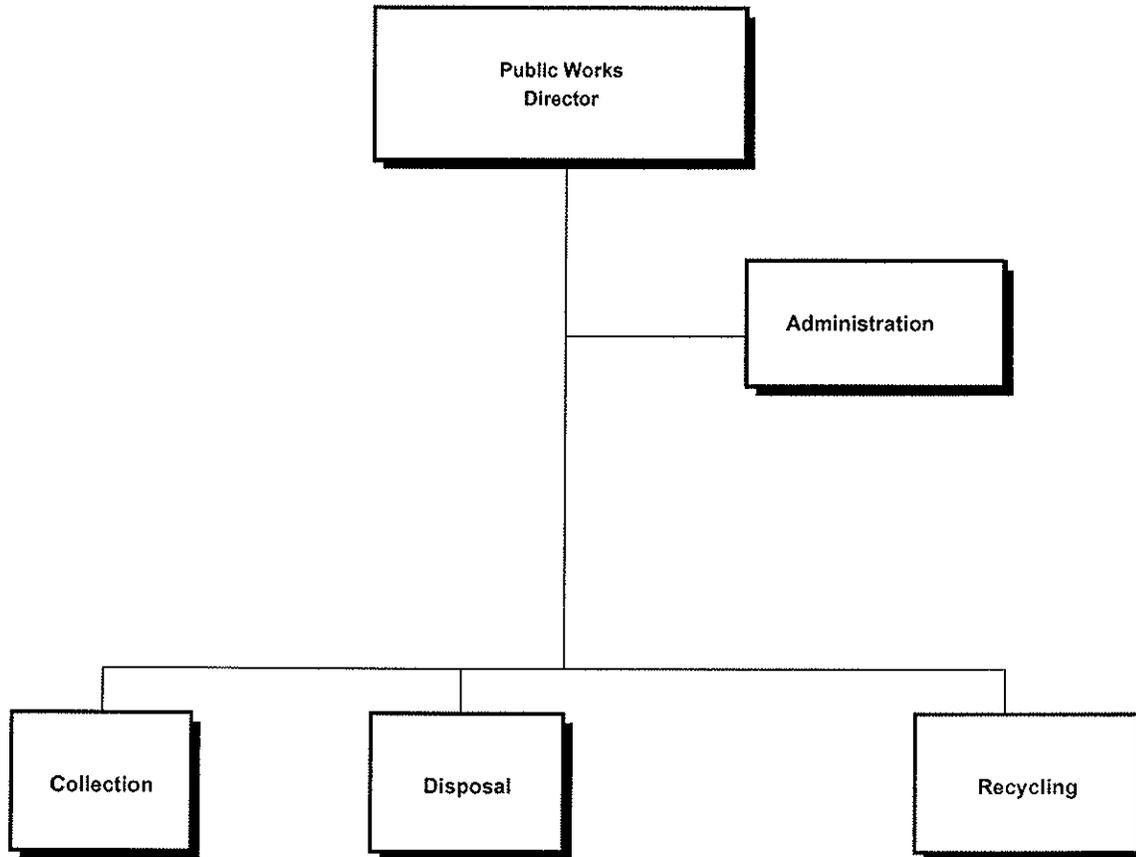
***SOLID WASTE
ENTERPRISE FUND***

ANNUAL BUDGET

2005 - 2006

CITY OF HOLLY HILL

GARBAGE/SOLID WASTE



SOLID WASTE REVENUE EXPLANATION

2005 – 06

Charges for Services

Anticipated revenues for yard trash, garbage and recycling services are based on a 2.11% increase in both residential and commercial rates.

Other Miscellaneous Revenue

This is anticipated revenue from interest earnings on investments. Due to a decrease in idle funds for investment the interest earnings will be significantly less in 2005-06. The decrease is due mainly to the cost of debris removal after the hurricanes in 2004 and transfers to other funds for capital needs.

SOLID WASTE

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	4,214	0	500	500	500
Operating Expenses	1,088,470	2,458,095	1,176,400	1,470,700	1,318,200
Capital Outlay	0	0	0	0	0
Reserve	0	0	0	0	0
Transfer to Capital Project	200,000	0	0	0	0
Transfer to Water & Sewer	0	0	65,300	65,300	0
Transfer to General Fund	<u>270,000</u>	<u>260,000</u>	<u>595,000</u>	<u>303,000</u>	<u>348,400</u>
TOTAL	1,562,684	2,718,095	1,837,200	1,839,500	1,667,100

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Solid Waste Coordinator	0.00	0.00	0.00
Total	0.00	0.00	0.00

SIGNIFICANT EXPENDITURE CHANGES

None

ACTIVITY DESCRIPTION

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

Solid Waste Management is still administrated by the Public Works Director. 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.

ITY MEASUREMENTS

	ACTUAL 2002-03	ACTUAL 2003-04	ESTIMATE 2004-05	PROJECTED 2005-06
Number of residential units	5,833	5,889	5,900	6,000
Number of commercial units	406	354	400	400
Number of dumpster customers	403	413	350	400
Number of Roll-off customers	5	4	5	5

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

FUND		2002-2003	2003-2004	2004-2005	2004-2005	2005-2006
495	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
CHARGES FOR SERVICES						
343.10.42	Refuse Charges	1,535,218	1,532,010	1,520,000	1,650,000	1,552,100
	Total Charges for Services	1,535,218	1,532,010	1,520,000	1,650,000	1,552,100
OTHER MISCELLANEOUS REVENUE						
361.10.00	Interest Earnings	0	0	0	0	0
361.20.00	Interest Earnings/SBA	11,939	10,674	12,000	1,000	2,000
364.41.00	Sale of Equipment	4,241	0	0	0	0
364.42.00	Insurance Proceeds/Loss of Equipment	0	0	0	0	0
369.90.00	Miscellaneous	8,101	0	200	200	200
369.95.00	Recycling Revenue	395	135	0	300	300
	Total Other Misc. Revenue	24,676	10,809	12,200	1,500	2,500
NON-REVENUE						
380.10.00	Appropriated Retained Earnings	0	0	305,000	188,000	112,500
	Total Non Revenue	0	0	305,000	188,000	112,500
	Total Enterprise Fund Revenues	1,559,894	1,542,819	1,837,200	1,839,500	1,667,100

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

FUND 485	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
PERSONAL SERVICES						
534.12.00	Regular Salaries	(536)	0	0	0	0
534.14.00	Overtime/Regular Employees	0	0	0	0	0
534.19.01	Uniforms	8	0	0	0	0
534.21.00	FICA Taxes	67	0	0	0	0
534.22.00	Retirement Contributions	52	0	0	0	0
534.23.00	Life & Health Insurance	283	0	0	0	0
534.24.00	Worker's Compensation	4,211	0	0	0	0
534.28.01	Training & Travel	129	0	500	500	500
Total Personal Services		<u>4,214</u>	<u>0</u>	<u>500</u>	<u>500</u>	<u>500</u>
OPERATING EXPENSES						
534.31.01	Professional Services	0	245	0	0	0
534.34.00	Other Contractual Services	1,086,715	2,710,662	1,155,700	1,448,000	1,296,000
534.41.00	Telephone/Communications Services	178	128	500	500	500
534.42.00	Postage, Freight, & Express	0	0	500	500	500
534.44.00	Rentals & Leases	0	385	0	600	600
534.45.00	Non-employee Insurance	8,494	10,129	10,000	10,000	10,000
534.46.01	Repair & Maintenance Services	526	1,012	3,000	1,900	1,900
534.46.50	Vehicle Repairs & Maintenance	0	0	0	0	0
534.47.00	Printing & Binding	0	2,460	0	500	500
534.49.01	Other Charges & Obligations	0	0	200	200	200
534.50.00	Advertising	384	1,682	700	2,700	700
534.51.00	Office Supplies	100	455	500	500	500
534.52.01	Operating Supplies	62	263	600	600	600
534.52.50	Fuel & Oil Supplies	71	0	0	0	0
534.54.00	Subscriptions & Memberships	0	0	200	200	200
534.59.01	Bad Debt Expense	(8,050)	3,636	4,500	4,500	6,000
539.59.20	Depreciation Expense	7,049	4,515	0	0	0
Total Operating Expenses		<u>1,095,519</u>	<u>2,735,572</u>	<u>1,176,400</u>	<u>1,470,700</u>	<u>1,318,200</u>
CAPITAL OUTLAY						
534.62.00	Buildings	0	0	0	0	0
534.63.00	Improvements other than Buildings	0	0	0	0	0
534.64.00	Machinery & Equipment	0	0	0	0	0
Total Capital Outlay		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
CAPITAL RESERVES AND TRANSFERS						
539.99.01	Budget Reserves	0	0	0	0	0
581.91.01	Transfer to General Fund	270,000	260,000	595,000	303,000	348,400
581.91.30	Transfer to Water & Sewer	1,192	0	65,300	65,300	0
581.91.60	Transfer to Capital Projects Fund	200,000	0	0	0	0
TOTAL SOLID WASTE CONT SERVICES		<u>1,570,925</u>	<u>2,995,572</u>	<u>1,837,200</u>	<u>1,839,500</u>	<u>1,667,100</u>

***WATER AND SEWER
ENTERPRISE FUND***

ANNUAL BUDGET

2005 - 2006

WATER AND SEWER ENTERPRISE FUND REVENUE
EXPLANATION
2005 - 06

Water Sales

Residential and commercial water sales are expected to increase 4 1/2% more than current year revenue projections. This increase is due to a 4 1/2% increase in rates effective October 2004.

Meter Connection Charges/Service Charges/Cut-Off Charges

Current estimates indicate that revenues will be higher than 2004-2005 based on new development estimates.

Hydrant Rental

Current estimates indicate that revenues will be as anticipated for 2003-04. No increase has been projected for 2005-06, as the number required for new hydrant has not yet been determined.

Sewer Charges

Sewer charges are based on 115% of the water rates. Due to a rate increase to be effective in October, revenues from sewer charges will be higher than anticipated for 2005-06.

Sewer Connection Charges

Current estimates indicate that revenues will be slightly higher than 2004-05.

Interest Earnings

Current estimates for 2004-05 indicate that earnings will be higher than anticipated.

Other Income

Current estimates indicate revenues will be lower than anticipated for 2004-05.

Impact Fees

Revenues are estimated to be significantly higher than previous estimates anticipated, due to major new development projects next year.

Appropriated Reserves

The budget anticipates using cash reserves in 2005-06 for renewals and replacements in the water and sewer systems.

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

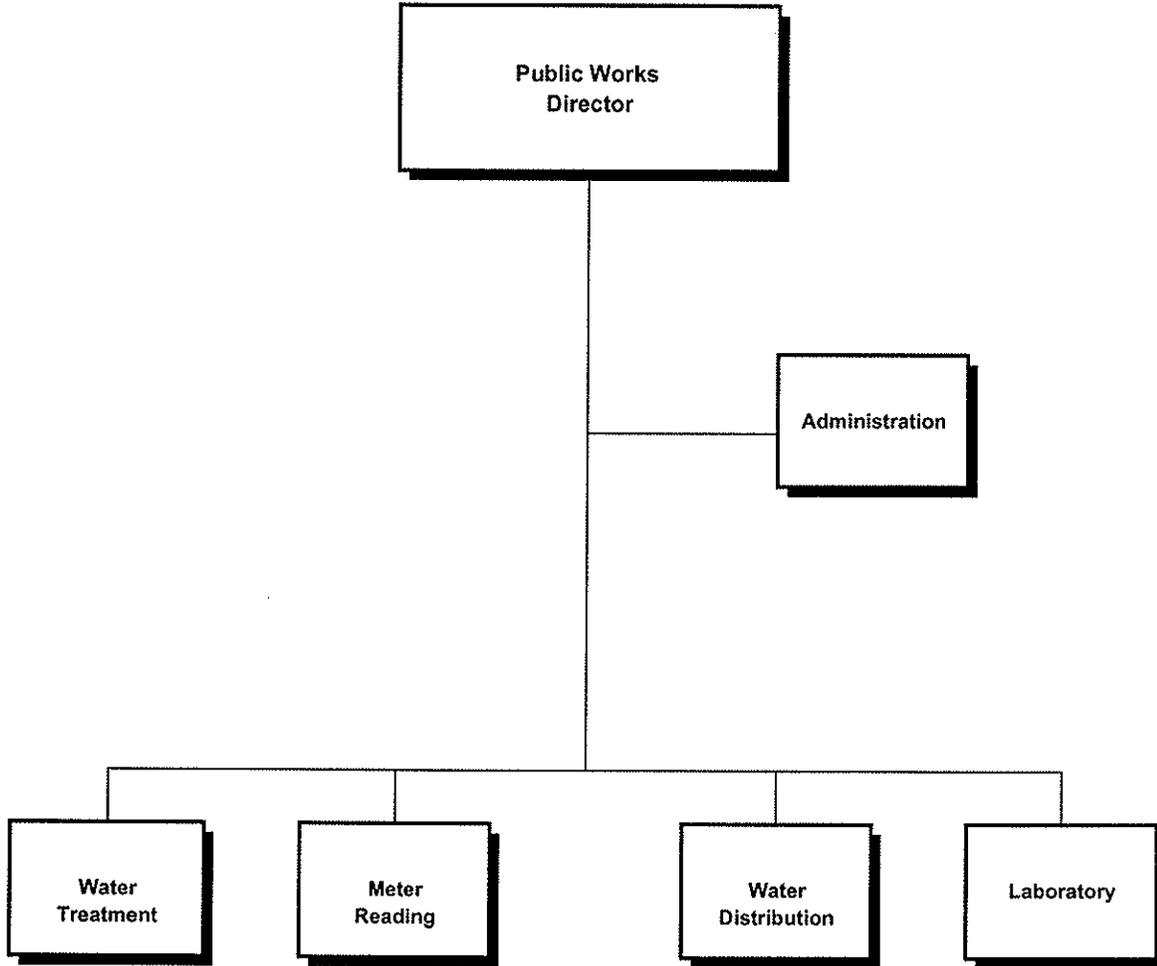
FUND 400	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 PROPOSED
WATER REVENUE						
343.60.10	Water Sales	1,929,423	1,926,507	1,996,700	2,002,400	2,115,000
343.60.20	Meter Connection Charges	19,745	17,628	20,000	20,000	35,000
343.60.30	Service Charges	12,130	12,860	12,700	12,800	12,800
343.60.40	Cut-off Charges	23,718	21,370	23,000	23,000	23,000
343.60.50	Hydrant Rental	10,977	11,037	10,200	10,200	10,200
	Total Water Revenue	1,985,993	1,989,302	2,062,600	2,068,400	2,196,000
SEWER REVENUE						
343.60.60	Sewer Charges	2,029,240	2,017,688	2,094,000	2,101,200	2,423,500
343.60.70	Sewer Connection Charges	7,075	7,850	7,000	7,000	8,000
343.60.80	Reclaimed Water Charges	2,520	2,667	3,000	3,000	3,000
343.90.10	Inspections	11,398	14,374	13,500	16,000	16,000
	Total Sewer Revenue	2,050,233	2,042,479	2,117,500	2,127,200	2,456,500
INTEREST EARNINGS						
381.20.00	SBA Int/Wtr Rev & Opr Fd	43,683	36,686	55,000	45,000	55,000
	Total Interest Earnings	43,683	36,686	55,000	45,000	55,000
OTHER INCOME						
362.21.00	Communications Lease/Apt & Sprint	21,500	23,000	22,600	23,000	23,000
364.41.00	Surplus Sales	2,030	6,168	1,000	1,000	1,000
364.42.00	Insurance Proceeds/Loss	0	0	0	0	0
365.10.00	Scrap Sales	3	0	1,000	1,000	1,000
369.90.00	Miscellaneous	3,841	23,823	6,000	13,000	6,000
	Total Other Income	27,374	52,991	30,600	38,000	31,000
OTHER NON-REVENUES						
380.10.00	Appropriated Retained Earnings	0	0	954,300	910,400	47,100
381.70.00	Transfer from Solid Waste Fund	0	0	65,300	65,300	0
	Total Non-revenues	0	0	1,019,600	975,700	47,100
TOTAL WATER AND SEWER REVENUE		4,117,283	4,121,358	5,285,300	5,264,300	4,779,600

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

FUND 400	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 PROPOSED
WATER & SEWER SYSTEM - EXPENDITURE SUMMARY						
OPERATING						
533.00.00	Water Utility Service/Water Plant	839,425	909,483	1,302,300	1,302,300	1,384,500
535.00.00	Sewer Service/Water Pollution Control Plant	884,808	948,621	1,210,400	1,210,400	1,353,500
ADMINISTRATIVE						
536.00.00	Transfer to General Fund	469,000	450,000	450,000	450,000	450,000
536.00.00	Other Administrative Expense	40,341	22,013	60,000	29,000	30,000
RESERVES						
580.99.00	Operating Reserve	0	0	0	0	0
EXPENDITURE APPROPRIATIONS & TRANSFERS						
581.91.10	Renewal & Replacement Transfer	453,100	1,157,000	984,600	984,600	300,000
581.91.20	Series 2002 Transfer	1,075,500	819,600	1,075,500	1,075,500	1,061,100
581.91.50	Transfer to Stormwater Management	0	0	42,000	42,000	42,000
581.91.80	State Loan Debt Service	160,500	147,125	160,500	160,500	158,500
GRAND TOTAL		3,922,674	4,451,842	5,285,300	5,254,300	4,779,600

CITY OF HOLLY HILL

WATER UTILITY SERVICE/WATER PLANT



WATER UTILITY SERVICE

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	467,761	478,612	598,600	603,600	668,600
Operating Expenses	371,664	430,871	703,700	698,700	715,900
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	839,425	909,483	1,302,300	1,302,300	1,384,500

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Public Works Director	0.20	0.20	0.20
City Engineer	0	0.125	0.125
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	5.00	5.00
Water Plant Opr Trainee	1.00	0	0
Utility Mechanic	2.00	3.00	3.00
Utility Service Worker	1.00	0	0
Meter Reader	<u>2.00</u>	<u>2.00</u>	<u>2.50</u>
Total	11.95	13.75	13.575

SIGNIFICANT EXPENDITURE CHANGES

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. Extensive improvements to the water treatment plant, instrumentation, new filter & controls.

ACTIVITY GOALS

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

ACTIVITY OBJECTIVES

1. Improve performance and efficiency of the water treatment plant. New construction in the softening basins, flumes and filters. New instrumentation & controls inside 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.
5. Convert manual read water meters to radio road meters.
6. Reduce time and labor on reading water meters.
7. Institute recommendation outlined in the utility master plan.

ACTIVITY MEASUREMENTS

	ACTUAL 2002-03	ACTUAL 2003-04	ACTUAL 2004-05	PROJECTED 2005-06
Water Treatment Plant Capacity	2.3 MGD	2.3 MGD	2.3 MGD	2.3 MGD
Water average daily flow	1.23MGD	1.542 MGD	1.50 MGD	1.50 MGD
Number of fire hydrants	293	283	298	300
Average number of meters read per month	5,936	5,833	5,850	5,850

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

FUND 400	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 PROPOSED
WATER UTILITY SERVICE/WATER PLANT						
PERSONAL SERVICES						
533.11.00	Executive Salaries	37,766	14,859	19,800	19,800	22,800
533.12.00	Regular Salaries & Wages	314,408	333,898	394,100	394,100	438,800
533.13.00	Other Salaries	0	0	0	5,000	9,400
533.14.00	Overtime/Regular Employees	7,411	10,296	12,000	12,000	16,000
533.19.01	Uniforms	3,627	2,039	3,200	3,200	3,200
533.21.00	FICA Taxes	25,125	30,101	32,600	32,600	37,300
533.22.00	Retirement Contributions	18,879	24,805	37,600	37,500	43,100
533.23.00	Life & Health Insurance	43,966	44,854	59,700	59,700	66,400
533.24.00	Workers' Compensation	14,853	14,449	24,800	24,800	26,800
533.28.01	Training & Travel	1,726	3,311	14,800	14,900	5,000
Total Personal Services		<u>467,761</u>	<u>478,612</u>	<u>598,600</u>	<u>603,800</u>	<u>668,600</u>
OPERATING EXPENSES						
533.31.01	Professional Services	20,819	68,711	103,900	103,900	126,500
533.34.00	Contractual Services	28,341	26,490	41,200	41,200	49,500
533.41.00	Telephone/Communications Services	276	390	1,200	1,200	600
533.42.00	Postage, Freight & Express	262	127	500	3,000	500
533.43.01	Utility Services	134,053	144,637	177,800	177,800	177,800
533.44.00	Rentals & Leases	658	603	3,800	3,800	3,000
533.45.00	Non-employee Insurance	38,467	52,977	55,000	55,000	55,000
533.46.01	Repair & Maintenance Services	46,841	37,124	116,700	107,700	64,700
533.46.50	Vehicle Repairs & Maintenance	6,397	2,581	9,000	9,000	9,000
533.47.00	Printing & Binding	350	162	400	1,600	1,400
533.49.01	Other Charges & Obligations	36	126	500	500	500
533.49.10	Other Special Costs	328	0	1,000	1,000	0
533.51.00	Office Supplies	2,516	1,568	1,600	1,900	1,600
533.52.01	Operating Supplies	86,840	87,625	173,900	173,900	211,900
533.52.50	Fuel & Oil Supplies	5,821	6,448	13,300	13,300	10,000
533.54.00	Subscriptions & Memberships	1,659	1,502	3,900	3,900	3,900
Total Operating Expenses		<u>371,664</u>	<u>430,871</u>	<u>703,700</u>	<u>698,700</u>	<u>715,900</u>
TOTAL WATER PLANT		<u>839,425</u>	<u>909,483</u>	<u>1,302,300</u>	<u>1,302,300</u>	<u>1,384,500</u>

SEWER SERVICE

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	468,564	506,255	582,100	568,700	663,000
Operating Expenses	416,244	440,366	628,300	641,700	690,500
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	884,808	946,621	1,210,400	1,210,400	1,353,500

PERMANENT POSITIONS	2003-04	2004-05	2005-06
Public Works Director	0.20	0.20	0.20
City Engineer	0.20	0.20	0.25
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	5.00	5.00	5.00
Sludge Belt Press Operator	1.00	1.00	1.00
Utility Mechanic	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total	12.15	12.15	12.20

SIGNIFICANT EXPENDITURE CHANGES

1. Rehabilitation of major lift stations.
2. Commence design of new 1.5 MGD plant expansion. Continue the rehabilitation of the gravity sewer system & decrease infiltration/inflow in the collection system.

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. Extend the reuse system so we can remove effluent from the Halifax River.

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.
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.
7. Design & construction of utilities in the redevelopment areas.

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	ACTUAL	ACTUAL	PROPOSED
	2002-03	2003-04	2004-05	2005-06
Wastewater Treatment Plant Capacity	2.4 MGD	2.4 MGD	2.4 MGD	2.4 MGD
Wastewater average daily flow	1.8 MGD	1.262 MGD	1.8 MGD	1.8 MGD
Number of lift stations	30	30	30	30
Miles of sanitary sewers	70 miles	70 miles	70 miles	70 miles
Collection system users	5,204	5,200	5,225	5,225

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

FUND 400	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 PROPOSED
SEWER SERVICE/WATER POLLUTION CONTROL PLANT						
PERSONAL SERVICES						
535.11.00	Executive Salaries	37,764	15,813	30,800	20,000	30,600
535.12.00	Regular Salaries & Wages	310,406	349,138	368,800	368,800	424,200
535.14.00	Overtime/Regular Employees	18,163	21,020	15,000	29,000	20,000
535.19.01	Uniforms	2,827	2,149	3,000	3,000	3,000
535.21.00	FICA Taxes	26,487	28,911	31,700	31,700	38,600
535.22.00	Retirement Contributions	18,524	25,279	36,900	30,900	43,600
535.23.00	Life & Health Insurance	44,390	45,967	59,000	59,000	66,300
535.24.00	Workers' Compensation	8,906	12,396	17,900	17,900	19,700
535.28.01	Training & Travel	1,097	5,582	19,000	8,400	19,000
	Total Personal Services	488,664	508,255	582,100	568,700	663,000
OPERATING EXPENSES						
535.31.01	Professional Services	18,044	35,430	153,200	120,000	191,500
535.34.00	Contractual Service	26,341	26,490	41,200	36,200	49,500
535.41.00	Telephone/Communications Services	527	388	1,200	1,200	500
535.42.00	Postage, Freight & Express	122	79	500	500	300
535.43.01	Utility Services	112,040	117,781	151,200	151,200	151,200
535.44.00	Rentals & Leases	941	803	2,000	2,000	1,000
535.45.00	Non-Employee Insurance	30,797	38,895	41,000	41,000	38,000
535.46.01	Repair & Maintenance Services	81,480	60,562	67,500	112,500	69,400
535.46.50	Vehicle Repairs & Maintenance	2,950	2,008	7,000	7,000	3,500
535.47.00	Printing & Binding	27	0	300	300	300
535.49.01	Other Charges & Obligations	147	100	300	1,900	300
535.49.10	Other Special Costs	0	0	1,000	1,000	500
535.51.00	Office Supplies	353	836	700	700	700
535.52.01	Operating Supplies	133,544	143,407	144,700	149,700	177,500
535.52.50	Fuel & Oil Supplies	8,531	13,427	14,700	14,700	5,000
535.54.00	Subscriptions & Memberships	400	160	1,800	1,800	1,300
	Total Operating Expense	416,244	440,366	628,300	641,700	690,500
TOTAL SEWER SERVICE		884,808	946,621	1,210,400	1,210,400	1,353,500

WATER & SEWER ADMINISTRATION

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Personal Services	250,500	249,500	244,100	244,100	244,100
Operating Expenses	258,841	222,513	265,900	234,900	235,900
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	509,341	472,013	510,000	479,000	480,000

PERMANENT POSITIONS	2003-04	2004-05	2005-06
City Manager	0.33	0.25	0.25
City Clerk	0.33	0.25	0.25
Finance Director	0.33	0.25	0.25
H R Director	0.33	0.25	0.25
IT Director	0.33	0.25	0.25
Chief Acct/Asst Fin Dir	0.33	0.25	0.25
Accountant	0.33	0.25	0.25
Account Clerk III	0.33	0.25	0.25
Account Clerk II	0.33	0.25	0.25
Account Clerk I	0.33	0.25	0.25
Cust Svc Supervisor	0.75	0.75	0.75
Cust Svc Clerk III	0.75	0.75	0.75
Cust Svc Clerk II	0.75	0.75	0.75
Cust Svc Clerk I	0.75	0.75	0.75
Custodian	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>
Total	6.26	5.70	5.70

SIGNIFICANT EXPENDITURE CHANGES

1. None

ACTIVITY DESCRIPTION, GOALS, OBJECTIVES, MEASUREMENTS

See General Government departments

ACTIVITY MEASUREMENTS	ACTUAL 2001-02	ACTUAL 2002-03	ESTIMATED 2003-04	PROJECTED 2004-05
Number of utility bills mailed	67,923	74,058	75,000	75,000
Number of penalty notices mailed	11,294	11,410	11,800	11,950
Number of payroll checks prepared	327	510	520	520
Number of direct deposit receipts prepared	3,113	2,995	3,100	3,200
Number of accounts payable checks issued	4,514	4,235	4,500	4,500
Number of insurance claims filed	2	3	3	2

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

FUND 400	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 PROPOSED
WATER AND SEWER ADMINISTRATION						
PERSONAL SERVICES						
536.11.00	Executive Salaries	73,800	73,800	54,400	54,400	54,400
536.12.00	Regular Salaries & Wages	109,000	109,000	123,500	123,500	123,500
536.14.00	Overtime	2,000	2,000	1,000	1,000	1,000
536.21.00	FICA Taxes	14,200	14,200	13,700	13,700	13,700
536.22.00	Retirement Contributions	25,300	25,300	17,400	17,400	17,400
536.23.00	Life & Health Insurance	13,900	13,900	23,000	23,000	23,000
536.24.00	Worker's Compensation	1,000	1,000	1,100	1,100	1,100
536.25.00	Unemployment Compensation	1,300	1,300	1,000	1,000	1,000
536.28.01	Training & Travel	7,000	6,000	6,000	6,000	6,000
536.29.01	Other Personal Services	3,000	3,000	3,000	3,000	3,000
Total Personal Services		250,500	249,500	244,100	244,100	244,100
OPERATING EXPENSES						
536.31.01	Professional Services	59,000	59,000	59,000	59,000	59,000
536.31.90	Bond Issue Cost	4,000	0	0	0	0
536.32.00	Accounting & Auditing	18,500	18,500	18,500	18,500	18,500
536.41.00	Telephone/Communications Services	4,800	4,800	4,800	4,800	4,800
536.42.00	Postage, Freight, & Express	17,800	15,500	15,500	15,500	15,500
536.43.01	Utility Services	13,000	12,000	12,600	12,600	12,600
536.44.00	Rentals & Leases	4,500	4,000	4,000	4,000	4,000
536.46.01	Repair & Maintenance Services	16,000	15,000	15,000	15,000	15,000
536.46.50	Vehicle Repairs & Maintenance	1,800	1,800	1,800	1,800	1,800
536.47.00	Printing & Binding	10,500	9,500	9,500	9,500	9,500
536.49.01	Other Charges & Obligations	32,900	31,900	31,900	31,900	31,900
536.49.10	Other Special Costs	10,745	7,644	35,000	11,000	12,000
536.50.00	Advertising	2,000	2,000	2,800	2,800	2,800
536.51.00	Office Supplies	10,200	5,000	8,000	8,000	8,000
536.52.01	Operating Supplies	10,000	8,000	9,000	9,000	9,000
536.52.50	Fuel & Oil Supplies	2,000	2,000	2,000	2,000	2,000
536.54.00	Subscriptions & Memberships	4,000	4,000	4,000	4,000	4,000
536.59.01	Bad Debt Expense	29,596	14,369	25,000	18,000	18,000
536.80.00	Grants & Aids	7,500	7,500	7,500	7,500	7,500
Total Operating Expenses		258,841	222,613	265,900	234,900	235,900
TOTAL WATER & SEWER ADMINIS		509,341	472,013	510,000	479,000	480,000

***WATER AND SEWER
DEBT SERVICE***

ANNUAL BUDGET

2005 - 2006

WATER & SEWER DEBT SERVICE FUND

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Principal Payments	584,956	597,776	610,700	610,700	628,700
Interest Expense	648,582	634,156	622,300	621,800	606,400
Other Debt Service	<u>1,592</u>	<u>914</u>	<u>5,000</u>	<u>5,000</u>	<u>2,000</u>
TOTAL	1,235,130	1,232,846	1,238,000	1,237,500	1,237,100

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		2002-2003	2003-2004	2004-2005	2004-2005	2005-2006
471	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
SERIES 2002						
361.20.00	Interest from SBA	6,768	7,211	2,000	1,500	5,000
380.10.00	Appropriated Retained Earnings	0	0	0	0	10,500
381.10.00	Transfer from Water & Sewer Fund	1,075,500	819,600	1,075,500	1,075,500	1,061,100
TOTAL DEBT SERVICE REVENUES		1,082,268	826,811	1,077,500	1,077,000	1,076,600

EXPENDITURES						
SERIES 2002						
567.71.60	Principal	495,000	505,000	515,000	515,000	530,000
567.72.60	Interest	577,481	567,581	557,500	557,000	544,600
567.73.60	Other Debt Service Costs	1,592	914	5,000	5,000	2,000
TOTAL DEBT SERVICE EXPENDITURES		1,074,073	1,073,495	1,077,500	1,077,000	1,076,600

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

FUND		2002-2003	2003-2004	2004-2005	2004-2005	2005-2006
472	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	BUDGET
REVENUES						
STATE REVOLVING						
361.20.00	Interest from SBA	0	905	0	0	1,000
380.10.00	Appropriated Retained Earnings	557	11,321	0	0	1,000
381.10.00	Transfer from Water & Sewer Fund	160,500	147,125	160,500	160,500	158,500
TOTAL DEBT SERVICE REVENUES		161,057	159,351	160,500	160,500	160,500

EXPENDITURES

STATE REVOLVING						
587.71.80	Principal	89,956	92,776	95,700	95,700	98,700
587.72.80	Interest	71,101	66,575	64,800	64,800	61,800
TOTAL DEBT SERVICE EXPENDITURES		161,057	159,351	160,500	160,500	160,500

**WATER AND SEWER
RENEWAL & REPLACEMENT
FUND**

ANNUAL BUDGET

2005 - 2006

WATER & SEWER RENEWAL AND REPLACEMENT FUND

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05	AMENDED 2004-05	PROPOSED 2005-06
Capital Outlay	824,402	452,367	1,473,600	1,037,600	763,500
Transfer	0	0	0	0	0
Reserve for Improvement	<u>117,595</u>	<u>862,616</u>	<u>53,000</u>	<u>779,200</u>	<u>710,500</u>
TOTAL	941,997	1,314,983	1,526,600	1,816,800	1,474,000

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

None

ACTIVITY DESCRIPTION

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

ACTIVITY GOAL

N/A

ACTIVITY OBJECTIVE

N/A

ACTIVITY MEASUREMENTS

N/A

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

FUND R & R	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
	REVENUES	125,991	141,291	62,000	788,200	719,500
	APPROPRIATIONS & TRANSFERS	816,006	1,173,692	1,464,800	1,028,600	764,500
	TOTAL R & R FUND REVENUES	941,997	1,314,983	1,526,800	1,816,800	1,474,000
	EXPENDITURES					
	WATER PLANT/ CAPITAL OUTLAY	341,449	279,111	874,000	438,000	558,500
	SEWER PLANT/ CAPITAL OUTLAY	482,953	173,266	599,600	599,600	205,000
	RESERVES/TRANSFERS	117,695	862,616	53,000	779,200	710,500
	TOTAL EXPENDITURES & RESERVES	941,997	1,314,983	1,526,800	1,816,800	1,474,000

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

FUND 480	ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 BUDGET
REVENUES						
361.20.00	Interest Earnings - SBA	8,396	9,522	9,000	9,000	9,000
389.40.00	Contributions from Other Sources	0		0		
	Total Revenues	8,396	9,522	9,000	9,000	9,000
APPROPRIATIONS & TRANSFERS						
380.10.00	Appropriated Retained Earnings	362,906	0	480,000	44,000	454,500
381.10.00	Transfer from Water & Sewer Fund	453,100	1,157,000	984,600	984,600	300,000
381.41.00	Transfer from Water Impact Fees	0	16,692	0	0	0
381.42.00	Transfer from Sewer Impact Fees	0	0	0	0	0
	Total Appropriations & Transfers	816,006	1,173,692	1,464,600	1,028,600	754,500
	TOTAL R & R FUND REVENUES	824,402	1,183,214	1,473,600	1,037,600	763,500
EXPENDITURES						
WATER PLANT/CAPITAL OUTLAY						
533.31.01	Professional Services	17,257	2,037	125,000	100,000	25,000
533.62.00	Buildings	0	19,987	17,000	0	17,000
533.63.00	Improvements other than Buildings	312,273	214,249	602,500	265,000	509,500
533.64.00	Machinery & Equipment	11,919	42,838	129,500	73,000	7,000
	Total Water Plant	341,449	279,111	874,000	438,000	558,500
WATER POLLUTION CONTROL/CAPITAL OUTLAY						
535.31.01	Professional Services	55,733	10,280	40,000	40,000	0
535.62.00	Buildings	0	24,720	10,500	10,500	29,000
535.63.00	Improvements other than Buildings	92,393	10,800	202,500	202,500	30,000
535.64.00	Machinery & Equipment	334,827	127,456	346,600	346,600	146,000
	Total Water Pollution Control	482,953	173,256	699,600	699,600	205,000
BUDGET RESERVE						
582.99.01	Reserve for Improvements	0	730,847	0	0	0
	TOTAL EXPENDITURES & RESERVES	824,402	1,183,214	1,473,600	1,037,600	763,500

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

FUND 481 & 482 ACCOUNT DESCRIPTION	2002-2003 ACTUAL	2003-2004 ACTUAL	2004-2005 BUDGET	2004-2005 AMENDED	2005-2006 PROPOSED
REVENUES					
361.20.00 Interest Earnings	12,361	12,813	13,000	13,000	13,000
363.36.00 Impact Fees	105,234	118,956	40,000	591,700	550,000
363.37.00 Impact Fee Surcharge	0	0	0	174,600	147,600
Total Revenues	<u>117,595</u>	<u>131,769</u>	<u>53,000</u>	<u>779,200</u>	<u>710,600</u>
TOTAL W&S IMPACT FEE REVENUES	<u>117,595</u>	<u>131,769</u>	<u>53,000</u>	<u>779,200</u>	<u>710,600</u>
EXPENDITURES					
581.91.10 Transfer to Fund 480	0	16,692	0	0	0
Total Expenditures	<u>0</u>	<u>16,692</u>	<u>0</u>	<u>0</u>	<u>0</u>
RESERVES	<u>117,595</u>	<u>115,077</u>	<u>53,000</u>	<u>779,200</u>	<u>710,600</u>
TOTAL W&S IMPACT FEE EXPENDITURES & RESERVES	<u>117,595</u>	<u>131,769</u>	<u>53,000</u>	<u>779,200</u>	<u>710,600</u>

***WATER AND SEWER
CONSTRUCTION FUND***

ANNUAL BUDGET

2005 - 2006

WATER & SEWER CONSTRUCTION FUND

EXPENDITURES	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-06	AMENDED 2004-05	BUDGET 2005-06
Capital Outlay	0	0	0	0	0
State Revolving Loan	0	0	0	0	0
TOTAL	0	0	0	0	0

PERMANENT POSITIONS

N/A

SIGNIFICANT EXPENDITURE CHANGES

Water and Sewer Revenue Bonds, Series 2005 will fund certain Water and Sewer Improvements in the Utility Master Plan.

ACTIVITY DESCRIPTION

The Construction Fund was established to account for the expenditure of the Series 2005 Bond proceeds to be used for major improvements to the water and sewer system.

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

FUND		2002-2003	2003-2004	2004-2005	2004-2005	2005-2006
491	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	AMENDED	PROPOSED
REVENUES						
COMMUNITY REDEVELOPMENT DEBT SERVICE						
361.20.00	Interest from SBA	0	0	0	0	0
360.10.00	Appropriated Fund Balance	0	0	0	0	0
381.30.00	Debt Proceeds	0	0	0	0	0
TOTAL CONSTRUCTION FUND REVENUE		0	0	0	0	0
EXPENDITURES						
WATER PLANT IMPROVEMENTS						
533.31.01	Professional Services	0	0	0	0	0
533.62.00	Buildings	0	0	0	0	0
533.63.00	Improvements Other than Buildings	0	0	0	0	0
533.64.00	Machinery & Equipment	0	0	0	0	0
TOTAL WATER PLANT IMPROVEMENTS		0	0	0	0	0
WASTEWATER IMPROVEMENTS						
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
TOTAL WATER PLANT IMPROVEMENTS		0	0	0	0	0
RESERVES		0	0	0	0	0
TOTAL W & S CONSTRUCTION FUND		0	0	0	0	0

**CITY OF HOLLY HILL, FLORIDA
MISCELLANEOUS STATISTICAL DATA
2005 - 2006**

Date of Incorporation: July 1, 1901

Date First Charter Adopted: 1901

Date Present Charter Adopted: 1941

Form of Government: Commission/Manager

Population: 12,612

Area - Square Miles: 5.0

Miles of Streets and Sidewalks:
Paved Streets 62.5 miles
Unpaved Streets 0.5 miles
Sidewalks 33.0 miles

Miles of Storm Sewers:
Storm sewers 37.0 miles
Sanitary sewers 75.0 miles

Fire Protection:
Number of stations: 1
Number of Firefighters 16
Number of fire hydrants 298

Police Protection:
Number of stations: 1
Number of Police officers 30
Number of Reserve officers 6
Animal Control officers 1

Recreation:
Parks (total 81.5 acres): 10
Dog Park Facility (2.7 acres) 1
Playgrounds 4
Recreation buildings 5
Tennis courts 2
Racquetball courts 2
Shuffleboard courts 9
Baseball/softball fields 5
Community centers 2
Public fishing piers 3
Boat ramp 1
Wooden pier overlook 3
Municipal gymnasium 1
Concrete bike paths (miles) 1.5
Swimming pools 1
Multi-purpose field 1

Employees as of September 30, 2004
Civil service 124
Exempt 2

Education: Volusia County School District
Elementary schools 1
Secondary schools 1
Students:
Kindergarten to grade 5 681
Grades 6 to 8 1,000
Total 1,681

Education personnel:
Instructional 106
Noninstructional 58
Administrative 7

Street Lights:
High pressure Sodium Vapor:
6,300 lumen 672
9,500 lumen 86
16,000 lumen 35
22,000 lumen 139
50,000 lumen 2
White Way underground 1,000 lumen 6

Water Treatment Plant:
Design capacity 2.3 MGD
Current production rate 1.262 MGD
Users 5,955

Water Pollution Control Plant:
Design capacity 2.4 MGD
Current production rate 1.542 MGD
Users 4,967

Major Taxpayers	Type of Business	Assessed Values	% Assessed Value
Holly Hill R.H.F. Housing, Inc.	Bishops Glen Retirement Center	10,976	2.17%
Sun Communities, Operating			
Holly Forest Mobile Home Park	Mobile Home Park	7,158	1.42%
Florida Power & Light	Electric Power Utility	7,039	1.39%
KMC Telecom Leasing, Inc.	Communications	7,020	1.39%
Charleston Place LTD	Apartment Complex	7,005	1.38%
Publix Super Markets, Inc.	Super Market	5,845	1.16%
HK New Plan Exc Property	% Property Tax Dept 124	4,727	0.94%
Highlander Corporation	R.W. Contractors, Inc.	3,942	0.78%
BellSouth Telecommunications, Inc.	Communications Utility	3,920	0.78%
Metra Electronics	Electronics Manufacturer	3,170	0.63%

GLOSSARY

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

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

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

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

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

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

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

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

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

CDBG - Community Development Block Grant

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

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

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

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

FDER - Florida Department of Environmental Regulations.

FDOT - Federal Department of Transportation

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

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

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

Fund Balance - The excess of assets over liabilities.

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

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

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

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

LLEBG - Local Law Enforcement Block Grant fund.

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

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

PAL - Police Athletic League

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

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

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

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

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

Retained Earnings - An equity account reflecting accumulated 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.

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

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

Transfer - Amounts transferred from one fund to another fund.

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

USEPA - United States Environmental Protection Agency.

VIPS - Volunteers in Police Services

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

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