

CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

REVISED AGENDA • SEPTEMBER 9, 2015

City Commission Chamber

Regular City Commission Meeting

7:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448



City Commission Chamber
City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117

CITY COMMISSION MEMBERS

Mayor
John Penny

District 1 - Commissioner
Arthur J. Byrnes

District 3 - Commissioner
John F. Capers

District 2 - Commissioner
Penny Currie

District 4 - Commissioner
Elizabeth Albert

CITY MANAGER
Joseph Forte

CITY CLERK
Valerie Manning

1. CALL TO ORDER

- A. Roll Call
- B. Invocation
- C. Pledge of Allegiance to the Flag

2. PUBLIC HEARINGS - BUDGET

Please silence any cell phone, pager or noise making device as not to interrupt the meeting. Staff will introduce each item for consideration, with comments and recommendations. The applicant or appellant and supporters will be heard first. Those in opposition to the request will be heard next. Comments should be restricted to pertinent information regarding the agenda item under discussion. Out of courtesy to others, we ask that speakers keep their comments brief and try to limit these comments to information not previously discussed. Speakers should state their name and address clearly for the record. The City Clerk's office is required to retain any documents, photographs, drawings, etc. that are shown to the City Commissioners in support of a position. The City Commission may ask questions of speakers or of staff members. The Mayor will then ask the City Commission to make a recommendation or motion. Once a motion has been made and seconded, discussion will be closed to the floor. Following City Commission discussion, a vote will be taken. During voting, Commissioners who do not cast objecting votes are considered to have voted in support of the motion.

- 1. Resolution A Resolution of the City Commission of the City of Holly Hill, Volusia County, Florida, Adopting the Tentative Levying of Ad Valorem Taxes for the City of Holly Hill for the Fiscal Year 2015-2016; and Providing for Severability; and Providing for an Effective Date.

(Requested by Catherine Colwell, Finance)

- 2. Resolution A Resolution of the City Commission of the City of Holly Hill, Volusia County, Florida, Adopting the Tentative Budget for the City of Holly Hill for the Fiscal Year 2015-2016; and Providing for Severability; and Providing for an Effective Date

(Requested by Kurt Swartzlander, Finance)

- 3. Resolution A Resolution of the City of Holly Hill, Florida, Setting the Final Stormwater Utility Fee at \$7.00 Per Equivalent Residential Unit; Establishing the Equivalent Residential Unit for Non-Residential and Multi-Family Properties; Providing for Severability; Providing for Conflicting Resolutions; and Providing an Effective Date.

(Requested by Kurt Swartzlander, Finance)

3. PRESENTATION

- 1. City Catalyst Grant Presentation - Florida League of Mayors and Florida Business Watch
(Requested by Valerie Manning, City Clerk)

4. APPROVAL OF MINUTES

- 1. Minutes - August 25, 2015 - Regular City Commission Meeting
(Requested by Valerie Manning, City Clerk)

5. CONSENT AGENDA - ITEMS (1 - 4)

The action proposed is stated for each item on the Consent Agenda. Unless a City Commissioner removes an item from the Consent Agenda, no discussion on individual items will occur and a single motion will approve all items. Is there anyone in the audience who wishes to speak on any item on the Consent Agenda?

1. Lease Amendment Chucherias Hondurenas
(Requested by Lynn Dehlinger, Economic Development)
2. Resolution Fiscal Year 2016 Water and Waste Water Treatment Chemicals
(Requested by Mark Juliano, Public Works)
3. Halifax Humane Society Agreement 2015-2016
(Requested by Steve Aldrich, Police)
4. General Liability, Property & Casualty and Workers Compensation Insurance
(Requested by Kurt Swartzlander, Finance)

6. REGULAR AGENDA

1. Resolution PBA Bargaining Unit Agreement
(Requested by Joseph Forte, City Manager)
2. Non-Union Wage Adjustment
(Requested by Kurt Swartzlander, Finance)

7. PUBLIC HEARING

1. 814 8Th Street Condemnation
(Requested by Larry Hites, Building and Zoning)

8. PUBLIC PARTICIPATION

Pursuant to Florida Law, the public has a right to be heard on all propositions, except when the City Commission is acting on ministerial or emergency matters, or conducting a meeting exempt from Section 286.011, Florida Statutes. Public comment time on propositions shall be five (5) minutes. The public will be provided the opportunity to be heard on non-agenda matters at the end of the meeting only if the 45 minute allotted time at the beginning of the meeting has come to a close. Proper decorum will be observed.

9. COMMUNICATIONS

- a. City Manager & Staff Reports
- b. City Attorney
- c. Mayor's Report
- d. District Commissioners Reports

10. ADJOURNMENT

Website Address – www.hollyhillfl.org (City Clerk)

NOTICE – If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and, for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City does not prepare or provide such a record.



For special accommodations, please notify the City Clerk's Office at least 72 hours in advance. (386) 248-9441



Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's Office.

In accordance with the Americans with Disabilities Act (ADA), persons needing a special accommodation to participate in the Commission proceedings should contact the City Clerk's Office no later than three (3) days prior to the proceedings.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Resolution**

MEETING DATE: September 9, 2015
FROM: Catherine Colwell
SUBJECT: A Resolution of the City Commission of the City of Holly Hill, Volusia County, Florida, Adopting the Tentative Levying of Ad Valorem Taxes for the City of Holly Hill for the Fiscal Year 2015-2016; and Providing for Severability; and Providing for an Effective Date.
NUMBER: (ID # 1163)
APPLICANT:
PLANNER:

DISCUSSION:

Florida Statute requires the City to hold a Public Hearing to adopt a Tentative millage rate for the upcoming fiscal year, 2015-2016. The City Commission adopted a proposed millage rate of 7.1304 at a meeting on July 28, 2015.

State law requires that two formal public hearings be held in September and neither can conflict with the hearing dates established by the County School Board or the County Commission. This is the first hearing to adopt a tentative millage rate and on September 22, 2015 there will be a second hearing to adopt the Final millage rate.

Subsequent to the adoption of the proposed millage rate, the Notice of Proposed Property Taxes, otherwise known as TRIM (Truth in Millage) notice, was prepared and mailed to taxpayers by the County Property Appraiser. Printed on the TRIM notice is the date of the first scheduled public hearing to adopt the tentative budget and the tentative millage rate, of September 9.

The purpose of this hearing is to give the general public an opportunity to speak for or against the proposed budget and millage rate. At the end of the first public hearing, a date and time will be set for the final public hearing, this is proposed for September 22.

The City is required to provide notice of the final hearing with an advertisement containing the summary budget information along with the tentative millage rate and the tentative approved budget.

The purpose of the final public hearing is to once again give the general public an opportunity to speak for or against the budget and millage rate. At this meeting the Commission will adopt the final budget and millage rate.

FISCAL ANALYSIS:

The City Commission is hereby being requested to set the tentative millage rate at the proposed millage rate of 7.1304. The proposed budget for the Fiscal Year 2015-2016 Budget is based on this millage rate.

STAFF RECOMMENDATION:

Approve Resolution 2015-R-46, adopting the tentative millage rate and set the final public hearing date for September 22, 2015 at 7:00 pm at City Hall, 1065 Ridgewood Avenue, Holly Hill FL, 32117

COMMISSION GOAL:

Goal #1: Develop and maintain a sound and sustainable financial plan for the city that establishes sufficient reserves for all funds, ensures (whenever possible) that user fees pay for services rendered, provides a realistic capital improvement program, and encourages public/private sector partnerships and intergovernmental partnerships.

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

MOTION:

APPROVE RESOLUTION 2015-R-46, ADOPTING THE TENTATIVE MILLAGE RATE OF 7.1304 MILLS AND SETTING THE FINAL PUBLIC HEARING DATE OF SEPTEMBER 22, 2015 AT 7:00 PM.

Resolution No. (ID # 1163)**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, ADOPTING THE TENTATIVE LEVYING OF AD VALOREM TAXES FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2015-2016; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.****RESOLUTION 2015-R-46****A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, ADOPTING THE TENTATIVE LEVYING OF AD VALOREM TAXES FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2015-2016; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, The City of Holly Hill of Volusia County, Florida, on September 9, 2015, adopted a Fiscal year 2015-2016 tentative millage rate following a public hearing as required by Florida Statute 200.065; and

WHEREAS, the City of Holly Hill of Volusia County Florida, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation Volusia County has been certified by the County Property Appraiser to the City of Holly Hill as \$ 512,770,533.

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

SECTION 1. The FY 2015-2016 operating millage is 7.1304 mills, which is 4.15% above the rolled-back rate of 6.8464 mills.

SECTION 2. The Final Public Hearing will be September 22, 2015.

SECTION 3. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Commission.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Resolution**

MEETING DATE: September 9, 2015
FROM: Kurt Swartzlander
SUBJECT: A Resolution of the City Commission of the City of Holly Hill,
Volusia County, Florida, Adopting the Tentative Budget for
the City of Holly Hill for the Fiscal Year 2015-2016; and
Providing for Severability; and Providing for an Effective Date
NUMBER: (ID # 1164)
APPLICANT:
PLANNER:

DISCUSSION:

Florida Statute requires the City to hold a Public Hearing to adopt a tentative budget for the upcoming fiscal year, 2015-2016. State law requires that two formal public hearings be held in September and neither can conflict with the hearing dates established by the County School Board or the County Commission.

This is a first hearing to adopt a tentative budget and on September 22, 2015 there will be a second hearing to adopt the Final Budget.

The purpose of the final public hearing is to once again give the general public an opportunity to speak for or against the budget. At this meeting the Commission will adopt the final budget.

FISCAL ANALYSIS:

Dependent upon commission action.

STAFF RECOMMENDATION:

Approve Resolution 2015-R-47, approving the Tentative budget and setting the final hearing date and time.

COMMISSION GOAL:

Goal #1: Develop and maintain a sound and sustainable financial plan for the city that establishes sufficient reserves for all funds, ensures (whenever possible) that user fees pay for services rendered, provides a realistic capital improvement program, and encourages public/private sector partnerships and intergovernmental partnerships.

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

MOTION:

APPROVE RESOLUTION 2015-R-47, ADOPTING THE TENTATIVE BUDGET FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2015-2016 AND SETTING THE FINAL BUDGET HEARING DATE AND TIME.

ATTACHMENTS:

- Tentative Budget 9-9-15 (PDF)

Resolution No. (ID # 1164)

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, ADOPTING THE TENTATIVE BUDGET FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2015-2016; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

RESOLUTION 2015-R-47

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, ADOPTING THE TENTATIVE BUDGET FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2015-2016; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Holly Hill of Volusia County, Florida, on September 9, 2015, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the City of Holly Hill of Volusia County Florida, set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2015-2016.

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

SECTION 1. The FISCAL Year 2015-2016 tentative Budget be adopted.

SECTION 2. Set the final public hearing for September 22, 2015 at 7:00 pm.

SECTION 3. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Commission.

APPROVED AND AUTHENTICATED on this 9th day of September, 2015.

BUDGET FY 2015-16

REVENUES

GENERAL FUND					FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
AD VALOREM TAXES									
001	0000	311	1000	CURRENT AD-VALOREM TAXES	2,464,887	2,472,652	2,443,800	2,443,800	2,578,100
	0000		2000	DELINQUENT AD-VALOREM TA	2,899	15,556	4,000	4,000	4,000
					2,467,786	2,488,208	2,447,800	2,447,800	2,582,100
SALES AND USE TAXES									
001	0000	312	4100	1ST LOCAL OPTION FUEL TAX	156,244	157,483	157,000	157,000	165,600
	0000		5100	FIRE INS/FIRE PENSION	60,550	62,761	57,000	57,000	62,500
	0000		5200	INS TAX/POLICE PENSION	59,865	95,509	55,000	55,000	59,900
					276,659	315,753	269,000	269,000	288,000
UTILITY SERVICE TAXES									
001	0000	314	1000	ELECTRICITY	903,270	985,536	834,000	834,000	834,000
	0000		3000	WATER UTILITY TAX	269,698	254,005	244,000	244,000	254,000
	0000		4000	NATURAL GAS UTILITY TAX	11,182	17,997	12,300	12,300	12,300
	0000		8000	PROPANE UTILITY TAX	21,544	24,041	20,000	20,000	20,000
					1,205,694	1,281,579	1,110,300	1,110,300	1,120,300
LOCAL COMMUNICATIONS SERVICE TAX									
001	0000	315	1000	TELECOMMUNICATIONS	470,699	432,635	401,300	401,300	430,000
					470,699	432,635	401,300	401,300	430,000
LOCAL BUSINESS TAX									
001	0000	316	0000	LOCAL BUSINESS TAX	171,241	188,818	190,000	190,000	199,500
					171,241	188,818	190,000	190,000	199,500
FRANCHISE FEES									
001	0000	323	1000	ELECTRICITY	708,344	763,135	745,000	745,000	763,000
	0000		4000	GAS	12,868	9,022	11,400	11,400	11,400
	0000		9100	TOWING SERVICE	41,715	41,716	41,700	41,700	41,700
					762,927	813,873	798,100	798,100	816,100
OTHER PERMITS AND FEES									
001	0000	329	1000	OTHER PERMITS AND FEES	6,295	7,610	0	0	0
	0000		1030	GOLF CART REGIST-RESIDENT	38	146	0	0	0
	0000		2000	OL FIRE INSPECTION FEES	23,863	28,303	20,000	20,000	20,000
	0000		7010	IN LIEU OF PIER PER PLAN	43,605	105,395	0	0	0
					73,801	141,454	20,000	20,000	20,000
FEDERAL GRANTS									
001	0000	331	2200	COPS GRANT - 2009	24,553	0	0	0	0
	0000		2600	BULLETPROOF VEST GRANT	0	0	0	0	1,000
					24,553	0	0	0	1,000
STATE GRANTS									
001	0000	334	7500	STATE GRANT	0	0	0	4,421	715,300
	0000		7520	FRDAP GRANT	0	0	0	0	50,000
					0	0	0	4,421	765,300

BUDGET FY 2015-16

REVENUES

GENERAL FUND				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
STATE SHARED REVENUES								
001	0000	335	1200 STATE REVENUE SHARING	356,467	372,516	345,900	345,900	383,700
	0000		1400 MOBILE HOME LICENSES	15,315	13,549	15,000	15,000	15,000
	0000		1500 ALCOHOL BEVERAGE TAX	8,669	7,151	7,300	7,300	7,300
	0000		1800 LOCAL GOVT 1/2 CENT TAX	536,137	565,457	574,100	574,100	612,000
	0000		2100 FIREFIGHTER SUPPL. COMP.	1,900	2,760	3,000	3,000	3,600
				918,488	961,433	945,300	945,300	1,021,600
LOCAL SHARED REVENUES								
001	0000	337	7000 PORT AUTHORITY GRANT	0	0	175,000	175,000	0
				0	0	175,000	175,000	0
LOCAL SHARED REVENUES								
001	0000	338	2000 CITY SHARE/COUNTY BUS TAX	11,866	12,134	8,000	8,000	8,000
				11,866	12,134	8,000	8,000	8,000
CHARGES FOR SERVICES								
001	0000	342	1010 COPIES/POLICE RPTS/OTHER	866	716	1,000	1,000	1,000
	0000		1020 FINGERPRINTS/FALSE ALARMS	1,595	178	200	200	200
	0000		2010 FALSE FIRE ALARMS	100	0	0	0	0
	0000		2020 FIRE PLAN REVIEW FEES	2,700	900	1,000	1,000	1,000
				5,261	1,794	2,200	2,200	2,200
CHARGES FOR SERVICES								
001	0000	344	9010 MEDIAN MAINTENANCE-DOT	31,834	31,834	31,800	31,800	31,800
	0000		9012 TRAFFIC SIGNAL MAINT-DOT	12,519	12,896	13,300	13,300	13,700
	0000		9015 HWY LIGHTING MAINT - DOT	37,193	45,018	46,300	46,300	47,800
				81,546	89,748	91,400	91,400	93,300
CHARGES FOR SERVICES								
001	0000	347	2100 PROGRAM ACTIVITY FEES	5,139	3,478	4,500	4,500	4,500
	0000		4050 REGISTRATION FEES	0	0	0	1,200	1,200
	0000		4300 PROMOTIONAL ACTIVITY	835	729	800	800	800
	0000		5300 SICA HALL REVENUES	7,920	6,990	7,200	7,200	7,200
				13,894	11,197	12,500	13,700	13,700
CHARGES FOR SERVICES								
001	0000	349	2000 LAND DEVELOPMENT(BOPA)	600	0	0	0	0
	0000		2010 COMP PLAN AMENDMENTS	0	4,000	0	0	0
	0000		2020 REZONING	1,250	6,400	1,000	1,000	1,000
	0000		2050 SUBDIVISION	2,050	700	500	500	500
	0000		2071 RESIDENTIAL VARIANCE	1,050	350	500	500	500
	0000		2080 ZONING VERIFICATION LETTR	325	150	100	100	100
	0000		2100 PASS-THRU LEG.ADS,ADV,LEG	6,100	5,900	3,600	3,600	3,600
	0000		4000 CERTIFICATN/COPIES/RESRCH	4,601	7,437	7,000	7,000	7,000
	0000		5030 SITE PLAN REVIEW	1,200	1,200	2,000	2,000	2,000
	0000		5040 SPECIAL EXCEPTION	2,000	1,000	2,000	2,000	2,000
	0000		5060 STREET VACATIONS	0	325	0	0	0
				19,176	27,462	16,700	16,700	16,700

BUDGET FY 2015-16

REVENUES

GENERAL FUND				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
JUDGMENTS, FINES & FORFEITURES								
001	0000	351	2000 CIRCUIT COURT-CRIMINAL	5,079	4,316	3,300	3,300	3,300
	0000		2030 POLICE EDUCATION	112	158	100	100	100
	0000		5000 TRAFFIC COURT	49,375	48,803	45,000	45,000	11,000
	0000		5030 POLICE EDUCATION	3,169	3,349	3,000	3,000	2,500
	0000		6000 JUVENILE COURT	178	0	0	0	0
	0000		9000 OTHER	57	67	0	0	0
				57,970	56,693	51,400	51,400	16,900
JUDGMENTS, FINES & FORFEITURES								
001	0000	354	0000 LOCAL ORDINANCE VIOLATION	14,696	19,744	20,000	20,000	20,000
				14,696	19,744	20,000	20,000	20,000
INTEREST EARNINGS								
001	0000	361	1000 INVESTMENTS	6,298	2,394	2,000	2,000	2,000
	0000		1500 STI - SUNTRUST INVESTMENT	246	64	100	100	100
				6,544	2,458	2,100	2,100	2,100
SALES & COMPENSATION/LOSS OF FIXED ASSETS								
001	0000	364	4100 SURPLUS SALES/EQUIP ETC	937	13,705	0	0	0
				937	13,705	0	0	0
OTHER MISCELLANEOUS REVENUES								
001	0000	365	1000 SURPLUS MATLS/SCRAP SALES	130	1,119	0	0	0
				130	1,119	0	0	0
CONTRIBUTIONS								
001	0000	366	9000 CONTRIB/GRANTS/DONATIONS	550	0	0	0	0
	0000		9040 FMIT SAFETY GRANT	0	4,249	0	0	6,000
	0000		9050 SPONSORSHIPS	0	0	0	3,500	3,500
				550	4,249	0	3,500	9,500
OTHER MISCELLANEOUS REVENUES								
001	0000	367	0000 LICENSES	20	50	0	0	0
				20	50	0	0	0
OTHER MISCELLANEOUS REVENUES								
001	0000	369	2010 COLLECTIONS ADMIN FEE	6,824	10,541	10,000	10,000	10,000
	0000		2020 COLLECTION AGENCY FEES	10,939	21,136	20,000	20,000	20,000
	0000		3030 INSURANCE	15,000	5,970	0	3,100	0
	0000		6200 VOL CTY/ORMOND BCH REIMB	21,715	0	0	0	0
	0000		8010 SUNTRUST P-CARD REBATES	19,310	28,014	0	0	30,000
	0000		9000 MISC REVENUES	49,021	16,893	20,000	20,000	20,000
				122,809	82,554	50,000	53,100	80,000
APPROPRIATIONS								
001	0000	380	1000 APPROPRIATED FUND BAL	0	0	1,612,100	1,720,500	758,600
				0	0	1,612,100	1,720,500	758,600

BUDGET FY 2015-16

REVENUES

GENERAL FUND					FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
TRANSFERS FROM ENTERPRISE OPERATIONS									
001	0000	381	1000	TRANSFER FRM W&S FUND	516,800	531,800	531,800	531,800	588,100
	0000		7000	TRANSFER FRM SOLID WASTE	50,000	50,000	50,000	50,000	140,700
	0000		7500	TRANSFER FRM STORMWATER	50,000	50,000	50,000	50,000	87,000
	0000		8500	TFR FROM RED LIGHT CAMERA	0	0	800	800	0
					616,800	631,800	632,600	632,600	815,800
GENERAL FUND					7,324,047	7,578,460	8,855,800	8,976,421	9,080,700

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
CITY COMMISSION						
1 Personnel	001 1101 511					
1100 EXECUTIVE SALARIES		44,169	44,169	44,000	44,000	44,000
2100 FICA/MEDICARE TAXES		2,720	2,713	3,400	3,400	3,400
2300 LIFE & HEALTH INSURANCE		12,020	13,268	35,400	33,900	16,400
2400 WORKERS COMP INSURANCE		109	81	100	100	100
2500 UNEMPLOYMENT COMP		0	0	700	700	0
	Subtotal	59,018	60,231	83,600	82,100	63,900
2 Operating	001 1101 511					
3400 CONTRACTUAL SERVICES		0	1,200	0	0	0
4001 REGULAR TRAVEL		1,950	1,670	3,600	3,600	2,000
4200 POSTAGE, FRT, EXPRESS		70	2	100	100	100
4700 PRINTING & BINDING		495	49	300	700	300
4901 MISC EXPENSE		257	0	0	0	0
4910 OTHER SPECIAL COSTS		26	0	0	0	0
5100 OFFICE SUPPLIES		31	0	0	400	0
5205 MEETING EXPENSE		116	400	0	500	0
5219 UNIFORM EXPENSE		130	52	0	0	0
5220 CLOTHING & EQUIPMENT		78	0	0	200	0
5400 BOOKS/PUBL/SUBSCR/MEMBERS		6,850	6,627	7,800	7,800	2,500
5501 TRAINING & EDUCATION COST		924	1,433	7,300	7,300	5,000
	Subtotal	10,927	11,433	19,100	20,600	9,900
CITY COMMISSION	Total	69,945	71,664	102,700	102,700	73,800

BUDGET FY 2015-16

EXPENSES (Detail)

001 1101 511 1100	EXECUTIVE SALARIES	44,000
	EXECUTIVE SALARIES	44,000
001 1101 511 2100	FICA/MEDICARE TAXES	3,400
	FICA/MEDICARE TAXES	3,400
001 1101 511 2300	LIFE & HEALTH INSURANCE	16,400
	LIFE & HEALTH INSURANCE	16,400
001 1101 511 2400	WORKERS COMP INSURANCE	100
	WORKERS COMP INSURANCE	100
001 1101 511 4001	REGULAR TRAVEL	2,000
	FLORIDA LEAGUE OF CITIES CONFERENCE INCL MILEAGE	2,000
001 1101 511 4200	POSTAGE, FRT, EXPRESS	100
	POSTAGE	100
001 1101 511 4700	PRINTING & BINDING	300
	BUSINESS CARDS, NAME TAGS, ETC	300
001 1101 511 5400	BOOKS/PUBL/SUBSCR/MEMBERS	2,500
	RIVER TO SEA TPO MEMBERSHIP AGREEMENT- OCT \$1163	1,200
	FLORIDA LEAGUE OF CITIES MEMBERSHIP \$1298	1,300
001 1101 511 5501	TRAINING & EDUCATION COST	5,000
	FLORIDA LEAGUE OF CITIES CONFERENCE REGISTRATIONS	4,000
	VOLUSIA LEAGUE OF CITIES DINNERS (6/YR X 5)	1,000
TOTAL FOR DEPT: 1101		73,800

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
CITY MANAGER					
1 Personnel 001 1201 512					
1100 EXECUTIVE SALARIES	104,513	101,822	110,000	117,500	144,400
1200 REGULAR SALARIES & WAGE	111,176	49,006	48,500	49,000	50,500
1300 OTHER SALARIES & WAGES	5,578	0	0	0	0
2100 FICA TAXES	16,028	10,903	12,300	13,200	15,100
2200 RETIREMENT CONTRIBUTION	79,861	21,302	31,700	28,600	33,400
2300 LIFE & HEALTH INSURANCE	12,209	11,190	14,900	13,700	17,100
2400 WORKERS COMP INSURANCE	189	242	400	400	400
2500 UNEMPLOYMENT COMP	2,497	1,449	2,400	1,700	300
Subtotal	332,051	195,914	220,200	224,100	261,200

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
2 Operating 001 1201 515					
3101 PROFESSIONAL SERVICES	53,529	58,538	55,000	55,000	55,000
3101 PROFESSIONAL SERVICES	278	3,980	0	0	0
3101 PROFESSIONAL SERVICES	78,889	95,801	110,000	110,000	110,000
3150 LEGAL/OFFICIAL ADVERTISNG	26,766	19,658	12,000	12,000	12,000
3400 OTHER SERVICES	18,163	17,024	19,000	19,000	19,000
4001 REGULAR TRAVEL	2,215	1,089	3,400	3,400	2,800
4100 COMMUNICATION SERVICES	1,762	1,343	1,200	600	600
4200 POSTAGE, FRT, EXPRESS	6,319	6,163	2,500	3,400	500
4400 RENTALS & LEASES	0	1,084	1,400	1,400	1,400
4601 REPAIRS & MAINTENANCE	144	0	0	0	0
4611 MAINTENANCE CONTRACTS	0	3,482	3,000	3,000	1,400
4650 VEHICLE REPAIRS	50	375	600	600	0
4700 PRINTING & BINDING	11,643	12,754	7,500	7,500	2,600
4810 PROMO ACT.-SPECIAL EVENTS	0	0	0	3,000	3,000
4901 MISC EXPENSE	7,692	3,058	3,600	3,600	3,600
4910 OTHER SPECIAL COSTS	926	747	0	0	0
4960 ELECTION EXPENSE	0	0	10,000	10,000	12,000
5100 OFFICE SUPPLIES	5,681	5,345	5,000	5,000	3,000
5201 OPERATING SUPPLIES	683	80	0	0	0
5205 MEETING EXPENSE	577	1,283	2,100	2,100	500
5219 UNIFORMS	400	400	400	400	200
5220 CLOTHING & EQUIPMENT	114	0	0	0	0
5250 FUEL & OIL SUPPLIES	15	655	2,000	2,000	0
5400 BOOKS/PUBL/SUBSCR/MEMBERS	3,715	1,930	6,000	6,000	2,600
5501 TRAINING & EDUCATION COST	2,571	953	4,400	4,400	4,200
Subtotal	222,132	235,742	249,100	252,400	234,400
4 Debt Svc/ 001 1201 512					
8200 PRIVATE ORG.GRANTS/CONTRB	2,000	0	0	0	0
8250 PASS-THROUGH CONTRIBUTION	0	0	0	1,700	1,700
Subtotal	2,000	0	0	1,700	1,700
CITY MANAGER Total	556,183	431,656	469,300	478,200	497,300

BUDGET FY 2015-16

EXPENSES (Detail)

001 1201 512 1100	EXECUTIVE SALARIES	144,400
	EXECUTIVE SALARIES	144,400
001 1201 512 1200	REGULAR SALARIES & WAGE	50,500
	REGULAR SALARIES AND WAGES	50,500
001 1201 512 2100	FICA TAXES	15,100
	FICA/MEDCIARE TAXES	15,100
001 1201 512 2200	RETIREMENT CONTRIBUTION	33,400
	RETIREMENT CONTRIBUTION	33,400
001 1201 512 2300	LIFE & HEALTH INSURANCE	17,100
	LIFE & HEALTH INSURANCE	17,100
001 1201 512 2400	WORKERS COMP INSURANCE	400
	WORKERS COMP INSURANCE	400
001 1201 512 2500	UNEMPLOYMENT COMP	300
	UNEMPLOYMENT COMP - Q1	300
001 1201 514 3101	PROFESSIONAL SERVICES	165,000
	CITY ATTORNEY	110,000
	CITY PLANNER	55,000
001 1201 512 3150	LEGAL/OFFICIAL ADVERTISING	12,000
	LEGAL/OFFICIAL ADVERTISING	12,000
001 1201 512 3400	OTHER SERVICES	19,000
	MUNICODE	11,800
	IRON MOUNTAIN (4@\$1800)	7,200
001 1201 512 4001	REGULAR TRAVEL	2,800
	FLC CONFERENCE MILEAGE + 3 NIGHTS	800
	ICCMA CONFERENCE MEAL ALLOWANCE AND MILEAGE	500
	FACC GOVT CAREER DEVELOPMENT EXPENSES	800
	FCCMA EXPENSES	700
001 1201 512 4100	COMMUNICATION SERVICES	600
	CELL PHONE ALLOWANCE - CITY CLERK	600
001 1201 512 4200	POSTAGE, FRT, EXPRESS	500
	POSTAGE & FREIGHT	500
001 1201 512 4400	RENTALS & LEASES	1,400
	CM COPIER LEASE @ 50%	1,400
001 1201 512 4611	MAINTENANCE CONTRACTS	1,400
	CM COPIER MAINTENANCE FEE PLUS ADD'L COPIES @ 50%	1,400
001 1201 512 4700	PRINTING & BINDING	2,600
	STATIONARY, ENVELOPES, BUSINESS CARDS, PLANNER	2,600

BUDGET FY 2015-16					EXPENSES (Detail)	
001 1201 512 4810	PROMO ACT.-SPECIAL EVENTS					3,000
	JINGLE BELL JOG GLOW-IN-THE-DARK ITEMS, MISC				300	
	JINGLE BELL JOG TROPHYS				200	
	JINGLE BELL JOG MESSAGE BOARD RENTAL				300	
	JINGLE BELL JOG RACESMITH				950	
	JINGLE BELL JOG LIGHT RENTAL \$336				350	
	JINGLE BELL JOG T-SHIRTS				800	
	JINGLE BELL JOG KIWANIS EXPENSES				100	
001 1201 512 4901	MISC EXPENSE					3,600
	CHRISTMAS PARTY				3,000	
	CONDOLENCES				600	
001 1201 512 4960	ELECTION EXPENSE					12,000
	ELECTION EXPENSES				12,000	
001 1201 512 5100	OFFICE SUPPLIES					3,000
	OFFICE SUPPLIES				3,000	
001 1201 512 5205	MEETING EXPENSE					500
	MEETING EXPENSES				500	
001 1201 512 5219	UNIFORMS					200
	UNIFORM ALLOWANCE \$200 X 1				200	
001 1201 512 5400	BOOKS/PUBL/SUBSCR/MEMBERS					2,600
	FLORIDA FLOOD PLAIN MGMT MEMBERSHIP				300	
	NEWS-JOURNAL E-PRINT EDITION				100	
	FLORIDA STATE STATUTES (ONLINE \$225)				300	
	INT'L INSTITUTE OF MUNICIPAL CLERKS (JUL-JUN)_ \$125				100	
	FLORIDA NOTARY ASSOCIATION EXP:OCT 2015 \$90				100	
	FLORIDA ASSOCIATION OF CITY CLERKS (JUN-MAY) \$60				100	
	VCARD MEMBERSHIP				300	
	FLORIDA CITY&COUNTY MGMT ASSOC (OCT-SEP) \$405				400	
	ICMA DUES (JAN-DEC)				900	
001 1201 512 5501	TRAINING & EDUCATION COST					4,200
	ICMA CONFERENCE				1,200	
	FCCMA SYMPOSIUM; FCCMA WINTER INST; DISTRICT CLASS				500	
	APA OR FPZA (1ANNUAL IN-STATE CONFERENCE)				800	
	FLC CONFERENCE REGISTRATION				400	
	FCCMA REGISTRATION				400	
	VCOG-6 DINNERS;VOLUSIA MGRS-12;VCARD-3 DINN/BANQS				600	
	FACC GOV CAREER DEVELOPMENT REGISTRATION				300	
001 1201 512 8250	PASS-THROUGH CONTRIBUTION					1,700
	JINGLE BELL JOG PROCEEDS DONATION TO 2ND HARVEST				1,700	

BUDGET FY 2015-16

EXPENSES (Detail)

TOTAL FOR DEPT: 1201

497,30

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
ACCOUNTING					
1 Personnel 001 1301 513					
1100 EXECUTIVE SALARIES	92,893	95,640	95,900	99,100	104,900
1200 REGULAR SALARIES & WAGE	179,199	175,350	174,500	176,200	181,600
1300 OTHER SALARIES & WAGES	1,203	0	0	0	0
1400 OVERTIME	31	0	200	200	200
2100 FICA/MEDICARE TAXES	19,614	19,234	20,900	21,300	22,100
2200 RETIREMENT CONTRIBUTION	16,318	21,484	22,200	22,700	23,400
2300 LIFE & HEALTH INSURANCE	33,041	33,233	36,500	36,500	41,600
2400 WORKERS COMP INSURANCE	366	406	600	600	500
2500 UNEMPLOYMENT COMP	3,155	2,584	4,100	4,200	500
Subtotal	345,820	347,931	354,900	360,800	374,800
2 Operating 001 1301 513					
3200 ACCOUNTING & AUDITING	56,295	56,590	69,000	69,000	62,000
3400 OTHER SERVICES	12,303	12,191	55,500	17,400	17,700
4001 REGULAR TRAVEL	1,128	655	2,600	2,600	3,100
4100 COMMUNICATION SERVICES	603	735	600	600	600
4200 POSTAGE, FRT, EXPRESS	35,865	36,214	40,000	40,000	40,000
4400 RENTALS & LEASES	0	5,161	8,400	8,400	8,400
4601 REPAIRS & MAINTENANCE	0	0	0	100	400
4611 MAINTENANCE CONTRACTS	0	1,780	3,000	3,000	3,000
4700 PRINTING & BINDING	8,175	9,734	17,000	17,000	10,500
4901 MISC EXPENSE	101	0	500	500	500
4959 BAD DEBT EXPENSE	22,738	19,323	14,000	14,000	20,000
5100 OFFICE SUPPLIES	5,814	3,375	14,300	14,100	6,300
5201 OPERATING SUPPLIES	0	0	0	100	100
5205 MEETING EXPENSE	10	0	200	200	200
5219 UNIFORM EXPENSE	1,500	1,500	1,500	1,000	1,000
5220 CLOTHING & EQUIP	1,164	1,266	2,500	2,500	1,000
5400 BOOKS/PUBL/SUBSCR/MEMBERS	754	871	1,500	1,500	1,400
5501 TRAINING & EDUCATION COST	1,002	620	900	900	1,500
Subtotal	147,452	150,015	231,500	192,900	177,700

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

			FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
3 Capital	001	1301 513					
6400 MACHINERY & EQUIPMENT			0	1,450	0	2,900	0
Subtotal			0	1,450	0	2,900	0

ACCOUNTING	Total	493,272	499,396	586,400	556,600	552,500
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CUSTOMER SERVICE

1 Personnel	001	1303 513					
1200 REGULAR SALARIES & WAGE			112,636	128,459	131,900	133,200	136,700
1300 OTHER SALARIES & WAGES			0	1,080	0	0	0
1400 OVERTIME			178	61	300	300	300
2100 FICA/MEDICARE TAXES			8,202	9,510	10,200	10,300	10,600
2200 RETIREMENT CONTRIBUTION			6,428	9,186	9,800	9,900	9,900
2300 LIFE & HEALTH INSURANCE			23,707	32,207	35,800	35,900	41,000
2400 WORKERS COMP INSURANCE			121	243	400	400	300
2500 UNEMPLOYMENT COMP			1,325	1,244	2,000	2,100	300
Subtotal			152,597	181,990	190,400	192,100	199,100

2 Operating	001	1303 513					
5219 UNIFORM EXPENSE			0	0	0	500	500
Subtotal			0	0	0	500	500

CUSTOMER SERVICE	Total	152,597	181,990	190,400	192,600	199,600
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BUDGET FY 2015-16					EXPENSES (Detail)	
001	1301	513	1100	EXECUTIVE SALARIES		104,900
				EXECUTIVE SALARIES	104,900	
001	1301	513	1200	REGULAR SALARIES & WAGE		181,600
				REGULAR SALARIES AND WAGES	181,600	
001	1301	513	1400	OVERTIME		200
				OVERTIME	200	
001	1301	513	2100	FICA/MEDICARE TAXES		22,100
				FICA/MEDICARE TAXES	22,100	
001	1301	513	2200	RETIREMENT CONTRIBUTION		23,400
				RETIREMENT CONTRIBUTION	23,400	
001	1301	513	2300	LIFE & HEALTH INSURANCE		41,600
				LIFE & HEALTH INSURANCE	41,600	
001	1301	513	2400	WORKERS COMP INSURANCE		500
				WORKERS COMP INSURANCE	500	
001	1301	513	2500	UNEMPLOYMENT COMP		500
				UNEMPLOYMENT COMP - Q1	500	
001	1301	513	3200	ACCOUNTING & AUDITING		62,000
				GFOA BUDGET PROGRAM	300	
				GFOA CAFR APPLICATION FEE	500	
				ANNUAL AUDIT	55,200	
				GASB45 REPORTS	6,000	
001	1301	513	3400	OTHER SERVICES		17,700
				SUNTRUST ESP(P-CARD) RECEIPT IMAGING FEES(MONTHLY)	2,200	
				ACH WIRE TRANSFER FEE (ST REV SHARING ETC.)	500	
				SUNTRUST (ACCOUNT SVCS ACCT ANALYSIS)OFFSET BY ECR	1,000	
				SUNTRUST MERCHANT CREDIT CARD FEES	10,000	
				SUNTRUST ANTI-FRAUD SERVICE FEES	3,800	
				MINDGATE SOFTWARE MAINTENACE FEE	200	
001	1301	513	4001	REGULAR TRAVEL		3,100
				TRAVEL AND PER DIEM	500	
				FGFOA CAREER DEVELOPMENT INSTITUTE (2)	2,600	
001	1301	513	4100	COMMUNICATION SERVICES		600
				CELL PHONE ALLOWANCE (1)	600	
001	1301	513	4200	POSTAGE, FRT, EXPRESS		40,000
				FINANCE, CUSTOMER SERVICE, GENERAL ADMIN SVCS	10,000	
				UTILITY BILLING BULK MAIL PERMIT (PRIDE-\$2500X12)	30,000	

BUDGET FY 2015-16

EXPENSES (Detail)

001 1301 513 4400	RENTALS & LEASES	8,400
PO BOX RENTAL	400	
CHCOPIER LEASE (85% FINANCE, 15% CRA ADMIN-LD)	5,400	
CUSTOMER SERVICE COPIER LEASE	2,600	
001 1301 513 4601	REPAIRS & MAINTENANCE	400
REPAIRS TO UB & FIN OFFICE BUSINESS MACHINES	400	
001 1301 513 4611	MAINTENANCE CONTRACTS	3,000
RICOH PHILADELPHIA-UB COPIER MAINTENANCE FEE	1,300	
EGP-FIN "PR-CHECKS" & UB PRINTER MAINTENANCE FEE	500	
RICOH CORP-CH COPIER MAINTENANCE FEE(85%/CRA 15%)	1,200	
001 1301 513 4700	PRINTING & BINDING	10,500
FINANCE AP CHECKS	700	
UB AND/OR FINANCE BUSINESS CARDS	100	
FINANCE W-2'S, 1099'S AND ASSOCIATED ENVELOPES	200	
UB LATE NOTICES	400	
UB PRIDE UTILITY BILL MAILINGS	8,300	
UB DOOR KNOCKERS	400	
UB LETTERS TO GO WITH BILLING, AS NECESSARY	300	
FINANCE AUDIT/CAFR & BUDGET REPORT COVERS	100	
001 1301 513 4901	MISC EXPENSE	500
OTHER CURRENT CHARGES AND OBLIGATIONS CONTINGENCY	500	
001 1301 513 4959	BAD DEBT EXPENSE	20,000
ADMIN UB AND MISC REC ALLOWANCE FOR UNCOLLECTIBLE	20,000	
001 1301 513 5100	OFFICE SUPPLIES	6,300
UB & FINANCE OFFICE SUPPLIES/SMALL OFFICE EQUIP	6,300	
001 1301 513 5201	OPERATING SUPPLIES	100
UB OPERATING SUPPLIES	100	
001 1301 513 5205	MEETING EXPENSE	200
MEETING EXPENSE	200	
001 1301 513 5219	UNIFORM EXPENSE	1,000
FINANCE UNIFORM ALLOWANCE \$200X5	1,000	
001 1301 513 5220	CLOTHING & EQUIP	1,000
UB UNIFORM SHIRTS (5 EA.X 5)+TURNOVER CONTINGENCY	1,000	

BUDGET FY 2015-16

EXPENSES (Detail)

001 1301 513 5400	BOOKS/PUBL/SUBSCR/MEMBERS		1,400
	VFFGFOA MEMBERSHIP DUES (JULY-JUNE)	100	
	FLORIDA ADMIN WEEKLY(QTRLY RE:PUBLIC DEPOSITORIES)	100	
	FGFOA MEMBERSHIP DUES (JUNE-MAY)	200	
	GFOA MEMBERSHIP DUES-MEMBERSHIP #300108974	200	
	GFOA AND OTHER PUBLICATIONS	200	
	GFOA GAAFR REVIEW	100	
	PAYROLL MANAGERS LETTER (OCT-SEPT)	500	
001 1301 513 5501	TRAINING & EDUCATION COST		1,500
	VFFGFOA QUARTERLY SEMINARS	200	
	FGFOA CAREER DEVELOPMENT INSTITUTE (2)	800	
	HTE TRAINING	500	
TOTAL FOR DEPT: 1301			552,500

BUDGET FY 2015-16

EXPENSES (Detail)

001 1303 513 1200	REGULAR SALARIES & WAGE	136,700
	REGULAR SALARIES AND WAGES	136,700
001 1303 513 1400	OVERTIME	300
	OVERTIME	300
001 1303 513 2100	FICA/MEDICARE TAXES	10,600
	FICA/MEDICARE TAXES	10,600
001 1303 513 2200	RETIREMENT CONTRIBUTION	9,900
	RETIREMENT CONTRIBUTION	9,900
001 1303 513 2300	LIFE & HEALTH INSURANCE	41,000
	LIFE & HEALTH INSURANCE	41,000
001 1303 513 2400	WORKERS COMP INSURANCE	300
	WORKERS COMP INSURANCE	300
001 1303 513 2500	UNEMPLOYMENT COMP	300
	UNEMPLOYMENT COMP - Q1	300
001 1303 513 5219	UNIFORM EXPENSE	500
	UB UNIFORM ALLOWANCE \$100X5(SEE ALSO 1301-513.5220)	500
TOTAL FOR DEPT: 1303		199,600

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
INFORMATION TECHNOLOGY					
1 Personnel 001 1306 516					
1200 REGULAR SALARIES & WAGE	80,911	71,325	71,800	72,500	75,600
1300 OTHER SALARIES & WAGES	4,494	21,909	13,900	14,000	22,400
2100 FICA/MEDICARE TAXES	6,440	7,039	6,700	6,700	7,600
2200 RETIREMENT CONTRIBUTION	4,788	6,589	5,300	5,400	7,100
2300 LIFE & HEALTH INSURANCE	8,064	6,717	7,500	7,500	8,600
2400 WORKERS COMP INSURANCE	80	81	300	300	200
2500 UNEMPLOYMENT COMP	997	896	1,300	1,400	200
Subtotal	105,774	114,556	106,800	107,800	121,700
2 Operating 001 1306 516					
3400 OTHER SERVICES	94,092	49,132	50,000	53,000	87,600
4001 REGULAR TRAVEL	650	1,342	1,800	1,800	2,000
4100 COMMUNICATION SERVICES	39,360	43,600	53,000	53,000	41,300
4200 POSTAGE, FRT, EXPRESS	121	53	500	500	200
4400 RENTALS & LEASES	50,625	15,708	7,400	7,400	5,500
4601 REPAIRS & MAINTENANCE	8,480	4,830	6,200	6,200	5,000
4602 COMPUTERS	2,029	287	400	400	400
4611 MAINTENANCE CONTRACTS	0	21,730	21,500	21,500	700
4700 PRINTING & BINDING	0	58	0	0	0
4901 MISC EXPENSE	0	40	0	0	0
4910 OTHER SPECIAL COSTS	0	20	0	0	0
5100 OFFICE SUPPLIES	1,533	373	500	500	500
5201 OPERATING SUPPLIES	40	0	0	0	0
5202 COMPUTERS	33,174	15,410	12,800	12,800	12,000
5219 UNIFORM EXPENSE	300	200	200	200	200
5400 BOOKS/PUBL/SUBSCR/MEMBERS	285	332	200	200	200
5501 TRAINING & EDUCATION COST	772	200	1,200	1,200	1,200
Subtotal	231,461	153,315	155,700	158,700	156,800
3 Capital 001 1306 516					
6400 MACHINERY & EQUIPMENT	81,778	76,731	84,000	81,000	54,500
Subtotal	81,778	76,731	84,000	81,000	54,500
INFORMATION TECHNOLO Total	419,013	344,602	346,500	347,500	333,000

BUDGET FY 2015-16

EXPENSES (Detail)

001 1306 516 1200	REGULAR SALARIES & WAGE	75,600
	REGULAR SALARIES & WAGES	75,600
001 1306 516 1300	OTHER SALARIES & WAGES	22,400
	OTHER SALARIES & WAGES	22,400
001 1306 516 2100	FICA/MEDICARE TAXES	7,600
	FICA/MEDICARE TAXES	7,600
001 1306 516 2200	RETIREMENT CONTRIBUTION	7,100
	RETIREMENT CONTRIBUTIONS	7,100
001 1306 516 2300	LIFE & HEALTH INSURANCE	8,600
	LIFE & HEALTH INSURANCE	8,600
001 1306 516 2400	WORKERS COMP INSURANCE	200
	WORKERS COMP INSURANCE	200
001 1306 516 2500	UNEMPLOYMENT COMP	200
	UNEMPLOYMENT COMP - Q1	200

BUDGET FY 2015-16

EXPENSES (Detail)

001 1306 516 3400	OTHER SERVICES	87,600
INDIGO ROSE		200
HTE ANNUAL MAINTENANCE ALLOCATION		13,000
CISCO HW/SW SUPPORT		9,500
SYSCOM		4,500
SHI		13,000
RUCKUS WIRELESS		1,200
RMS		8,500
REALVNC		600
PORTER LEE		1,000
PC WEATHER PRODUCTS		800
OPENDNS		3,500
LUNARPAGES		300
DATAWATCH		1,600
ACELLA		3,000
AMAZON WEB SVCS		400
ANTIVIRUS		2,100
NETAGE INC		7,500
CODEJOCK		100
IBM		5,000
DISKEEPER		500
DLT SOLUTIONS		100
ESRI		1,200
EXPERTS EXCHANGE		200
GODADDY		300
GOOGLE		9,400
CLOUDBERRY		100
001 1306 516 4001	REGULAR TRAVEL	2,000
FLGISA CONFERENCE		1,300
TRAVEL & PER DIEM		700
001 1306 516 4100	COMMUNICATION SERVICES	41,300
BRIGHT HOUSE NETWORK PHONE & INTERNET(AVE 2000X12)		24,000
INCLUDES CELL PHONE ALLOWANCE FOR GUTAUCKIS		600
DEPT OF MANAGEMENT SERVICE (88X12)		1,200
VERIZON WIRELESS INTERNET CARDS (AVE 1200X12)		14,400
PUBLIC ACCESS WIFI-COMMISSION CHAMBERS		1,100
001 1306 516 4200	POSTAGE, FRT, EXPRESS	200
POSTAGE		200

BUDGET FY 2015-16

EXPENSES (Detail)

001 1306 516 4400	RENTALS & LEASES	5,500
	PITNEY BOWES (ST CONTRACT #600-760-1 \$1374/QTR)	5,500
001 1306 516 4601	REPAIRS & MAINTENANCE	5,000
	ELECTRONIC SIGN - CITY HALL	2,500
	MISCELLANEOUS REPAIRS	2,500
001 1306 516 4602	COMPUTERS	400
	COMPUTER REPAIRS	400
001 1306 516 4611	MAINTENANCE CONTRACTS	700
	CITY OWNED COPIER MAINTENANCE CONTRACT	700
001 1306 516 5100	OFFICE SUPPLIES	500
	OFFICE SUPPLIES	500
001 1306 516 5202	COMPUTERS	12,000
	MONITORS, KEYBOARDS, MISC COMPUTER SUPPLIES	4,000
	UPS BATTERIES	3,000
	NEW SOFTWARE	3,000
	UPS	2,000
001 1306 516 5219	UNIFORM EXPENSE	200
	UNIFORM ALLOWANCE	200
001 1306 516 5400	BOOKS/PUBL/SUBSCR/MEMBERS	200
	BOOKS, SUBSCRIPTIONS	200
001 1306 516 5501	TRAINING & EDUCATION COST	1,200
	TRAINING & EDUCATION	1,200
001 1306 516 6400	MACHINERY & EQUIPMENT	54,500
	EXAGRID NAS BACKUP DEVICE	14,500
	NETWORK SECURITY FIREWALL REPLACEMENT	24,000
	PC REPLACEMENT PROGRAM	16,000
TOTAL FOR DEPT: 1306		333,000

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
HUMAN RESOURCES						
1 Personnel	001 1310 513					
1200 REGULAR SALARIES & WAGE		52,256	54,195	53,800	56,900	62,200
2100 FICA/MEDICARE TAXES		4,068	4,170	4,200	4,500	4,900
2200 RETIREMENT CONTRIBUTION		2,940	3,774	4,000	4,200	4,500
2300 LIFE & HEALTH INSURANCE		6,586	6,647	7,400	7,400	8,400
2400 WORKERS COMP INSURANCE		40	81	100	100	200
2500 UNEMPLOYMENT COMP		610	522	900	900	100
	Subtotal	66,500	69,389	70,400	74,000	80,300
2 Operating	001 1310 514					
3101 PROFESSIONAL SERVICES		12,948	4,570	25,000	24,800	25,000
3101 PROFESSIONAL SERVICES		71,617	35,098	37,700	37,700	43,600
3400 OTHER SERVICES		97	0	0	0	0
3430 EMPLOY ADS/JOB OPPORTUNIT		4,141	0	2,500	2,500	1,500
4001 REGULAR TRAVEL		832	0	500	500	1,100
4100 COMMUNICATION SERVICES		603	603	600	600	600
4200 POSTAGE, FRT, EXPRESS		184	86	500	500	500
4400 RENTALS & LEASES		0	542	700	700	700
4500 INSURANCE/NON-EMPLOYEE		161,889	181,250	204,100	204,100	184,400
4501 INSURANCE CONTINGENCY		26,923	2,809	7,500	4,500	7,500
4611 MAINTENANCE CONTRACTS		0	310	400	400	400
4901 MISC EXPENSE		11	150	0	200	0
4910 OTHER SPECIAL COSTS		0	0	17,000	17,000	17,000
4929 OTHER PERSONAL SERVICES		6,964	1,801	3,800	3,800	4,100
5100 OFFICE SUPPLIES		16	24	500	500	500
5219 UNIFORM EXPENSE		200	200	200	200	200
5220 CLOTHING & EQUIP		26	0	0	0	0
5400 BOOKS/PUBL/SUBSCR/MEMBERS		379	440	1,000	1,000	1,100
5501 TRAINING & EDUCATION COST		731	2,573	5,000	5,000	5,400
	Subtotal	287,561	230,456	307,000	304,000	293,600
HUMAN RESOURCES	Total	354,061	299,845	377,400	378,000	373,900

BUDGET FY 2015-16

EXPENSES (Detail)

001 1310 513 1200	REGULAR SALARIES & WAGE	62,200
	REGULAR SALARIES AND WAGES	62,200
001 1310 513 2100	FICA/MEDICARE TAXES	4,900
	FICA/MEDICARE TAXES	4,900
001 1310 513 2200	RETIREMENT CONTRIBUTION	4,500
	RETIREMENT CONTRIBUTIONS	4,500
001 1310 513 2300	LIFE & HEALTH INSURANCE	8,400
	LIFE & HEALTH INSURANCE	8,400
001 1310 513 2400	WORKERS COMP INSURANCE	200
	WORKERS COMP INSURANCE	200
001 1310 513 2500	UNEMPLOYMENT COMP	100
	UNEMPLOYMENT COMP - Q1	100
001 1310 513 3101	PROFESSIONAL SERVICES	68,600
	BROWN & BROWN CONSULTING FEE	35,000
	PD PSYCH EVALS (\$300X5)	1,500
	PD MEDICAL EXAMS NEW HIRES (\$800X5)	4,000
	EMPLOYMENT AND LABOR LEGAL SERVICES	25,000
	BENEFIT ADMIN FEE	1,400
	POLICE & FIRE (\$695/3) PSYCH EVAL	700
	POLICE & FIRE (\$350/3) STRESS TESTS	350
	DOT (\$144/2)	150
	CDL PREEMPLOYMENT PHYSICAL EXAM \$80 X 5	400
	DRUG ALCOHOL TEST, PHYSICAL EXAMS, GENERAL (\$80/4)	100
001 1310 513 3430	EMPLOY ADS/JOB OPPORTUNIT	1,500
	EMPLOYMENT ADS/JOB POSTINGS	1,500
001 1310 513 4001	REGULAR TRAVEL	1,100
	MEAL ALLOWANCE AND MILEAGE	500
	FPELRA CONFERENCE 3 NIGHTS @ \$150	500
	FPELRA CONFERENCE PER DIEM 2.5 DAYS @ \$40	100
001 1310 513 4100	COMMUNICATION SERVICES	600
	CELL PHONE ALLOWANCE	600
001 1310 513 4200	POSTAGE, FRT, EXPRESS	500
	POSTAGE, FREIGHT, ETC.	500
001 1310 513 4400	RENTALS & LEASES	700
	CMCOPIER LEASE @ 25%	700
001 1310 513 4500	INSURANCE/NON-EMPLOYEE	184,400
	PROPERTY AND GENERAL LIABILITY & CASUALTY	182,800
	FIRE & POLICE AIG LIFE INSURANCE(AD&D BROWN&BROWN)	1,600

BUDGET FY 2015-16				EXPENSES (Detail)	
001 1310 513 4501	INSURANCE CONTINGENCY				7,500
NON-EMPLOYEE INSURANCE CONTINGENCY				7,500	
001 1310 513 4611	MAINTENANCE CONTRACTS				400
CM COPIER MAINTENANCE FEE @ 25%				400	
001 1310 513 4910	OTHER SPECIAL COSTS				17,000
RESERVES/RETIREES				17,000	
001 1310 513 4929	OTHER PERSONAL SERVICES				4,100
WELLNESS PROGRAM-Y MEMBERSHIP FOR NON-PARTICIPANT				300	
WELLNESS PROGRAM - YMCA INCENTIVE AWARDS				1,000	
EMPLOYEE OF THE YEAR				300	
SERVICE AWARDS				2,500	
001 1310 513 5100	OFFICE SUPPLIES				500
OFFICE SUPPLIES				500	
001 1310 513 5219	UNIFORM EXPENSE				200
UNIFORM ALLOWANCE				200	
001 1310 513 5400	BOOKS/PUBL/SUBSCR/MEMBERS				1,100
FPELRA - LABOR RELATIONS				100	
THOMPSON PUBLISHING FLSA FOR LOCAL GOV				700	
FL PUBLIC HR ASSOC \$55				100	
FLORIDA LEAGUE OF CITIES - FMASH MEMBERSHIP				100	
YMCA - FUN COAST WORK WELLNESS COUNCIL MEMBERSHIP				100	
001 1310 513 5501	TRAINING & EDUCATION COST				5,400
TRAINING-DRUG AWARENESS, SUPERVISION, FMLA, OTHER				5,000	
FPELRA CONFERENCE REGISTRATION \$350				400	
TOTAL FOR DEPT: 1310					373,900

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
DEBT SERVICE								
4 Debt Svc/	001	1701	517					
7101 GEN GOVT				36,283	0	0	0	0
7201 GEN GOVT				1,089	0	0	0	0
Subtotal				37,372	0	0	0	0
DEBT SERVICE				Total	37,372	0	0	0

BUDGET FY 2015-16**EXPENSES****GENERAL FUND**

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
LAW ENFORCEMENT					
1 Personnel 001 2110 521					
1100 EXECUTIVE SALARIES	87,074	95,425	75,800	76,500	79,400
1200 REGULAR SALARIES & WAGE	970,640	955,992	914,000	923,000	1,017,200
1300 OTHER SALARIES & WAGES	31,282	2,098	56,000	41,400	85,700
1400 OVERTIME	85,953	105,708	58,300	78,321	65,900
1500 INCENTIVE PAY	13,584	13,799	13,200	13,200	13,200
2100 FICA TAXES	85,781	86,132	85,400	86,200	96,000
2200 RETIREMENT CONTRIBUTION	559,586	658,591	573,000	573,200	524,800
2300 LIFE & HEALTH INSURANCE	143,114	154,546	180,800	180,900	207,100
2400 WORKERS COMP INSURANCE	17,897	23,328	33,900	33,900	27,900
2500 UNEMPLOYMENT COMP	13,854	11,226	16,700	16,400	1,900
Subtotal	2,008,765	2,106,845	2,007,100	2,023,021	2,119,100

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
2 Operating 001 2110 521					
3101 PROFESSIONAL SERVICES	10,754	26,682	16,900	16,900	15,900
3400 OTHER SERVICES	33,923	38,854	5,900	5,900	8,500
3490 HUMANE SOCIETY SERVICES	0	1,946	35,000	35,000	30,000
3500 INVESTIGATION COSTS	610	272	4,300	2,000	6,000
4001 REGULAR TRAVEL	1,445	294	500	2,400	3,000
4100 COMMUNICATION SERVICES	5,880	3,769	6,200	6,200	5,700
4200 POSTAGE, FRT, EXPRESS	1,447	1,141	700	700	700
4400 RENTALS & LEASES	5,051	6,317	5,600	5,600	2,400
4601 REPAIRS & MAINTENANCE	871	1,324	1,600	2,100	2,200
4611 MAINTENANCE CONTRACTS	0	3,070	10,100	10,100	10,400
4650 VEHICLE REPAIRS	37,806	35,905	30,000	30,000	33,000
4659 PORTN OF 4650 REIMB BY EE	-7,338	-9,305	0	0	0
4700 PRINTING & BINDING	989	335	500	1,000	1,000
4901 MISC EXPENSE	1,167	1,065	500	500	200
4910 OTHER SPECIAL COSTS	131	0	0	0	0
5100 OFFICE SUPPLIES	4,400	2,231	4,000	3,500	3,000
5201 OPERATING SUPPLIES	10,803	17,658	5,900	5,900	6,600
5205 MEETING EXPENSE	24	80	0	0	100
5219 UNIFORM EXPENSE	15,584	12,442	8,700	8,700	6,900
5220 CLOTHING & EQUIP	6,284	9,614	10,100	10,100	13,000
5221 PROGRAM EXPENSE	0	372	500	500	500
5250 FUEL & OIL SUPPLIES	85,122	72,536	90,000	90,000	85,000
5400 BOOKS/PUBL/SUBSCR/MEMBERS	650	791	800	800	1,000
5501 TRAINING & EDUCATION COST	7,977	9,159	4,500	4,900	9,000
5520 2ND DOLLAR FUND	1,241	1,000	2,500	3,700	2,500
5610 VIP PROGRAM EXPENSE	0	0	500	500	500
Subtotal	224,821	237,552	245,300	247,000	247,100
3 Capital 001 2110 521					
6200 BUILDINGS	0	0	15,000	15,000	0
6400 MACHINERY & EQUIPMENT	93,269	27,000	34,000	34,000	39,000
Subtotal	93,269	27,000	49,000	49,000	39,000
LAW ENFORCEMENT Total	2,326,855	2,371,397	2,301,400	2,319,021	2,405,200

BUDGET FY 2015-16				EXPENSES (Detail)
001 2110 521 1100	EXECUTIVE SALARIES			79,400
	EXECUTIVE SALARIES AND WAGES		79,400	
001 2110 521 1200	REGULAR SALARIES & WAGE			1,017,200
	REGULAR SALARIES & WAGES		1,017,200	
001 2110 521 1300	OTHER SALARIES & WAGES			85,700
	OTHER SALARIES & WAGES		85,700	
001 2110 521 1400	OVERTIME			65,900
	OVERTIME		65,900	
001 2110 521 1500	INCENTIVE PAY			13,200
	INCENTIVE PAY		13,200	
001 2110 521 2100	FICA TAXES			96,000
	FICA/MEDICARE TAXES		96,000	
001 2110 521 2200	RETIREMENT CONTRIBUTION			524,800
	RETIREMENT CONTRIBUTIONS		524,800	
001 2110 521 2300	LIFE & HEALTH INSURANCE			207,100
	LIFE & HEALTH INSURANCE		207,100	
001 2110 521 2400	WORKERS COMP INSURANCE			27,900
	WORKERS COMP INSURANCE		27,900	
001 2110 521 2500	UNEMPLOYMENT COMP			1,900
	UNEMPLOYMENT COMP - Q1		1,900	
001 2110 521 3101	PROFESSIONAL SERVICES			15,900
	LEXIPOL (GENERAL ORDERS MANUAL)		8,800	
	THOMSON RUETERS (CLEAR- CID 203.27 PER MONTH)		2,500	
	SPECIAL MASTER		2,500	
	ACCURINT (LEXIS NEXIS- CID BACKGROUND CHECK)		600	
	POLYGRAPHS - NEW HIRES (5)		1,200	
	CHECKMATE (CITY BACKGROUND CHECKS)		300	
001 2110 521 3400	OTHER SERVICES			8,500
	CODE COMPLIANCE (LAWNS)		1,500	
	CODE COMPLIANCE (DEMOLITIONS)		6,000	
	METH LAB CLEANUP		1,000	
001 2110 521 3490	HUMANE SOCIETY SERVICES			30,000
	HUMANE SOCIETY		20,000	
	REDINGER (CAT TNR PROGRAM)		10,000	

BUDGET FY 2015-16**EXPENSES (Detail)**

001 2110 521 3500	INVESTIGATION COSTS	6,000
SUSTEEN (PHYSICAL DELETED DATA MODULE)	2,500	
SUSTEEN (CELL PHONE SOFTWARE)	1,000	
SUBPOENAS	500	
SUSTEEN (IPHONE UNLOCK)	1,300	
SUSTEEN (PIN/PASSCODE UNLOCK)	700	
001 2110 521 4001	REGULAR TRAVEL	3,000
REIMBURSEMENT MEALS AND MILEAGE	3,000	
001 2110 521 4100	COMMUNICATION SERVICES	5,700
PATROL SUPERVISOR'S PHONE	800	
DIRECT TV (EOC @ 50.99 PER MONTH)	700	
CELLPHONE ALLOWANCE (7X50 PER MONTH)	4,200	
001 2110 521 4200	POSTAGE, FRT, EXPRESS	700
POSTAGE	700	
001 2110 521 4400	RENTALS & LEASES	2,400
COPIER	2,400	
001 2110 521 4601	REPAIRS & MAINTENANCE	2,200
COMMUNICATIONS INTERNATIONAL (RADIO REPAIRS)	1,000	
RADAR CALIBRATIONS	1,200	
001 2110 521 4611	MAINTENANCE CONTRACTS	10,400
COMMUNICATIONS INTERNATIONAL RADIO MAINTENANCE	7,000	
COPIER MAINTENANCE	2,200	
PRINTER MAINTENANCE	1,200	
001 2110 521 4650	VEHICLE REPAIRS	33,000
VEHICLE REPAIRS, MAINTENANCE, CALIBRATIONS	30,000	
VEHICLE 134 (TIRES)	600	
VEHICLE 171 (A/C,SUSPENSION)	1,800	
VEHICLE 996 (TIRES)	600	
001 2110 521 4700	PRINTING & BINDING	1,000
PRINTING	1,000	
001 2110 521 4901	MISC EXPENSE	200
MISC CHARGES, AWARDS	200	
001 2110 521 5100	OFFICE SUPPLIES	3,000
OFFICE SUPPLIES	3,000	

BUDGET FY 2015-16

EXPENSES (Detail)

001 2110 521 5201	OPERATING SUPPLIES	6,600
TASER CARTRIDGES	700	
OC SPRAY	200	
AMMO	2,000	
EVIDENCE SUPPLIES	1,000	
TRAINING SUPPLIES	300	
MISC OPERATING SUPPLIES	1,000	
GLOVES	500	
ACO SUPPLIES	400	
NATIONAL NIGHT OUT	500	
001 2110 521 5205	MEETING EXPENSE	100
REVIEW BOARD	100	
001 2110 521 5219	UNIFORM EXPENSE	6,900
CLOTHING ALLOWANCE (CID)	4,000	
CLOTHING ALLOWANCE (BOOTS 100X21)	2,100	
CLOTHING ALLOWANCE (CIVILIAN 200X4)	800	
001 2110 521 5220	CLOTHING & EQUIP	13,000
CLASS A/B	1,000	
CLEANERS	3,500	
REPLACEMENT BULLET PROOF VEST (5X 410)	2,100	
REPLACEMENT EQUIPMENT (IN LIEU OF CLOTH ALLOW)	4,200	
REPLACEMENT UNIFORMS	1,000	
CLASS C FOR NEW HIRES	1,200	
001 2110 521 5221	PROGRAM EXPENSE	500
EXPLORER CHARTER AND INSURANCE (BSA)	500	
001 2110 521 5250	FUEL & OIL SUPPLIES	85,000
FUEL AND OIL	85,000	
001 2110 521 5400	BOOKS/PUBL/SUBSCR/MEMBERS	1,000
FLORIDA EMERGENCY PREPAREDNESS ASSOC	100	
NOTARY	100	
INTERNATIONAL ASSOC OF CHIEFS OF POLICE	200	
FLORIDA POLICE CHIEFS ASSOC	200	
VOLUSIA/FLAGLER POLICE CHIEFS ASSOC	300	
FBI NATIONAL ACADEMY ASSOC	100	
001 2110 521 5501	TRAINING & EDUCATION COST	9,000
PLI	4,500	
THI	900	
MISC TRAINING CLASSES AND COLLEGE LEVEL COURSES	3,000	
FBI FLORIDA EXECUTIVE LEADERSHIP	600	

BUDGET FY 2015-16

EXPENSES (Detail)

001 2110 521 5520	2ND DOLLAR FUND	2,500
	SEMINARS AND CLASS APPROVED BY STATE FOR POLICE	1,300
	FBI NAA TRAINING	1,200
001 2110 521 5610	VIP PROGRAM EXPENSE	500
	VIPS PROGRAM EXPENSE (CLOTHING AND EQUIPMENT)	500
001 2110 521 6400	MACHINERY & EQUIPMENT	39,000
	USED PATROL VEHICLES	15,000
	POLICE MOTORCYCLE	24,000
TOTAL FOR DEPT: 2110		2,405,200

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
FIRE CONTROL ADMIN					
1 Personnel 001 2210 522					
1100 EXECUTIVE SALARIES	89,689	82,179	82,800	83,600	87,000
1200 REGULAR SALARIES & WAGE	561,139	532,402	558,000	563,500	615,200
1300 OTHER SALARIES & WAGES	18,136	0	0	0	0
1400 OVERTIME	89,032	74,993	92,600	93,500	101,900
1500 INCENTIVE PAY	2,100	3,000	1,200	3,800	4,400
2100 FICA TAXES	55,334	50,811	56,200	56,800	61,600
2200 RETIREMENT CONTRIBUTION	248,451	225,040	295,100	295,100	262,500
2300 LIFE & HEALTH INSURANCE	76,993	86,767	101,600	101,600	108,100
2400 WORKERS COMP INSURANCE	11,591	18,394	28,500	28,500	22,500
2500 UNEMPLOYMENT COMP	8,734	6,571	11,100	11,200	1,200
Subtotal	1,161,199	1,080,157	1,227,100	1,237,600	1,264,400

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

			FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
2 Operating	001	2210 522					
3101 PROFESSIONAL SERVICES			4,406	1,697	6,400	6,400	6,400
3400 OTHER SERVICES			2,220	1,365	2,000	2,000	1,500
4001 REGULAR TRAVEL			500	68	300	300	300
4100 COMMUNICATION SERVICES			917	1,675	1,300	1,300	1,300
4200 POSTAGE, FRT, EXPRESS			267	208	400	1,000	400
4400 RENTALS & LEASES			11,485	15,433	16,200	16,200	17,400
4601 REPAIRS & MAINTENANCE			9,244	7,614	7,200	7,900	7,200
4611 MAINTENANCE CONTRACTS			0	919	5,800	5,800	10,200
4650 VEHICLE REPAIRS			10,649	11,695	15,000	14,300	15,000
4700 PRINTING & BINDING			825	68	1,000	1,000	1,000
4901 MISC EXPENSE			490	294	0	0	0
4929 OTHER PERSONAL SERVICES			758	0	0	0	0
5100 OFFICE SUPPLIES			157	242	1,000	1,000	500
5201 OPERATING SUPPLIES			46,243	15,532	50,000	53,100	33,500
5205 MEETING EXPENSE			0	613	300	300	300
5206 TRAINING SUPPLIES			0	0	2,000	2,000	2,000
5219 UNIFORM EXPENSE			7,045	9,233	6,000	7,500	6,000
5250 FUEL & OIL SUPPLIES			13,304	12,203	10,000	10,000	10,000
5270 EMS SUPPLIES			10,019	9,745	10,000	10,000	10,000
5290 FIRE PREVENTION SUPPLIES			165	907	3,000	3,000	1,000
5400 BOOKS/PUBL/SUBSCR/MEMBERS			1,536	1,788	1,100	1,100	1,200
5501 TRAINING & EDUCATION COST			6,753	7,490	20,000	20,000	12,600
		Subtotal	126,983	98,789	159,000	164,200	137,800
3 Capital	001	2210 522					
6400 MACHINERY & EQUIPMENT			456,827	4,658	72,000	88,800	36,000
		Subtotal	456,827	4,658	72,000	88,800	36,000
FIRE CONTROL ADMIN		Total	1,745,009	1,183,604	1,458,100	1,490,600	1,438,200

BUDGET FY 2015-16				EXPENSES (Detail)	
001 2210 522 1100	EXECUTIVE SALARIES			87,000	
	EXECUTIVE SALARIES			87,000	
001 2210 522 1200	REGULAR SALARIES & WAGE			615,200	
	REGULAR SALAIRES & WAGES			615,200	
001 2210 522 1400	OVERTIME			101,900	
	OVERTIME			101,900	
001 2210 522 1500	INCENTIVE PAY			4,400	
	INCENTIVE PAY			4,400	
001 2210 522 2100	FICA TAXES			61,600	
	FICA/MEDICARE TAXES			61,600	
001 2210 522 2200	RETIREMENT CONTRIBUTION			262,500	
	RETIREMENT CONTRIBUTIONS			262,500	
001 2210 522 2300	LIFE & HEALTH INSURANCE			108,100	
	LIFE & HEALTH INSURANCE			108,100	
001 2210 522 2400	WORKERS COMP INSURANCE			22,500	
	WORKERS COMP INSURANCE			22,500	
001 2210 522 2500	UNEMPLOYMENT COMP			1,200	
	UNEMPLOYMENT COMP - Q1			1,200	
001 2210 522 3101	PROFESSIONAL SERVICES			6,400	
	STATE BUILDING AND VEHICLE PERMITS			3,000	
	MISC REQUIRED CERTIFICATES			1,000	
	EMT / PARAMEDIC LICENSING			1,600	
	ADDITIONAL MEDICAL TESTING			800	
001 2210 522 3400	OTHER SERVICES			1,500	
	OTHER CONTRACTUAL SERVICES			1,000	
	BIOHAZARD WASTE DISPOSAL			500	
001 2210 522 4001	REGULAR TRAVEL			300	
	TRAVEL			300	
001 2210 522 4100	COMMUNICATION SERVICES			1,300	
	CELL PHONE ALLOWANCE			600	
	ENGINE COMMUNICATIONS			700	
001 2210 522 4200	POSTAGE, FRT, EXPRESS			400	
	POSTAGE, FREIGHT			400	
001 2210 522 4400	RENTALS & LEASES			17,400	
	HYDRANT RENTAL 392X\$3/MO			14,200	
	COPIER			2,700	
	MEDICAL OXYGEN			500	

BUDGET FY 2015-16

EXPENSES (Detail)

001 2210 522 4601	REPAIRS & MAINTENANCE	7,200
AIR PACK HYDRO AND MAINTENANCE	1,000	
CITY WIDE FIRE EXTINGUISHER RECHARGE & INSPECT	2,500	
EQUIPMENT AND BUILDING MAINTENANCE	3,700	
001 2210 522 4611	MAINTENANCE CONTRACTS	10,200
CARDIAC MONITOR TESTING AND MAINTENANCE 5 YEARS	5,600	
COPIER MAINTENANCE	1,600	
BREATHING AIR FILL STATION CERTIFICATION / MAINT	1,500	
RADIO MAINTENANCE	1,500	
001 2210 522 4650	VEHICLE REPAIRS	15,000
MAINTENANCE AND REPAIRS FOR ENGINES / CHIEF CAR	14,500	
ANNUAL PUMP TESTING	500	
001 2210 522 4700	PRINTING & BINDING	1,000
FORMS, LETTERHEAD, BULK PRINTING	1,000	
001 2210 522 5100	OFFICE SUPPLIES	500
OFFICE SUPPLIES FOR ADMIN AND OPERATIONS	500	
001 2210 522 5201	OPERATING SUPPLIES	33,500
MISCELLANEOUS EQUIPMENT	10,000	
ENGINE EQUIPMENT	10,000	
REPLACEMENT TURNOUT GEAR	3,500	
STATION OPERATONS	10,000	
001 2210 522 5205	MEETING EXPENSE	300
YEARLY FIRE CHIEFS MEETING	300	
001 2210 522 5206	TRAINING SUPPLIES	2,000
TRAINING SUPPLIES	2,000	
001 2210 522 5219	UNIFORM EXPENSE	6,000
STATION UNIFORMS	3,000	
BOOT ALLOWANCE	1,500	
UNIFORM CLEANING	1,500	
001 2210 522 5250	FUEL & OIL SUPPLIES	10,000
FUEL, OIL AND FLUIDS	10,000	
001 2210 522 5270	EMS SUPPLIES	10,000
REPLENISHMENT OF EMS SUPPLIES	7,000	
MEDICATIONS	3,000	
001 2210 522 5290	FIRE PREVENTION SUPPLIES	1,000
SCHOOL SUPPLIES	1,000	

BUDGET FY 2015-16

EXPENSES (Detail)

001 2210 522 5400	BOOKS/PUBL/SUBSCR/MEMBERS	1,200
	CENTRAL FLORIDA FIRE CHIEFS	100
	FLORIDA FIRE CHIEFS	100
	FLORIDA FIRE MARSHALS	200
	NFPA DEPARTMENT	200
	VOLUSIA COUNTY FIRE CHIEFS	100
	MISC MEMBERSHIPS	400
	NOTARY	100
001 2210 522 5501	TRAINING & EDUCATION COST	12,600
	EDUCATION REIMBURSEMENT PER IAFF CONTRACT	7,000
	ACLS / PALS / PEPP / PHTLS	1,000
	KAPLAN ONLINE TRAINING	1,500
	FIT FIREFIGHTER TRAINING	1,000
	TRAINING AS MANDATED	2,100
001 2210 522 6400	MACHINERY & EQUIPMENT	36,000
	SCBA CARRYOVER	36,000
TOTAL FOR DEPT: 2210		1,438,200

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
ROADS & STREETS						
1 Personnel	001 4141 541					
1100 EXECUTIVE SALARIES		31,332	16,575	16,700	16,900	23,200
1200 REGULAR SALARIES & WAGE		155,910	126,629	127,700	120,500	125,200
1400 OVERTIME		1,793	570	600	1,000	900
2100 FICA/MEDICARE TAXES		14,065	10,862	11,400	10,800	11,600
2200 RETIREMENT CONTRIBUTION		10,712	10,125	10,800	10,200	10,800
2300 LIFE & HEALTH INSURANCE		19,326	18,695	28,900	28,900	29,400
2400 WORKERS COMP INSURANCE		5,954	5,340	8,400	8,400	8,700
2500 UNEMPLOYMENT COMP		2,193	1,375	2,200	2,300	300
Subtotal		241,285	190,171	206,700	199,000	210,100
2 Operating	001 4141 541					
3101 PROFESSIONAL SERVICES		0	1,677	2,000	2,000	2,000
4001 REGULAR TRAVEL		7	0	300	300	300
4100 COMMUNICATION SERVICES		1,474	1,205	1,800	1,800	300
4200 POSTAGE, FRT, EXPRESS		0	621	1,000	600	500
4400 RENTALS & LEASES		2,037	978	3,000	3,000	3,000
4601 REPAIRS & MAINTENANCE		6,116	8,507	20,000	20,000	20,000
4610 TRAFFIC LIGHT REPAIRS		29,572	32,646	38,700	38,700	38,100
4612 STREET LIGHT REPAIRS		0	338	14,000	14,000	5,000
4920 TREE REMOVAL		6,850	11,000	12,000	12,000	12,000
5201 OPERATING SUPPLIES		5,149	4,177	5,100	5,100	5,100
5204 SMALL TOOLS & EQUIPMENT		0	1,852	2,500	2,500	1,500
5210 SIGNS & MATERIALS		5,210	3,888	6,000	6,000	6,000
5219 UNIFORM EXPENSE		938	724	1,200	1,200	1,200
5300 ROAD MATERIAL & SUPPLIES		12,850	6,882	11,000	11,000	15,000
5501 TRAINING & EDUCATION COST		1,050	0	1,000	1,000	3,000
Subtotal		71,253	74,495	119,600	119,200	113,000
3 Capital	001 4141 541					
6300 INFRASTRUCTURE		250,193	0	700,000	700,000	528,700
6400 MACHINERY & EQUIPMENT		22,556	3,641	23,800	23,800	1,700
Subtotal		272,749	3,641	723,800	723,800	530,400
ROADS & STREETS	Total	585,287	268,307	1,050,100	1,042,000	853,500

BUDGET FY 2015-16

EXPENSES (Detail)

001 4141 541 1100	EXECUTIVE SALARIES	23,200
	EXECUTIVE SALARIES & WAGES	23,200
001 4141 541 1200	REGULAR SALARIES & WAGE	125,200
	REGULAR SALARIES & WAGES	125,200
001 4141 541 1400	OVERTIME	900
	OVERTIME	900
001 4141 541 2100	FICA/MEDICARE TAXES	11,600
	FICA/MEDICARE TAXES	11,600
001 4141 541 2200	RETIREMENT CONTRIBUTION	10,800
	RETIREMENT CONTRIBUTIONS	10,800
001 4141 541 2300	LIFE & HEALTH INSURANCE	29,400
	LIFE & HEALTH INSURANCE	29,400
001 4141 541 2400	WORKERS COMP INSURANCE	8,700
	WORKERS COMP INSURANCE	8,700
001 4141 541 2500	UNEMPLOYMENT COMP	300
	UNEMPLOYMENT COMP - Q1	300
001 4141 541 3101	PROFESSIONAL SERVICES	2,000
	MISC. ENGINEERING, SURVEY, DESIGN, ETC.	2,000
001 4141 541 4001	REGULAR TRAVEL	300
	MEAL ALLOWANCE; LODGING; MILEAGE	300
001 4141 541 4100	COMMUNICATION SERVICES	300
	CELL PHONE ALLOWANCE - 1 @ \$600 X 25%	200
	CELL PHONE ALLOWANCE - 1 @ \$600 X 10%(WS 15%=\$90)	100
	CELL PHONE ALLOWANCE - 1 @ \$600 X 50%(JZ ALL 460)	0
001 4141 541 4200	POSTAGE, FRT, EXPRESS	500
	POSTAGE; FREIGHT; EXPRESS	500
001 4141 541 4400	RENTALS & LEASES	3,000
	ASPHALT ROLLER, GRINDER, ETC.	3,000
001 4141 541 4601	REPAIRS & MAINTENANCE	20,000
	SIDEWALKS, STEETS, ROW, BRIDGES, MAST ARMS, ETC	20,000
001 4141 541 4610	TRAFFIC LIGHT REPAIRS	38,100
	FEC XING SIGNAL MAINT #271926P WALKER STREET	2,200
	FEC XING SIGNAL MAINT #271931L 2ND STREET	1,800
	FEC XING SIGNAL MAINT #271929K 6TH STREET	4,300
	FEC XING SIGNAL MAINT #271928D 8TH STREET	100
	FEC XING SIGNAL MAINT #273056X 10TH STREET	1,800
	FEC XING SIGNAL MAINT #271924B CALLE GRANDE STREET	3,600
	FEC XING SIGNAL MAINT #271925H FLOMICH STREET	4,300
	VOLUSIA COUNTY MAINTENANCE AGREEMENT (NTE)	20,000

BUDGET FY 2015-16

EXPENSES (Detail)

001 4141 541 4612	STREET LIGHT REPAIRS	5,000
	NOVA ROAD STREET LIGHT REPAIRS	5,000
001 4141 541 4920	TREE REMOVAL	12,000
	STREET/RIGHT OF WAY TREE REMOVAL	12,000
001 4141 541 5201	OPERATING SUPPLIES	5,100
	CONES, BARRICADES, SAND BAGS, SAFETY GEAR, ETC	5,100
001 4141 541 5204	SMALL TOOLS & EQUIPMENT	1,500
	CONCRETE FORMS	1,500
001 4141 541 5210	SIGNS & MATERIALS	6,000
	STREET SIGNS AND MATERIALS	6,000
001 4141 541 5219	UNIFORM EXPENSE	1,200
	UNIFORMS - \$180 EST EXP X 7 EMPLOYEES X 50%	700
	UNIFORMS - \$130 EST EXP X 1 EMPLOYEE X 10%	100
	CLOTHING ALLOWANCE - 1 @ \$100 X 10%	100
	CLOTHING ALLOWANCE - 2 @ \$200 EA X 25%	100
	UNIFORM REPAIRS (ESTIMATED)	200
001 4141 541 5300	ROAD MATERIAL & SUPPLIES	15,000
	SHELL, LIMEROCK, SAND, DIRT, CONCRETE, PAINT, ETC	15,000
001 4141 541 5501	TRAINING & EDUCATION COST	3,000
	MOT CERTIFICATIONS - 5 @ \$400	2,000
	MISC TRAINING COURSES/SEMINARS: SAFETY, MAINT, ETC	1,000
001 4141 541 6300	INFRASTRUCTURE	528,700
	CENTER AV SIDEWALK (NORTH) STUDY EST 10% TPO MATCH	5,000
	CENTER AV SIDEWALK (SOUTH) STUDY EST 10% TPO MATCH	5,000
	CARRYOVER -- ROADWAY RESURFACING	340,000
	FLOMICH ST SIDEWALK CONSTRUCTION EST 10% TPO MATCH	52,000
	FEC TRACK CROSSING REHAB ANNUAL ESTIMATE	90,000
	CARRYOVER -- CALLE GRANDE SIDEWALK RR PED XING	27,700
	1831 N NOVA DEVELOPMENT AGMT CONTRIBUTION	9,000
001 4141 541 6400	MACHINERY & EQUIPMENT	1,700
	STIHL SAW (FOR CUTTING STREETS)	1,700
TOTAL FOR DEPT: 4141		853,500

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
PUBLIC WORKS ADMIN						
1 Personnel	001 4150 519					
2300 LIFE & HEALTH INSURANCE		1,518	0	0	0	0
2400 WORKERS COMP INSURANCE		-367	0	0	0	0
Subtotal		1,151	0	0	0	0
2 Operating	001 4150 519					
4001 REGULAR TRAVEL		1,081	1,486	1,800	1,800	1,500
4200 POSTAGE, FRT, EXPRESS		44	166	500	500	200
4400 RENTALS & LEASES		0	1,085	700	700	700
4601 REPAIRS & MAINTENANCE		0	0	1,000	1,000	1,000
4611 MAINTENANCE CONTRACTS		0	746	3,200	3,200	3,600
4700 PRINTING & BINDING		173	229	300	300	300
4901 MISC EXPENSE		97	0	0	0	0
5100 OFFICE SUPPLIES		1,072	741	1,200	1,200	3,100
5201 OPERATING SUPPLIES		816	213	1,200	1,400	1,000
5205 MEETING EXPENSE		56	147	0	0	0
5220 CLOTHING & EQUIPMENT		26	0	0	0	0
5400 BOOKS/PUBL/SUBSCR/MEMBERS		617	503	900	900	200
5501 TRAINING & EDUCATION COST		1,382	764	2,500	2,500	1,500
Subtotal		5,364	6,080	13,300	13,500	13,100
3 Capital	001 4150 519					
6400 MACHINERY & EQUIPMENT		8,843	0	9,200	9,000	0
Subtotal		8,843	0	9,200	9,000	0
PUBLIC WORKS ADMIN	Total	15,358	6,080	22,500	22,500	13,100

BUDGET FY 2015-16

EXPENSES (Detail)

001 4150 519 4001	REGULAR TRAVEL	1,500
	MEAL ALLOWANCE; LODGING; MILEAGE	500
	APWA ANNUAL CONFERENCE - ESTIMATED EXPENSES	700
	APWA BOARD MEETINGS (3)	300
001 4150 519 4200	POSTAGE, FRT, EXPRESS	200
	POSTAGE \$0.49; FREIGHT; EXPRESS	200
001 4150 519 4400	RENTALS & LEASES	700
	PW COPIER LEASE @ 25%	700
001 4150 519 4601	REPAIRS & MAINTENANCE	1,000
	RADIO REPAIRS FOR ALL PW RADIOS (ESTIMATED)	1,000
001 4150 519 4611	MAINTENANCE CONTRACTS	3,600
	PW COPIER MAINTENANCE/ FEES	1,000
	RADIO SYSTEM MAINTENANCE (ALL PW RADIOS)	2,600
001 4150 519 4700	PRINTING & BINDING	300
	PRINTING AND BINDING	300
001 4150 519 5100	OFFICE SUPPLIES	3,100
	BUILDINGS & GROUNDS	500
	PW ADMINISTRATION (INCLUDES DEPARTMENT TIMECARDS)	1,500
	FLEET	600
	STREETS	500
001 4150 519 5201	OPERATING SUPPLIES	1,000
	SAFETY VESTS, RAIN GEAR, BOOTS, ETC.	1,000
001 4150 519 5400	BOOKS/PUBL/SUBSCR/MEMBERS	200
	AMERICAN PUBLIC WORKS ASSOCIATION MEMBERSHIP (1)	200
001 4150 519 5501	TRAINING & EDUCATION COST	1,500
	APWA ANNUAL CONFERENCE REGISTRATION	300
	MISC TRAINING/SEMINARS: FEMA, LEADERSHIP, ETC.	600
	FWPCOA CONFERENCE	600
TOTAL FOR DEPT: 4150		13,100

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
PUBLIC WORKS/FLEET						
1 Personnel	001 4160 519					
1200 REGULAR SALARIES & WAGE		97,227	106,064	106,700	107,800	111,500
1300 OTHER SALARIES & WAGES		7,100	0	0	0	0
1400 OVERTIME		252	0	1,100	1,100	600
2100 FICA/MEDICARE TAXES		7,918	8,059	8,400	8,500	8,800
2200 RETIREMENT CONTRIBUTION		6,029	7,496	8,000	8,100	8,100
2300 LIFE & HEALTH INSURANCE		18,302	20,303	21,600	21,600	24,800
2400 WORKERS COMP INSURANCE		1,425	2,520	4,000	4,000	3,000
2500 UNEMPLOYMENT COMP		1,162	1,016	1,700	1,700	200
Subtotal		139,415	145,458	151,500	152,800	157,000
2 Operating	001 4160 519					
3101 PROFESSIONAL SERVICES		0	25	0	0	0
4001 REGULAR TRAVEL		0	24	400	400	400
4100 COMMUNICATION SERVICES		405	603	600	600	600
4200 POSTAGE, FRT, EXPRESS		0	23	1,200	600	500
4400 RENTALS & LEASES		650	803	1,000	1,000	1,000
4601 REPAIRS & MAINTENANCE		363	652	1,800	2,400	3,300
4650 VEHICLE REPAIRS		13,327	17,452	16,000	23,000	30,900
5100 OFFICE SUPPLIES		0	461	600	600	0
5201 OPERATING SUPPLIES		3,977	2,921	5,500	5,500	7,300
5202 COMPUTERS		0	0	200	200	1,700
5204 SMALL TOOLS & EQUIPMENT		0	1,310	2,000	2,000	1,200
5219 UNIFORM EXPENSE		1,015	1,369	2,000	2,000	1,600
5250 FUEL & OIL SUPPLIES		27,455	24,387	26,300	26,300	27,000
5400 BOOKS/PUBL/SUBSCR/MEMBERS		50	0	100	100	100
5501 TRAINING & EDUCATION COST		477	910	1,400	1,400	900
Subtotal		47,719	50,940	59,100	66,100	76,500
3 Capital	001 4160 519					
6400 MACHINERY & EQUIPMENT		11,570	16,413	27,200	20,200	35,000
Subtotal		11,570	16,413	27,200	20,200	35,000
PUBLIC WORKS/FLEET	Total	198,704	212,811	237,800	239,100	268,500

BUDGET FY 2015-16

EXPENSES (Detail)

001 4160 519 1200	REGULAR SALARIES & WAGE	111,500
	REGULAR SALARIES AND WAGES	111,500
001 4160 519 1400	OVERTIME	600
	OVERTIME	600
001 4160 519 2100	FICA/MEDICARE TAXES	8,800
	FICA/MEDICARE TAXES	8,800
001 4160 519 2200	RETIREMENT CONTRIBUTION	8,100
	RETIREMENT CONTRIBUTIONS	8,100
001 4160 519 2300	LIFE & HEALTH INSURANCE	24,800
	LIFE & HEALTH INSURANCE	24,800
001 4160 519 2400	WORKERS COMP INSURANCE	3,000
	WORKERS COMP INSURANCE	3,000
001 4160 519 2500	UNEMPLOYMENT COMP	200
	UNEMPLOYMENT COMP - Q1	200
001 4160 519 4001	REGULAR TRAVEL	400
	MEAL ALLOWANCE; LODGING; MILEAGE	300
	FLAGFA ANNUAL CONFERENCE ESTIMATED EXPENSES	100
001 4160 519 4100	COMMUNICATION SERVICES	600
	CELL PHONE ALLOWANCE - 1 @ \$600	600
001 4160 519 4200	POSTAGE, FRT, EXPRESS	500
	POSTAGE; FREIGHT; EXPRESS	500
001 4160 519 4400	RENTALS & LEASES	1,000
	CYLINDER TANK RENTALS	700
	OTHER MISC.	300
001 4160 519 4601	REPAIRS & MAINTENANCE	3,300
	GARAGE LIFT MAINTENANCE	400
	A/C MACHINE REPAIR & SERVICE	1,000
	UPDATES TO SCAN TOOL	500
	OTHER MISC SHOP REPAIRS	500
	12,000 GAL DIESEL FUEL STARAGE TANK MAINTENANCE	900
001 4160 519 4650	VEHICLE REPAIRS	30,900
	BUCKET TRUCK ANNUAL CERTIFICATION (2 @ \$435)	900
	REPAIRS FOR V#G45 - LOAD BANK TEST & PAINT	1,300
	REPAIRS FOR V#G43 - LOAD BANK TEST	1,300
	REPAIRS FOR V#123 - BATTERIES	900
	PW VEHICLE GENERAL MAINT (INCL MOWERS, GENERATORS)	23,000
	REPAIRS FOR V#938 - STEERING PUMP & BOX	3,500

BUDGET FY 2015-16				EXPENSES (Detail)
001 4160 519 5201	OPERATING SUPPLIES			7,300
	BOLTS, NUTS			300
	CAR WASH SOAP			200
	WIPER RAG CLEANING/REPLACEMENT SERVICE			1,300
	SAFETY VESTS, RAIN GEAR, ETC.			100
	WASP SPRAY			200
	AUXILARY OFF-ROAD DIESEL FUEL TANK (90 GAL)			900
	REPLACEMENT AIR HOSES - 8 @ \$50 EA			400
	ELECTRICAL CONNECTORS, CABLE, WIRE			1,700
	BRAKE CLEANER, CARB CLEANER, DEGREASER			1,700
	LARGE EQUIPMENT OIL DRAIN (17 GAL)			500
001 4160 519 5202	COMPUTERS			1,700
	AUTODATA FLEET SOFTWARE			1,700
001 4160 519 5204	SMALL TOOLS & EQUIPMENT			1,200
	3/8" AIR RATCHET			200
	AIR DIE GRINDER			200
	OTHER MISC. SHOP TOOLS			800
001 4160 519 5219	UNIFORM EXPENSE			1,600
	TOOL ALLOWANCE - 3 @ \$200			600
	UNIFORMS - \$260 EST EXP X 3 EMPLOYEES			800
	UNIFORM REPAIRS (ESTIMATED)			200
001 4160 519 5250	FUEL & OIL SUPPLIES			27,000
	PW VEHICLES (INCLUDES Z MOWERS & GENERATORS)			27,000
001 4160 519 5400	BOOKS/PUBL/SUBSCR/MEMBERS			100
	FL ASSOC OF GOV FLEET ADMINISTRATORS MEMBERSHIP			100
001 4160 519 5501	TRAINING & EDUCATION COST			900
	FLAGFA ANNUAL CONFERENCE REGISTRATION			100
	MISC TRAINING: ASE, SAFETY, ETC			800
001 4160 519 6400	MACHINERY & EQUIPMENT			35,000
	EQUIPMENT LIFT (FOR FIRE TRUCK, DUMP TRUCK, ETC)			30,000
	WELDER (REPLACES #2006002023)			5,000
TOTAL FOR DEPT: 4160				268,500

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
BLDG & GROUNDS/FACILITIES						
1 Personnel	001 4172 572					
1100 EXECUTIVE SALARIES		31,329	16,574	16,700	16,900	23,200
1200 REGULAR SALARIES & WAGE		206,500	177,791	178,100	187,900	214,000
1400 OVERTIME		778	1,002	1,600	1,600	1,800
2100 FICA/MEDICARE TAXES		17,173	14,201	15,200	16,000	18,600
2200 RETIREMENT CONTRIBUTION		13,927	15,143	16,000	16,600	19,600
2300 LIFE & HEALTH INSURANCE		38,952	38,224	43,300	43,300	53,300
2400 WORKERS COMP INSURANCE		3,038	2,992	4,700	4,700	4,800
2500 UNEMPLOYMENT COMP		2,754	1,858	3,100	3,100	400
Subtotal		314,451	267,785	278,700	290,100	335,700
2 Operating	001 4172 572					
3101 PROFESSIONAL SERVICES		570	9,360	2,700	12,700	2,000
3150 LEGAL/OFFICIAL ADVERTISNG		412	0	0	0	0
3400 OTHER SERVICES		95,017	132,598	142,200	142,200	143,400
4001 REGULAR TRAVEL		0	0	400	400	400
4100 COMMUNICATION SERVICES		1,044	988	1,200	1,200	1,200
4200 POSTAGE, FRT, EXPRESS		0	247	500	500	500
4301 UTILITY SERVICES		247,918	256,110	278,200	278,200	283,200
4400 RENTALS & LEASES		0	1,283	1,500	1,500	1,000
4601 REPAIRS & MAINTENANCE		55,802	66,463	99,900	82,400	73,600
4660 SMALL EQ REPAIR & MAINT		0	9,586	12,000	12,000	10,000
4810 PROMO ACT.-SPECIAL EVENTS		2,993	4,814	5,000	5,600	6,000
4920 TREE REMOVAL		1,835	270	3,000	3,000	2,000
5100 OFFICE SUPPLIES		0	0	0	1,000	0
5201 OPERATING SUPPLIES		33,460	16,785	42,700	53,200	35,000
5202 COMPUTERS		0	0	0	400	0
5204 SMALL TOOLS & EQUIPMENT		0	1,275	1,200	1,200	3,700
5210 SIGNS & MATERIALS		0	2,668	3,000	3,000	2,000
5219 UNIFORM EXPENSE		1,513	1,216	1,600	1,600	1,800
5221 PROGRAM EXPENSE		8,244	0	1,000	1,000	0
5250 FUEL & OIL SUPPLIES		0	0	7,500	6,000	3,700
5501 TRAINING & EDUCATION COST		875	0	1,000	1,000	1,500
Subtotal		449,683	503,663	604,600	608,100	571,000

BUDGET FY 2015-16

EXPENSES

GENERAL FUND

			FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
3 Capital	001	4172 572					
6200 BUILDINGS			36,870	3,865	140,700	297,200	80,000
6300 INFRASTRUCTURE			120,340	0	493,300	483,300	100,000
6400 MACHINERY & EQUIPMENT			42,754	1,400	23,300	11,400	37,700
6500 CONSTRUCTION IN PROGRESS			10,845	224,708	0	0	806,300
		Subtotal	210,809	229,973	657,300	791,900	1,024,000
BLDG & GROUNDS/FACILI		Total	974,943	1,001,421	1,540,600	1,690,100	1,930,700
INTERFUND TRANSFERS							
4 Debt Svc/	001	8110 581					
9104 TRANSFER TO PERMITTING			216,410	149,922	172,600	174,700	141,400
9160 TRANSFER TO CAPITAL PRJCT			0	2	0	0	0
		Subtotal	216,410	149,924	172,600	174,700	141,400
INTERFUND TRANSFERS		Total	216,410	149,924	172,600	174,700	141,400
FUND TOTALS			8,145,009	7,022,697	8,855,800	9,033,621	9,080,700

BUDGET FY 2015-16

EXPENSES (Detail)

001 4172 572 1100	EXECUTIVE SALARIES	23,200
	EXECUTIVE SALARIES	23,200
001 4172 572 1200	REGULAR SALARIES & WAGE	214,000
	REGULAR SALARIES AND WAGES-BLDG & GROUNDS	91,600
	REGULAR SALARIES AND WAGES-PARKS	122,400
001 4172 572 1400	OVERTIME	1,800
	OVERTIME-BLDG & GROUNDS	500
	OVERTIME-PARKS	1,300
001 4172 572 2100	FICA/MEDICARE TAXES	18,600
	FICA/MEDICARE TAXES-BLDG & GROUNDS	9,000
	FICA/MEDICARE TAXES-PARKS	9,600
001 4172 572 2200	RETIREMENT CONTRIBUTION	19,600
	RETIREMENT CONTRIBUTION-BLDG & GROUNDS	8,300
	RETIREMENT CONTRIBUTION-PARKS	11,300
001 4172 572 2300	LIFE & HEALTH INSURANCE	53,300
	LIFE & HEALTH INSURANCE-BLDG & GROUNDS	20,400
	LIFE & HEALTH INSURANCE-PARKS	32,900
001 4172 572 2400	WORKERS COMP INSURANCE	4,800
	WORKERS COMP INSURANCE-BLDG & GROUNDS	2,600
	WORKERS COMP INSURANCE-PARKS	2,200
001 4172 572 2500	UNEMPLOYMENT COMP	400
	UNEMPLOYMENT COMP Q1-PARKS	200
	UNEMPLOYMENT COMP Q1-BLDG & GROUNDS	200
001 4172 572 3101	PROFESSIONAL SERVICES	2,000
	DESIGN, ENVIRONMENTAL, STRUCTURAL, ETC. ASSISTANCE	1,500
	CITY HALL ELEVATOR OPERATING PERMITS	200
	FDOH FOOD HYGIENE FEES (SICA HALL & HOLLYLAND)	300
001 4172 572 3400	OTHER SERVICES	143,400
	PEST CONTROL CONTRACT (BUILDINGS)	3,400
	YMCA CONTRACT	45,000
	RECREATION PROGRAMS	30,000
	SECURITY ALARMS (CITY HALL, PD)	600
	FL DEPT OF CORRECTIONS CONTRACT @ 50%	28,800
	FERTILIZATION & PEST CONTROL (GROUNDS)	35,000
	FIRE ALARM MONITORING (B&G CLUB, SICA HALL)	600
001 4172 572 4001	REGULAR TRAVEL	400
	MEAL ALLOWANCE; LODGING; MILEAGE	400

BUDGET FY 2015-16**EXPENSES (Detail)**

001 4172 572 4100	COMMUNICATION SERVICES	1,200
CELL PHONE ALLOWANCE - 1 @ \$600 X 25%	200	
CELL PHONE - CORRECTIONS OFC PER #WS962 @ 50%	300	
CELL PHONE ALLOWANCE - 1 @ \$600 X 10%	100	
CELL PHONE ALLOWANCE - 1 @ \$600	600	
001 4172 572 4200	POSTAGE, FRT, EXPRESS	500
POSTAGE; FREIGHT; EXPRESS	500	
001 4172 572 4301	UTILITY SERVICES	283,200
WATER ALL ACCOUNTS	33,200	
FPL & TECO ALL ACCOUNTS	245,000	
BOYS & GIRLS CLUB UTILITIES	5,000	
001 4172 572 4400	RENTALS & LEASES	1,000
PORT-O-LETS FOR RECREATION CONTRACT	500	
MISC EQUIPMENT RENTALS	500	
001 4172 572 4601	REPAIRS & MAINTENANCE	73,600
PW YARD (INCLUDES FLEET SHOP & BLDGS, ADMIN)	8,000	
CITY HALL	8,000	
CITY HALL LIFT & ELEVATOR MAINTENANCE	4,700	
CITY HALL ANNEX	5,000	
FIRE DEPARTMENT	8,000	
REPAINT GARAGE BAY FLOOR & SAFETY LINES	700	
REPLACEMENT PROGRAMMABLE DOOR LOCKS FOR RESTROOMS	3,000	
POLICE DEPARTMENT	5,000	
A/C MAINTENANCE ON 48 UNITS	8,500	
REPAINT HOLLYLAND PARK CONCESSION STAND	3,500	
NEW GRILLS AT PARKS	600	
PARKS BUILDINGS & EQUIPMENT	13,000	
BOYS & GIRLS CLUB (EXTERIOR ONLY)	2,000	
CLUBHOUSE	1,000	
SICA HALL	2,000	
FIRE ALARM INSPECTIONS (CH, FD, CHA, SICA)	600	
001 4172 572 4660	SMALL EQ REPAIR & MAINT	10,000
STRING TRIMMERS, EDGERS, POLE SAWS, CHAINSAWS, ETC	10,000	
001 4172 572 4810	PROMO ACT.-SPECIAL EVENTS	6,000
OTHER MISC EVENTS (CITY WIDE CLEAN UPS, ETC)	500	
SUPPLIES FOR CHRISTMAS DECORATIONS & TREE LIGHTING	3,000	
CAR RENTALS FOR COMMISSIONERS FOR CHRISTMAS PARADE	500	
STAGE & TENT RENTAL FOR CHRISTMAS PARADE	1,000	
TROPHIES, BAND UNIFORM CLEANING FEES, OTHER MISC	1,000	

BUDGET FY 2015-16

EXPENSES (Detail)

001 4172 572 4920	TREE REMOVAL	2,000
	PARKS/ GROUNDS TREE REMOVAL	2,000
001 4172 572 5201	OPERATING SUPPLIES	35,000
	HOUSEHOLD, CLEANING, BUILDING SUPPLIES, TOOLS, ETC	35,000
001 4172 572 5204	SMALL TOOLS & EQUIPMENT	3,700
	REPLACEMENT EDGERS - 3 @ \$330	1,000
	REPLACEMENT TRIMMERS - 3 @ \$350	1,100
	REPLACEMENT BACKPACK BLOWERS - 2 @ \$550	1,100
	SCREW DRIVING SYSTEM	500
001 4172 572 5210	SIGNS & MATERIALS	2,000
	PARKS & FACILITIES SIGNAGE	2,000
001 4172 572 5219	UNIFORM EXPENSE	1,800
	CLOTHING ALLOWANCE - 2 @ \$200 X 25%	100
	UNIFORM REPAIRS (ESTIMATED)	200
	UNIFORMS - \$130 EST EXP X 1 EMPLOYEE X 10%	100
	CLOTHING ALLOWANCE - 1 @ \$100 X 10%	100
	UNIFORMS - \$210 EST EXP X 6 EMPLOYEES	1,300
001 4172 572 5250	FUEL & OIL SUPPLIES	3,700
	HYDRAULIC OIL FOR SMALL EQUIPMENT	300
	FUEL FOR SMALL EQUIPMENT	3,000
	ENGINE OIL FOR SMALL EQUIPMENT	400
001 4172 572 5501	TRAINING & EDUCATION COST	1,500
	MOT CERTIFICATIONS - 1 @ \$400	400
	FOOD HANDLER TRAINING (HYGEINE LICNSE REQ)	100
	MISC TRAINING COURSES/SEMINARS: PEST, LAWN, SAFETY	1,000
001 4172 572 6200	BUILDINGS	80,000
	SET SIDE FOR AIR CONDITIONER REPLACEMENTS	10,000
	SICA HALL GENERAL REPAIRS	35,000
	RENOVATIONS TO PD FRONT RECEPTION AREA	10,000
	UTILITY BILLING RELOCATION	25,000
001 4172 572 6300	INFRASTRUCTURE	100,000
	CARRYOVER-DOCK REPAIRS-SUNRISE & ROSS POINT PARKS	100,000
001 4172 572 6400	MACHINERY & EQUIPMENT	37,700
	72" DECK Z-TURN MOWER (REPLACING #753)	9,500
	60"DECK Z-TURN MOWER(REPL #757,771,843) @ \$9400 EA	28,200

BUDGET FY 2015-16

EXPENSES (Detail)

001 4172 572 6500	CONSTRUCTION IN PROGRESS	806,300
	SUNRISE PK S BOAT RAMP IMPRV DESIGN/PERMITTING	65,300
	SUNRISE PK S IMPRV CONSTRUCTION	650,000
	SUNRISE PK S IMPRV CONST GRANT WRITING/ADMIN (EST)	31,000
	7TH ST NEIGHBORHOOD PARK IMPROVEMENTS	60,000
TOTAL FOR DEPT: 4172		1,930,700

BUDGET FY 2015-16

EXPENSES (Detail)

001 8110 581 9104	TRANSFER TO PERMITTING	141,400
TRANSFER TO PERMITTING		141,400
TOTAL FOR DEPT:	8110	141,400

BUDGET FY 2015-16

REVENUES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
LOCAL OPTION FUEL TAX					
SALES AND USE TAXES					
002 0000 312 4210 2ND LOCAL OPTION FUEL TAX	117,517	117,546	118,400	118,400	114,600
	117,517	117,546	118,400	118,400	114,600
INTEREST EARNINGS					
002 0000 361 1500 STI - SUNTRUST INVESTMENT	30	22	0	0	0
	30	22	0	0	0
APPROPRIATIONS					
002 0000 380 1000 APPROPRIATED FUND BAL	0	0	130,000	130,000	0
	0	0	130,000	130,000	0
LOCAL OPTION FUEL TAX	117,547	117,568	248,400	248,400	114,600

BUDGET FY 2015-16

EXPENSES

LOCAL OPTION FUEL TAX

			FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
ROADS & STREETS							
2 Operating	002	4141	541				
3101 PROFESSIONAL SERVICES				10,058	0	0	0
Subtotal				10,058	0	0	0
3 Capital	002	4141	541				
6310 2nd LOCAL OPTION GAS TAX				188,048	0	248,400	248,400
Subtotal				188,048	0	248,400	114,600
ROADS & STREETS			Total	198,106	0	248,400	248,400
FUND TOTALS				198,106	0	248,400	114,600

BUDGET FY 2015-16

EXPENSES (Detail)

002 4141 541 6310	2nd LOCAL OPTION GAS TAX	114,600
	SIDEWALK REPAIRS ANNUAL (ESTIMATED BUDGET FIGURE)	114,600
TOTAL FOR DEPT:	4141	114,600

BUDGET FY 2015-16

REVENUES

RECREATION RR&R FUND	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
INTEREST EARNINGS					
003 0000 361 1000 INVESTMENTS	59	9	0	0	0
	59	9	0	0	0
YMCA LEASE					
003 0000 362 3000 YMCA LEASE	1,500	0	0	0	0
	1,500	0	0	0	0
APPROPRIATIONS					
003 0000 380 1000 APPROPRIATED FUND BAL	0	0	3,000	16,000	0
	0	0	3,000	16,000	0
RECREATION RR&R FUND	1,559	9	3,000	16,000	0

BUDGET FY 2015-16

RECREATION RR&R FUND

EXPENSES

			FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
RECREATION							
2 Operating	003	7220	572				
3400 OTHER SERVICES			59	9	0	0	0
4601 REPAIRS & MAINTENANCE			562	0	0	0	0
		Subtotal	621	9	0	0	0
3 Capital	003	7220	572				
6200 BUILDINGS			0	0	0	16,000	0
6300 INFRASTRUCTURE			2,877	0	0	0	0
		Subtotal	2,877	0	0	16,000	0
RECREATION		Total	3,498	9	0	16,000	0
OTHER NONOPERATING							
4 Debt Svc/	003	9010	590				
9901 BUDGET RESVE/CONTINGENCY			0	0	3,000	0	0
		Subtotal	0	0	3,000	0	0
OTHER NONOPERATING		Total	0	0	3,000	0	0
FUND TOTALS			3,498	9	3,000	16,000	0

BUDGET FY 2015-16

REVENUES

PERMITTING				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
BUILDING PERMITS								
004	0000	322	0000 BUILDING PERMITS	1,724	882	1,000	1,000	1,000
	0000		1000 BUILDING	57,178	50,073	47,800	47,800	47,800
	0000		1100 ELECTRIC	9,166	8,291	7,800	7,800	47,800
	0000		1200 PLUMBING	7,444	5,344	5,500	5,500	5,500
	0000		1300 MECHANICAL PERMITS	10,068	10,455	8,100	8,100	8,100
				85,580	75,045	70,200	70,200	110,200
OTHER PERMITS AND FEES								
004	0000	329	1000 OTHER PERMITS AND FEES	2,589	2,924	2,600	2,600	2,600
	0000		1011 APLIC FEE-RES BLDG PERMIT	11,160	14,426	14,300	14,300	14,300
	0000		1012 APLIC FEE-COM BLDG PERMIT	11,800	15,560	13,100	13,100	13,100
	0000		1013 APLIC FEE-RES ACCES STRCT	620	1,020	1,100	1,100	1,100
	0000		2022 SECOND RE-INSPECTION	390	150	100	100	0
	0000		2120 O/S-PERMIT PLAN REVIEWS	9	87	100	100	0
	0000		3030 CHANGE CONTRACTOR FEE	25	0	0	0	0
	0000		3031 CHANGE SUB-CONTRACTOR FE	20	30	0	0	0
	0000		3032 PLACARD FEE	1,656	2,235	2,000	2,000	2,000
	0000		3033 PLACARD REPLACEMENT FEE	10	30	0	0	0
	0000		3034 PERMIT RENEWAL (ACTIVE)	341	32	0	0	0
	0000		3036 CLOSEOUT-REACTV PRMT-MIS	0	32	0	0	0
				28,620	36,526	33,300	33,300	33,100
INTEREST EARNINGS								
004	0000	361	1000 INVESTMENTS	3	8	0	0	0
				3	8	0	0	0
OTHER MISCELLANEOUS REVENUES								
004	0000	369	9000 MISC REVENUES	317	304	300	300	300
				317	304	300	300	300
TRANSFERS FROM GENERAL FUND								
004	0000	381	6000 TRANS FRM GEN FUND	216,410	149,922	172,600	174,700	141,400
				216,410	149,922	172,600	174,700	141,400
PERMITTING				330,930	261,805	276,400	278,500	285,000

BUDGET FY 2015-16

EXPENSES

PERMITTING

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
PROTECTIVE INSPECTIONS						
1 Personnel	004 4124 524					
1200 REGULAR SALARIES & WAGE		99,879	172,509	173,200	152,400	180,800
1400 OVERTIME		294	0	300	300	1,200
2100 FICA/MEDICARE TAXES		7,230	12,430	13,400	11,900	14,100
2200 RETIREMENT CONTRIBUTION		5,833	12,158	12,800	11,300	13,100
2300 LIFE & HEALTH INSURANCE		13,465	25,896	29,000	23,500	33,200
2400 WORKERS COMP INSURANCE		1,143	2,177	3,700	3,700	2,700
2500 UNEMPLOYMENT COMP		1,120	1,652	2,700	2,700	300
	Subtotal	128,964	226,822	235,100	205,800	245,400
2 Operating	004 4124 524					
3101 PROFESSIONAL SERVICES		17,310	2,745	3,500	34,900	2,000
3400 OTHER SERVICES		0	8	1,500	1,500	13,800
4001 REGULAR TRAVEL		307	747	2,000	2,000	1,500
4100 COMMUNICATION SERVICES		553	1,178	1,200	1,200	600
4200 POSTAGE, FRT, EXPRESS		1,970	3,156	4,000	4,000	3,000
4400 RENTALS & LEASES		4,812	3,587	2,700	2,700	2,700
4611 MAINTENANCE CONTRACTS		0	14,071	13,300	13,300	2,100
4650 VEHICLE REPAIRS		687	1,417	1,200	2,200	2,000
4700 PRINTING & BINDING		143	379	1,500	1,500	1,300
5100 OFFICE SUPPLIES		879	1,113	1,000	1,000	1,000
5201 OPERATING SUPPLIES		133	279	1,300	1,300	500
5219 UNIFORMS		400	600	800	800	800
5220 CLOTHING & EQUIPMENT		26	574	0	0	0
5250 FUEL & OIL SUPPLIES		2,512	3,119	4,000	3,000	4,500
5400 BOOKS/PUBL/SUBSCR/MEMBERS		665	792	800	800	700
5501 TRAINING & EDUCATION COST		587	1,179	2,500	2,500	3,100
	Subtotal	30,984	34,944	41,300	72,700	39,600
PROTECTIVE INSPECTIONS	Total	159,948	261,766	276,400	278,500	285,000
FUND TOTALS		159,948	261,766	276,400	278,500	285,000

BUDGET FY 2015-16

EXPENSES (Detail)

004 4124 524 1200	REGULAR SALARIES & WAGE	180,800
	REGULAR SALARIES & WAGES	180,800
004 4124 524 1400	OVERTIME	1,200
	OVERTIME	1,200
004 4124 524 2100	FICA/MEDICARE TAXES	14,100
	FICA/MEDICARE TAXES	14,100
004 4124 524 2200	RETIREMENT CONTRIBUTION	13,100
	RETIREMENT CONTRIBUTION	13,100
004 4124 524 2300	LIFE & HEALTH INSURANCE	33,200
	LIFE & HEALTH INSURANCE	33,200
004 4124 524 2400	WORKERS COMP INSURANCE	2,700
	WORKERS COMP	2,700
004 4124 524 2500	UNEMPLOYMENT COMP	300
	UNEMPLOYMENT COMP - Q1	300
004 4124 524 3101	PROFESSIONAL SERVICES	2,000
	QUENTIN L HAMPTON ASSOCIATES INSPECTIONS	1,000
	QUENTIN L HAMPTON ASSOCIATES PLAN REVIEW	1,000
004 4124 524 3400	OTHER SERVICES	13,800
	SUNGARD ANNUAL MAINTENANCE ALLOCATION	13,800
004 4124 524 4001	REGULAR TRAVEL	1,500
	TRAVEL & PER DIEM FOR LICENSE CEU'S	1,500
004 4124 524 4100	COMMUNICATION SERVICES	600
	CELL PHONE ALLOWANCE	600
004 4124 524 4200	POSTAGE, FRT, EXPRESS	3,000
	BACKFLOW NOTICES	1,000
	LOCAL BUSINESS TAX RENEWALS	2,000
004 4124 524 4400	RENTALS & LEASES	2,700
	COPIER/SCANNER/FAX/PRINTER LEASE	2,700
004 4124 524 4611	MAINTENANCE CONTRACTS	2,100
	COPIER/SCANNER/FAX/PRINTER MAINT AGREEMENT(S)	2,100
004 4124 524 4650	VEHICLE REPAIRS	2,000
	FIRE MARSHALS INSPECTION VEHICLE	1,000
	BUILDING OFFICIALS INSPECTION VEHICLE	1,000
004 4124 524 4700	PRINTING & BINDING	1,300
	BUILDING PERMITS	300
	BUSINESS TAX RECEIPTS	300
	PERMIT CARD STOCK	100
	INSPECTION REPORT	50
	PRINTER PAPER FOR PERMIT RECEIPTS	550

BUDGET FY 2015-16

EXPENSES (Detail)

004 4124 524 5100	OFFICE SUPPLIES	1,000
	PAPER,STATIONARY,ENVELOPES,FILES,BINDERS,ETC.	1,000
004 4124 524 5201	OPERATING SUPPLIES	500
	NEW EDITION OF FLORIDA FIRE PREVENTION CODE BOOK	300
	INCIDENTAL SUPP FOR INSPECTIONS(ARC/GROUND TESTER)	200
004 4124 524 5219	UNIFORMS	800
	UNIFORM SHIRTS FOR BUILDING STAFF	800
004 4124 524 5250	FUEL & OIL SUPPLIES	4,500
	FUEL FOR BUILDING OFFICIAL AND FIRE MARSHAL'S VEH	4,500
004 4124 524 5400	BOOKS/PUBL/SUBSCR/MEMBERS	700
	FLOOD PLAIN MANAGERS	200
	BUILDING OFFICIALS ASSOCIATION OF FLORIDA	50
	BUILDING OFFICIAL MEMBERSHIP FLORIDA FLOOD PLAIN	0
	BUILDING OFFICIAL NATIONAL ASSOCIATION OF STATE	0
	FIRE MARSHAL AND BUILDING OFFICIAL,FFMIA,FFPMA	200
	ICC MEMBERSHIP	150
	MANAGERS	100
004 4124 524 5501	TRAINING & EDUCATION COST	3,100
	BACKFLOW INSPECTION CERTIFICATION/FIRE MARSHAL	300
	MISCELLANEOUS CEU TRAINING	800
	BUILDING OFFICIAL FLOOD PLAIN MANAGER CEU'S	300
	BUILDING OFFICIAL FLORIDA LICENSE CEU REQUIREMENTS	800
	FIRE COLLEGE TRNG-BLDG OFFICIAL,FIRE MARSHAL CEU'S	500
	CEU TRAINING FOR PERMIT TECH AND ZONING TECH	400
TOTAL FOR DEPT: 4124		285,000

BUDGET FY 2015-16

REVENUES

SIDEWALK	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
CHARGES FOR SERVICES					
005 0000 344 9020 SIDEWALK FEE	637	2,474	500	500	500
	637	2,474	500	500	500
INTEREST EARNINGS					
005 0000 361 1000 INVESTMENTS	4	2	0	0	0
	4	2	0	0	0
SIDEWALK	641	2,476	500	500	500

BUDGET FY 2015-16**EXPENSES****SIDEWALK**

				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
ROADS & STREETS								
2 Operating	005	4141	541					
3400 OTHER SERVICES				4	2	0	0	500
			Subtotal	4	2	0	0	500
ROADS & STREETS				Total	4	2	0	500
OTHER NONOPERATING								
4 Debt Svc/	005	9010	590					
9901 BUDGET RESVE/CONTINGENCY				0	0	500	500	0
			Subtotal	0	0	500	500	0
OTHER NONOPERATING				Total	0	0	500	500
FUND TOTALS					4	2	500	500

BUDGET FY 2015-16 **EXPENSES (Detail)**

005 4141 541 3400	OTHER SERVICES	500
CONTINGENCY		500
TOTAL FOR DEPT:	4141	500

BUDGET FY 2015-16

REVENUES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
FIRE VICTIMS FUND					
INTEREST EARNINGS					
006 0000 361 1000 INVESTMENTS	3	1	0	0	0
	3	1	0	0	0
CONTRIBUTIONS					
006 0000 366 9000 CONTRIB/GRANTS/DONATIONS	0	500	100	100	0
	0	500	100	100	0
FIRE VICTIMS FUND	3	501	100	100	0

BUDGET FY 2015-16

EXPENSES

FIRE VICTIMS FUND

			FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
FIRE VICTIMS' ASSISTANCE							
2 Operating	006	2269	569				
3400 OTHER SERVICES				3	1	0	0
		Subtotal		3	1	0	0
4 Debt Svc/	006	2269	569				
8301 FIRE VICTIMS' ASSISTANCE				0	100	100	0
		Subtotal		0	100	100	0
FIRE VICTIMS' ASSISTANCE		Total		3	101	100	0
FUND TOTALS				3	101	100	0

BUDGET FY 2015-16

REVENUES

LAW ENFORCEMNT IMPACT FEE					FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
RESIDENTIAL IMPACT FEES									
101	0000	324	1100	RESIDENTIAL-PUBLIC SAFETY	0	887	500	500	500
	0000		1200	COMMERCIAL-PUBLIC SAFETY	3,325	0	500	500	500
					3,325	887	1,000	1,000	1,000
INTEREST EARNINGS									
101	0000	361	1500	STI - SUNTRUST INVESTMENT	7	6	0	0	0
					7	6	0	0	0
LAW ENFORCEMNT IMPACT FEE					3,332	893	1,000	1,000	1,000

BUDGET FY 2015-16

EXPENSES

LAW ENFORCEMNT IMPACT FEE

	FY12-13	FY 13-14	FY14-15	FY14-15	FY15-16
	Actuals	Actuals	Original	Amended	Proposed

OTHER NONOPERATING

4 Debt Svc/	101	9010	590		
9901 BUDGET RESVE/CONTINGENCY	0	0	1,000	1,000	1,000
Subtotal	0	0	1,000	1,000	1,000
OTHER NONOPERATING	Total	0	0	1,000	1,000
FUND TOTALS		0	0	1,000	1,000

BUDGET FY 2015-16 **EXPENSES (Detail)**

101 9010 590 9901	BUDGET RESVE/CONTINGENCY	1,000
	CONTINGENCY	1,000
TOTAL FOR DEPT:	9010	1,000

BUDGET FY 2015-16

REVENUES

FIRE IMPACT FEE TRST ACCT					FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
RESIDENTIAL IMPACT FEES									
102	0000	324	1100	RESIDENTIAL-PUBLIC SAFETY	0	765	500	500	500
	0000		1200	COMMERCIAL-PUBLIC SAFETY	3,212	0	500	500	500
					3,212	765	1,000	1,000	1,000
INTEREST EARNINGS									
102	0000	361	1500	STI - SUNTRUST INVESTMENT	5	4	0	0	0
					5	4	0	0	0
FIRE IMPACT FEE TRST ACCT					3,217	769	1,000	1,000	1,000

BUDGET FY 2015-16**EXPENSES****FIRE IMPACT FEE TRST ACCT**

				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
OTHER NONOPERATING								
4 Debt Svc/	102	9010	590					
9901 BUDGET RESVE/CONTINGENCY				0	0	1,000	1,000	1,000
			Subtotal	0	0	1,000	1,000	1,000
OTHER NONOPERATING			Total	0	0	1,000	1,000	1,000
FUND TOTALS				0	0	1,000	1,000	1,000

BUDGET FY 2015-16

EXPENSES (Detail)

102 9010 590 9901	BUDGET RESVE/CONTINGENCY	1,000
	CONTINGENCY	1,000
TOTAL FOR DEPT:	9010	1,000

BUDGET FY 2015-16

REVENUES

				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
ROAD IMPACT FEE TRST ACCT								
RESIDENTIAL IMPACT FEES								
103	0000	324	3100 RESIDENTIAL-ROADS/TRANSP	0	1,263	1,000	1,000	500
	0000		3200 COMMERCIAL-ROADS/TRANSP	10,949	215	1,000	1,000	500
				10,949	1,478	2,000	2,000	1,000
INTEREST EARNINGS								
103	0000	361	1500 STI - SUNTRUST INVESTMENT	9	8	0	0	0
				9	8	0	0	0
OTHER MISCELLANEOUS REVENUES								
103	0000	369	9100 ADMINISTRATIVE FEE (1%)	110	15	0	0	0
				110	15	0	0	0
ROAD IMPACT FEE TRST ACCT				11,068	1,501	2,000	2,000	1,000

BUDGET FY 2015-16

EXPENSES

ROAD IMPACT FEE TRST ACCT

				FY12-13	FY 13-14	FY14-15	FY14-15	FY15-16
				Actuals	Actuals	Original	Amended	Proposed
OTHER NONOPERATING								
4 Debt Svc/	103	9010	590					
9901 BUDGET RESVE/CONTINGENCY				0	0	2,000	2,000	1,000
Subtotal				0	0	2,000	2,000	1,000
OTHER NONOPERATING								
Total				0	0	2,000	2,000	1,000
FUND TOTALS				0	0	2,000	2,000	1,000

BUDGET FY 2015-16

EXPENSES (Detail)

103 9010 590 9901	BUDGET RESVE/CONTINGENCY	1,000
CONTINGENCY		1,000
TOTAL FOR DEPT: 9010		1,000

BUDGET FY 2015-16

REVENUES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
PARK IMPACT FEE TRST ACCT					
RESIDENTIAL IMPACT FEES					
104 0000 324 6100 RESIDENTIAL-PARKS/CULTURAL	0	2,847	500	500	1,000
	0	2,847	500	500	1,000
INTEREST EARNINGS					
104 0000 361 1500 STI - SUNTRUST INVESTMENT	6	5	0	0	0
	6	5	0	0	0
PARK IMPACT FEE TRST ACCT	6	2,852	500	500	1,000

BUDGET FY 2015-16

EXPENSES

PARK IMPACT FEE TRST ACCT

				FY12-13	FY 13-14	FY14-15	FY14-15	FY15-16
				Actuals	Actuals	Original	Amended	Proposed
OTHER NONOPERATING								
4 Debt Svc/	104	9010	590					
9901 BUDGET RESVE/CONTINGENCY				0	0	500	500	1,000
Subtotal				0	0	500	500	1,000
OTHER NONOPERATING								
Total				0	0	500	500	1,000
FUND TOTALS				0	0	500	500	1,000

BUDGET FY 2015-16

EXPENSES (Detail)

104 9010 590 9901	BUDGET RESVE/CONTINGENCY	1,000
CONTINGENCY		1,000
TOTAL FOR DEPT: 9010		1,000

BUDGET FY 2015-16

REVENUES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
LAW ENFORCEMENT TRUST FUND					
FEDERAL SHARED REVENUES					
110 0000 331 2410 POLICE-JAG GRANT	5,341	0	0	0	0
	5,341	0	0	0	0
JUDGMENTS, FINES & FORFEITURES					
110 0000 358 2000 ASSETS SEIZED BY LAW ENF	800	23,010	5,000	5,000	5,000
	800	23,010	5,000	5,000	5,000
INTEREST EARNINGS					
110 0000 361 1000 INVESTMENTS	1	12	0	0	0
0000 1500 STI - SUNTRUST INVESTMENT	1	0	0	0	0
	2	12	0	0	0
APPROPRIATIONS					
110 0000 380 1000 APPROPRIATED FUND BAL	0	0	0	0	7,000
	0	0	0	0	7,000
LAW ENFORCEMENT TRUST FUND	6,143	23,022	5,000	5,000	12,000

BUDGET FY 2015-16

EXPENSES

LAW ENFORCEMENT TRUST FUND

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
LAW ENFORCEMENT OPERATIONS						
2 Operating	110 2120 521					
3101 PROFESSIONAL SERVICES		1	0	0	0	0
3400 OTHER SERVICES		1,590	12	0	0	0
4400 RENTALS & LEASES		8,754	1,505	2,000	2,000	0
4650 VEHICLE REPAIRS		0	3,853	0	0	0
5201 OPERATING SUPPLIES		9,967	4,355	3,000	3,000	0
5220 CLOTHING & EQUIP		2,238	0	0	0	0
5400 BOOKS/PUBL/SUBSCR/MEMBERS		1,590	0	0	0	0
	Subtotal	24,140	9,725	5,000	5,000	0
3 Capital	110 2120 521					
6400 MACHINERY & EQUIPMENT		11,027	0	0	0	12,000
	Subtotal	11,027	0	0	0	12,000
LAW ENFORCEMENT OPER	Total	35,167	9,725	5,000	5,000	12,000
FUND TOTALS		35,167	9,725	5,000	5,000	12,000

BUDGET FY 2015-16

EXPENSES (Detail)

110	2120	521	6400	MACHINERY & EQUIPMENT	12,000
				SPEED TRAILER	12,000
TOTAL FOR DEPT:		2120			12,000

BUDGET FY 2015-16

REVENUES

H H POLICE EXPLORERS	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
INTEREST EARNINGS					
115 0000 361 1000 INVESTMENTS	2	0	0	0	0
	2	0	0	0	0
CONTRIBUTIONS					
115 0000 366 9010 EXPLORERS/VIP DONATIONS	911	790	900	900	1,000
	911	790	900	900	1,000
H H POLICE EXPLORERS	913	790	900	900	1,000

BUDGET FY 2015-16**EXPENSES****H H POLICE EXPLORERS**

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
LAW ENFORCEMENT						
2 Operating	115 2110 521					
3400 OTHER SERVICES		2	0	0	0	0
5201 OPERATING SUPPLIES		54	0	0	0	0
5219 UNIFORM EXPENSE		311	0	0	0	0
5221 PROGRAM EXPENSE		1,207	358	900	900	1,000
	Subtotal	1,574	358	900	900	1,000
LAW ENFORCEMENT	Total	1,574	358	900	900	1,000
FUND TOTALS		1,574	358	900	900	1,000

BUDGET FY 2015-16

EXPENSES (Detail)

115	2110	521	5221	PROGRAM EXPENSE	1,000
				EXPLORER PROGRAM SUPPLIES	1,000
TOTAL FOR DEPT:		2110			1,000

BUDGET FY 2015-16

REVENUES

RECREATION ACTIVITY FUND	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
INTEREST EARNINGS					
120 0000 361 1500 STI - SUNTRUST INVESTMENT	2	0	0	0	0
	2	0	0	0	0
CONTRIBUTIONS					
120 0000 366 9000 CONTRIB/GRANTS/DONATIONS	42	0	0	0	0
	42	0	0	0	0
APPROPRIATIONS					
120 0000 380 1000 APPROPRIATED FUND BAL	0	0	3,000	3,000	0
	0	0	3,000	3,000	0
RECREATION ACTIVITY FUND	44	0	3,000	3,000	0

BUDGET FY 2015-16**EXPENSES****RECREATION ACTIVITY FUND**

				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
RECREATION ACTIVITY FUND								
2 Operating	120	7230	572					
4901 MISC EXPENSE				61	61	0	100	0
5221 PROGRAM EXPENSE				15,000	0	3,000	2,900	0
			Subtotal	15,061	61	3,000	3,000	0
RECREATION ACTIVITY FU			Total	15,061	61	3,000	3,000	0
FUND TOTALS				15,061	61	3,000	3,000	0

BUDGET FY 2015-16

REVENUES

COMMUNITY REDEVELOPMENT	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
AD VALOREM TAXES					
130 0000 311 1000 CURRENT AD-VALOREM TAXES	738,768	823,540	889,900	889,900	920,700
	738,768	823,540	889,900	889,900	920,700
STATE SHARED REVENUES					
130 0000 334 4920 FDOT MAST ARM PROJECT	0	150,000	94,000	94,000	0
	0	150,000	94,000	94,000	0
LOCAL SHARED REVENUES					
130 0000 338 3000 INTERGOVT SHARE OF TIF	772,047	861,217	934,400	934,400	1,007,700
	772,047	861,217	934,400	934,400	1,007,700
CHARGES FOR SERVICES					
130 0000 347 4300 PROMOTIONAL ACTIVITY	1,130	0	1,000	1,000	0
0000 4312 HOGS ON THE HILL	64	0	0	0	0
0000 5100 MARKET FACILITY REVENUE	463	-101	0	0	0
0000 5200 FARMER'S MARKET INCOME	4,108	714	0	0	0
	5,765	613	1,000	1,000	0
INTEREST EARNINGS					
130 0000 361 1000 INVESTMENTS	2,634	706	800	800	800
0000 1500 STI - SUNTRUST INVESTMENT	403	210	200	200	200
	3,037	916	1,000	1,000	1,000
MARKET LEASE REVENUE					
130 0000 362 4010 MARKET LEASE REVENUE	10,350	30,178	55,000	55,000	68,800
0000 4020 RENT	0	1,575	0	0	0
	10,350	31,753	55,000	55,000	68,800
CONTRIBUTIONS					
130 0000 366 9000 CONTRIB/GRANTS/DONATIONS	500	0	0	0	0
	500	0	0	0	0
OTHER MISCELLANEOUS REVENUES					
130 0000 369 3030 INSURANCE	0	15,290	0	0	0
0000 9000 MISC REVENUES	-7	291	0	0	0
	-7	15,581	0	0	0
APPROPRIATIONS					
130 0000 380 1000 APPROPRIATED FUND BAL	0	0	2,102,200	2,102,200	3,123,900
	0	0	2,102,200	2,102,200	3,123,900
COMMUNITY REDEVELOPMENT	1,530,460	1,883,620	4,077,500	4,077,500	5,122,100

BUDGET FY 2015-16

EXPENSES

COMMUNITY REDEVELOPMENT

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
EE GENERAL ADMINISTRATION					
1 Personnel 130 5510 552					
1200 REGULAR SALARIES & WAGE	44,863	39,547	91,700	92,600	76,200
1300 OTHER SALARIES & WAGES	8,304	270	0	0	0
1400 OVERTIME	2,118	0	900	900	900
2100 FICA/MEDICARE TAXES	4,065	2,507	7,200	7,200	6,000
2200 RETIREMENT CONTRIBUTION	2,789	2,814	6,900	6,900	5,600
2300 LIFE & HEALTH INSURANCE	7,465	6,090	14,600	14,600	16,600
2400 WORKERS COMP INSURANCE	205	243	300	300	200
2500 UNEMPLOYMENT COMP	652	379	1,400	1,500	200
Subtotal	70,461	51,850	123,000	124,000	105,700

BUDGET FY 2015-16

EXPENSES

COMMUNITY REDEVELOPMENT

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
2 Operating 130 5510 514					
3101 PROFESSIONAL SERVICES	21,973	19,872	0	20,000	20,000
3101 PROFESSIONAL SERVICES	236,129	30,965	125,000	101,100	20,000
3150 LEGAL/OFFICIAL ADVERTISNG	350	3,302	500	700	1,000
3400 OTHER SERVICES	47,334	42,430	51,000	51,000	131,800
4001 REGULAR TRAVEL	40	3,676	500	500	500
4100 COMMUNICATION SERVICES	1,715	0	0	0	100
4200 POSTAGE, FRT, EXPRESS	5,157	444	2,000	2,000	2,000
4301 UTILITY SERVICES	20,381	25,930	45,000	45,000	15,000
4400 RENTALS & LEASES	0	0	1,700	2,200	1,500
4601 REPAIRS & MAINTENANCE	34,248	12,493	30,000	26,000	20,200
4611 MAINTENANCE CONTRACTS	0	0	400	900	1,100
4650 VEHICLE REPAIRS	0	313	0	0	0
4700 PRINTING & BINDING	882	217	2,000	2,000	2,000
4800 PROMO.ADVERTISING ACTIV.	3,273	0	2,000	2,000	2,000
4810 SPECIAL EVENTS	53,455	17,981	25,000	25,000	17,500
4901 MISC EXPENSE/MASTER PLAN	1,107	425	500	500	500
4910 OTHER SPECIAL COSTS	0	226	0	0	0
4920 TREE REMOVAL	0	0	0	3,000	3,000
4959 BAD DEBT EXPENSE	0	4,019	0	0	0
5100 OFFICE SUPPLIES	299	272	500	500	500
5201 OPERATING SUPPLIES	8,246	2,407	8,000	8,000	5,000
5202 COMPUTERS	43	0	0	0	0
5205 MEETING EXPENSE	774	250	0	0	0
5210 SIGNS & MATERIALS	0	0	10,000	10,000	5,000
5219 UNIFORM EXPENSE	400	200	200	200	400
5220 CLOTHING & EQUIPMENT	87	0	0	0	0
5400 BOOKS/PUBL/SUBSCR/MEMBERS	2,349	7,077	7,300	7,300	7,000
5501 TRAINING & EDUCATION COST	0	488	800	800	800
Subtotal	438,242	172,987	312,400	308,700	256,900

BUDGET FY 2015-16

EXPENSES

COMMUNITY REDEVELOPMENT

				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
3 Capital	130	5510	552					
6100 LAND				18,002	470,315	20,000	20,000	0
6200 BUILDINGS				35,956	101,664	195,000	195,000	450,000
6300 INFRASTRUCTURE				240,720	54,095	1,848,600	1,848,600	2,884,800
6400 MACHINERY & EQUIPMENT				5,513	16,296	0	0	0
6500 CONSTRUCTION IN PROGRESS				166,521	7,794	0	0	30,000
			Subtotal	466,712	650,164	2,063,600	2,063,600	3,364,800
4 Debt Svc/	130	5510	552					
8201 PROPERTY IMPROVMNT GRANTS				62,535	123,784	100,000	100,000	100,000
			Subtotal	62,535	123,784	100,000	100,000	100,000
EE GENERAL ADMINISTRA			Total	1,037,950	998,785	2,599,000	2,596,300	3,827,400

BUDGET FY 2015-16

EXPENSES (Detail)

130 5510 552 1200	REGULAR SALARIES & WAGE	76,200
	REGULAR SALARIES & WAGES	76,200
130 5510 552 1400	OVERTIME	900
	OVERTIME	900
130 5510 552 2100	FICA/MEDICARE TAXES	6,000
	FICA/MEDICARE TAXES	6,000
130 5510 552 2200	RETIREMENT CONTRIBUTION	5,600
	RETIREMENT CONTRIBUTION	5,600
130 5510 552 2300	LIFE & HEALTH INSURANCE	16,600
	LIFE & HEALTH INSURANCE	16,600
130 5510 552 2400	WORKERS COMP INSURANCE	200
	WORKERS COMP	200
130 5510 552 2500	UNEMPLOYMENT COMP	200
	UNEMPLOYMENT COMP - Q1	200
130 5510 514 3101	PROFESSIONAL SERVICES	40,000
	AS NECESSARY LEGAL	20,000
	AS NECESSARY FINANCIAL, ETC	20,000
130 5510 552 3150	LEGAL/OFFICIAL ADVERTISING	1,000
	CRA ANNUAL REPORT LEGAL ADVERTISEMENT	1,000
130 5510 552 3400	OTHER SERVICES	131,800
	RIVERSIDE PARK LANDSCAPE MAINTENANCE (ANNUAL)	13,300
	FIRE ALARM MONITORING (1200 CENTER)	1,100
	MISC PLANT REPLACEMENTS, IRRIGATION REPAIRS, ETC	2,000
	FERTILIZATION & PEST CONTROL CONTRACT (GROUNDS)	600
	224 RIVERSIDE (ANNUAL CONTRACT)	1,700
	US 1 MEDIAN LANDSCAPING/MAINTENANCE	75,000
	MISC. PLANT REPLACEMENTS, IRRIGATION REPAIRS, ETC	2,000
	LANDSCAPE MAINTENANCE (ANNUAL CONTRACT)	10,000
	FERTILIZATION & PEST CONTROL CONTRACT (GROUNDS)	2,400
	TERMITE BOND	2,000
	ANNUAL PEST CONTROL (MARKET)	100
	140 RIVERSIDE DRIVE MOWING (ANNUAL CONTRACT)	1,600
	1200 CENTER AVENUE MOWING (ANNUAL CONTRACT)	20,000
130 5510 552 4001	REGULAR TRAVEL	500
	MEAL ALLOWANCE, LODGING, MILEAGE @ \$0.56 PER MILE	500
130 5510 552 4100	COMMUNICATION SERVICES	100
	CELL PHONE ALLOWANCE 1 @ 600 X 10% = \$60	100
130 5510 552 4200	POSTAGE, FRT, EXPRESS	2,000
	INCLUDES SPECIAL EVENT MAILINGS	2,000

BUDGET FY 2015-16

EXPENSES (Detail)

130 5510 552 4301	UTILITY SERVICES	15,000
THE MARKET		15,000
130 5510 552 4400	RENTALS & LEASES	1,500
CM COPIER LEASE		600
FINANCE COPIER LEASE		700
MISC EQUIPMENT RENTALS FOR MAINTENANCE		200
130 5510 552 4601	REPAIRS & MAINTENANCE	20,200
FIRE ALARM INSPECTION (1200 CENTER)		200
US MEDIANS, US BUS SHELTERS		10,000
THE MARKET, 1200 CENTER AVENUE,RIVERSIDE PARK		10,000
130 5510 552 4611	MAINTENANCE CONTRACTS	1,100
FINANCE COPIER MAINTENANCE		100
CM COPIER MAINTENANCE FEE		1,000
130 5510 552 4700	PRINTING & BINDING	2,000
DOCUMENTS, MAPS, ETC.		2,000
130 5510 552 4800	PROMO.ADVERTISING ACTIV.	2,000
CHAMBER DIRECTORY, REDEVELOPMENT GRANT OPPORTUNITY		2,000
130 5510 552 4810	SPECIAL EVENTS	17,500
KIDS ON THE HILL		2,500
HOT RODS ON THE HILL		500
EASTER EGG HUNT		2,500
TRUNK-OR-TREAT		2,000
HOGS ON THE HILL		1,000
ANTIQUES ON THE AVENUE		4,000
OTHER CRA RELATED EVENTS		5,000
130 5510 552 4901	MISC EXPENSE/MASTER PLAN	500
STATE SPECIAL DISTRICT FEE		200
THE MARKET LIQUOR LICENSE		300
130 5510 552 4920	TREE REMOVAL	3,000
TREE REMOVAL FROM CRA OWNED PROPERTIES		3,000
130 5510 552 5100	OFFICE SUPPLIES	500
PAPER ENVELOPES, ETC.		500
130 5510 552 5201	OPERATING SUPPLIES	5,000
THE MARKET, 1200 CENTER AVENUE,RIVERSIDE PARK		5,000
130 5510 552 5210	SIGNS & MATERIALS	5,000
CRA DECORATIVE STREET SIGNAGE		5,000

BUDGET FY 2015-16				EXPENSES (Detail)	
130 5510 552 5219	UNIFORM EXPENSE				40
	CLOTHING ALLOWANCE 1@200			200	
	CLOTHING ALLOWANCE 1@100 X10%=\$10			100	
	UNIFORMS 1@90			100	
130 5510 552 5400	BOOKS/PUBL/SUBSCR/MEMBERS				7,000
	TEAM VOLUSIA			6,000	
	FL DEVELOPMENT ASSOCIATION MEMBERSHIP			1,000	
130 5510 552 5501	TRAINING & EDUCATION COST				800
	FL REDEVELOPMENT CONFERENCE			800	
130 5510 552 6200	BUILDINGS				450,000
	REROOF MARKET PHASE 2(OF3)			300,000	
	REROOF MARKET PHASE 1 (OF3) IN PROGRESS			150,000	
130 5510 552 6300	INFRASTRUCTURE				2,884,800
	CRA DIST. OVERHEAD TO UNDERGROUND UTIL CARRYOVER			2,884,800	
130 5510 552 6500	CONSTRUCTION IN PROGRESS				30,000
	TRAFFIC MAST ARM(6TH OR 8TH STREET)TPO MATCH			30,000	
130 5510 552 8201	PROPERTY IMPROVMNT GRANTS				100,000
	PROPERTY IMPROV.REIM. GRANTS DEMO/FACADE/SIGN/PAVE			100,000	
TOTAL FOR DEPT: 5510					3,827,400

BUDGET FY 2015-16

EXPENSES

COMMUNITY REDEVELOPMENT

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
EE PUBLIC SAFETY					
1 Personnel 130 5520 552					
1200 REGULAR SALARIES & WAGE	195,570	152,521	221,900	221,100	155,400
1400 OVERTIME	18,361	16,496	16,000	16,200	11,000
1500 INCENTIVE PAY	3,306	1,460	0	3,000	1,600
2100 FICA/MEDICARE TAXES	16,268	12,830	18,400	18,600	12,900
2200 RETIREMENT CONTRIBUTION	127,261	89,334	139,100	139,100	94,900
2300 LIFE & HEALTH INSURANCE	24,967	28,496	43,300	43,300	33,100
2400 WORKERS COMP INSURANCE	5,202	6,237	8,200	8,200	4,200
2500 UNEMPLOYMENT COMP	2,552	1,656	3,600	3,700	300
Subtotal	393,487	309,030	450,500	453,200	313,400
2 Operating 130 5520 552					
3101 PROFESSIONAL SERVICES	180	525	500	500	2,000
3400 OTHER SERVICES	486	4,514	16,100	16,100	1,500
4001 REGULAR TRAVEL	943	14	1,000	1,000	500
4100 COMMUNICATION SERVICES	1,133	898	1,800	1,800	1,200
4200 POSTAGE, FRT, EXPRESS	105	51	700	500	500
4601 REPAIRS & MAINTENANCE	0	0	0	100	500
4650 VEHICLE REPAIRS	3,733	3,495	4,000	4,000	6,700
4659 PORTN OF 4650 REIMB BY EE	-1,415	-1,880	0	0	0
4700 PRINTING & BINDING	2,121	0	1,000	1,000	1,000
5100 OFFICE SUPPLIES	0	0	0	100	500
5201 OPERATING SUPPLIES	1,866	2,065	7,000	7,000	1,800
5202 COMPUTERS	769	0	0	0	0
5219 UNIFORM EXPENSE	4,182	2,693	4,000	4,000	4,300
5250 FUEL & OIL SUPPLIES	11,595	18,527	20,000	20,000	20,000
5501 TRAINING & EDUCATION COST	847	888	1,000	1,000	1,000
Subtotal	26,545	31,790	57,100	57,100	41,500
3 Capital 130 5520 552					
6400 MACHINERY & EQUIPMENT	100,199	0	32,000	32,000	0
Subtotal	100,199	0	32,000	32,000	0
EE PUBLIC SAFETY Total	520,231	340,820	539,600	542,300	354,900

BUDGET FY 2015-16

EXPENSES (Detail)

130 5520 552 1200	REGULAR SALARIES & WAGE	155,400
	REGULAR SALARIES & WAGES	155,400
130 5520 552 1400	OVERTIME	11,000
	OVERTIME	11,000
130 5520 552 1500	INCENTIVE PAY	1,600
	INCENTIVE PAY	1,600
130 5520 552 2100	FICA/MEDICARE TAXES	12,900
	FICA/MEDICARE TAXES	12,900
130 5520 552 2200	RETIREMENT CONTRIBUTION	94,900
	RETIREMENT CONTRIBUTION	94,900
130 5520 552 2300	LIFE & HEALTH INSURANCE	33,100
	LIFE & HEALTH INSURANCE	33,100
130 5520 552 2400	WORKERS COMP INSURANCE	4,200
	WORKERS COMP INSURANCE	4,200
130 5520 552 2500	UNEMPLOYMENT COMP	300
	UNEMPLOYMENT COMP - Q1	300
130 5520 552 3101	PROFESSIONAL SERVICES	2,000
	SPECIAL MASTER (CRA AREA)	2,000
130 5520 552 3400	OTHER SERVICES	1,500
	CODE COMPLIANCE (LAWN)	1,500
130 5520 552 4001	REGULAR TRAVEL	500
	TRAVEL AND PER DIEM	500
130 5520 552 4100	COMMUNICATION SERVICES	1,200
	CELL PHONE (X2 SGT.AND CODE OFFICER)	1,200
130 5520 552 4200	POSTAGE, FRT, EXPRESS	500
	POSTAGE AND CERT. MAIL	500
130 5520 552 4601	REPAIRS & MAINTENANCE	500
	RADIO REPAIRS AND MAINTENANCE	500
130 5520 552 4650	VEHICLE REPAIRS	6,700
	VEHCILE 806 (SUSPENSION AND SHOCKS ABSORBERS)	1,500
	VEHICLE REPAIRS	4,000
	VEHICLE 131 (TIRES)	600
	VEHICLE 132 (TIRES)	600
130 5520 552 4700	PRINTING & BINDING	1,000
	BUSINESS CARD AND NOTICES	1,000
130 5520 552 5100	OFFICE SUPPLIES	500
	OFFICE SUPPLIES	500

BUDGET FY 2015-16

EXPENSES (Detail)

130 5520 552 5201	OPERATING SUPPLIES	1,800
AMMO	300	
TRUNK OR TREAT EVENT	300	
EVIDENCE	200	
TRAINING SUPPLIES	200	
BICYCLE REPAIR AND MAINTENANCE	200	
MISC OPERATING SUPPLIES	500	
GLOVES	100	
130 5520 552 5219	UNIFORM EXPENSE	4,300
UNIFORM REPLACEMENT	1,500	
BOOT REIMBURSEMENT	600	
EQUIPMENT REPLACEMENT (IN LIEU OF CLOTH 6X200)	1,200	
CLEANERS	1,000	
130 5520 552 5250	FUEL & OIL SUPPLIES	20,000
FUEL AND OIL SUPPLIES	20,000	
130 5520 552 5501	TRAINING & EDUCATION COST	1,000
TRAINING AND EDUCATION	1,000	
TOTAL FOR DEPT: 5520		354,900

BUDGET FY 2015-16

EXPENSES

COMMUNITY REDEVELOPMENT

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
EE ECONOMIC DEVELOPMENT						
2 Operating	130 5550 552					
3150 LEGAL/OFFICIAL ADVERTISING		0	1,680	0	0	0
3400 OTHER SERVICES		63,049	77,899	85,000	85,000	85,000
4001 REGULAR TRAVEL		832	2,062	2,000	2,000	1,500
4800 PROMO.ADVERTISING ACTIV.		2,057	2,457	4,000	4,000	2,000
5205 MEETING EXPENSE		0	193	500	500	500
5400 BOOKS/PUBL/SUBSCR/MEMBERS		270	0	500	500	1,100
5501 TRAINING & EDUCATION COST		840	1,690	2,600	2,600	2,600
	Subtotal	67,048	85,981	94,600	94,600	92,700
EE ECONOMIC DEVELOPM	Total	67,048	85,981	94,600	94,600	92,700
INTERFUND TRANSFERS						
4 Debt Svc/	130 8110 581					
9120 TRANSFER TO DEBT SRVC FND		398,800	402,800	396,400	396,400	398,200
9123 TRANSFER TO SER.2013 DEBT		183,000	451,800	447,900	447,900	448,900
	Subtotal	581,800	854,600	844,300	844,300	847,100
INTERFUND TRANSFERS	Total	581,800	854,600	844,300	844,300	847,100
FUND TOTALS		2,207,029	2,280,186	4,077,500	4,077,500	5,122,100

BUDGET FY 2015-16

EXPENSES (Detail)

130 5550 552 3400	OTHER SERVICES	85,000
	ECONOMIC DEVELOPMENT DIRECTOR \$50,000 BASE SALARY	50,000
	ECONOMIC DEVELOPMENT DIRECTOR \$35,000 EST.COMM.	35,000
130 5550 552 4001	REGULAR TRAVEL	1,500
	ECONOMIC DELVELOPMENT DIRECTOR-PRE APPROVED TRAVEL	1,500
130 5550 552 4800	PROMO.ADVERTISING ACTIV.	2,000
	SIGNAGE,LOOPNET ADVERTISING,MARKETING EXPENSES	2,000
130 5550 552 5205	MEETING EXPENSE	500
	INCLUDING PROSPECTIVE BUSINESSES DINING/HOSTING	500
130 5550 552 5400	BOOKS/PUBL/SUBSCR/MEMBERS	1,100
	ECONOMIC DELVELOPMENT DIRECTOR -ICSC MEMBERSHIP	300
	VCARD,CHAMBER ACTIVITIES,ULI	800
130 5550 552 5501	TRAINING & EDUCATION COST	2,600
	RETAIL LIVE	400
	ULI FLORIDA SUMMIT	400
	FL REDEVELOPMENT CONFERENCE OCT 21-23 TAMPA	800
	ICSC FLORIDA CONFERENCE	1,000
TOTAL FOR DEPT: 5550		92,700

BUDGET FY 2015-16

EXPENSES (Detail)

130 8110 581 9120	TRANSFER TO DEBT SRVC FND	398,200
	TRANSFER TO FD 131 SERIES 2012 BOND	398,200
130 8110 581 9123	TRANSFER TO SER.2013 DEBT	448,900
	TRANSFER TO FD 132 CRA SERIES 2013 BOND	448,900
TOTAL FOR DEPT: 8110		847,100

BUDGET FY 2015-16

REVENUES

CRA DEBT SERVICE FUND	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
INTEREST EARNINGS					
131 0000 361 1500 STI - SUNTRUST INVESTMENT	25	18	0	0	0
	25	18	0	0	0
APPROPRIATIONS					
131 0000 380 1000 APPROPRIATED FUND BAL	0	0	3,200	3,200	0
	0	0	3,200	3,200	0
TRANSFERS FROM COMMUNITY REDEVELOPMENT					
131 0000 381 6400 TRANS FRM COMM REDEVELO	398,800	402,800	396,400	396,400	398,200
	398,800	402,800	396,400	396,400	398,200
CRA DEBT SERVICE FUND	398,825	402,818	399,600	399,600	398,200

EXPENSES

				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
DEBT SERVICE								
4 Debt Svc/	131	1701	517					
7180 DEBT SERVICE				300,000	310,000	315,000	315,000	320,000
7280 DEBT SERVICE				98,748	90,933	84,600	84,600	78,200
			Subtotal	398,748	400,933	399,600	399,600	398,200
DEBT SERVICE				Total	398,748	400,933	399,600	398,200
FUND TOTALS					398,748	400,933	399,600	398,200

BUDGET FY 2015-16

EXPENSES (Detail)

131 1701 517 7180	DEBT SERVICE	320,000
DEBT SERVICE PRINCIPAL		320,000
131 1701 517 7280	DEBT SERVICE	78,200
DEBT SERVICE INTEREST		78,200
TOTAL FOR DEPT: 1701		398,200

BUDGET FY 2015-16

REVENUES

CRA 2013 DEBT SERVICE FND	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
INTEREST EARNINGS					
132 0000 361 1500 STI - SUNTRUST INVESTMENT	0	8	0	0	0
	0	8	0	0	0
TRANSFERS FROM COMMUNITY REDEVELOPMENT					
132 0000 381 6400 TRANS FRM COMM REDEVELO	183,000	451,800	447,900	447,900	448,900
	183,000	451,800	447,900	447,900	448,900
CRA 2013 DEBT SERVICE FND	183,000	451,808	447,900	447,900	448,900

BUDGET FY 2015-16

EXPENSES

CRA 2013 DEBT SERVICE FND

				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
DEBT SERVICE								
4 Debt Svc/	132	1701	517					
7101 GEN GOVT				0	330,000	340,000	340,000	350,000
7201 GEN GOVT				0	116,901	106,900	106,900	98,900
			Subtotal	0	446,901	446,900	446,900	448,900
DEBT SERVICE			Total	0	446,901	446,900	446,900	448,900
OTHER NONOPERATING								
4 Debt Svc/	132	9010	590					
9901 BUDGET RESVE/CONTINGENCY				0	0	1,000	1,000	0
			Subtotal	0	0	1,000	1,000	0
OTHER NONOPERATING			Total	0	0	1,000	1,000	0
FUND TOTALS				0	446,901	447,900	447,900	448,900

BUDGET FY 2015-16

EXPENSES (Detail)

132 1701 517 7101	GEN GOVT	350,000
DEBT SERVICE PRINCIPAL		350,000
132 1701 517 7201	GEN GOVT	98,900
DEBT SERVICE INTEREST		98,900
TOTAL FOR DEPT: 1701		448,900

BUDGET FY 2015-16

REVENUES

CRA PROJECTS FUND	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
INTEREST EARNINGS					
139 0000 361 1000 INVESTMENTS	4,365	43	0	0	0
0000 1500 STI - SUNTRUST INVESTMENT	56	442	0	0	0
	4,421	485	0	0	0
APPROPRIATIONS					
139 0000 380 1000 APPROPRIATED FUND BAL	0	0	3,654,800	3,654,800	4,135,000
	0	0	3,654,800	3,654,800	4,135,000
LOAN PROCEEDS					
139 0000 384 4000 LOAN PROCEEDS	5,000,000	0	0	0	0
	5,000,000	0	0	0	0
CRA PROJECTS FUND	5,004,421	485	3,654,800	3,654,800	4,135,000

BUDGET FY 2015-16

EXPENSES

CRA PROJECTS FUND

			FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
CRA PROJECTS							
2 Operating	139	5590	552				
3400 OTHER SERVICES				4,365	43	0	0
				Subtotal	4,365	43	0
3 Capital	139	5590	552				
6500 CONSTRUCTION IN PROGRESS				139,022	717,053	3,654,800	3,654,800
							4,135,000
				Subtotal	139,022	717,053	3,654,800
							4,135,000
CRA PROJECTS							
				Total	143,387	717,096	3,654,800
							3,654,800
							4,135,000
FUND TOTALS					143,387	717,096	3,654,800
							3,654,800
							4,135,000

BUDGET FY 2015-16

EXPENSES (Detail)

139 5590 552 6500	CONSTRUCTION IN PROGRESS	4,135,000
	CRA DIST.CONV OVERHEAD TO UNDERGROUND CARRYOVER	4,135,000
TOTAL FOR DEPT:	5590	4,135,000

BUDGET FY 2015-16

REVENUES

CDBG	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
FEDERAL SHARED REVENUES					
140 0000 331 5010 CDBG	67,028	77,310	78,000	88,500	97,300
	67,028	77,310	78,000	88,500	97,300
CDBG	67,028	77,310	78,000	88,500	97,300

BUDGET FY 2015-16

EXPENSES

CDBG

			FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
LAW ENFORCEMENT							
1 Personnel	140	2110	521				
1300 OTHER SALARIES & WAGES				0	0	0	20,800
2100 FICA TAXES				0	0	0	1,600
2200 RETIREMENT CONTRIBUTION				0	0	0	1,600
2400 WORKERS COMP INSURANCE				0	0	0	600
2500 UNEMPLOYMENT COMP				0	0	0	100
Subtotal				0	0	0	24,700
2 Operating	140	2110	521				
5219 UNIFORM EXPENSE				0	0	0	300
Subtotal				0	0	0	300
LAW ENFORCEMENT			Total	0	0	0	25,000
WATER UTILITY							
3 Capital	140	3010	533				
6300 INFRASTRUCTURE				67,028	77,310	0	0
Subtotal				67,028	77,310	0	0
WATER UTILITY			Total	67,028	77,310	0	0
SEWER SERVICES							
3 Capital	140	3020	535				
6300 INFRASTRUCTURE				0	0	78,000	88,500
Subtotal				0	0	78,000	88,500
SEWER SERVICES			Total	0	0	78,000	88,500
BLDG & GROUNDS/FACILITIES							
3 Capital	140	4172	572				
6300 INFRASTRUCTURE				0	0	0	15,000
Subtotal				0	0	0	15,000
BLDG & GROUNDS/FACILI			Total	0	0	0	15,000
FUND TOTALS				67,028	77,310	78,000	97,300

BUDGET FY 2015-16

EXPENSES (Detail)

140 2110 521 1300	OTHER SALARIES & WAGES	20,800
	CDBG CODE ENFORCEMENT OFFICER	20,800
140 2110 521 2100	FICA TAXES	1,600
	FICA/MEDICAID TAXES	1,600
140 2110 521 2200	RETIREMENT CONTRIBUTION	1,600
	RETIREMENT CONTRIBUTION	1,600
140 2110 521 2400	WORKERS COMP INSURANCE	600
	WORKERS COMP	600
140 2110 521 2500	UNEMPLOYMENT COMP	100
	UNEMPLOYMENT COMP	100
140 2110 521 5219	UNIFORM EXPENSE	300
	UNIFORM EXPENSE	300
TOTAL FOR DEPT: 2110		25,000

BUDGET FY 2015-16

EXPENSES (Detail)

140	3020	535	6300	INFRASTRUCTURE	57,300
				CDBG WW LIFT STATION #12 IMPROVEMENTS	57,300
TOTAL FOR DEPT:		3020			57,300

BUDGET FY 2015-16

EXPENSES (Detail)

140 4172 572 6300	INFRASTRUCTURE	15,000
CDBG ROSS POINT PARK PLAYGROUND EQUIPMENT		15,000
TOTAL FOR DEPT:	4172	15,000

BUDGET FY 2015-16

REVENUES

LLEBG	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
FEDERAL SHARED REVENUES					
150 0000 331 2300 LEBG GRANT	0	4,157	0	0	0
	0	4,157	0	0	0
TRANSFERS FROM GENERAL FUND					
150 0000 381 6000 TRANS FRM GEN FUND	0	2	0	0	0
	0	2	0	0	0
LLEBG	0	4,159	0	0	0

BUDGET FY 2015-16

EXPENSES

LLEBG				FY12-13	FY 13-14	FY14-15	FY14-15	FY15-16
				Actuals	Actuals	Original	Amended	Proposed
LAW ENFORCEMENT								
3 Capital	150	2110	521					
6400 MACHINERY & EQUIPMENT				0	4,159	0	4,700	0
			Subtotal	0	4,159	0	4,700	0
LAW ENFORCEMENT			Total	0	4,159	0	4,700	0
FUND TOTALS				0	4,159	0	4,700	0

BUDGET FY 2015-16

REVENUES

WATER & SEWER FUND				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
CHARGES FOR SERVICES								
400	0000	343	3000 WATER UTILITY	6,711	6,936	2,210,800	2,210,800	2,518,900
	0000		3001 INSIDE, APARTMENT	288,496	295,852	0	0	0
	0000		3002 INSIDE, COMMERCIAL	480,304	476,546	0	0	0
	0000		3003 INSIDE, CHURCH	5,296	7,596	0	0	0
	0000		3004 INSIDE, GOVERNMENT	23,292	24,743	0	0	0
	0000		3005 INSIDE, MULTI-FAMILY	181,354	213,504	0	0	0
	0000		3006 INSIDE, MOBILE HOME	115,159	101,523	0	0	0
	0000		3007 INSIDE, RESIDENTIAL	1,086,026	1,046,371	0	0	0
	0000		3008 INSIDE, RESIDENT-COMMERCL	15,411	17,084	0	0	0
	0000		3012 OUTSIDE, COMMERCIAL	3,067	2,363	0	0	0
	0000		3017 OUTSIDE, RESIDENTIAL	34,707	35,816	0	0	0
	0000		3022 IRRIG, INSIDE, COMMERCIAL	146,023	100,084	0	0	0
	0000		3024 IRRIG, INSIDE, GOVERNMENT	12,342	9,691	0	0	0
	0000		3027 IRRIG,INSIDE, RESIDENTIAL	281	470	0	0	0
	0000		3028 IRRIG,INSIDE,RESID-COMMER	474	295	0	0	0
	0000		3092 WATER METER CONNECTION	8,785	1,760	0	0	0
	0000		3093 WATER SERVICE CHARGES	12,166	14,422	0	0	0
	0000		3094 WATER CUT-OFF CHARGES	37,575	36,275	0	0	0
	0000		3095 WATER HYDRANT RENTAL	10,998	12,909	0	0	0
	0000		5000 SEWER/WASTEWATER UTILITY	0	0	2,269,100	2,269,100	2,644,600
	0000		5050 SEWER, INSIDE	83,620	54,781	0	0	0
	0000		5051 SEWER, INSIDE, APARTMENT	326,134	334,108	0	0	0
	0000		5052 SEWER, INSIDE, COMMERCIAL	407,405	430,666	0	0	0
	0000		5053 SEWER, INSIDE, CHURCH	6,052	8,724	0	0	0
	0000		5054 SEWER, INSIDE, GOVERNMENT	23,921	26,014	0	0	0
	0000		5055 SEWER,INSIDE,MULTI-FAMILY	207,803	241,366	0	0	0
	0000		5056 SEWER,INSIDE, MOBILE HOME	126,515	115,423	0	0	0
	0000		5057 SEWER,INSIDE, RESIDENTIAL	1,234,103	1,181,837	0	0	0
	0000		5058 SEWER,INSIDE,RESID-COMMER	16,810	18,077	0	0	0
	0000		5062 SEWER,OUTSIDE, COMMERCIA	2,662	1,995	0	0	0
	0000		5067 SEWER,OUTSIDE,RESIDENTIAL	38,722	39,808	0	0	0
	0000		5072 SEWER, REUSE, COMMERCIAL	3,600	3,600	0	0	0
	0000		5097 SEWER CONNECTION	1,800	150	0	0	0
	0000		9020 BPA TESTING/MTCE PROGRAM	13,003	1,090	0	0	0
	0000		9030 BPA NON-COMPLIANCE FEE	4,162	0	0	0	0
				4,964,779	4,861,879	4,479,900	4,479,900	5,163,500
INTEREST EARNINGS								
400	0000	361	1000 INVESTMENTS	2,593	1,951	1,000	1,000	800
	0000		1500 STI - SUNTRUST INVESTMENT	109	8	0	0	0
				2,702	1,959	1,000	1,000	800

BUDGET FY 2015-16 REVENUES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
WATER & SEWER FUND					
T-MOBILE COMMUNICATIONS LEASE					
400 0000 362 2110 T-MOBILE	15,209	15,209	15,200	15,200	15,200
0000 2120 SPRINT PCS	13,225	13,225	13,200	13,200	15,200
	28,434	28,434	28,400	28,400	30,400
SALES & COMPENSATION/LOSS OF FIXED ASSETS					
400 0000 364 4100 SURPLUS SALES/EQUIP ETC	209	0	0	0	0
	209	0	0	0	0
OTHER MISCELLANEOUS REVENUES					
400 0000 369 2000 COLLECTION FEES	321	15	0	0	0
0000 7000 PENALTY REVENUES	162,676	181,822	161,200	161,200	195,000
0000 9000 MISC REVENUES	9,265	13,378	12,800	12,800	8,000
	172,262	195,215	174,000	174,000	203,000
APPROPRIATIONS					
400 0000 380 1000 APPROPRIATED FUND BAL	0	0	1,274,700	1,274,700	846,700
	0	0	1,274,700	1,274,700	846,700
TRANSFERS FROM CONSTRUCTION FUND					
400 0000 381 2000 TRANS FRM CONST FUND	0	708,387	0	0	0
0000 3000 TRANS FRM DEBT SERVICE	392,665	1,142,148	0	0	0
0000 4000 TRANSFER FROM R&R CAP PRJ	865,651	406,178	0	0	0
0000 7700 TRANSF FROM W&S R&R	2,246,568	2,886,492	1,050,600	1,050,600	584,000
0000 8800 TFR FRM WTR MTR CONSTR FD	0	744,867	0	0	0
	3,504,884	5,888,072	1,050,600	1,050,600	584,000
FMIT SAFETY GRANT					
400 0000 389 4040 FMIT SAFETY GRANT	0	478	0	0	0
	0	478	0	0	0
WATER & SEWER FUND	8,673,270	10,976,037	7,008,600	7,008,600	6,828,400

BUDGET FY 2015-16

EXPENSES

WATER & SEWER FUND

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
WATER UTILITY					
1 Personnel 400 3010 533					
1100 EXECUTIVE SALARIES	0	13,259	13,400	13,500	18,600
1200 REGULAR SALARIES & WAGE	398,714	444,489	516,500	487,400	473,800
1300 OTHER SALARIES & WAGES	28,623	28,813	0	34,200	33,400
1400 OVERTIME	26,617	28,841	4,800	28,800	21,900
2100 FICA/MEDICARE TAXES	33,149	37,088	41,200	41,600	42,400
2200 RETIREMENT CONTRIBUTION	27,209	53,469	39,500	39,800	39,600
2300 LIFE & HEALTH INSURANCE	77,265	69,060	100,400	100,400	114,800
2400 WORKERS COMP INSURANCE	9,687	8,347	18,500	18,500	14,700
2500 UNEMPLOYMENT COMP	5,169	4,815	8,100	8,200	900
Subtotal	606,433	688,181	742,400	772,400	760,100

BUDGET FY 2015-16

EXPENSES

WATER & SEWER FUND

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
2 Operating 400 3010 533					
3101 PROFESSIONAL SERVICES	74,423	44,396	55,000	52,200	48,900
3150 LEGAL.OFFICIAL ADVERTISNG	0	1,608	0	0	0
3400 OTHER SERVICES	38,196	38,896	61,600	67,000	100,400
3410 BACKFLOW INSPECTION PRGRM	19,880	489	0	0	0
4001 REGULAR TRAVEL	1,979	212	1,000	1,000	1,000
4100 COMMUNICATION SERVICES	1,250	2,021	1,500	1,500	2,200
4200 POSTAGE, FRT, EXPRESS	2,672	3,697	3,500	3,500	4,000
4301 UTILITY SERVICES	142,485	146,703	165,000	159,000	165,000
4400 RENTALS & LEASES	378	1,743	2,700	2,700	2,700
4500 INSURANCE/NON-EMPLOYEE	33,482	28,538	32,000	27,600	23,000
4601 REPAIRS & MAINTENANCE	101,366	81,248	158,300	156,600	169,000
4611 MAINTENANCE CONTRACTS	9,910	31,283	32,900	34,300	14,400
4650 VEHICLE REPAIRS	4,772	8,596	15,500	9,600	18,000
4700 PRINTING & BINDING	761	1,197	2,500	2,500	2,500
4901 MISC EXPENSE	596	0	500	500	0
4910 OTHER SPECIAL COSTS	2,155	1,749	2,000	2,000	2,000
4959 BAD DEBT EXPENSE	10,886	14,819	12,000	12,000	15,000
5100 OFFICE SUPPLIES	493	376	1,000	1,500	1,500
5201 OPERATING SUPPLIES	143,814	123,773	221,000	192,200	188,400
5202 SOFTWARE/COMPUTER SUPPLIE	716	0	0	400	0
5204 SMALL TOOLS & EQUIPMENT	0	0	2,500	2,500	700
5219 UNIFORM EXPENSE	2,283	2,602	3,000	3,000	3,100
5250 FUEL & OIL SUPPLIES	12,212	12,318	20,000	20,000	20,000
5400 BOOKS/PUBL/SUBSCR/MEMBERS	2,998	1,029	2,400	2,400	2,500
5501 TRAINING & EDUCATION COST	2,620	2,301	7,000	7,000	4,800
Subtotal	610,327	549,594	802,900	761,000	789,100
WATER UTILITY Total	1,216,760	1,237,775	1,545,300	1,533,400	1,549,200

BUDGET FY 2015-16

EXPENSES (Detail)

400 3010 533 1100	EXECUTIVE SALARIES	18,600
	EXECUTIVE SALARIES	18,600
400 3010 533 1200	REGULAR SALARIES & WAGE	473,800
	REGULAR SALARIES & WAGES	473,800
400 3010 533 1300	OTHER SALARIES & WAGES	33,400
	OTHER SALARIES & WAGES	33,400
400 3010 533 1400	OVERTIME	21,900
	OVERTIME	21,900
400 3010 533 2100	FICA/MEDICARE TAXES	42,400
	FICA/MEDICARE TAXES	42,400
400 3010 533 2200	RETIREMENT CONTRIBUTION	39,600
	RETIREMENT CONTRIBUTION	39,600
400 3010 533 2300	LIFE & HEALTH INSURANCE	114,800
	LIFE & HEALTH INSURANCE	114,800
400 3010 533 2400	WORKERS COMP INSURANCE	14,700
	WORKERS COMP INSURANCE	14,700
400 3010 533 2500	UNEMPLOYMENT COMP	900
	UNEMPLOYMENT COMP - Q1	900
400 3010 533 3101	PROFESSIONAL SERVICES	48,900
	MISC ENGINEERING SERVICES	5,000
	LAB ANALYSES & MONITORING	17,200
	CERT & EQUIP SERVICES SULFUR & CHLORINE@ 50% WA/WW	8,800
	LAB LICENSING & CERTIFICATION @ 50% WA/WW	5,000
	OPERATIONAL LICENSING & CERTIFICATIONS	12,900
400 3010 533 3400	OTHER SERVICES	100,400
	SLUDGE CONTRACT @ 50%	60,100
	COLLECTION FEES (SPLIT WATER/SEWER/SOLID WASTE)	1,100
	XC2 SOFTWARE (BFP PROGRAM) ANNUAL MAINTENANCE	1,100
	ORION LAPTOP KIT SOFTWARE SUPPT - MONTHLY @ \$240	2,900
	ORION GATEWAY BACKHAUL CHARGES - MONTHLY @ \$280	3,400
	HTE/SUNGUARD ANNUAL MAINTENANCE	29,000
	READ CENTER ANALYTICS SOFTWARE MAINT- MONTHLY@\$230	2,800
400 3010 533 4001	REGULAR TRAVEL	1,000
	MEAL ALLOWANCE; LODGING; MILEAGE	1,000
400 3010 533 4100	COMMUNICATION SERVICES	2,200
	CELL PHONE ALLOWANCE - 1 @ \$600 X 20%	200
	PHONE & INTERNET SERVICE (ESTIMATED ANNUAL)	1,200
	CELL PHONE ALLOWANCE - 1 @ \$600 X 30%	200
	CELL PHONE ALLOWANCE - 1 @ \$600	600

BUDGET FY 2015-16

EXPENSES (Detail)

400 3010 533 4200	POSTAGE, FRT, EXPRESS	4,000
POSTAGE; FREIGHT; EXPRESS; FUEL SURCHARGE	2,000	
MAILING OF ANNUAL CCR REPORT	2,000	
400 3010 533 4301	UTILITY SERVICES	165,000
ELECTRICITY, GAS, WATER	165,000	
400 3010 533 4400	RENTALS & LEASES	2,700
MISC EQUIPMENT RENTALS	2,000	
PW COPIER LEASE @ 25%	700	
400 3010 533 4500	INSURANCE/NON-EMPLOYEE	23,000
NON-EMPLOYEE INSURANCE	23,000	
400 3010 533 4601	REPAIRS & MAINTENANCE	169,000
PIPE PRESERVATION PAINTING PROGRAM	8,500	
RADIO REPAIRS FOR ALL WATER RADIOS (ESTIMATED)	1,000	
FEC ANNUAL BLANKET UTILITY CROSSING FEES	3,400	
SCADA SYSTEM MAINTENANCE	30,000	
LIME SOFTENER TANK REGULAR CLEANING - 2/YR @ \$5000	5,000	
REHAB TO AERATOR TRAYS	700	
AMMONIA STORAGE TANK REGISTRATION	100	
WATER PLANT & WELLS PUMP MAINTENANCE	15,000	
LIME SOFTENER TANK INITIAL CLEANING	15,000	
WATER PLANT & WELLS ELECTRICAL REPAIRS	15,000	
WATER PLANT & WELL GENERAL REPAIRS	8,500	
WATER METER TESTER CALIBRATION	200	
BACKFLOW PREVENTOR MAINTENANCE (CITY OWNED)	6,600	
DISTRIBUTION SYSTEM MAINTENANCE (MAINS, VALVES, HYD)	50,000	
OTHER MISC PLANT EQUIPMENT REPAIRS	10,000	
400 3010 533 4611	MAINTENANCE CONTRACTS	14,400
ELEVATED STORAGE TANK MAINT CONTRACT	11,000	
TRIMBLE HANDHELD RANGER MAINT- MONTHLY @ \$42	500	
PW COPIER MAINTENANCE/ FEES	1,200	
RADIO SYSTEM MAINTENANCE (ALL WATER RADIOS)	1,700	
400 3010 533 4650	VEHICLE REPAIRS	18,000
WATER VEHICLES GENERAL MAINTENANCE	3,500	
REPAIRS TO V#12 - A/C WORK & TIRES	2,000	
REPAIRS TO V#19 - A/C WORK & TIRES	2,000	
REPAIRS TO V#25 - HYDRAULICS & FUEL PUMP	4,000	
TREATMENT PLANT GENERATOR MAINT @ 50% WA/WW	6,500	

BUDGET FY 2015-16

EXPENSES (Detail)

400 3010 533 4700	PRINTING & BINDING	2,500
	ANNUAL CCR REPORT	1,000
	CUSTOMER NOTICE DOOR KNOCKERS	1,500
400 3010 533 4910	OTHER SPECIAL COSTS	2,000
	UTILITY BILLING CUSTOMER DEPOSIT INTEREST EXPENSE	2,000
400 3010 533 4959	BAD DEBT EXPENSE	15,000
	ALLOWANCE FOR UNCOLLECTIBLE ACCTS FOR UB > 90 DAYS	15,000
400 3010 533 5100	OFFICE SUPPLIES	1,500
	PAPER, ENVELOPES, ETC	1,500
400 3010 533 5201	OPERATING SUPPLIES	188,400
	WATER METER BOXES, TRANSPONDERS, PARTS, ETC	20,000
	WATER DISTRIBUTION PARTS, FITTINGS, VALVES, ETC	35,000
	LAB SUPPLIES	6,700
	WATER TREATMENT PLANT CHEMICALS (ESTIMATED ANNUAL)	112,700
	BUILDING MATERIAL FOR REPAIRS	8,000
	WTP INSTITUTIONAL SUPPLIES: LIGHTS, SOAP, MOPS, ETC	5,000
	OTHER MISC SAFETY GEAR, RAIN GEAR, TOOLS, ETC	1,000
400 3010 533 5204	SMALL TOOLS & EQUIPMENT	700
	100 FOOT PRESSURE WASHER HOSE	500
	SPRAY NOZZELS	100
	SPRAY GUN	100
400 3010 533 5219	UNIFORM EXPENSE	3,100
	UNIFORMS - \$130 EST EXP X 1 EMPLOYEE X 30%	100
	UNIFORM REPAIRS (ESTIMATED)	200
	UNIFORMS - \$250 EST EXP X 1 EMPLOYEE X 33%	100
	CLOTHING ALLOWANCE - 2 @ \$200 X 20%	100
	CLOTHING ALLOWANCE - 1 @ \$100 X 30%	100
	TOOL ALLOWANCE - 1 @ \$200 X 33%	100
	UNIFORMS - \$200 EST EXP X 12 EMPLOYEES	2,400
400 3010 533 5250	FUEL & OIL SUPPLIES	20,000
	ALL WATER VEHICLES (INCL UB, PLANT GENERATOR)	20,000
400 3010 533 5400	BOOKS/PUBL/SUBSCR/MEMBERS	2,500
	FDEP PLANT/DISTB OPERATOR LICENSES (6@\$75,4@\$50)	700
	FLORIDA RURAL WATER ASSOC MEMBERSHIP (FRWA)	600
	FW&PCOA MEMBERSHIP (8 @ \$30 EA)	300
	EVRWA MEMBERHSIP DUES (1/3 OF \$1,330)	500
	SUNSHINE STATE ONE CALL (1/3 OF EST \$1,200)	400

BUDGET FY 2015-16

EXPENSES (Detail)

400	3010	533	5501	TRAINING & EDUCATION COST		4,800
				PLANT OPERATOR CERT CEU PROGRAMS (6 OPERATORS)	1,200	
				DISTRIBUTION CERT & CEU PROGRAMS (4 OPERATORS)	1,200	
				MOT CERTIFICATION (3 @ \$400)	1,200	
				OTHER MISC TRAINING COURSES/SEMINARS: SAFETY, ETC	1,200	
TOTAL FOR DEPT:				3010		1,549,200

BUDGET FY 2015-16**EXPENSES****WATER & SEWER FUND**

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
SEWER SERVICES					
1 Personnel 400 3020 535					
1100 EXECUTIVE SALARIES	0	13,259	13,400	13,500	18,600
1200 REGULAR SALARIES & WAGE	422,637	474,778	471,900	476,500	495,000
1400 OVERTIME	26,052	30,528	4,400	30,500	36,700
2100 FICA/MEDICARE TAXES	30,617	35,425	37,700	38,100	42,400
2200 RETIREMENT CONTRIBUTION	25,098	53,808	36,200	36,500	39,700
2300 LIFE & HEALTH INSURANCE	77,516	78,227	87,500	87,500	100,200
2400 WORKERS COMP INSURANCE	6,648	7,048	13,100	13,100	11,200
2500 UNEMPLOYMENT COMP	5,118	4,835	7,400	7,500	900
Subtotal	593,686	697,908	671,600	703,200	744,700

BUDGET FY 2015-16**EXPENSES****WATER & SEWER FUND**

				FY12-13	FY 13-14	FY14-15	FY14-15	FY15-16
				Actuals	Actuals	Original	Amended	Proposed
2 Operating	400	3020	535					
3101 PROFESSIONAL SERVICES				62,265	45,369	76,200	66,200	77,100
3150 LEGAL/OFFICIAL ADVERTISNG				0	198	0	0	0
3400 OTHER SERVICES				39,381	38,417	64,200	64,200	61,200
4001 REGULAR TRAVEL				36	163	900	900	500
4100 COMMUNICATION SERVICES				3,185	4,425	2,200	5,000	3,000
4200 POSTAGE, FRT, EXPRESS				1,068	3,836	6,000	6,000	3,000
4301 UTILITY SERVICES				122,419	128,861	140,000	140,000	140,000
4400 RENTALS & LEASES				46	2,378	2,700	2,700	2,700
4500 INSURANCE/NON-EMPLOYEE				32,764	27,507	32,000	27,600	23,000
4601 REPAIRS & MAINTENANCE				152,065	127,762	186,000	185,100	217,700
4611 MAINTENANCE CONTRACTS				0	283	1,900	2,800	1,900
4650 VEHICLE REPAIRS				10,047	6,745	14,500	14,500	16,100
4700 PRINTING & BINDING				95	86	500	500	500
4901 MISC EXPENSE				262	0	200	200	0
4959 BAD DEBT EXPENSE				10,688	14,819	12,000	12,000	12,000
5100 OFFICE SUPPLIES				545	750	1,000	1,000	1,000
5201 OPERATING SUPPLIES				102,769	116,754	188,200	176,800	193,100
5202 COMPUTERS				0	0	1,000	1,400	0
5204 SMALL TOOLS & EQUIPMENT				691	1,760	1,700	1,700	1,700
5219 UNIFORM EXPENSE				2,224	2,497	2,600	2,600	2,900
5250 FUEL & OIL SUPPLIES				12,891	11,965	15,000	15,000	18,000
5400 BOOKS/PUBL/SUBSCR/MEMBERS				721	535	2,000	2,000	1,900
5501 TRAINING & EDUCATION COST				825	2,853	8,000	8,000	4,000
			Subtotal	554,987	537,963	758,800	736,200	781,300

SEWER SERVICES	Total	1,148,673	1,235,871	1,430,400	1,439,400	1,526,000
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WATER & SEWER ADMIN

2 Operating	400	3060	536					
5910 GAINS/LOSS ON DISPOSALS				7,845	0	0	0	0
5920 DEPRECIATION EXPENSE				1,195,535	1,376,997	0	0	0
				Subtotal	1,203,380	1,376,997	0	0

WATER & SEWER ADMIN	Total	1,203,380	1,376,997	0	0	0
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BUDGET FY 2015-16

WATER & SEWER FUND

EXPENSES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
INTERFUND TRANSFERS					
4 Debt Svc/ 400 8110 581					
9101 TRANSFER TO GENERAL FUND	516,800	531,800	531,800	531,800	588,100
9110 TRANSFER TO REN & REPLACE	318,000	783,300	1,375,600	1,378,500	1,047,700
9120 TRANSFER TO DEBT SRVC FND	987,700	945,200	944,700	944,700	938,900
9122 TRANS TO SERIES 2005 DEBT	110,100	109,900	107,200	107,200	109,600
9150 TRANSFER TO STORMWATER	42,000	42,000	42,000	42,000	42,000
9160 TRANSFER TO CAPITAL PRJCT	0	1,500,261	0	0	0
9180 TRSF TO SRL-#2001 / 2005	201,300	201,300	201,300	201,300	201,300
9185 TRSF TO SRL DEBT - #2007	329,300	350,300	329,300	329,300	329,300
9187 TSFR to 2011 W&S R&R LOAN	0	330,200	328,800	328,800	325,500
9188 TSFR TO 2013 WTR MTR BOND	185	169,900	172,200	172,200	170,800
Subtotal	2,505,385	4,964,161	4,032,900	4,035,800	3,753,200
INTERFUND TRANSFERS Total	2,505,385	4,964,161	4,032,900	4,035,800	3,753,200
FUND TOTALS	6,074,198	8,814,804	7,008,600	7,008,600	6,828,400

BUDGET FY 2015-16					EXPENSES (Detail)	
400 3020 535 1100	EXECUTIVE SALARIES					18,600
	EXECUTIVE SALARIES				18,600	
400 3020 535 1200	REGULAR SALARIES & WAGE					495,000
	REGULAR SALARIES & WAGES				495,000	
400 3020 535 1400	OVERTIME					36,700
	OVERTIME				36,700	
400 3020 535 2100	FICA/MEDICARE TAXES					42,400
	FICA/MEDICARE TAXES				42,400	
400 3020 535 2200	RETIREMENT CONTRIBUTION					39,700
	RETIREMENT CONTRIBUTION				39,700	
400 3020 535 2300	LIFE & HEALTH INSURANCE					100,200
	LIFE & HEALTH INSURANCE				100,200	
400 3020 535 2400	WORKERS COMP INSURANCE					11,200
	WORKERS COMP INSURANCE				11,200	
400 3020 535 2500	UNEMPLOYMENT COMP					900
	UNEMPLOYMENT COMP - Q1				900	
400 3020 535 3101	PROFESSIONAL SERVICES					77,100
	METTLER BALANCE CERTIFICATION				500	
	MISC ENGINEERING ASSISTANCE				5,000	
	WEEKLY ANALYSES & MONITORING				4,700	
	ZINC & NICKEL TESTING				6,500	
	INFLUENT & EFFLUENT TESTING				28,800	
	CERT & EQUIP SERVICES SULFUR & CHLORINE@ 50% WA/WW				8,800	
	LAB LICENSING & CERTIFICATION @ 50% WA/WW				5,000	
	OPERATIONAL LICENSING & CERTIFICATIONS				16,600	
	CONTINUOUS METER CALIBRATIONS				1,200	
400 3020 535 3400	OTHER SERVICES					61,200
	COLLECTION FEES (SPLIT WATER/SEWER/SOLID WASTE)				1,100	
	SLUDGE CONTRACT @ 50%				60,100	
400 3020 535 4001	REGULAR TRAVEL					500
	MEAL ALLOWANCE; LODGING; MILEAGE				500	
400 3020 535 4100	COMMUNICATION SERVICES					3,000
	CELL PHONE ALLOWANCE - 1 @ \$600 X 20%				200	
	CELL PHONE ALLOWANCE - 1 @ \$600 X 30%				200	
	CELL PHONE ALLOWANCE - 1 @ \$600				600	
	PHONE & INTERNET SERVICE (ESTIMATED ANNUAL)				2,000	
400 3020 535 4200	POSTAGE, FRT, EXPRESS					3,000
	POSTAGE; FREIGHT; EXPRESS; FUEL SURCHARGE				3,000	

BUDGET FY 2015-16

EXPENSES (Detail)

400	3020	535	4301	UTILITY SERVICES	140,000
				ELECTRICITY, GAS, WATER	140,000
400	3020	535	4400	RENTALS & LEASES	2,700
				PW COPIER LEASE @ 25%	700
				MISC EQUIPMENT RENTALS	2,000
400	3020	535	4500	INSURANCE/NON-EMPLOYEE	23,000
				NON-EMPLOYEE INSURANCE	23,000
400	3020	535	4601	REPAIRS & MAINTENANCE	217,700
				SCADA SYSTEM MAINTENANCE	30,000
				OTHER MISC FILTER MAINTENANCE	14,000
				INFLUENT & EFFLUENT INSPECTIONS & REPAIR	2,000
				RADIO REPAIRS FOR ALL WW RADIOS (ESTIMATED)	1,000
				OTHER MISC PLANT EQUIPMENT REPAIRS	7,000
				REPLACEMENT EMERGENCY EYEWASH STATIONS - 2 @\$3,200	6,400
				REPLACEMENT RED BALL DUCK VALVES FOR AERATED TANK	7,000
				SCUM PUMP FOR CLARIFIER #3	8,000
				DISC FLOW PUMP FOR SLUDGE PUMP IN SOLIDS BLDG	6,500
				RECYCLE PUMP IMPELLERS	12,000
				SERVICE TO RECYCLE PUMPS - 2 @ \$7,000	14,000
				SEWER MAIN, MANHOLE, CLEANOUT, LATERAL, ETC REPAIR	15,000
				FEC ANNUAL BLANKET UTILITY CROSSING FEES	2,300
				REPLACEMENT MEMBRANE DISK FILTERS (YR 3 OF 4)	8,500
				NEW 10HP PUMP FOR LS #19	7,500
				WWTF GENERAL REPAIRS & MAINTENANCE	6,500
				GEL-COAT ALUM TANKS & SAND FILTER TROUGHS	1,300
				MOTOR CONTROL CENTER #3 LIGHT REPLACEMENT	2,000
				CHEMICAL STORAGE BLDG LIGHT REPLACEMENT	2,200
				RE-COAT INFLUENT END OF SAND FILTERS	3,000
				ROOF FAN REPLACEMENT ON SOLID HANDLING BLDG	8,500
				WWTF GENERAL ELECTRICAL REPAIRS	15,000
				INSTRUMENTATION MAINTENANCE	8,000
				GENERAL LIFT STATION MAINTENANCE & REPAIRS	30,000
400	3020	535	4611	MAINTENANCE CONTRACTS	1,900
				PW COPIER MAINTENANCE/ FEES	900
				RADIO SYSTEM MAINTENANCE (ALL WW RADIOS)	1,000

BUDGET FY 2015-16 EXPENSES (Detail)

400 3020 535 4650	VEHICLE REPAIRS	16,100
	TREATMENT PLANT GENERATOR MAINT @ 50% WA/WW	6,500
	ALL WASTEWATER VEHICLES (INCL ALL LS GENERATORS)	8,000
	REPAIRS TO V#37 - BATTERIES	200
	REPAIRS TO V#38 - BATTERIES	200
	REPAIRS TO V#G41 - BATTERIES & TIRES	600
	REPAIRS TO V#G42 - BATTERIES & TIRES	600
400 3020 535 4700	PRINTING & BINDING	500
	MISC PRINTING & BINDING (MAPS, REPORTS, ETC)	500
400 3020 535 4959	BAD DEBT EXPENSE	12,000
	ALLOWANCE FOR UNCOLLECTIBLE ACCTS FOR UB > 90 DAYS	12,000
400 3020 535 5100	OFFICE SUPPLIES	1,000
	PAPER, ENVELOPES, BINDERS, ETC	1,000
400 3020 535 5201	OPERATING SUPPLIES	193,100
	WWTF INSTITUTIONAL SUPPLIES: LIGHTS, SOAP, MOPS, ETC	5,000
	BUILDING MATERIAL FOR REPAIRS	8,000
	WWTF TREATMENT CHEMICALS (ESTIMATED ANNUAL)	120,700
	LAB SUPPLIES	13,200
	SEWER COLLECTION & LS PARTS, FITTINGS, PIPING, ETC	45,000
	SAFETY GEAR, RAIN GEAR, TOOLS, ETC	1,000
	MATS CLEANING/REPLACEMENT SERVICE	200
400 3020 535 5204	SMALL TOOLS & EQUIPMENT	1,700
	MISC REPLACEMENT TOOLS/EQUIPMENT	1,700
400 3020 535 5219	UNIFORM EXPENSE	2,900
	UNIFORM REPAIRS (ESTIMATED)	200
	UNIFORMS - \$250 EST EXP X 1 EMPLOYEE X 33%	100
	UNIFORMS - \$130 EST EXP X 1 EMPLOYEE X 30%	100
	UNIFORMS - \$200 EST EXP X 11 EMPLOYEES	2,200
	TOOL ALLOWANCE - 1 @ \$200 X 33%	100
	CLOTHING ALLOWANCE - 2 @ \$600 X 20%	100
	CLOTHING ALLOWANCE - 1 @ \$100 X 30%	100
400 3020 535 5250	FUEL & OIL SUPPLIES	18,000
	ALL WASTEWATER VEHICLES (INCLUDES GENERATORS)	18,000
400 3020 535 5400	BOOKS/PUBL/SUBSCR/MEMBERS	1,900
	DEPT OF PROF REG PLANT OPERATOR LICENSES (7 @ \$75)	600
	SUNSHINE STATE ONE CALL (1/3 OF EST \$1,200)	400
	EVRWA MEMBERSHIP DUES (1/3 OF \$1,330)	500
	FW&PCOA MEMBERSHIPS (7 @ \$30)	300
	FL INDUSTRIAL PRETREATMENT ASSOC (2 @ \$40)	100

BUDGET FY 2015-16

EXPENSES (Detail)

400	3020	535	5501	TRAINING & EDUCATION COST	4,000
				FWRC WASTEWATER CONFERENCE - REGISTRATION	500
				OPERATOR CERTIFICATION PROGRAMS	2,000
				OTHER MISC TRAINING: SAFETY, COLLECTIONS, BELT PRESS	1,500
TOTAL FOR DEPT:				3020	1,526,000

BUDGET FY 2015-16				EXPENSES (Detail)	
400 8110 581 9101	TRANSFER TO GENERAL FUND				588,100
TRANSFER TO GENERAL FUND				588,100	
400 8110 581 9110	TRANSFER TO REN & REPLACE				1,047,700
TRANSF TO RENEWAL & REPLACEMENT FOR CAPITAL OUTLAY				1,047,700	
400 8110 581 9120	TRANSFER TO DEBT SRVC FND				938,900
TRANSFER TO FUND 471 2012 W&S BOND				938,900	
400 8110 581 9122	TRANS TO SERIES 2005 DEBT				109,600
TRANSFER TO FD 474 2005 DEBT				109,600	
400 8110 581 9150	TRANSFER TO STORMWATER				42,000
TRANSFER TO STORMWATER				42,000	
400 8110 581 9180	TRSF TO SRL-#2001 / 2005				201,300
TRANSFER TO 2001 SRF LOAN 70905P FUND 472				160,500	
TRANSFER TO 2005 SRF LOAN 709070 FUND 475				40,800	
400 8110 581 9185	TRSF TO SRL DEBT - #2007				329,300
TRANSFER TO 2007 SRF LOAN 709080 WW				329,300	
400 8110 581 9187	TSFR to 2011 W&S R&R LOAN				325,500
TRANSFER TO FD 477 2011 W&S R&R LOAN				325,500	
400 8110 581 9188	TSFR TO 2013 WTR MTR BOND				170,800
TRANSFER TO FUND 478 DEBT SERVICE				170,800	
TOTAL FOR DEPT: 8110					3,753,200

BUDGET FY 2015-16

REVENUES

PROPRIETARY R&R FUND				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
CHARGES FOR SERVICES								
407	0000	343	3101 INSIDE CITY LIMITS	298,693	289,894	287,500	287,500	289,400
	0000		3110 OUTSIDE CITY LIMITS	4,655	4,630	4,000	4,000	4,600
	0000		5150 INSIDE CITY LIMITS	298,826	290,547	287,500	287,500	289,400
	0000		5160 OUTSIDE CITY LIMITS	4,285	4,225	4,000	4,000	4,600
				606,459	589,296	583,000	583,000	588,000
INTEREST EARNINGS								
407	0000	361	1000 INVESTMENTS	768	8	0	0	0
	0000		1500 STI - SUNTRUST INVESTMENT	0	23	0	0	0
				768	31	0	0	0
APPROPRIATIONS								
407	0000	380	1000 APPROPRIATED FUND BAL	0	0	469,600	469,600	0
				0	0	469,600	469,600	0
PROPRIETARY R&R FUND				607,227	589,327	1,052,600	1,052,600	588,000

BUDGET FY 2015-16

PROPRIETARY R&R FUND

EXPENSES

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
WATER UTILITY						
2 Operating	407 3010 533					
3400 OTHER SERVICES		768	8	0	0	0
4959 BAD DEBT EXPENSE		3,687	2,263	1,000	1,000	2,000
	Subtotal	4,455	2,271	1,000	1,000	2,000
WATER UTILITY	Total	4,455	2,271	1,000	1,000	2,000
SEWER SERVICES						
2 Operating	407 3020 535					
4959 BAD DEBT EXPENSE		3,687	2,263	1,000	1,000	2,000
	Subtotal	3,687	2,263	1,000	1,000	2,000
SEWER SERVICES	Total	3,687	2,263	1,000	1,000	2,000
INTERFUND TRANSFERS						
4 Debt Svc/	407 8110 581					
9130 TRANSFER TO WATER & SEWER		0	1,077,100	0	1,050,600	584,000
9187 TSFR to 2011 W&S R&R LOAN		399,087	0	1,050,600	0	0
9188 TSFR TO 2013 WTR MTR BOND		8,000	0	0	0	0
	Subtotal	407,087	1,077,100	1,050,600	1,050,600	584,000
INTERFUND TRANSFERS	Total	407,087	1,077,100	1,050,600	1,050,600	584,000
FUND TOTALS		415,229	1,081,634	1,052,600	1,052,600	588,000

BUDGET FY 2015-16

EXPENSES (Detail)

407	3010	533	4959	BAD DEBT EXPENSE	2,000
BAD DEBT					2,000
TOTAL FOR DEPT: 3010					2,000

BUDGET FY 2015-16

EXPENSES (Detail)

407	3020	535	4959	BAD DEBT EXPENSE	2,000
BAD DEBT					2,000
TOTAL FOR DEPT: 3020					2,000

BUDGET FY 2015-16

EXPENSES (Detail)

407 8110 581 9130	TRANSFER TO WATER & SEWER	584,000
	TRANSFER TO W&S FOR DEBT SERVICE	496,300
	TRANSFER TO W&S TOWARD CAPITAL OUTLAY	87,700
TOTAL FOR DEPT: 8110		584,000

BUDGET FY 2015-16

REVENUES

STORMWATER FUND					FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
CHARGES FOR SERVICES									
460	0000	343	9080	NON AD-VALOREM STORMWA	760,971	721,891	790,500	790,500	920,500
	0000		9081	STORMWATER, APARTMENT	16,196	16,196	0	0	0
	0000		9082	STORMWATER, COMMERCIAL	18,571	18,373	0	0	0
	0000		9085	STORMWATER, MULTI-FAMILY	5,638	5,638	0	0	0
	0000		9089	DELINQ NON AD-VAL STRMWT	308	34,063	0	0	0
					801,684	796,161	790,500	790,500	920,500
INTEREST EARNINGS									
460	0000	361	1000	INVESTMENTS	1,674	1,799	0	0	0
	0000		1500	STI - SUNTRUST INVESTMENT	240	38	0	0	0
					1,914	1,837	0	0	0
APPROPRIATIONS									
460	0000	380	1200	APPROP RES-STRM DRAIN	0	0	1,551,200	1,551,200	1,425,600
					0	0	1,551,200	1,551,200	1,425,600
TRANSFERS FROM ENTERPRISE OPERATIONS									
460	0000	381	1000	TRANSFER FRM W&S FUND	42,000	42,000	42,000	42,000	42,000
	0000		3000	TRANS FRM DEBT SERVICE	276,131	402,526	0	0	0
					318,131	444,526	42,000	42,000	42,000
STORMWATER FUND					1,121,729	1,242,524	2,383,700	2,383,700	2,388,100

BUDGET FY 2015-16

EXPENSES

STORMWATER FUND

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
STORMWATER MANAGEMENT					
1 Personnel 460 3080 538					
1100 EXECUTIVE SALARIES	0	6,630	6,700	6,800	9,400
1200 REGULAR SALARIES & WAGE	90,709	127,261	137,000	138,300	162,400
1400 OVERTIME	645	418	1,200	1,200	1,200
2100 FICA/MEDICARE TAXES	6,493	9,470	11,200	11,300	13,400
2200 RETIREMENT CONTRIBUTION	5,579	17,105	12,600	12,600	15,400
2300 LIFE & HEALTH INSURANCE	22,030	25,761	34,100	34,100	31,000
2400 WORKERS COMP INSURANCE	4,416	1,862	12,200	12,200	10,100
2500 UNEMPLOYMENT COMP	1,035	1,236	2,200	2,300	300
Subtotal	130,907	189,743	217,200	218,800	243,200

BUDGET FY 2015-16

STORMWATER FUND

EXPENSES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
2 Operating 460 3080 538					
3101 PROFESSIONAL SERVICES	0	23,235	141,000	141,000	11,000
3400 OTHER SERVICES	67,117	80,669	100,000	100,000	99,300
4001 REGULAR TRAVEL	71	197	500	500	500
4100 COMMUNICATION SERVICES	0	241	0	300	1,100
4200 POSTAGE, FRT, EXPRESS	0	233	1,000	1,000	500
4301 UTILITY SERVICES	22,416	22,067	26,000	26,000	26,000
4400 RENTALS & LEASES	266	759	1,700	1,700	1,700
4500 INSURANCE/NON-EMPLOYEE	7,021	5,525	5,500	5,500	4,600
4601 REPAIRS & MAINTENANCE	6,682	17,125	41,000	41,000	34,400
4611 MAINTENANCE CONTRACTS	0	283	1,400	1,400	1,400
4650 VEHICLE REPAIRS	14,917	20,263	16,000	16,000	30,000
4700 PRINTING & BINDING	178	0	500	500	500
4959 BAD DEBT EXPENSE	-1,689	-439	0	0	0
5100 OFFICE SUPPLIES	693	162	500	500	500
5201 OPERATING SUPPLIES	6,330	2,454	18,000	17,100	18,000
5202 COMPUTERS	0	0	0	400	0
5204 SMALL TOOLS & EQUIPMENT	0	0	2,500	2,500	1,000
5219 UNIFORM EXPENSE	600	821	1,000	1,000	1,400
5250 FUEL & OIL SUPPLIES	23,184	25,890	20,000	20,000	26,000
5300 ROAD MATERIAL & SUPPLIES	2,025	3,320	10,000	10,000	10,000
5400 BOOKS/PUBL/SUBSCR/MEMBERS	528	715	1,400	1,400	1,400
5501 TRAINING & EDUCATION COST	149	602	1,500	1,200	1,300
5920 DEPRECIATION EXPENSE	295,872	294,732	0	0	0
Subtotal	446,360	498,854	389,500	389,000	270,600
3 Capital 460 3080 538					
6100 LAND	0	0	0	0	500,000
6300 INFRASTRUCTURE	0	0	1,297,200	1,295,600	795,600
6400 MACHINERY & EQUIPMENT	0	0	76,100	76,600	138,000
Subtotal	0	0	1,373,300	1,372,200	1,433,600
STORMWATER MANAGE Total	577,267	688,597	1,980,000	1,980,000	1,947,400

BUDGET FY 2015-16**EXPENSES****STORMWATER FUND**

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
INTERFUND TRANSFERS						
4 Debt Svc/	460 8110 581					
9101 TRANSFER TO GENERAL FUND		50,000	50,000	50,000	50,000	87,000
9120 TRANSFER TO DEBT SRVC FND		98,218	163,328	0	0	0
9180 TRSF TO SRL-#2001 / 2005		383,175	353,700	353,700	353,700	353,700
	Subtotal	531,393	567,028	403,700	403,700	440,700
INTERFUND TRANSFERS	Total	531,393	567,028	403,700	403,700	440,700
FUND TOTALS		1,108,660	1,255,625	2,383,700	2,383,700	2,388,100

BUDGET FY 2015-16					EXPENSES (Detail)
460 3080 538 1100	EXECUTIVE SALARIES			9,400	
EXECUTIVE SALARIES				9,400	
460 3080 538 1200	REGULAR SALARIES & WAGE			162,400	
REGULAR SALARIES & WAGES				162,400	
460 3080 538 1400	OVERTIME			1,200	
OVERTIME				1,200	
460 3080 538 2100	FICA/MEDICARE TAXES			13,400	
FICA/MEDICARE TAXES				13,400	
460 3080 538 2200	RETIREMENT CONTRIBUTION			15,400	
RETIREMENT CONTRIBUTION				15,400	
460 3080 538 2300	LIFE & HEALTH INSURANCE			31,000	
LIFE & HEALTH INSURANCE				31,000	
460 3080 538 2400	WORKERS COMP INSURANCE			10,100	
WORKERS COMP INSURANCE				10,100	
460 3080 538 2500	UNEMPLOYMENT COMP			300	
UNEMPLOYMENT COMP - Q1				300	
460 3080 538 3101	PROFESSIONAL SERVICES			11,000	
NPDES MS4 PERMIT				9,000	
OTHER STORMWATER PERMITS & REQUIREMENTS				2,000	
460 3080 538 3400	OTHER SERVICES			99,300	
LAKE DRS RETENTION POND MAINTENANCE @ \$661/MO				8,000	
USA SERVICES STREET SWEEPING CONTRACT				42,500	
FL DEPT OF CORRECTIONS CONTRACT @ 50%				28,800	
SPECIAL ASSESSMENT CALCULATION REVIEW				20,000	
460 3080 538 4001	REGULAR TRAVEL			500	
MEAL ALLOWANCE; LODGING; MILEAGE				200	
FL STORMWATER ASSOC ANNUAL CONFERENCE EST EXP				300	
460 3080 538 4100	COMMUNICATION SERVICES			1,100	
CELL PHONE ALLOWANCE - 2 @ \$600 X 10%				200	
CELL PHONE ALLOWANCE - 1 @ \$600 X 50%(JZ ALL 460)				600	
CELL PHONE - CORRECTIONS OFC PER #WS962 @ 50%				300	
460 3080 538 4200	POSTAGE, FRT, EXPRESS			500	
POSTAGE; FREIGHT; EXPRESS				500	
460 3080 538 4301	UTILITY SERVICES			26,000	
UTILITY SERVICES				26,000	
460 3080 538 4400	RENTALS & LEASES			1,700	
MISC EQUIPMENT RENTALS				1,000	
PW COPIER LEASE @ 25% = \$700				700	

BUDGET FY 2015-16

EXPENSES (Detail)

460 3080 538 4500	INSURANCE/NON-EMPLOYEE	4,600
	NON-EMPLOYEE INSURANCE	4,600
460 3080 538 4601	REPAIRS & MAINTENANCE	34,400
	SW PIPE REPAIR, LINING, REPLACEMENT, ETC	20,000
	RADIO REPAIRS FOR ALL SW RADIOS (ESTIMATED)	1,000
	FOUNTAIN PUMPS & CONTROLS	5,000
	FEC ANNUAL BLANKET UTILITY CROSSING FEES	3,400
	CATCH BASIN & STORMWATER MANHOLE REPAIRS	5,000
460 3080 538 4611	MAINTENANCE CONTRACTS	1,400
	COPIER & PRINTER MAINTENANCE CONTRACTS/COPY FEES	500
	ANNUAL RADIO SYSTEM MAINTENANCE (ALL SW RADIOS)	900
460 3080 538 4650	VEHICLE REPAIRS	30,000
	REPAIRS TO V#868 - STEERING, FRONT TIRES, HYDRAULICS	4,000
	REPAIRS TO V#869 - REAR DOOR SEAL	400
	REPAIRS TO V#864 - REAR TIRES	800
	REPAIRS TO V#136 - TIRES	700
	STORMWATER VEHICLES, HEAVY EQUIPMENT, PUMPS	22,100
	REPAIRS TO V#935 - TRANSMISSION	2,000
460 3080 538 4700	PRINTING & BINDING	500
	STORMWATER LITERATURE, HANDOUTS (NPDES)	500
460 3080 538 5100	OFFICE SUPPLIES	500
	PAPER, ENVELOPES, ETC	500
460 3080 538 5201	OPERATING SUPPLIES	18,000
	PIPE, MH COVERS, BASIN GRATES, TOOLS, SUPPLIES, ETC	18,000
460 3080 538 5204	SMALL TOOLS & EQUIPMENT	1,000
	MISC TOOLS	1,000
460 3080 538 5219	UNIFORM EXPENSE	1,400
	UNIFORMS - \$180 EST EXP X 7 EMPLOYEES X 50%	700
	UNIFORM REPAIRS (ESTIMATED)	200
	UNIFORMS - \$130 EST EXP X 1 EMPLOYEE X 10%	100
	CLOTHING ALLOWANCE - 1 @ \$100 X 10%	100
	CLOTHING ALLOWANCE - 2 @ \$200 X 10%	100
	UNIFORMS - \$250 EST EXP X 1 EMPLOYEE X 34%	100
	TOOL ALLOWANCE - 1 @ \$200 X 34%	100
460 3080 538 5250	FUEL & OIL SUPPLIES	26,000
	GASOLINE & DIESEL FUEL, OIL, HYDRAULIC FLUID, ETC	26,000
460 3080 538 5300	ROAD MATERIAL & SUPPLIES	10,000
	SHELL, LIMEROCK, DIRT, CEMENT, ASPHALT, ETC	10,000

BUDGET FY 2015-16

EXPENSES (Detail)

460 3080 538 5400	BOOKS/PUBL/SUBSCR/MEMBERS		1,400
	EVRWA MEMBERSHIP DUES (1/3 OF \$1,330)	500	
	SUNSHINE STATE ONE CALL (1/3 OF EST \$1,200)	400	
	FL STORMWATER ASSOCIATION MEMBERSHIP	500	
460 3080 538 5501	TRAINING & EDUCATION COST		1,300
	SW OPERATOR CERTIFICATION COURSE - 3 @ \$220	700	
	MISC TRAINING COURSES/SEMINARS; SAFETY, MAINT ETC	200	
	FL STORMWATER ASSOC ANNUAL CONFERENCE REGISTRATION	400	
460 3080 538 6100	LAND		500,000
	STORMWATER MASTER PLAN LAND ACQUISITION	500,000	
460 3080 538 6300	INFRASTRUCTURE		795,600
	STORMWATER MASTER PLAN IMPROVEMENT PROJECTS	795,600	
460 3080 538 6400	MACHINERY & EQUIPMENT		138,000
	REPLACEMENT MINI DUMP TRUCK (V#756)	28,000	
	REPLACEMENT END LOADER (V#886)	85,000	
	REPLACEMENT VAN (V#47 - INMATES)	25,000	
TOTAL FOR DEPT: 3080			1,947,400

BUDGET FY 2015-16

EXPENSES (Detail)

460 8110 581 9101	TRANSFER TO GENERAL FUND	87,000
	TRANSFER TO GENERAL FUND	87,000
460 8110 581 9180	TRSF TO SRL-#2001 / 2005	353,700
	TRANSFER TO 2003 SRF LOAN 70906P DRAINAGE	353,700
TOTAL FOR DEPT: 8110		440,700

BUDGET FY 2015-16

REVENUES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
STORMWTR DRAINAGE DEBT SV					
INTEREST EARNINGS					
461 0000 361 1500 STI - SUNTRUST INVESTMENT	15	17	0	0	0
	15	17	0	0	0
TRANSFERS FROM ENTERPRISE OPERATIONS					
461 0000 381 1000 TRANSFER FRM W&S FUND	98,218	0	0	0	0
0000 7500 TRANSFER FRM STORMWATER	383,175	353,700	353,700	353,700	353,700
	481,393	353,700	353,700	353,700	353,700
STORMWTR DRAINAGE DEBT SV	481,408	353,717	353,700	353,700	353,700

BUDGET FY 2015-16

EXPENSES

STORMWTR DRAINAGE DEBT SV

			FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
DEBT SERVICE							
4 Debt Svc/	461	1701	517				
7180 DEBT SERVICE				0	0	289,100	289,100
7280 DEBT SERVICE				76,161	69,735	64,600	57,900
				Subtotal	76,161	69,735	353,700
					76,161	69,735	353,700
DEBT SERVICE				Total	76,161	69,735	353,700
INTERFUND TRANSFERS							
4 Debt Svc/	461	8110	581				
9150 TRANSFER TO STORMWATER				276,131	402,526	0	0
				Subtotal	276,131	402,526	0
					276,131	402,526	0
INTERFUND TRANSFERS				Total	276,131	402,526	0
FUND TOTALS					352,292	472,261	353,700

BUDGET FY 2015-16

EXPENSES (Detail)

461 1701 517 7180	DEBT SERVICE	295,800
2003 SRF LOAN 70906P DRAINAGE		295,800
461 1701 517 7280	DEBT SERVICE	57,900
2003 SRF LAON 70906P DRAINAGE		57,900
TOTAL FOR DEPT: 1701		353,700

BUDGET FY 2015-16

REVENUES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
DEBT SERVICE					
INTEREST EARNINGS					
471 0000 361 1500 STI - SUNTRUST INVESTMENT	52	54	0	0	0
	52	54	0	0	0
TRANSFERS FROM ENTERPRISE OPERATIONS					
471 0000 381 1000 TRANSFER FRM W&S FUND	987,700	945,200	944,700	944,700	938,900
	987,700	945,200	944,700	944,700	938,900
DEBT SERVICE	987,752	945,254	944,700	944,700	938,900

BUDGET FY 2015-16**EXPENSES****DEBT SERVICE**

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
DEBT SERVICE						
4 Debt Svc/	471 1701 517					
7160 WATER & SEWER BONDS		0	0	795,000	795,000	810,000
7260 WATER & SEWER BONDS		164,580	150,150	142,400	142,400	126,800
	Subtotal	164,580	150,150	937,400	937,400	936,800
DEBT SERVICE	Total	164,580	150,150	937,400	937,400	936,800
INTERFUND TRANSFERS						
4 Debt Svc/	471 8110 581					
9130 TRANSFER TO WATER & SEWER		0	740,000	0	0	0
	Subtotal	0	740,000	0	0	0
INTERFUND TRANSFERS	Total	0	740,000	0	0	0
OTHER NONOPERATING						
4 Debt Svc/	471 9010 590					
9901 BUDGET RESVE/CONTINGENCY		0	0	7,300	7,300	2,100
	Subtotal	0	0	7,300	7,300	2,100
OTHER NONOPERATING	Total	0	0	7,300	7,300	2,100
FUND TOTALS		164,580	890,150	944,700	944,700	938,900

BUDGET FY 2015-16

EXPENSES (Detail)

471 1701 517 7160	WATER & SEWER BONDS	810,000
DEBT SERVICE PRINCIPAL		810,000
471 1701 517 7260	WATER & SEWER BONDS	126,800
DEBT SERVICE INTEREST		126,800
TOTAL FOR DEPT: 1701		936,800

BUDGET FY 2015-16

EXPENSES (Detail)

471	9010	590	9901	BUDGET RESVE/CONTINGENCY	2,100
BUDGET RESERVE/CONTINGENCY					2,100
TOTAL FOR DEPT: 9010					2,100

BUDGET FY 2015-16

REVENUES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
STATE LOAN DEBT SERVICE					
INTEREST EARNINGS					
472 0000 361 1500 STI - SUNTRUST INVESTMENT	7	5	0	0	0
	7	5	0	0	0
TRANSFERS FROM ENTERPRISE OPERATIONS					
472 0000 381 1000 TRANSFER FRM W&S FUND	160,500	160,500	160,500	160,500	160,500
	160,500	160,500	160,500	160,500	160,500
STATE LOAN DEBT SERVICE	160,507	160,505	160,500	160,500	160,500

BUDGET FY 2015-16**EXPENSES****STATE LOAN DEBT SERVICE**

			FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
DEBT SERVICE							
4 Debt Svc/	472	1701	517				
7180 DEBT SERVICE				0	0	130,300	130,300
7280 DEBT SERVICE				36,536	32,652	30,200	26,100
				Subtotal	36,536	32,652	160,500
					160,500	160,500	160,500
DEBT SERVICE				Total	36,536	32,652	160,500
					160,500	160,500	160,500
INTERFUND TRANSFERS							
4 Debt Svc/	472	8110	581				
9130 TRANSFER TO WATER & SEWER				122,478	126,317	0	0
				Subtotal	122,478	126,317	0
					0	0	0
INTERFUND TRANSFERS				Total	122,478	126,317	0
					0	0	0
FUND TOTALS					159,014	158,969	160,500
					160,500	160,500	160,500

BUDGET FY 2015-16

EXPENSES (Detail)

472 1701 517 7180	DEBT SERVICE	134,400
2001 SRF LOAN 70905P WW REHAB		134,400
472 1701 517 7280	DEBT SERVICE	26,100
2001 SRF LOAN 70905P WW REHAB		26,100
TOTAL FOR DEPT: 1701		160,500

BUDGET FY 2015-16

REVENUES

W&S SERIES 2005 DEBT	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
INTEREST EARNINGS					
474 0000 361 1500 STI - SUNTRUST INVESTMENT	8	6	0	0	0
	8	6	0	0	0
APPROPRIATIONS					
474 0000 380 1000 APPROPRIATED FUND BAL	0	0	2,700	2,700	0
	0	0	2,700	2,700	0
TRANSFERS FROM ENTERPRISE OPERATIONS					
474 0000 381 1000 TRANSFER FRM W&S FUND	110,100	109,900	107,200	107,200	109,600
	110,100	109,900	107,200	107,200	109,600
W&S SERIES 2005 DEBT	110,108	109,906	109,900	109,900	109,600

BUDGET FY 2015-16

EXPENSES

W&S SERIES 2005 DEBT

			FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
DEBT SERVICE							
4 Debt Svc/	474	1701	517				
7170 SERIES 2005				0	0	70,000	70,000
7270 2005 SERIES				43,142	39,892	39,900	37,200
				Subtotal	43,142	39,892	109,900
						109,900	107,200
DEBT SERVICE				Total	43,142	39,892	109,900
						109,900	107,200
INTERFUND TRANSFERS							
4 Debt Svc/	474	8110	581				
9130 TRANSFER TO WATER & SEWER				65,000	65,000	0	0
				Subtotal	65,000	65,000	0
						0	2,400
						0	2,400
INTERFUND TRANSFERS				Total	65,000	65,000	0
						0	2,400
FUND TOTALS					108,142	104,892	109,900
						109,900	109,600

BUDGET FY 2015-16

EXPENSES (Detail)

474 1701 517 7170	SERIES 2005	70,000
DEBT SERVICE PRINCIPAL		70,000
474 1701 517 7270	2005 SERIES	37,200
DEBT SERVICE INTEREST		37,200
TOTAL FOR DEPT: 1701		107,200

BUDGET FY 2015-16

EXPENSES (Detail)

474 8110 581 9130	TRANSFER TO WATER & SEWER	2,400
	BUDGET RESERVE/CONTINGENCY	2,400
TOTAL FOR DEPT:	8110	2,400

BUDGET FY 2015-16

REVENUES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
W&S SRF - 2005 DEBT					
INTEREST EARNINGS					
475 0000 361 1500 STI - SUNTRUST INVESTMENT	2	1	0	0	0
	2	1	0	0	0
TRANSFERS FROM ENTERPRISE OPERATIONS					
475 0000 381 1000 TRANSFER FRM W&S FUND	40,800	40,800	40,800	40,800	40,800
	40,800	40,800	40,800	40,800	40,800
W&S SRF - 2005 DEBT	40,802	40,801	40,800	40,800	40,800

BUDGET FY 2015-16

EXPENSES

W&S SRF - 2005 DEBT

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
DEBT SERVICE						
4 Debt Svc/	475 1701 517					
7180 DEBT SERVICE		0	0	31,500	31,500	31,500
7280 DEBT SERVICE		10,288	9,639	9,300	9,300	9,300
	Subtotal	10,288	9,639	40,800	40,800	40,800
DEBT SERVICE	Total	10,288	9,639	40,800	40,800	40,800
INTERFUND TRANSFERS						
4 Debt Svc/	475 8110 581					
9130 TRANSFER TO WATER & SEWER		30,188	30,831	0	0	0
	Subtotal	30,188	30,831	0	0	0
INTERFUND TRANSFERS	Total	30,188	30,831	0	0	0
FUND TOTALS		40,476	40,470	40,800	40,800	40,800

BUDGET FY 2015-16

EXPENSES (Detail)

475	1701	517	7180	DEBT SERVICE		31,500
				2005 SRF LOAN 709070 SEWER REHAB	31,500	
475	1701	517	7280	DEBT SERVICE		9,300
				2005 SRF LOAN 709070 SEWER REHAB	9,300	
TOTAL FOR DEPT:				1701		40,800

BUDGET FY 2015-16

REVENUES

W&S R&R SERIES 2011 DEBT	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
INTEREST EARNINGS					
476 0000 361 1500 STI - SUNTRUST INVESTMENT	8	9	0	0	0
	8	9	0	0	0
TRANSFERS FROM ENTERPRISE OPERATIONS					
476 0000 381 1000 TRANSFER FRM W&S FUND	329,300	350,300	329,300	329,300	329,300
	329,300	350,300	329,300	329,300	329,300
W&S R&R SERIES 2011 DEBT	329,308	350,309	329,300	329,300	329,300

BUDGET FY 2015-16

EXPENSES

W&S R&R SERIES 2011 DEBT

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
DEBT SERVICE						
4 Debt Svc/	476 1701 517					
7180 DEBT SERVICE		0	0	242,100	242,100	247,400
7280 DEBT SERVICE		97,190	92,127	87,200	87,200	81,900
	Subtotal	97,190	92,127	329,300	329,300	329,300
DEBT SERVICE	Total	97,190	92,127	329,300	329,300	329,300
INTERFUND TRANSFERS						
4 Debt Svc/	476 8110 581					
9185 TRSF TO SRL DEBT - #2007		231,862	236,920	0	0	0
	Subtotal	231,862	236,920	0	0	0
INTERFUND TRANSFERS	Total	231,862	236,920	0	0	0
FUND TOTALS		329,052	329,047	329,300	329,300	329,300

BUDGET FY 2015-16 **EXPENSES (Detail)**

476 1701 517 7180	DEBT SERVICE	247,400
2007 SRF LOAN 709080 WW		247,400
476 1701 517 7280	DEBT SERVICE	81,900
2007 SRF LOAN 709080 WW		81,900
TOTAL FOR DEPT: 1701		329,300

BUDGET FY 2015-16

REVENUES

W&S R&R SERIES 2011 DEBT	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
INTEREST EARNINGS					
477 0000 361 1500 STI - SUNTRUST INVESTMENT	0	11	0	0	0
	0	11	0	0	0
TRANSFERS FROM ENTERPRISE OPERATIONS					
477 0000 381 1000 TRANSFER FRM W&S FUND	0	330,200	328,800	328,800	325,500
0000 7700 TRANSF FROM W&S R&R	399,087	0	0	0	0
	399,087	330,200	328,800	328,800	325,500
W&S R&R SERIES 2011 DEBT	399,087	330,211	328,800	328,800	325,500

EXPENSES

	FY12-13	FY 13-14	FY14-15	FY14-15	FY15-16
	Actuals	Actuals	Original	Amended	Proposed

4 Debt Svc/	477	1701	517
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7177 2011 W&S R&R BOND	0	0	185,000	185,000	190,000
7277 2011 W&S R&R BOND	0	0	142,000	142,000	135,500
Subtotal	0	0	327,000	327,000	325,500

DEBT SERVICE	Total	0	0	327,000	327,000	325,500
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4 Debt Svc/	477	8110	581
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9130 TRANSFER TO WATER & SEWER	175,000	180,000	0	0	0
Subtotal	175,000	180,000	0	0	0

INTERFUND TRANSFERS	Total	175,000	180,000	0	0	0
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4 Debt Svc/	477	9010	590
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9901 BUDGET RESVE/CONTINGENCY	0	0	1,800	1,800	0
Subtotal	0	0	1,800	1,800	0

OTHER NONOPERATING	Total	0	0	1,800	1,800	0
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FUND TOTALS	175,000	180,000	328,800	328,800	325,500
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BUDGET FY 2015-16 **EXPENSES (Detail)**

477 1701 517 7177	2011 W&S R&R BOND	190,000
DEBT SERVICE PRINCIPAL		190,000
477 1701 517 7277	2011 W&S R&R BOND	135,500
DEBT SERVICE INTEREST		135,500
TOTAL FOR DEPT: 1701		325,500

BUDGET FY 2015-16

REVENUES

W&S WTR MTR,SER.2013 DEBT	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
TRANSFERS FROM ENTERPRISE OPERATIONS					
478 0000 381 1000 TRANSFER FRM W&S FUND	0	169,900	172,200	172,200	170,800
0000 7700 TRANSF FROM W&S R&R	8,000	0	0	0	0
	8,000	169,900	172,200	172,200	170,800
W&S WTR MTR,SER.2013 DEBT	8,000	169,900	172,200	172,200	170,800

BUDGET FY 2015-16

EXPENSES

W&S WTR MTR,SER.2013 DEBT

				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
DEBT SERVICE								
4 Debt Svc/	478	1701	517					
7178 SERIES 2013 WTR MTR BOND				0	0	140,000	140,000	145,000
7278 SERIES 2013 WTR MTR BOND				0	0	28,600	28,600	25,800
			Subtotal	0	0	168,600	168,600	170,800
DEBT SERVICE			Total	0	0	168,600	168,600	170,800
OTHER NONOPERATING								
4 Debt Svc/	478	9010	590					
9901 BUDGET RESVE/CONTINGENCY				0	0	3,600	3,600	0
			Subtotal	0	0	3,600	3,600	0
OTHER NONOPERATING			Total	0	0	3,600	3,600	0
FUND TOTALS				0	0	172,200	172,200	170,800

BUDGET FY 2015-16

EXPENSES (Detail)

478 1701 517 7178	SERIES 2013 WTR MTR BOND	145,000
PRINCIPAL		145,000
478 1701 517 7278	SERIES 2013 WTR MTR BOND	25,800
INTEREST		25,800
TOTAL FOR DEPT: 1701		170,800

BUDGET FY 2015-16

REVENUES

RENEWAL & REPLACEMENT	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
INTEREST EARNINGS					
480 0000 361 1000 INVESTMENTS	289	79	0	0	0
0000 1500 STI - SUNTRUST INVESTMENT	65	95	0	0	0
	354	174	0	0	0
APPROPRIATIONS					
480 0000 380 1000 APPROPRIATED FUND BAL	0	0	0	0	1,405,000
	0	0	0	0	1,405,000
TRANSFERS FROM ENTERPRISE OPERATIONS					
480 0000 381 1000 TRANSFER FRM W&S FUND	318,000	783,300	1,375,600	1,378,500	1,047,700
	318,000	783,300	1,375,600	1,378,500	1,047,700
RENEWAL & REPLACEMENT	318,354	783,474	1,375,600	1,378,500	2,452,700

EXPENSES

				FY12-13	FY 13-14	FY14-15	FY14-15	FY15-16
				Actuals	Actuals	Original	Amended	Proposed
WATER UTILITY								
2 Operating	480	3010	533					
3400 OTHER SERVICES				289	79	0	0	0
			Subtotal	289	79	0	0	0
3 Capital	480	3010	533					
6100 LAND				0	0	0	0	400,000
6200 BUILDINGS				0	0	42,000	39,800	0
6300 INFRASTRUCTURE				0	0	220,200	225,900	36,000
6400 MACHINERY & EQUIPMENT				0	0	259,300	258,900	557,500
6500 CONSTRUCTION IN PROGRESS				0	0	0	0	37,500
			Subtotal	0	0	521,500	524,600	1,031,000
WATER UTILITY			Total	289	79	521,500	524,600	1,031,000
SEWER SERVICES								
3 Capital	480	3020	535					
6200 BUILDINGS				0	0	46,000	46,000	0
6300 INFRASTRUCTURE				0	0	576,000	576,000	452,000
6400 MACHINERY & EQUIPMENT				0	0	232,100	231,900	199,200
6500 CONSTRUCTION IN PROGRESS				0	0	0	0	770,500
			Subtotal	0	0	854,100	853,900	1,421,700
SEWER SERVICES			Total	0	0	854,100	853,900	1,421,700
INTERFUND TRANSFERS								
4 Debt Svc/	480	8110	581					
9130 TRANSFER TO WATER & SEWER				785,204	406,178	0	0	0
			Subtotal	785,204	406,178	0	0	0
INTERFUND TRANSFERS			Total	785,204	406,178	0	0	0
FUND TOTALS				785,493	406,257	1,375,600	1,378,500	2,452,700

BUDGET FY 2015-16				EXPENSES (Detail)	
480 3010 533 6100	LAND				400,000
	PURCHASE LAND 100 FT AROUND WELL #11			400,000	
480 3010 533 6300	INFRASTRUCTURE				36,000
	CARRYOVER -- WELL #12A REHABILITATION			30,000	
	SHELTER STRUCTURE FOR CO2 TANK			6,000	
480 3010 533 6400	MACHINERY & EQUIPMENT				557,500
	CARRYOVER -- WA & WW PLANT GENERATOR UPGRADE @ 50%			155,000	
	REPLACEMENT UTILITY TRAILER (V#28)			2,500	
	GENERATOR FOR WESTERN WELLFIELD			325,000	
	GENERATOR & CONTROLS FOR WELL #11 & ELEVATED TANK			75,000	
480 3010 533 6500	CONSTRUCTION IN PROGRESS				37,500
	SCADA SYSTEM UPGRADE ENGINEERING @ 50% WA/WW			37,500	
TOTAL FOR DEPT: 3010					1,031,000

BUDGET FY 2015-16

EXPENSES (Detail)

480 3020 535 6300	INFRASTRUCTURE	452,000
	SMOKE TESTING (LS #2, #11, #14, #24)	25,000
	SANDBLAST & PAINT D.A.F. UNIT	55,000
	CARRYOVER -- REHAB TO LIFT STATION #17	230,000
	CLEANING OF BACTERIOLOGICAL TREATMENT UNIT #1	142,000
480 3020 535 6400	MACHINERY & EQUIPMENT	199,200
	CARRYOVER -- WA & WW PLANT GENERATOR UPGRADE @ 50%	155,000
	BELT PRESS ROLLER REPLACEMENT/RECOATING	40,000
	2 TON ELECTRIC CHAIN HOIST FOR CHEMICAL STORAGE	4,200
480 3020 535 6500	CONSTRUCTION IN PROGRESS	770,500
	RE-ROUTE OF LIFT STATION #14 FORCE MAIN	48,000
	SCADA SYSTEM UPGRADE ENGINEERING @ 50% WA/WW	37,500
	REHABILITATION OF LIFT STATION #16	380,000
	REHABILITATION OF LIFT STATION #12	305,000
TOTAL FOR DEPT: 3020		1,421,700

BUDGET FY 2015-16

REVENUES

WATER IMPACT FEES					FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
RESIDENTIAL IMPACT FEES									
481	0000	324	2100	RESIDENTIAL-PHYSICAL ENVN	1,422	2,844	2,100	2,100	2,000
	0000		2200	COMMERCIAL-PHYSICAL ENVIR	1,722	4,491	2,200	2,200	0
					3,144	7,335	4,300	4,300	2,000
INTEREST EARNINGS									
481	0000	361	1500	STI - SUNTRUST INVESTMENT	77	62	0	0	0
					77	62	0	0	0
WATER IMPACT FEES					3,221	7,397	4,300	4,300	2,000

BUDGET FY 2015-16

EXPENSES

WATER IMPACT FEES

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
OTHER NONOPERATING						
4 Debt Svc/	481 9010 590					
	9901 BUDGET RESVE/CONTINGENCY	0	0	4,300	4,300	2,000
	Subtotal	0	0	4,300	4,300	2,000
OTHER NONOPERATING	Total	0	0	4,300	4,300	2,000
FUND TOTALS		0	0	4,300	4,300	2,000

BUDGET FY 2015-16

EXPENSES (Detail)

481 9010 590 9901	BUDGET RESVE/CONTINGENCY	2,000
CONTINGENCY		2,000
TOTAL FOR DEPT: 9010		2,000

BUDGET FY 2015-16

REVENUES

				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
SEWER IMPACT FEES								
RESIDENTIAL IMPACT FEES								
482	0000	324	2100 RESIDENTIAL-PHYSICAL ENVN	0	1,908	2,000	2,000	2,000
	0000		2200 COMMERCIAL-PHYSICAL ENVIR	1,908	1,908	2,000	2,000	0
				1,908	3,816	4,000	4,000	2,000
INTEREST EARNINGS								
482	0000	361	1500 STI - SUNTRUST INVESTMENT	160	127	0	0	0
				160	127	0	0	0
SEWER IMPACT FEES				2,068	3,943	4,000	4,000	2,000

BUDGET FY 2015-16 EXPENSES

SEWER IMPACT FEES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
OTHER NONOPERATING					
4 Debt Svc/ 482 9010 590					
9901 BUDGET RESVE/CONTINGENCY	0	0	4,000	4,000	2,000
Subtotal	0	0	4,000	4,000	2,000
OTHER NONOPERATING Total	0	0	4,000	4,000	2,000
FUND TOTALS	0	0	4,000	4,000	2,000

BUDGET FY 2015-16

EXPENSES (Detail)

482 9010 590 9901	BUDGET RESVE/CONTINGENCY	2,000
CONTINGENCY		2,000
TOTAL FOR DEPT: 9010		2,000

BUDGET FY 2015-16

REVENUES

W&S R&R BOND SERIES 2011	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
APPROPRIATIONS					
487 0000 380 1000 APPROPRIATED FUND BAL	0	0	66,000	66,000	85,000
	0	0	66,000	66,000	85,000
W&S R&R BOND SERIES 2011	0	0	66,000	66,000	85,000

BUDGET FY 2015-16**EXPENSES****W&S R&R BOND SERIES 2011**

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
WATER UTILITY						
3 Capital	487 3010 533					
6300 INFRASTRUCTURE		0	0	66,000	66,000	85,000
6500 CONSTRUCTION IN PROGRESS		0	0	0	0	0
	Subtotal	0	0	66,000	66,000	85,000
WATER UTILITY	Total	0	0	66,000	66,000	85,000
SEWER SERVICES						
3 Capital	487 3020 535					
6500 CONSTRUCTION IN PROGRESS		0	0	0	0	0
	Subtotal	0	0	0	0	0
SEWER SERVICES	Total	0	0	0	0	0
FUND TOTALS		0	0	66,000	66,000	85,000

BUDGET FY 2015-16

EXPENSES (Detail)

487 3010 533 6300	INFRASTRUCTURE	85,000
RAW WATER LINE RELOCATION DUE TO LPGA WIDENING		85,000
TOTAL FOR DEPT:	3010	85,000

BUDGET FY 2015-16

REVENUES

W&S SER.2013 CONSTR FUND	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
APPROPRIATIONS					
488 0000 380 1000 APPROPRIATED FUND BAL	0	0	0	29,000	0
	0	0	0	29,000	0
TRANSFERS FROM ENTERPRISE OPERATIONS					
488 0000 381 1000 TRANSFER FRM W&S FUND	185	1,500,261	0	0	0
	185	1,500,261	0	0	0
W&S SER.2013 CONSTR FUND	185	1,500,261	0	29,000	0

BUDGET FY 2015-16**EXPENSES****W&S SER.2013 CONSTR FUND**

				FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
WATER UTILITY								
3 Capital	488	3010	533					
6300 INFRASTRUCTURE				0	0	0	29,000	0
			Subtotal	0	0	0	29,000	0
WATER UTILITY			Total	0	0	0	29,000	0
INTERFUND TRANSFERS								
4 Debt Svc/	488	8110	581					
9130 TRANSFER TO WATER & SEWER				0	1,453,254	0	0	0
			Subtotal	0	1,453,254	0	0	0
INTERFUND TRANSFERS			Total	0	1,453,254	0	0	0
FUND TOTALS				0	1,453,254	0	29,000	0

BUDGET FY 2015-16

REVENUES

SOLID WASTE FUND					FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
FRANCHISE FEES									
495	0000	323	7000	SOLID WASTE FRANCHISE FEE	0	1,070	0	0	0
					0	1,070	0	0	0
CHARGES FOR SERVICES									
495	0000	343	4040	REFUSE	223,972	276,007	1,950,000	1,950,000	2,379,100
	0000		4041	REFUSE, APARTMENT	109,645	122,685	0	0	0
	0000		4042	REFUSE, COMMERCIAL	859,955	845,891	0	0	0
	0000		4043	REFUSE, CHURCH	10,863	11,506	0	0	0
	0000		4044	REFUSE, GOVERNMENT	10,752	11,986	0	0	0
	0000		4045	REFUSE, MULTI-FAMILY	59,617	71,498	0	0	0
	0000		4046	REFUSE, MOBILE HOME	25,818	27,320	0	0	0
	0000		4047	REFUSE, RESIDENTIAL	628,658	799,975	0	0	0
	0000		4048	REFUSE, RESIDENT-COMMERCL	25,671	28,423	0	0	0
					1,954,951	2,195,291	1,950,000	1,950,000	2,379,100
INTEREST EARNINGS									
495	0000	361	1000	INVESTMENTS	2,463	819	0	0	400
	0000		1500	STI - SUNTRUST INVESTMENT	71	67	100	100	100
					2,534	886	100	100	500
OTHER MISCELLANEOUS REVENUES									
495	0000	369	9500	RECYCLING REVENUES	7,196	346	1,000	1,000	500
					7,196	346	1,000	1,000	500
SOLID WASTE FUND					1,964,681	2,197,593	1,951,100	1,951,100	2,380,100

BUDGET FY 2015-16

EXPENSES

SOLID WASTE FUND

		FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
SOLID WASTE						
2 Operating	495 3040 534					
3400 OTHER SERVICES		1,527,445	1,636,650	1,850,000	1,850,000	1,805,100
4100 COMMUNICATION SERVICES		265	600	300	1,300	1,600
4959 BAD DEBT EXPENSE		6,916	10,273	10,000	10,000	10,000
5501 TRAINING & EDUCATION COST		0	1,762	0	0	0
	Subtotal	1,534,626	1,649,285	1,860,300	1,861,300	1,816,700
SOLID WASTE	Total	1,534,626	1,649,285	1,860,300	1,861,300	1,816,700
GARBAGE/SOLID WASTE ADMIN						
2 Operating	495 3070 539					
5920 DEPRECIATION EXPENSE		1,129	1,129	0	0	0
	Subtotal	1,129	1,129	0	0	0
GARBAGE/SOLID WASTE A	Total	1,129	1,129	0	0	0
INTERFUND TRANSFERS						
4 Debt Svc/	495 8110 581					
9101 TRANSFER TO GENERAL FUND		50,000	50,000	50,000	50,000	140,700
	Subtotal	50,000	50,000	50,000	50,000	140,700
INTERFUND TRANSFERS	Total	50,000	50,000	50,000	50,000	140,700
OTHER NONOPERATING						
4 Debt Svc/	495 9010 590					
9901 BUDGET RESVE/CONTINGENCY		0	0	40,800	39,800	422,700
	Subtotal	0	0	40,800	39,800	422,700
OTHER NONOPERATING	Total	0	0	40,800	39,800	422,700
FUND TOTALS		1,585,755	1,700,414	1,951,100	1,951,100	2,380,100

BUDGET FY 2015-16

EXPENSES (Detail)

495	3040	534	3400	OTHER SERVICES	1,805,100
				WASTE MANAGEMENT	1,804,000
				COLLECTION FEES (SPLIT WATER/SEWER/SOLID WASTE)	1,100
495	3040	534	4100	COMMUNICATION SERVICES	1,600
				COMMUNICATIONS	1,600
495	3040	534	4959	BAD DEBT EXPENSE	10,000
				BAD DEBT EXPENSE	10,000
TOTAL FOR DEPT: 3040					1,816,700

BUDGET FY 2015-16

EXPENSES (Detail)

495 8110 581 9101	TRANSFER TO GENERAL FUND	140,700
	TRANSFER TO GENERAL FUND	140,700
TOTAL FOR DEPT:	8110	140,700

BUDGET FY 2015-16

EXPENSES (Detail)

495	9010	590	9901	BUDGET RESVE/CONTINGENCY	422,700
				CONTINGENCY	422,700
TOTAL FOR DEPT:				9010	422,700

BUDGET FY 2015-16

REVENUES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 PROPOSED
Grand Total	30,190,891	30,572,005	34,341,200	34,519,321	36,854,700

BUDGET FY 2015-16

EXPENSES

	FY12-13 Actuals	FY 13-14 Actuals	FY14-15 Original	FY14-15 Amended	FY15-16 Proposed
Grand Total	22,672,453	28,109,081	34,341,200	34,581,221	36,854,700



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Resolution**

MEETING DATE: September 9, 2015
FROM: Kurt Swartzlander
SUBJECT: A Resolution of the City of Holly Hill, Florida, Setting the Final Stormwater Utility Fee at \$7.00 Per Equivalent Residential Unit; Establishing the Equivalent Residential Unit for Non-Residential and Multi-Family Properties; Providing for Severability; Providing for Conflicting Resolutions; and Providing an Effective Date.
NUMBER: (ID # 1162)
APPLICANT:
PLANNER:

DISCUSSION:

In April 2010, the City of Holly Hill adopted the special assessment method of collecting stormwater fees. In order to follow the statutory process the City must adopt a rate annually by Resolution to provide to the property appraiser for collection purposes. Based on prior commission direction, staff is bringing for approval an increased rate of \$7.00 per month for each Equivalent Residential Unit. This equates to \$84.00 annually for single family homes.

FISCAL ANALYSIS:

The attached Resolution changes rate from \$72.00 to \$84.00 annually. This resolution must be adopted to formally notify the property appraisers office per procedures found in State Statute.

STAFF RECOMMENDATION:

Approve Resolution 2015-R-49

COMMISSION GOAL:

Goal #1: Develop and maintain a sound and sustainable financial plan for the city that establishes sufficient reserves for all funds, ensures (whenever possible) that user fees pay for services rendered, provides a realistic capital improvement program, and encourages public/private sector partnerships and intergovernmental partnerships.

Goal #4: Provide proficient public health and safety services in terms of police and fire

protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

MOTION:

APPROVE RESOLUTION 2015-R-49, SETTING THE FINAL STORMWATER RATE FOR COLLECTION THROUGH THE SPECIAL ASSESSMENT PROCESS.

Resolution No. (ID # 1162)**A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, SETTING THE FINAL STORMWATER UTILITY FEE AT \$7.00 PER EQUIVALENT RESIDENTIAL UNIT; ESTABLISHING THE EQUIVALENT RESIDENTIAL UNIT FOR NON-RESIDENTIAL AND MULTI-FAMILY PROPERTIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.****RESOLUTION 2015-R-49**

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, SETTING THE FINAL STORMWATER UTILITY FEE AT \$7.00 PER EQUIVALENT RESIDENTIAL UNIT; ESTABLISHING THE EQUIVALENT RESIDENTIAL UNIT FOR NON-RESIDENTIAL AND MULTI-FAMILY PROPERTIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission has determined, due to the amount of stormwater maintenance required to preserve retention areas and canals in good condition, that it is in the best interest of the City of Holly Hill to set the stormwater utility fee at \$7.00 per equivalent residential unit (ERU) per month or \$84.00 per equivalent residential unit (ERU) per year; and

WHEREAS, for non-residential and multi-family properties, the City Commission has determined, based on the recommendation of the City Engineer, that the single-family equivalent unit should be 2,050 square feet.

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

SECTION 1. The Final stormwater utility fee is hereby set at \$7.00 per equivalent residential unit (ERU) per month or \$84.00 per equivalent residential unit (ERU) per year.

SECTION 2. For non-residential and multi-family properties the single-family equivalent unit shall be 2,050 square feet.

SECTION 3. A Public Hearing was held on September 9, 2015 to set the Final Rate.

SECTION 4. If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 5. That all resolutions made in conflict with this Resolution are hereby repealed.

SECTION 6. That this Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 9th day of September, 2015.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

MEETING DATE: September 9, 2015
FROM: Valerie Manning
SUBJECT: City Catalyst Grant Presentation - Florida League of Mayors and
Florida Business Watch
NUMBER: (ID # 1169)
APPLICANT:
PLANNER:

DISCUSSION:

The Florida League of Mayors and Florida Business Watch have teamed up to offer City Catalyst Grants. The grant program will be used to support projects or initiatives that help build community and/or help to enhance the lives of citizens in a city.

The City of Holly Hill was awarded \$750.

FISCAL ANALYSIS:

N/A

STAFF RECOMMENDATION:

N/A

COMMISSION GOAL:

N/A

MOTION:

N/A

- flm-congrats-2015-city-catalyst-grants-flyer (PDF)

The winners of the Florida League of Mayors and Florida Business Watch

2015 City Catalyst Grants



City of Clearwater
City of Destin
City of Hampton
City of Holly Hill
City of Springfield



CONGRATULATIONS

The City Catalyst Grants . . . supporting projects that help build community
and enhance the lives of city citizens.

To learn more, visit www.floridamayors.org.





**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

MEETING DATE: September 9, 2015
FROM: Valerie Manning
SUBJECT: Minutes - August 25, 2015 - Regular City Commission Meeting
NUMBER: (ID # 1159)
APPLICANT:
PLANNER:

DISCUSSION:

Minutes from the Regular City Commission meeting on August 25, 2015.

FISCAL ANALYSIS:

N/A

STAFF RECOMMENDATION:

Approve the minutes from August 25, 2015

COMMISSION GOAL:

N/A

MOTION:

AS DETERMINED BY THE CITY COMMISSION

- Minutes - August 25, 2015 - Regular City Commission meeting and Audit Services RFP item (PDF)



CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

REVISED MINUTES • AUGUST 25, 2015

City Commission Chamber

Regular City Commission Meeting

7:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448

1. CALL TO ORDER

A. Roll Call

Attendee Name	Title	Status	Arrived
Arthur J. Byrnes	District 1 - Commissioner	Present	
Penny Currie	District 2 - Commissioner	Present	
John F. Capers	District 3 - Commissioner	Present	
Elizabeth Albert	District 4 - Commissioner	Present	
John Penny	Mayor	Present	

B. Invocation

Pastor Gabriel Varga from Ridgewood Avenue Baptist Church led the invocation.

C. Pledge of Allegiance to the Flag

2. PRESENTATION

1. -DOC-2015-41

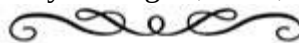
Presentation - Holly Hill K-8 Introductions of New School Principal and Asst. Principals

(Requested by Valerie Manning, City Clerk)

Commissioner Albert introduced the new Principal and Assistant Principals for Holly Hill K-8 School. They are, Principal Richard "R.T" Myers, Asst. Principal Brenda Barkley, Asst. Principal Steffan Mallory, Asst. Principal Jeffrey Levine and new school secretary, Jennifer Grisell.

RESULT: PRESENTATION

Enacted and approved this 25th day of August, 2015, in Holly Hill



3. PUBLIC PARTICIPATION

The following individual spoke to the Mayor and City Commissioners: Steve Smith, 1410 Riverside Drive, Holly Hill.

4. APPROVAL OF MINUTES

1.

Minutes - August 11, 2015 - Regular City Commission Meeting

(Requested by Valerie Manning, City Clerk)

Mayor Penny opened public participation. No one spoke.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Elizabeth Albert, District 4 - Commissioner
SECONDER:	Arthur J. Byrnes, District 1 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

Enacted and approved this 25th day of August, 2015, in Holly Hill



5. CONSENT AGENDA - ITEMS (1 - 5)

1. Resolution

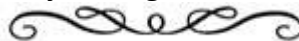
1200 Center Avenue Landscape Maintenance

(Requested by Jacki Maswary, Public Works)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	John F. Capers, District 3 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

RESOLUTION

Enacted and approved this 25th day of August, 2015, in Holly Hill



2. Resolution

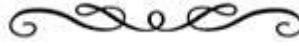
Contract Award for Landscape Maintenance - the Market

(Requested by Jacki Maswary, Public Works)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	John F. Capers, District 3 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

RESOLUTION

Enacted and approved this 25th day of August, 2015, in Holly Hill



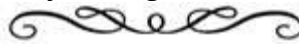
3.

Inventory Surplus - Equipment

(Requested by Mark Juliano, Public Works)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	John F. Capers, District 3 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

Enacted and approved this 25th day of August, 2015, in Holly Hill

4. Resolution

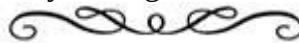
Volusia County Local Mitigation Strategy

(Requested by Mark Juliano, Public Works)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	John F. Capers, District 3 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

RESOLUTION

Enacted and approved this 25th day of August, 2015, in Holly Hill



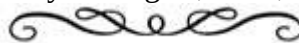
5.

Utility Bill Printing and Mailing Contractual Services with Municode Advantage

(Requested by Catherine Colwell, Finance)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	John F. Capers, District 3 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

Enacted and approved this 25th day of August, 2015, in Holly Hill



6. REGULAR AGENDA

1. Resolution

Sale of 621 - 627 Ridgewood Avenue through Negotiated Sale

(Requested by Lynn Dehlinger, Economic Development)

Dave Frank, representing Ultimate Seats was present to answer questions.

Mayor Penny opened public participation.

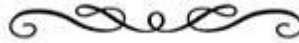
The following individual spoke to the Mayor and City Commission: Jim Legary, 342 Burleigh Avenue, Holly Hill.

Mayor Penny closed public participation.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Elizabeth Albert, District 4 - Commissioner
SECONDER:	Arthur J. Byrnes, District 1 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

RESOLUTION

Enacted and approved this 25th day of August, 2015, in Holly Hill



7. PUBLIC HEARINGS

1.

814 8Th Street Condemnation

(Requested by Larry Hites, Building and Zoning)

Mr. Forte and Mr. Hites spoke to the Mayor and City Commissioners.

Mr. Butch Simpson spoke briefly and suggested to the Mayor and City Commissioners that they should table this for two more weeks, allow the applicants to come forward and give an update, hold the public hearing at the next City Commission meeting on September 9, 2015.

Commissioner Byrnes made a motion to continue the public hearing and to ask staff to bring the City Commission information as to the status of the secondary building as to whether it has separate power, water and sewer or other waste disposal, notice the tenant and this item will be continued to September 9, 2015, seconded by Commissioner Currie.

Mayor Penny opened public participation. No one spoke.

The motion passed, 5-0.

RESULT: TABLED**Next: 9/9/2015 7:00 PM****8. PUBLIC PARTICIPATION**

None

9. COMMUNICATIONS**a. City Manager & Staff Reports**

1.

Payroll & Holiday Calendar FY 2015 - 2016

(Requested by Diane Cole, Human Resources)

Mr. Forte stated he needs the Mayor and Commissioners authorization to move forward with the payroll and holiday calendar for 2015-2016.

City Manager's Comments:

Mr. Forte spoke briefly about the ceremony at Riverside Park pier; thought it was very nice. The park looks wonderful, the pier looks great.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Penny Currie, District 2 - Commissioner
SECONDER:	Elizabeth Albert, District 4 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

Enacted and approved this 25th day of August, 2015, in Holly Hill

**b. City Attorney**

None

c. Mayor's Report

Mayor Penny mentioned an article titled, "Roofing Company Makes top 150 list" - referring to

R&R Industries, Inc. of Holly Hill; Mayor's Challenge starting September 1st; business community wants to meet Commissioners within their districts; COHH awarded a grant - \$750.

d. District Commissioners Reports

Commissioner Currie spoke about the FLC annual conference and that it was an exceptional, good event.

Commissioner Capers spoke about the benches at pier and agreed that they are needed; FLC annual conference and there were good workshops.

Commissioner Albert attended the HHPD award ceremony and it was very nice.

Commissioner Byrnes asked about the live audio; was a joy to see that pier and park completed after all this time and agrees that it needs some places to sit.

10. ADJOURNMENT

The meeting adjourned at approximately 8:30 PM.

11. AUDIT COMMITTEE WORKSHOP

1.

Audit Committee - Audit Services RFP Review

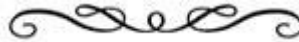
(Requested by Kurt Swartzlander, Finance)

Mr. Swartzlander went over the RFP for the Annual Independent Audit Services with the Mayor and City Commissioners.

There was consensus from the City Commission, 5 - 0.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	Elizabeth Albert, District 4 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

Enacted and approved this 25th day of August, 2015, in Holly Hill





**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

MEETING DATE: September 9, 2015
FROM: Lynn Dehlinger
SUBJECT: Lease Amendment Chucherias Hondurenas
NUMBER: (ID # 1143)
APPLICANT:
PLANNER:

DISCUSSION: The lease at The Market between the City and Chucherias Hondurenas Restaurant, Inc dated June 20, 2013 was amended on August 7, 2014 and is further amended by this agreement. The purpose of the amendment is to define the methodology that is used to bill the tenant for electricity and taxes. The amendment also provides notice to the tenant that the city will no longer possess a license for alcoholic beverage sales and that it will be the responsibility of the tenant to secure a license to sell alcoholic beverage. Originally the City designated The Market as a civic center and operated under that auspices, however, that is no longer the case and the license issue needed to be resolved. Use of the license was an inducement to the tenant, and as a result of this change in licensing requirements, the tenant has requested compensation to offset a portion of the cost of the license. A rent reduction in the amount of \$100.00 per month for the remaining term of the lease has been requested.

FISCAL ANALYSIS: Rent is reduced by \$100.00/month

STAFF RECOMMENDATION: Staff recommends that the City Commission approve Resolution 2015-xx which approves the lease documents as submitted, and authorize

the City Manager and Mayor to execute any and all applicable documents.

COMMISSION GOAL: Implement the CRA master plan with a focus on the best utilization of vacant properties and blighted properties in the city. Attention should also focus on infrastructure improvements within the district and strategies to encourage private investment and business retention.

MOTION: Authorize the City Manager to execute the second amendment and all applicable documents for Chucherias Hondurenas Restaurant, Inc. lease.

- Second Lease Amendment Chucherias 090115 (DOCX)
- Exhibit Lease Amendment (PDF)

SECOND LEASE AMENDMENT

This Lease Amendment is made by and between the City of Holly Hill (City) and Chucherias Hondurenas Restaurant, Inc., (Tenant) a Florida Corporation.

WHEREAS, the City and Tenant entered into the Lease Agreement dated June 20, 2013 for the Premises located at 101 Second Street, Holly Hill, Florida, and the First Lease Amendment on August 7, 2014 (collectively referred to as "Lease").

WHEREAS, the City and Tenant both desire to further amend the Lease based on the following terms and conditions.

THEREFORE, in consideration of the mutual promises herein, contained and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is agreed:

A. The following provisions are hereby added:

1. The Lease states that the Tenant is responsible for electricity. This Amendment shall further define the methodology that is used to bill the Tenant for their portion of the electricity. Monthly the City shall determine the Tenant's share of the electric service bill based on the following formula:

(a) The monthly customer charge shall be split equally between the City and the Tenant.

(b) KW hours billed shall be based upon the sub meter reading and billed on usage for both fuel and non-fuel charges.

(c) KW shall be billed as the total demand charge less the first 9KW per month, which is the City's portion;

(d) Storm charges, gross receipts tax and franchise fees shall be charged proportionately based upon both KWh and KW charges.

Tenant shall make the payment to the City within _____ days of receipt of the invoice and failure to make payment within the time required shall be a breach of the Lease. The City may pursue any and all legal remedies including eviction.

See Sample Bill attached as Exhibit "A".

2. (a) The Lease further states that the Tenant shall be responsible for their pro rata share of property taxes. This Amendment shall further define the methodology that is used to bill the Tenant for their share of the property taxes. As stated in the Lease, the City shall pay the tax bill when received, which is in November of each year. The City will then bill the Tenant in twelve (12) monthly increments their portion of the tax bill, beginning December 1 of each year.

(b) Tenant shall make the payment to the City within _____ days of receipt of the invoice and failure to make payment within the time required shall be a breach of the Lease. The City may pursue any and all legal remedies including eviction.

(c) The annual lease term needs to be adjusted to correspond with the above tax payments. As of the effective date of this Amendment, the Tenant is in the 3rd year of the Lease which term started on August 1, 2015 and is set to expire July 31, 2016. The City and Tenant agree to extend

the expiration of the 3rd year of the Lease to November 30, 2016 and the 4th year of the Lease shall commence on December 1, 2016 for a period of 12 months, and the 5th year of the Lease shall commence on December 1, 2017 for a period of 12 months. – All dates contained in the Lease shall be adjusted accordingly.

3. The Lease states that the Tenant shall have the use of the City's 4COP SCX license for alcoholic beverage sales as a designee of a civic center. The City will be terminating this 4COP SCX license. In exchange for releasing the City of the obligation to provide a 4COP SCX ~~license~~ license, the City and Tenant hereby agree to reduce the rent by \$100.00 per month to a base rent of \$2~~3~~80.00, commencing on the effective date of this Amendment. The Tenant shall be solely responsible for obtaining any liquor license and all costs associated therewith. Tenant acknowledges that it will not serve any alcohol without first obtaining the required liquor license.

B. Except as modified above, the Lease shall remain in full force and effect.

C. This Amendment shall become effective October 1, 2015.

THE CITY OF HOLLY HILL, FLORIDA

CHUCHERIAS HONDURENAS RESTAURANT, INC.

Name: Joseph A. Forte

Title: City Manager

Date: _____

Signed and Delivered in the

Presence of:

Name: Mayra Rodriguez

Title: President

Date: _____

Signed and Delivered in the

Presence of:

CITY OF HOLLY HILL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

(386) 248-9427

TO: CHUCHERIAS HONDURENAS
101 2ND STREET #500
HOLLY HILL, FL 32117

INVOICE NO: 5504
DATE: 8/10/15

CUSTOMER NO: 14410/14410

TYPE: MK - MARKET TENANT

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.00	TENANT ELECTRIC BILL #500 JULY 2015 W/ADJ	816.01	816.01
1.00	TENANT ELECTRIC BILL UNIT #301 JUNE 2015	52.56	52.56

TOTAL DUE: \$868.57

PLEASE DETACH AND SEND THIS COPY WITH REMITTANCE

DATE: 8/10/15 DUE DATE: 8/10/15
CUSTOMER NO: 14410/14410

NAME: CHUCHERIAS HONDURENAS
TYPE: MK - MARKET TENANT

REMIT AND MAKE CHECK PAYABLE TO:
CITY OF HOLLY HILL
1065 RIDGEWOOD AVENUE
HOLLY HILL FL 32117

INVOICE NO: 5504
TERMS: NET 0 DAYS

AMOUNT: \$868.57



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Resolution**

MEETING DATE: September 9, 2015
FROM: Mark Juliano
SUBJECT: Fiscal Year 2016 Water and Waste Water Treatment Chemicals
NUMBER: (ID # 1155)
APPLICANT:
PLANNER:

DISCUSSION:

The City's Public Works Department utilizes various chemicals for the treatment of water and wastewater and purchases the chemicals through various procurement methods.

Renewal of FY 2015 Chemical Supply Contracts

Typically the City participates in an annual cooperative bid coordinated by the City of Palm Coast, however this year Palm Coast opted not to administer the co-op and determined they would instead renew their chemical contracts. Being that Holly Hill utilizes a relatively small amount of chemicals as compared to our larger neighbors, staff determined that renewal of the contracts competitively bid under Bid #ITB-PW-U-12-13 would be the best option for the chemicals that would have typically been included in the co-op. Staff recommends that the City Commission approve the following price agreements which the vendors have agreed to honor for an additional year:

Chemical	Vendor	Price
Liquid Aluminum Sulfate	Chemtrade Chemicals US LLC	\$181.00/ton
Liquid Chlorine	Brenntag Mid-South	\$535.00/ton
Liquid Sulfur Dioxide	Brenntag Mid-South	\$735.00/ton
23% Hydrofluosilicic Acid	The Dumont Company, Inc.	\$3.10/gallon
Solid Anionic Polymer	Polydyne, Inc.	\$1.65/pound
Aqua Gold	Dave Symonds & Associates, Inc.	\$657.00/drum

Piggyback Agreements

The City of Stuart, FL holds an agreement with a vendor to provide their annual supply of ammonia. This vendor has offered to provide this product to Holly Hill under the same competitively bid price agreement, Bid #2015-293, they have with the City of Stuart. Similarly, the City of Port Orange holds an agreement with a vendor to provide their annual supply of quicklime (calcium carbonate). This vendor has offered to provide this product to Holly Hill under the same competitively bid price agreement, Bid #15-24, they have with the City of Port Orange. These chemicals are recommended to be purchased under agreements as follows:

Chemical	Vendor	Price
Liquid Anhydrous Ammonia	Tanner Industries, Inc.	\$0.77/pound
High Calcium Bulk Quicklime	Carmeuse Lime & Stone	\$194.54/ton

Sole Source Suppliers

In some cases, standardization is in the best interest of the City due to additional costs for product testing, maintaining consistent plant chemistry, product storage, availability or other factors. This is the case with polymer (coagulants) products utilized in the waste water treatment plant and the liquid carbon dioxide utilized in the water treatment plant. Therefore, the following chemicals are recommended as sole source pricing agreements:

Chemical	Vendor	Price
FBS - 10910 Polymer	Fort Bend Services, Inc.	\$652.50/drum
Praestol K260FL Polymer	Solenis LLC	\$1.44/pound
Liquid Carbon Dioxide	Airgas Carbonic, Inc.	\$0.145/pound

FISCAL ANALYSIS:

The expenditures related to the purchase of chemicals are fully budgeted in the utilities budget covering both the water and sewer divisions. The actual amount of expenditures for the above chemicals will vary with use throughout the year as required by the different treatment processes. Funds are budgeted through the respective operating supplies accounts for both water and sewer

STAFF RECOMMENDATION:

Approve price agreements for the purchase of Fiscal Year 2016 supply of water and waste water treatment chemicals for the Public Works Department and authorize City Manager to execute necessary price agreements.

COMMISSION GOAL:

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

MOTION

APPROVE RESOLUTION 2015-R-44, APPROVING PRICE AGREEMENTS FOR THE PURCHASE OF THE FISCAL YEAR 2016 SUPPLY OF WATER AND WASTE WATER TREATMENT CHEMICALS FOR THE PUBLIC WORKS DEPARTMENT AND AUTHORIZE CITY MANAGER TO EXECUTE ANY NECESSARY PRICE AGREEMENTS.

ATTACHMENTS:

- Water and Wastewater Chemical Bids (PDF)

Resolution No. (ID # 1155)**FISCAL YEAR 2016 WATER AND WASTE WATER TREATMENT
CHEMICALS****RESOLUTION 2015-R-44**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING PRICE AGREEMENTS FOR THE PURCHASE OF THE FISCAL YEAR 2016 SUPPLY OF WATER AND WASTE WATER TREATMENT CHEMICALS FOR THE PUBLIC WORKS DEPARTMENT AND AUTHORIZE CITY MANAGER TO EXECUTE ANY NECESSARY PRICE AGREEMENTS; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill is in need of chemicals for water and waste water treatment; and

WHEREAS, the City has secured pricing agreements utilizing various procurement methods permitted under the City's purchasing guidelines; and

WHEREAS, the City Commission waives the bidding requirements for negotiated price agreements as allowed under Section 30-71, Code of Ordinances; and

WHEREAS, the City Commission approves the price agreements for the purchase of Fiscal Year 2016 supply of water and waste water treatment chemicals for the Public Works Department.

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

SECTION 1. That the City Commission does hereby approve price agreements for the purchase of the Fiscal Year 2016 supply of water and waste water treatment chemicals for the Public Works Department and authorizes City Manager to execute any necessary price agreements.

SECTION 2. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Commission.

APPROVED AND AUTHENTICATED on this 9th day of September, 2015.



CHEMTRADE

90 East Halsey Road
Parsippany, NJ 07054
Phone: 1-800-441-2659
Fax: 973-515-4461

August 10, 2015

Mr. Todd Plant
City of Holly Hill
1065 Ridgewood Avenue
Holy Hill, FL 32117

SUBJECT: RENEWAL FOR LIQUID ALUMINUM SULFATE

Chemtrade Chemicals is pleased to offer you a renewal for Liquid Aluminum Sulfate. We would like to offer you a renewal of this contract at the current price and conditions as follows:

LIQUID ALUMINUM SULFATE
\$181.00/DRY TON

F.O.B destination.

The above price is firm for the period October 1, 2015 through September 30, 2016.

All other terms and conditions of the original bid will remain the same.

If this renewal is acceptable, please sign below fax/email back to 973-515-4461/bids@chemtradelogistics.com or send us your necessary paperwork.

Thank you for the business you have favored us with in the past. We look forward to continuing to supply your valued requirements.

Best regards,

Parul Kachhia-Patel
Marketing Specialist

ACCEPTED: City of Holly Hill, FL

BY: _____

TITLE: _____

Date: _____

Attachment: Water and Wastewater Chemical Bids (1155 : Fiscal Year 2016 Water and Waste Water Treatment Chemicals)



Todd Plank <tplank@hollyhillfl.org>

ton pricing

6 messages

Derek Vogel/Mid-South/Brenntag <dvogel@brenntag.com>

Thu, Aug 13, 2015 at 3:45 P

To: "tplank@hollyhillfl.org" <tplank@hollyhillfl.org>

Todd,

Here is the pricing for both the SO2 and the CL2. These prices are based on you taking 4 tons at a time of the chlorine and 3 tons of the sulfur at a time.

\$535 per ton on the chlorine.

\$735 per ton on the SO2

Thank you,

Derek Vogel

Sales Representative

 cid:image003.png

Brenntag Mid-South, Inc.

717-572-9002 Cell

407-851-3512 Fax

dvogel@brenntag.com

For orders or customer service please contact:

Tammy Kniess

800-876-1727 ext 226

tkniess@brenntag.com

Attachment: Water and Wastewater Chemical Bids (1155 : Fiscal Year 2016 Water and Waste Water Treatment Chemicals)

NOTICE OF CONFIDENTIAL COMMUNICATION This communication and any subsequent electronic communication relating to this matter, including any attachments, constitute an "electronic communication" within the meaning of the Electronic Communications Privacy Act, 18 U.S.C.A. §2510 or any similar law of any other jurisdiction. In addition, this and any subsequent electronic communication, and any attachments, may be subject to the attorney-client privilege or be considered attorney work product.

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Todd Plank <tplank@hollyhillfl.org>
To: Mike Junker <mjunker@hollyhillfl.org>

Thu, Aug 13, 2015 at 4:02 P

[Quoted text hidden]

--

Todd A. Plank, Utilities Technician
Department of Public Works
City of Holly Hill
453 LPGA Blvd.
Holly Hill, FL. 32117
386-248-9463 Office
386-248-9499 Fax
tplank@hollyhillfl.org
www.hollyhillfl.org

Todd Plank <tplank@hollyhillfl.org>
To: Derek Vogel/Mid-South/Brenntag <dvogel@brenntag.com>

Thu, Aug 20, 2015 at 10:59 A

Derek,
[Quoted text hidden]

--

Todd A. Plank, Utilities Technician
Department of Public Works
City of Holly Hill
453 LPGA Blvd.
Holly Hill, FL. 32117
386-248-9463 Office
386-248-9499 Fax
tplank@hollyhillfl.org
www.hollyhillfl.org

Todd Plank <tplank@hollyhillfl.org>
To: Derek Vogel/Mid-South/Brenntag <dvogel@brenntag.com>

Thu, Aug 20, 2015 at 11:01 A

Attachment: Water and Wastewater Chemical Bids (1155 : Fiscal Year 2016 Water and Waste Treatment Chemicals)

Mail - ton pricing

Derek,
Can you guarantee delivery for the year? and we will need a cherry picker for our plant. Thank You.
Todd

On Thu, Aug 13, 2015 at 3:45 PM, Derek Vogel/Mid-South/Brenntag <dvogel@brenntag.com> wrote:
[Quoted text hidden]

--
Todd A. Plank, Utilities Technician
Department of Public Works
City of Holly Hill
453 LPGA Blvd.
Holly Hill, FL. 32117
386-248-9463 Office
386-248-9499 Fax
tplank@hollyhillfl.org
www.hollyhillfl.org

Todd Plank <tplank@hollyhillfl.org>
To: Derek Vogel/Mid-South/Brenntag <dvogel@brenntag.com>

Thu, Aug 20, 2015 at 11:07 A

Derek,
Also, our plant only accepts deliveries between 7:00 and 3:00. Thank You.
Todd
[Quoted text hidden]

Derek Vogel/Mid-South/Brenntag <dvogel@brenntag.com>
To: "tplank@hollyhillfl.org" <tplank@hollyhillfl.org>

Thu, Aug 20, 2015 at 11:13 A

Todd

Yes we can supply you for the year and we do have a cherry picker. The delivery times shouldn't be a problem.
We do handle most of the municipalities, so I'm sure you will be happy with our service

Thank You,

Derek Vogel
Brenntag Mid-South, Inc.

Customer Service: Tammy Knies
1-800-876-1727 ext 226

Fax: (407) 851-3512

[Quoted text hidden]

[Quoted text hidden]

Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. The City of Holly Hill's policy does not differentiate between personal and business emails. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media

Attachment: Water and Wastewater Chemical Bids (1155 : Fiscal Year 2016 Water and Waste Water Treatment Chemicals)

making a public records request. E-mail sent on the City system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose identifying information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.



Mike Junker <mjunker@hollyhillfl.org>

Fwd: Pricing

5 messages

Todd Plank <tplank@hollyhillfl.org>
To: Mike Junker <mjunker@hollyhillfl.org>

Fri, Aug 14, 2015 at 8:44 AM

----- Forwarded message -----

From: Jorge Henriquez <jorgeh@allieduniversal.com>

Date: Friday, August 14, 2015

Subject: Pricing

To: Todd Plank <tplank@hollyhillfl.org>

Todd

I just got the answer, We are not extending price and we don't have piggy back available at this moment. Chlorine Market prices are very unstable.

Sorry for the inconveniences.

Thank you
Jorge

Sent from my iPhone

On Aug 14, 2015, at 7:07 AM, Todd Plank <tplank@hollyhillfl.org> wrote:

I know it is short notice, but I really need something first thing this morning. Thank you.

On Thursday, August 13, 2015, Jorge Henriquez <jorgeh@allieduniversal.com> wrote:

Todd

No yet. My director have been out until today. I'll let you know soon

Thanks

Jorge

Sent from my iPhone

On Aug 13, 2015, at 9:48 AM, Todd Plank <tplank@hollyhillfl.org> wrote:

Jorge, any word yet? Thank you. Todd

On Wednesday, August 12, 2015, Jorge Henriquez <jorgeh@allieduniversal.com> wrote:

Todd

No an update yet but I'll get back to you as soon as possible.

Thanks

Jorge

Sent from my iPhone

On Aug 12, 2015, at 10:02 AM, Todd Plank <tplank@hollyhillfl.org> wrote:

Jorge,
Not trying to be a pain, but the person who normally does this let it slide, now I am trying to get caught up. Any word from your co-worker on Holly Hill's paperwork? Thank You.
Todd

Todd A. Plank, Utilities Technician
Department of Public Works
City of Holly Hill
453 LPGa Blvd.
Holly Hill, FL. 32117
386-248-9463 Office
386-248-9499 Fax
tplank@hollyhillfl.org
www.hollyhillfl.org

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--
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tplank@hollyhillfl.org
www.hollyhillfl.org

Todd Plank <tplank@hollyhillfl.org>
To: Mike Junker <mjunker@hollyhillfl.org>

Mon, Aug 17, 2015 at 5:30 PM

----- Forwarded message -----

From: **Jorge Henriquez** <jorgeh@allieduniversal.com>
Date: Monday, August 17, 2015
Subject: Pricing
To: Todd Plank <tplank@hollyhillfl.org>

Todd:

At this point, due to chlorine prices instability, we can only provide monthly prices. Is you agree we can provide monthly quotes. Please let me know.

On Mon, Aug 17, 2015 at 1:07 PM, Todd Plank <tplank@hollyhillfl.org> wrote:

Jorge, what was you able to come up with? Thank You.
Todd

On Fri, Aug 14, 2015 at 8:56 AM, Jorge Henriquez <jorgeh@allieduniversal.com> wrote:

Todd

As mentioned in my previous email, I'll request this new price and get back to you today.

Thanks

Jorge

Sent from my iPhone

On Aug 14, 2015, at 8:55 AM, Todd Plank <tplank@hollyhillfl.org> wrote:

Jorge,

Ok, can you give us a price on CL2 and S02 that you can hold from October 1,2015 until September 30, 2016. Thank You.

Todd

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

--
Thanks,

Jorge O. Henriquez
Allied Universal Corporation
Area Sales Representative
Mobile: 305-721-6637
Fax: 321-285-8322
[Quoted text hidden]

Todd Plank <tplank@hollyhillfl.org>

Tue, Aug 18, 2015 at 9:59 AM

To: Carlos Fernandez <carlosf@allieduniversal.com>, Jorge Henriquez <jorgeh@allieduniversal.com>, Mike Junker <mjunker@hollyhillfl.org>

Carlos,

Is the S02 as hard to get pricing as the CL2 is? I have been saying we need S02 also, but haven't heard anything but CL2? Thank You.

Todd

On Tue, Aug 18, 2015 at 9:24 AM, Carlos Fernandez <carlosf@allieduniversal.com> wrote:

Todd,

As I explained to you in the phone this morning the market is not stable and producers don't want to commit to any price or yearly volumes.

Allied can provide the City of Holly Hill monthly prices until the market is stable to commit to a longer period of time.

Jorge, will provide you with a monthly price shortly.

Thank you,

Carlos C. Fernandez

Vice President of Sales
Allied Universal Corporation
3901 NW 115th Ave
Miami, FL 33178
Phone (305) 888-2623 Ext. 0134

On Tue, Aug 18, 2015 at 8:56 AM, Todd Plank <tplank@hollyhillfl.org> wrote:

Carlos,

Per our earlier conversation, If you could give me in writing that you cannot hold pricing for the year, and that you recommend that we go out to bid for our CL2 and S02, it would be greatly appreciated. For the time being, if you could provide me a month to month pricing for both S02 and CL2. We may be able to work something out temporarily. If you have any questions, please call me. Thank You.

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

Carlos Fernandez <carlosf@allieduniversal.com>

Tue, Aug 18, 2015 at 10:16 AM

To: Todd Plank <tplank@hollyhillfl.org>

Cc: Jorge Henriquez <jorgeh@allieduniversal.com>, Mike Junker <mjunker@hollyhillfl.org>

Todd,

SO2 is also but better now than 90-120 days ago.

Lets go 30 days and if we see any price stabilization will try to provide longer period of time.

Thanks,

Carlos C. Fernandez
Vice President of Sales
Allied Universal Corporation
3901 NW 115th Ave
Miami, FL 33178
Phone (305) 888-2623 Ext. 0134

[Quoted text hidden]

[Quoted text hidden]

Todd Plank <tplank@hollyhillfl.org>

Wed, Aug 19, 2015 at 2:19 PM

To: Mike Junker <mjunker@hollyhillfl.org>

----- Forwarded message -----

From: **Jorge Henriquez** <jorgeh@allieduniversal.com>

Date: Wednesday, August 19, 2015

Subject: Pricing

To: Todd Plank <tplank@hollyhillfl.org>

Todd:

Please find below monthly price for SO2 and CL2 ton as follows:

CL2... \$426.40

SO2... \$601.40

Price good until September 30, 2015

[Quoted text hidden]

Thanks,

Jorge O. Henriquez
Allied Universal Corporation
Area Sales Representative
Mobile: 305-721-6637
Fax: 321-285-8322

[Quoted text hidden]



Todd Plank <tplank@hollyhillfl.org>

email address

9 messages

Todd Plank <tplank@hollyhillfl.org>
To: yrodriguez@jcichem.com

Fri, Aug 14, 2015 at 9:07 AM

Yolanda,
This should be it, call me when you get this. Thank You.
Todd 386-566-7189

--
Todd A. Plank, Utilities Technician
Department of Public Works
City of Holly Hill
453 LPGA Blvd.
Holly Hill, FL. 32117
386-248-9463 Office
386-248-9499 Fax
tplank@hollyhillfl.org
www.hollyhillfl.org

Yolanda Rodriguez <yrodriguez@jcichem.com>
To: Todd Plank <tplank@hollyhillfl.org>

Fri, Aug 14, 2015 at 9:10 AM

Todd,

When is c/o of Holly Hill going out for bid?

From: Todd Plank [mailto:tplank@hollyhillfl.org]
Sent: Friday, August 14, 2015 9:08 AM
To: Yolanda Rodriguez <yrodriguez@jcichem.com>
Subject: email address

[Quoted text hidden]

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Attachment: Water and Wastewater Chemical Bids (1155 : Fiscal Year 2016 Water and Waste Treatment Chemicals)

Todd Plank <tplank@hollyhillfl.org>
To: Yolanda Rodriguez <yrodriguez@jcichem.com>

Fri, Aug 14, 2015 at 9:12 AM

Yolanda,
We are working on it now.
Todd
[Quoted text hidden]

Yolanda Rodriguez <yrodriguez@jcichem.com>
To: Todd Plank <tplank@hollyhillfl.org>

Fri, Aug 14, 2015 at 9:13 AM

Ok, thanks.

From: Todd Plank [mailto:tplank@hollyhillfl.org]
Sent: Friday, August 14, 2015 9:12 AM
To: Yolanda Rodriguez <yrodriguez@jcichem.com>
Subject: Re: email address

[Quoted text hidden]

Todd Plank <tplank@hollyhillfl.org>
To: Yolanda Rodriguez <yrodriguez@jcichem.com>

Mon, Aug 17, 2015 at 1:08 PM

Yolanda,
Was you able to get that letter for me? Thank You.
Todd
[Quoted text hidden]

Yolanda Rodriguez <yrodriguez@jcichem.com>
To: Todd Plank <tplank@hollyhillfl.org>

Mon, Aug 17, 2015 at 2:17 PM

Hi Todd,

I cannot provide the letter, we are looking into getting quotes to fix the boom truck.

Yolanda

From: Todd Plank [mailto:tplank@hollyhillfl.org]
Sent: Monday, August 17, 2015 1:09 PM

[Quoted text hidden]

[Quoted text hidden]

Attachment: Water and Wastewater Chemical Bids (1155 : Fiscal Year 2016 Water and Waste Water Treatment Chemicals)

Todd Plank <tplank@hollyhillfl.org>
To: Mike Junker <mjunker@hollyhillfl.org>

Mon, Aug 17, 2015 at 2:22 PM

[Quoted text hidden]

Todd Plank <tplank@hollyhillfl.org>
To: Yolanda Rodriguez <yrodriguez@jcichem.com>

Thu, Aug 20, 2015 at 11:12 AM

Yolanda,
Today is deadline day. Anything you can send me today will be considered. We will be needing yearly guarantee on pricing, delivery, and our plant needs a cherry picker. Thank You.
Todd

[Quoted text hidden]

Yolanda Rodriguez <yrodriguez@jcichem.com>
To: Todd Plank <tplank@hollyhillfl.org>

Thu, Aug 20, 2015 at 11:15 AM

Hello Todd,

I have not heard anything on the boom truck.

Thanks,

Yolanda

From: Todd Plank [mailto:tplank@hollyhillfl.org]
Sent: Thursday, August 20, 2015 11:12 AM

[Quoted text hidden]

[Quoted text hidden]

Attachment: Water and Wastewater Chemical Bids (1155 : Fiscal Year 2016 Water and Waste Water Treatment Chemicals)

DUMONT

A HAWKINS COMPANY

August 13, 2015

Andy Armstrong
City of Holly Hill

RE: Winter Haven – Hydrofluosilicic Acid 23% (HFS)
RFQ #13-01
“Piggyback” Agreement

Dear Andy:

Per your request, we are pleased to provide you with the above mentioned “Piggyback” Agreement with City of Winter Haven. The package includes:

1. Request for Quotation dated 9/18/2013
2. Dumont’s Response
3. Bid Tab
4. Executed Renewal #1/Purchase Order #2015-00000038

The current renewal option expires December 31, 2015, with 3- (1) year renewal options left.
We are confirming the following pricing:
\$3.10/gallon (55-gal drums)
\$2.95/gallon (Bulk)

Upon acceptance of the attached package please have your Purchasing Dept. email an acceptance letter and/or purchase order to Marcia Stivanson at: marcia.stivanson@hawkinsinc.com.

We look forward to servicing City of Holly Hill and if you need any additional information please do not hesitate to contact us.

Yours truly,


Jason Schroeder
SE Region Manager

Enclosure

Cc: Russell Burton



Ship To

City of Winter Haven
JOB SITE
WINTER HAVEN, FL 33881

Bill To

City of Winter Haven
Accounting Department
P.O. Box 2277
Winter Haven, FL 33883

Purchase Order
No. 2015-00000038

5.2.a

DATE 12/02/2014

PURCHASE ORDER NUMBER MUST APPEAR ON
ALL INVOICES, SHIPPERS, BILL OF LADING AND
CORRESPONDENCE

DELIVER BY 01/01/2015
SHIP VIA
FREIGHT TERMS FOB Winter Haven
PAGE 1 of 1
ORIGINATOR: Cheryl Lundy

VENDOR NO. 5548

Vendor

THE DUMONT COMPANY, INC.
P.O. BOX 622280
OVIEDO, FL 32762-2280

REFERENCE #

QUANTITY	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	chemicals - Fluoride - Annual Contract - Renewal One of Four Hydrofluosilicic Acid - Fluoride - Renewal One of Four - Contract renewed with same terms and pricing through December 31, 2015. There are three possible future renewals available. 402-08-301-5215 - Chemicals 31,800.00	31,800.0000	\$31,800.00
TOTAL DUE				\$31,800.00

APPROVED BY/TITLE

Tax Exempt Certificate #: 85-8012621707C-1 | Expiration Date: 06/30/2017

Special Instructions

- SHIPMENTS MAY BE REFUSED IF THE PURCHASE ORDER NO. IS NOT SHOWN ON SHIPPERS AND BILL OF LADING
- EXEMPT FROM STATE/LOCAL AND FEDERAL TAXES
- SUBSTITUTIONS WILL NOT BE ACCEPTED WITHOUT PRIOR APPROVAL
- PARTIAL SHIPMENT WILL BE ACCEPTED IF INVOICED SEPARATELY
- C.O.D. OR COLLECT SHIPMENTS WILL NOT BE ACCEPTED
- RECEIVING HOURS ARE 9:00 A.M. TO 3:30 P.M. MONDAY-FRIDAY

STANDARD TERMS AND CONDITIONS OF PURCHASE ORDERS

All Purchase Orders shall contain and the City shall not accept goods or services unless delivered or rendered upon the following standard contract terms and conditions:

ACCEPTANCE. The Seller shall be bound by the Purchase Order and its terms and conditions when it delivers the goods ordered or renders the services ordered by the City.

TITLE. The risk of loss of goods covered by the Purchase Order shall remain with the Seller until the goods have been delivered to a designated site and actually received by the City. Any damage to the material and equipment, or loss of any kind, occasioned in transit shall be borne by the Seller.

DOCUMENTS. The Bid Documents consist of the Invitation to Bid, Terms and Conditions, Construction Agreement, Contract Bond, Special Provisions, Specifications, Technical Specifications, Proposal and Bid Form, Engineering Plans or Drawings prepared for a project, Addenda issued during the bidding period, and Change Orders issued after the Contract is let.

CHANGES. The City, without invalidating the Contract, may order changes, including additions, deletions, or modifications. The Parties recognize that said changes may affect price and time for performance, in which event appropriate adjustments will be considered. All such changes in the work shall be authorized in writing, signed by the Procurement Services Division Director in a manner consistent with contract documents. The price and the time for performance may be changed only by Change Order Request (see #4 above). By written instructions to the Contractor, the City may make minor changes in the work which are consistent with the purpose of the work and which do not change the contract price or time for completion. The Procurement Services Division is to be notified of any proposed changes in: (a) materials used, (b) manufacturing process, or (c) construction. However, changes shall not be binding upon the City unless evidenced by a Change Order Request issued and signed by the Procurement Services Division Director.

INSPECTION. The goods and services purchased are subject to the inspection and approval of the initiating department. The City reserves the right to reject goods and services which do not conform to provisions of the Purchase Order.

DEFAULT. Default in promised delivery of supplies, completion of project, or failure to meet specifications authorizes the City to terminate the Contractor's right to proceed with the order/work by giving the Contractor written notice. The defaulting Contractor may, at the discretion of the City, be charged the increase in costs of obtaining the goods/services elsewhere.

WARRANTY. The Contractor shall not incorporate in the work of a project any materials or equipment subject to a chattel mortgage, a conditional sales contract, or any other agreement permitting a Vendor to retain an interest. The Contractor shall warrant clear title to all materials and equipment incorporated in the work; when the project is completed, the Contractor shall deliver to the City the improvements it has incorporated free of any lien or claim. The provisions of this section shall be included in all contracts with Vendors and Sub-Contractors. Vendors who furnish materials without a formal contract shall be given notice, by Contractor, that this provision exists.

INSURANCE. As specified in the bid documents.

INDEMNIFICATION. Bidder/Contractor shall hold harmless, indemnify, and defend the City, its elected officials, appointed officers, and employees, representatives, or agents, against any claims, action, loss, damage, injury, liability, tax, assessment, cost or expense of whatever kind (including, but not by way of limitation, attorneys' fees and court costs (in both trial and appellate matters in any judicial and/or administrative tribunal) arising out of or incidental to Bidder/Contractor's performance of this contract. Other specific references to the Bidder/Contractor's duty to indemnify the City and hold it harmless, which may be set forth herein, shall be construed as in addition to, and not as a limitation of the requirements of this section. The City shall be entitled to recover its reasonable attorneys' fees, including trial and appellate, and court costs in the event judicial and/or administrative enforcement of this Bidder/Contractor indemnity is required.

STATEMENT OF ASSURANCE. No bids submitted shall be considered unless the Bidder warrants that upon execution of a Contract with the City it will:

- a) not engage in employment practices that have the effect of discriminating against employees or prospective employees because of race, color, religion, sex, national origin, age, handicap, or marital status
- b) will submit such reports as the City may thereafter require to assure compliance.

APPLICABLE LAW. Any contract entered into pursuant to this bid shall be construed in accordance with the laws of the State of Florida. Venue for any action or proceeding concerning this contract shall be in the State Courts of Polk County, Florida.

LIMITATION ON MUNICIPAL INDEMNITY. To the extent that the contract or agreement calls for the City to indemnify any party thereto, the following sentence shall be appended to the indemnity and shall control the indemnity as if set forth therein:

"provided, however, that regardless of whether any such obligations incurred hereunder are based on tort, contract, statute, strict liability, negligence, product liability or otherwise, the obligations of the City of Winter Haven under this indemnification provision shall be limited in the same manner that would have applied if such obligations were based on, or arose out of, an action at law to recover damages in tort and were subject to section 768.28, Florida Statutes, as that section existed at the inception of this Contract or Agreement." Provided further, no waiver of the City's sovereign immunity is intended to be made herein. The addition of this language shall not be construed to create City indemnifications where none are expressly made in the terms and conditions of the contract or agreement.

RFQ-13-101 – ANNUAL CONTRACT- FLUORIDE – WATER PLANTCONTRACT RENEWAL NUMBER ONE OF FOUR

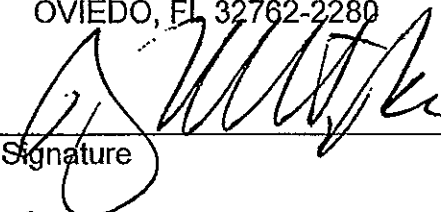
The term of the Contract Renewal Agreement for Annual Contract – Fluoride is amended as follows:

The expiration date of the Contract Renewal Agreement is extended **through December 31, 2015.**

ESTIMATED ANNUAL AMOUNT Not To Exceed \$31,800.00

All other terms and conditions remain the same.

FOR: THE DUMONT COMPANY
PO BOX 622280
OVIEDO, FL 32762-2280

BY: 

Signature

Ronald Cartwright
Name, Typed/Printed

Title

President

Date

8/11/14

FOR: CITY OF WINTER HAVEN

BY: 

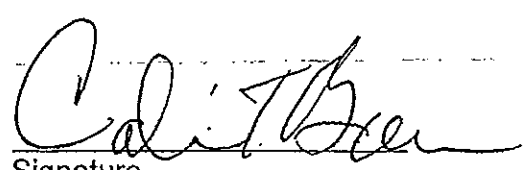
Signature

Calvin T. Bowen
Name, Typed/Printed

Title City Manager and/or designee

Date

FINANCE:


Signature

Calvin T. Bowen
Name, Typed/Printed

Title Finance Director

Date

8-21-14

Attachment: Water and Wastewater Chemical Bids (1155 : Fiscal Year 2016 Water and Waste Water Treatment Chemicals)

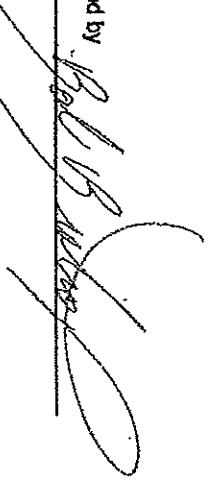
BID NO: RFQ-13-101
 BID OPENING 2:00 P.M., 10/03/13

CITY OF WINTER HAVEN
 TABULATION OF BIDS

AWARDED TO:

Annual Contract - Hydrofluosilicic Acid (Fluoride)		Bidder No 1 The Dumont Company Oviedo, FL	Bidder No 2 Harcross Chemicals, Inc. Tampa, FL		
Item	Description	Unit Price	Total Price	Unit Price	Total Price
A	5500 Hydrofluosilicic Acid - 65 Gal Drums	\$3.10	\$17,050.00	\$3.80	\$20,900.00
B	5000 Hydrofluosilicic Acid - Bulk Gal	\$2.95	\$14,750.00	\$2.70	\$13,500.00
	Total, Items A-B		\$31,800.00		\$34,400.00
	Delivery Time	Within 3-5 days		Within 2-7 days	
Annual Contract - Hydrofluosilicic Acid (Fluoride)		Bidder No 3 Davis Supply, Inc. Fort Myers, FL		Bidder No	
Item	Description	Unit Price	Total Price	Unit Price	Total Price
A	6500 Hydrofluosilicic Acid - 55 Gal Drums	\$3.92	\$21,560.00		\$5,290.00
B	5000 Hydrofluosilicic Acid - Bulk Gal	\$3.37	\$16,860.00		
	Total, Items A-B		\$38,410.00		
	Delivery Time	Within 7 days			

Prepared by



1

Date: 10-4-13

DUMONT

October 3, 2013

TO: City of Winter Haven
Procurement Service Division
Sent By Fax: 863-291-5666

FROM: Ron Cartwright

RE: RFQ-13-101 Hydrofluosilicic Acid

We are pleased to quote on your requirement for Hydrofluosilicic Acid delivered to your 10 sites. Our proposal is in complete compliance with your specifications.

We have been serving Winter Haven for the last five years and have always filled the drums in place at your smaller sites as well as the two sites with tanks. We are proposing to continue this method of delivery in lieu of delivering previously filled drums and picking up empties. Since there is extra value in delivering in this manner, we think that you should consider this when evaluating the proposals.

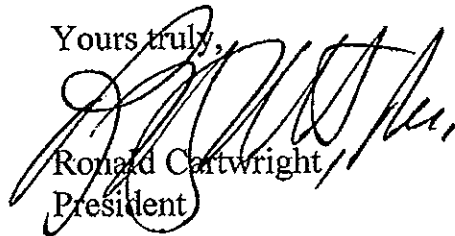
The advantages of filling the drums in place as opposed to receiving already filled drums are:

- Operator does not have to handle empty drums and store them for return to vendor. Requires extra space in already crowded areas.
- There is no wasted product. It is impossible to pull all of the product from the drum with a feed pump. Therefore, when empties are taken off-line for return to vendor, they always contain some amount of product. There can easily be 1-2 gallons or more left in each barrel. The only alternative is to have the operator turn each barrel upside down and drain the contents from the drum; this is time consuming and dangerous for the operator and could be an environmental issue if any is spilled.

- Vendors commonly charge for lost or damaged drums and also charge for lost or damaged bungs (threaded closures) which are commonly misplaced after opening. Bungs alone can cost \$3-5.00 per drum; replacing a drum can cost up to \$50.00.
- All of the hidden costs of receiving filled drums including operator time, loss of product and damage charges are eliminated when the drums are filled in place. Filling in place will be less expensive for Winter Haven than dealing with prefilled drums.

We look forward to continuing our service to Winter Haven. Please let us know if you have any questions.

Yours truly,



Ronald Cartwright
President

RHC/mas

Enc.

REQUEST FOR QUOTATION
CITY OF WINTER HAVEN
"An Equal Opportunity Employer"

RFQ-13-101

For additional information and clarification contact:

Department Name: Utility Services
Water Treatment Plant

Please return quote to:

Contact Person: Steve Warder

City of Winter Haven
 Procurement Service Division
 Fax # 863-291-5666

Telephone #: 863-291-5767DATE ISSUED: 9/18/2013

Please quote on the following items:

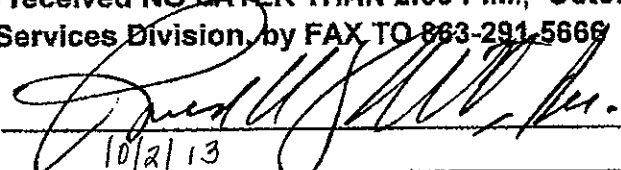
Item	Quantity	Description	Unit Cost	Total Cost
Annual Contract - Hydrofluosilicic Acid (Fluoride)				
A	5,500 gals	Hydrofluosilicic Acid- delivered - 55 gallon drums	\$ <u>3.10</u>	\$ <u>17,050.00</u>
B	5,000 gals	Hydrofluosilicic Acid - delivered - bulk in gallons	\$ <u>2.95</u>	\$ <u>14,750.00</u>
		Total, Items A-B		\$ <u>31,800.00</u>
Product and deliveries must be to CITY specifications attached.				
Successful bidder must bid on both drum and bulk delivery. Winning bid will be the lowest qualifying bid when drum and bulk unit prices are combined.				
Contract estimated start date: January 1, 2014				
** Except for purchases of products, the successful Contractor must carry Workers Comp, General Liability, and Automobile Insurance in an amount and form acceptable to the City with limits of no less than one-million dollars. A copy listing the City as an additional insured must be furnished prior to starting work.				

Procurement Services Division Director: DELIVERY WANTED: Per specifications attached

We offer to sell you as above F.O.B., Winter Haven, Florida. Delivery can be made in 3-5 days from receipt of order.

Quotation must be received NO LATER THAN 2:00 P.M., October 3, 2013

To: Procurement Services Division, by FAX TO 863-291-5666

SIGNATURE: DATE: 10/2/13**COMPANY NAME: The Dymont CompanyADDRESS: 381 S. Central AveCITY/STATE: Duval FL 32765PHONE: 800-336-1369FAX: 800-524-9315EMAIL: rone@dymontchemicals.com

**PAYMENT WILL BE RENDERED TO THE NAME AND ID APPEARING ON THE W-9.

RFQ-13-101
Hydrofluosilicic Acid Specifications

GENERAL - The City is requesting quotes for Hydrofluosilicic Acid in 55 gallon drums and bulk quantities to be delivered to its eleven water treatment plants. Please review the specs below for details. If you have any questions, please feel free to contact Steven Warder at (863) 291-5767.

HYDROFLUOSILICIC ACID – Nominal strength 23%, to be furnished in 55 gallon drums and bulk quantities meeting USEPA, FLA HRS, and AWWA standards for addition to drinking water. Vendor will furnish certificate of analysis with delivery.

APPROXIMATE QUANTITIES – The annual usage is approximately 100 drums, with an average order of 4-6 drums at a time. Normally each drum will be delivered to a different location. For example, the city may order six drums, each drum being delivered to a different location. Two locations have bulk tanks and the estimated annual bulk delivery will be 5,000 gallons. Bulk delivery could possibly be as little as 100 gallons at a time.

DELIVERY LOCATIONS – Below is a list of the individual delivery locations. Products are to be shipped F.O.B. Winter Haven, Florida, and delivered upon request to the individual facility where the product is requested.

1. **THIRD STREET WATER PLANT**
 299 Post Ave. S.W.
 Winter Haven, Florida
 (Drum)
2. **INWOOD WATER PLANT**
 3401 Ave. T NW
 Winter Haven, Florida
 (Drum)
3. **RIDGE VO-TECH WATER PLANT**
 7700 SR 544
 Winter Haven, Florida
 (Drum)
4. **GARDEN GROVE EAST WATER PLANT**
 115 Byron Place
 Winter Haven, Florida
 (Drum)
5. **CYPRESSWOOD WATER PLANT**
 3140 Cypresswood Blvd.
 Winter Haven, Florida
 (Drum)
6. **ELOISEWOOD WATER PLANT**
 100 Citrus Drive
 Winter Haven, Florida
 (300 Gallon Bulk Tank)
7. **WINTERSET GARDENS WATER PLANT**
 6501 Eloise Loop Road
 Winter Haven, Florida
 (Drum)

List continued on next page

8. WINTERSET WATER PLANT
6600 Cypress Gardens Blvd.
Winter Haven, Florida
(Drum)
9. SUMMER HAVEN WATER PLANT
734 Lake Ned Road
Winter Haven, Florida
(Drum)
10. FAIRFAX WATER PLANT
1334 Fairfax Street N.E.
Winter Haven, Florida
(1,000 Gallon Bulk Tank)

The products shall be delivered within seven (7) calendar days upon request by the CITY. Products are to be delivered to locations requested.

Prices bid must be firm delivered price good for 12-months. The CITY will order items as needed over a 12-month period. The CITY may extend the contract(s) for (4) additional 12-month periods if there is no increase in prices and both the CITY and the successful bidder(s) are in agreement to the extension.



Emailed to: aarmstrong@hollyhillfl.org

August 5, 2015

Mr. Andy Armstrong
City of Holly Hill WTP
453 LPGA Boulevard
Holly Hill, FL 32117

Subject: **Renewal of Polymer Contract**

Dear Mr. Armstrong:

Polydyne Inc. is pleased to accept a renewal of our polymer contract for an additional year. The product and price will remain unchanged and are as follows:

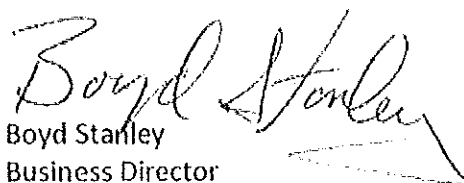
Product	Price
Clarifloc® A-3310	\$1.65/lb.

The new Contract term will be **October 1, 2015 through September 30, 2016.**

All other terms and conditions will remain the same.

It has been a pleasure doing business with the City of Holly Hill, and we look forward to continuing our valued supply position. Should you have any questions regarding this correspondence, please feel free to contact me at (912) 880-2055.

Sincerely,


Boyd Stanley
Business Director

Symonds & Associates

March 3, 2011

36730 Emerald Island Road

Leesburg, FL 34788

Att: Fred Symonds

Dear Fred:

Sole Source Agreement

As we discussed last week, you were requesting a letter verifying your distributor rights within the southeastern part of the country. This letter will serve as our agreement for Symonds & Associates being the sole source AQUAGOLD products (manufactured by Mersch Consulting, Inc.) throughout the States of Florida and Alabama. I have always had a terrific relationship with your family and look forward to working with you and your family members throughout the future. I will supply all reasonable technical support for your efforts throughout this part of the country.

Sincerely:

William F. Mersch

President

Cell: 630-207-7491

e-mail: gomersch@comcast.net

Dave Symonds and Associates
<dsymonds@embarqmail.com>

10:50 AM (2 hours ago)

August 5, 2015

Dave Symonds & Associates, Inc
36730 Emerald Island Road
Leesburg, FL 34788

Town of Holly Hill
1065 Ridgewood Avenue
Holly Hill, FL 32117

Att: Andy Armstrong
Ref: Sole Source letter and price quote

The price for a 55 gallon drum of Aqua Gold 170 delivered to your usage site is
\$674.00 less \$17 early pay for a total of
\$657.00.

This price is good through December 31, 2015.

If you need any further information please let me know.

Thank you,

Kathrine E Godwin

Dave Symonds & Associates, Inc.

Attachment: Water and Wastewater Chemical Bids (1155 : Fiscal Year 2016 Water and Waste Treatment Chemicals)



TANNER INDUSTRIES, INC.

735 DAVISVILLE ROAD, THIRD FLOOR
SOUTHAMPTON, PA 18966-3200
215-322-1238 FAX 215-322-7725
www.tannerind.com

August 12, 2015

Mr. Andy Armstrong
City of Holly Hill
453 LPGA Boulevard
Holly Hill, FL 32117

Via email: aarmstrong@hollyhillfl.org

Dear Mr. Armstrong:

This letter is to confirm that Tanner Industries, Inc. intends to extend an invitation to piggy-back off the bid for the City of Stuart, FL, Bid # 2015-293, for l.t.l bulk quantities of **Metallurgical Grade Anhydrous Ammonia** for delivery to your facility in Holly Hill, FL, once we have a signed agreement in place.

\$.77 per pound delivered
Price includes 2 hours unloading time
Terms: Net cash in 30 days
Effective: October 1, 2015
Firm thru: September 30, 2016

*Please Note: The storage tank lease agreement between City of Holly Hill and Tanner Industries, Inc. will remain unchanged.

We appreciate the business you place with us. If we may be of any further service, please do not hesitate to contact us.

Sincerely,
Tanner Industries, Inc.

Matt Tanner
Sales Administrator

QUOTE

Date 8/12/2015

TO:
City of Holly Hill
Holly Hill, Florida
Attn: Robert Kasporeck

Forrest Meeks
Sales Representative
Cell Phone – (205) 215-3735
Carmeuse Lime, Inc. /Carmeuse Lime & Stone, Inc.
(Corporate Office)
11 Stanwix, 11th Floor
Pittsburgh, PA 15222
866-780-0974 – Corporate Inside Sales

Re:	<i>Piggyback – Port Orange Bid #15-24</i>
Tons	<i>400 tons</i>
Phone	<i>(386) 248-9463</i>
Fax	
CC:	

To Place An Order - Call Customer Service Rep:

Maple Grove & Grand River	800-445-3920
Chicago & Buffington	800-621-2154
Black River, KY	866-236-9140
River Rouge	866-243-0964
Annnville & Hanover	866-277-8041
Longview	866-236-9142
Terminals	800-783-5392
Pittsburgh Fax	(412) 995-5515 (Purchase Orders)

High Calcium Quicklime	FOB Jacksonville, FL (T002)	\$169.69/ton
Freight (Bulkmatic, 24 ton Minimum)		\$ 19.80/ton
Fuel Surcharge (Fixed)		\$ 3.96/ton
*Admin Fee 5.5%		\$ 1.09/ton
Delivered Price		\$194.54/ton

- IF QUOTE ACCEPTED PRICE GOOD TILL 9/30/2016
- ALL QUOTES GOOD FOR 30 DAYS FROM ISSUE DATE (unless agreed to otherwise in bid)
- ALL TAXES ARE EXTRA IF APPLICABLE
- THIS PRICE IS BASED ON AVAILABILITY OF MATERIAL
- TERMS NET 30 DAYS FROM DATE OF INVOICE (unless agreed to otherwise in bid)
- Carmeuse Lime will guarantee to meet the information on the Product Typical Sheets enclosed.
- Enclosed are Terms and Conditions IN NO EVENT SHALL CARMEUSE BE LIABLE FOR INDIRECT, SPECIAL, INCIDENTAL, PUNITIVE OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING OUT OF, OR IN ANY WAY CONNECTED WITH THE PRODUCT OR CARMEUSE'S OBLIGATIONS HEREUNDER. All sales are expressly contingent upon this limitation of liability. To the extent any purchase order contains terms or conditions different from or contrary to such limitation, then such terms or conditions are objected to, null and void, and will not form a part of the parties' contract.

*Any freight charges where it is necessary for Carmeuse to prepay for shipment will carry an Administration Fee of 5-½ %.

Exceptions:**Carmeuse Lime and Stone****Terms and Conditions of Sale**

1. The term "Quotation" means the Quotation issued by Seller, these Terms and Conditions of Sale, and all attachments and amendments thereto. Acknowledgment or acceptance of the Quotation, performance of any part thereof or acceptance of any Product by Buyer constitutes Buyer's acceptance of all of its terms. Acceptance is limited to the terms and conditions of the Quotation. Any proposal for additional or different terms or any attempt by Buyer to vary any of these terms in Buyer's acceptance is hereby objected to and rejected. Such proposals will not operate as a rejection of this offer unless they vary the description, quantity, price or delivery schedule of the Product, but such proposals will be deemed a material alteration thereof, and this offer will be deemed accepted by Buyer without such additional or different terms. If the Quotation is deemed an acceptance of a prior offer by Buyer, such acceptance is limited to the express terms contained in the Quotation. These Terms and Conditions of Sale will survive termination of the Quotation.

2. If Buyer and Seller have a pre-existing written agreement referenced in the Quotation, the terms of such agreement will take precedence over the terms of the Quotation, to the extent of any conflict between such terms. In the event of any conflict between the terms on the front of the Quotation and these Terms and Conditions of Sale, the terms on the front of the Quotation shall take precedence.

3. The Product will be shipped on a schedule mutually agreed to by Seller and Buyer. Title to, and risk of loss of, the Product will pass to Buyer at the FOB point set forth in the Quotation. The net weight of the Product will be determined at Seller's scales.

4. The price is exclusive of all federal, provincial, state and local taxes, for which Buyer is responsible. If Buyer is exempt from any such taxes, Buyer will provide to Seller current certificates evidencing such exemption. Payment terms will be net 30 days from date of invoice. In the event any invoice is not paid when due, it will be subject to interest at the lesser of 1-1/2% per month or the maximum legal rate. In addition to Seller's other rights and remedies hereunder, Seller will be entitled to recover from Buyer all costs of collection, including without limitation Seller's attorneys' fees and litigation costs. In the event an invoice is more than 30 days past due, Seller will have the right to suspend deliveries until all past due invoices have been paid, or Seller at its option may terminate the agreement to supply Product. This Quotation is subject to Buyer's satisfactory completion of Seller's credit approval process. If, in Seller's reasonable opinion, there is an adverse change to Buyer's financial condition, Seller may require adequate assurances of performance be provided by Buyer within 5 days following Seller's request, and if Buyer fails to provide such assurances, Seller may withhold further delivery of the Product.

5. SELLER'S WARRANTY WITH RESPECT TO THE PRODUCT IS LIMITED TO COMPLIANCE OF THE PRODUCT WITH THE SPECIFICATIONS SET FORTH IN THE QUOTATION, AND SELLER MAKES NO OTHER WARRANTIES WITH RESPECT TO THE PRODUCT. WITHOUT LIMITING THE FOREGOING, SELLER MAKES NO WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER IMPLIED OR STATUTORY WARRANTY WITH RESPECT TO THE PRODUCT. ANY TECHNICAL ADVICE FURNISHED OR RECOMMENDATION MADE BY SELLER CONCERNING ANY USE OR APPLICATION OF THE PRODUCT IS BELIEVED TO BE RELIABLE, BUT SELLER MAKES NO EXPRESS OR IMPLIED WARRANTY REGARDING SUCH ADVICE AND RECOMMENDATIONS.

6. BUYER'S SOLE AND EXCLUSIVE REMEDY FOR ANY CLAIM BY BUYER WITH RESPECT TO THE PRODUCT SUPPLIED BY SELLER AND/OR SELLER'S OBLIGATIONS HEREUNDER, WHETHER SUCH CLAIM IS BASED UPON WARRANTY, CONTRACT, NEGLIGENCE, STRICT LIABILITY OR ANY OTHER THEORY, IS LIMITED TO REPLACEMENT OF THE PRODUCT WITHOUT CHARGE TO BUYER OR ISSUANCE OF AN APPROPRIATE CREDIT TO BUYER. IN NO EVENT WILL SELLER'S LIABILITY FOR DEFECTIVE PRODUCT EXCEED THE PURCHASE PRICE THEREOF. IN NO EVENT WILL SELLER BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, PUNITIVE OR SPECIAL DAMAGES, INCLUDING, WITHOUT LIMITATION, ANY LOST PROFITS OF BUYER. NO CLAIM MAY BE MADE AGAINST SELLER BY BUYER MORE THAN 30 DAYS FOLLOWING DELIVERY.

7. If the cost of producing, storing or handling the Product increases because of factors beyond Seller's reasonable control, including without limitation changes in or imposition of governmental regulation or labor costs, the parties will negotiate in good faith an adjustment to the price of the Product.

8. If, because of any cause or causes beyond the reasonable control and without the intentional fault or negligence of the party affected thereby, including without limitation Acts of God, labor strikes or disturbances (whether or not the demands of the employees are reasonable and within such party's power to concede), unusual weather, interruptions of transportation, interruptions of public utility power facilities, embargoes, acts of civil or military authority, war, riots, material breakdowns (including shutdowns for emergency maintenance or the like) at the party's facilities, condemnation or acts of eminent domain or forced sale, either party is commercially unable to carry out part or all of its obligations to the other party, and if such party promptly gives to the other party written notice of such event, then the obligations of the

party giving such notice shall be suspended to the extent made necessary by such event during the continuance of such event; provided, however, that the party giving such notice shall use good faith efforts to eliminate such event insofar as possible with a minimum of delay; provided further that no payment obligations will be so excused.

9. Except as attributable to the negligence or misconduct of Seller, Buyer shall assume all risks and liabilities arising from the use or possession of the Product, and Buyer shall indemnify and hold harmless Seller and its affiliates from and against any and all claims, losses, liabilities, damages or expenses, including without limitation attorneys' fees, arising from or relating to the handling, storage, sale, delivery or use of the Product.

10. The Quotation will be construed in accordance with the internal laws of the state or province in which Seller is located, as set forth on the front of the Quotation. The Quotation constitutes the entire agreement of the parties, and supersedes all prior agreements, whether oral or written, of the parties, except as provided in Section 2 of these Terms and Conditions of Sale. No waiver or modification of the Quotation will be valid unless in writing and signed by the parties. The failure of either party to insist upon strict adherence to any term hereof on one or more occasions will not be considered a waiver or deprive that party of the right thereafter to insist on strict adherence to that term or any other term. If any provision of the Quotation is declared invalid or unenforceable by a court of competent jurisdiction, such provision will be ineffective to the extent of such invalidity or unenforceability, but will not affect any other provisions of the Quotation, which will otherwise remain in full force and effect. The terms hereof will inure to and be binding upon Buyer and Seller and their heirs, legal representatives, successors and assigns; provided that no part hereof may be assigned by Buyer, by operation of law or otherwise, without Seller's written consent. No information relating to the Quotation will be disclosed without Buyer's prior written consent.



Fort Bend Services, Inc.
Water & Waste Treatment Specialists

July 20, 2015

Todd Plank
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, FL 32117

SUBJECT: POLYMER PRICE EXTENSION

Mr. Plank,

Please accept this letter as our agreement to hold your present pricing through September 30, 2016.

FBS 10910 450# Net Drums \$1.45/lb \$652.50/Drum

Terms: Net 30 Days

Delivery: 15-20 Working Days

If you have any questions, please feel free to call at any time,

Sincerely,

David James
Polymer Sales Manager
Fort Bend Services, Inc.

office: 281.261.5199 & toll free: 800.933.3678 & fax: 281.261.2295

office: 13303 Redfish, Stafford, TX 77477 & mailing: PO Box 1688, Stafford, TX 77497

www.fortbendservices.com

Attachment: Water and Wastewater Chemical Bids (1155 : Fiscal Year 2016 Water and Waste Treatment Chemicals)



solenis.com

Kristin Popplli
Municipal Business Coordinator

Tel: +1 302 502 0829
kpopplli@solenis.com

July 20, 2015

Mr. Todd A. Plank
City of Holly Hill
453 LPGA Boulevard
Holly Hill, FL 32117

RE: Praestol K260FL Price Extension

Dear Mr. Plank,

Solenis LLC is pleased to extend the current price for a twelve month period as follows:

PRODUCT NAME	PRICE/LB
Praestol K260FL	\$1.44

- FOB & Shipping: Delivered/Destination (ZD) Shipping Included
- Terms: Net 30
- Packaging: 55 gallon drums
- Period: October 1, 2015 – September 30, 2016
- All remaining terms and conditions are the same.

If you have any questions, please contact me or Tim Brewer, your Authorized Agent.
We value your business and look forward to another successful year.

Sincerely,

Kristin Popplli
Municipal Business Coordinator



Beth Wrenn <bwrenn@hollyhillfl.org>

Fwd: [EXTERNAL] CO2 Contract

1 message

Andy Armstrong <aarmstrong@hollyhillfl.org>
To: Beth Wrenn <ewrenn@hollyhillfl.org>

Fri, Aug 21, 2015 at 9:03 AM

Andy Armstrong, Chief Water Plant Operator
Department of Public Works
City of Holly Hill
453 LPGA Boulevard
Holly Hill, FL 32117
(386)248-9463 (office)
(386)248-9499 (fax)
aarmstrong@hollyhillfl.org
www.hollyhillfl.org

----- Forwarded message -----

From: **Jim Exum** <James.Exum@airgas.com>
Date: Fri, Aug 21, 2015 at 8:43 AM
Subject: RE: [EXTERNAL] CO2 Contract
To: Andy Armstrong <aarmstrong@hollyhillfl.org>

Andy. The price will be \$290/ton, delivered NSF product. Thank you.

From: Andy Armstrong [mailto:aarmstrong@hollyhillfl.org]
Sent: Thursday, August 13, 2015 7:40 AM
To: Jim Exum
Subject: [EXTERNAL] CO2 Contract

Jim,

I have attached the documents from last year. Could you send me something similar today so I can get the paperwork to the commission meeting. I would like to keep Airgas as our supplier.

Thanks and please call me if you have any questions or need any additional information.

Andy Armstrong, Chief Water Plant Operator

Department of Public Works

City of Holly Hill

453 LPGA Boulevard

Holly Hill, FL 32117

(386)248-9463 (office)

(386)248-9499 (fax)

aarmstrong@hollyhillfl.org

www.hollyhillfl.org

Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. The City of Holly Hill's policy does not differentiate between personal and business emails. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the City system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose identifying information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

MEETING DATE: September 9, 2015
FROM: Steve Aldrich
SUBJECT: Halifax Humane Society Agreement 2015-2016
NUMBER: (ID # 1157)
APPLICANT:
PLANNER:

DISCUSSION: The Halifax Humane Society is a cost effective method of ensuring the humane treatment of stray animals collected within the City limits of Holly Hill. The City has contracted with Halifax Humane Society, a well-respected animal shelter service provider, for many years to provide sheltering, care, treatment services and reunification of stray animals found within the east Volusia area.

FISCAL ANALYSIS: The city has a set \$20,000 proposed budget expenditure in the 2015/2016 Fiscal Year budget for the sheltering service provided under this agreement with the Halifax Humane Society.

STAFF RECOMMENDATION: Authorize the City Manager to enter into a twelve (12) month service agreement with the Halifax Humane Society to provide humane sheltering for impounded stray animals and final disposition of stray animals per agreement.

COMMISSION GOAL: Goal #4: Provide public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven

innovations.

MOTION: Motion to approve the City Manager entering into agreement with the Halifax Humane Society to provide animal sheltering services.

- HHS Request to renew 2015 (PDF)
- HHS Renewal agreement 2015 (PDF)



*Protecting
Animals in the
Greater
Daytona Beach
Area Since 1937*

BOARD OF DIRECTORS

Melvin D. Stack, ESQ
President

Margaret Ferguson
Vice President

Michael R. Leonard
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Deirdre Macbeth, ESQ
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Matt Banker
Patricia Culler
Janice Scott
Vonda Sullivan
JJ Roberts, DO

CHIEF EXECUTIVE OFFICER

Miguel Abi-hassan

Dear Elected Officials & Staff

Attached you will find the 2015-16 Animal Sheltering Services contract for Halifax Humane Society. I am proud to announce that even though medications and other expenses continue to rise, we will not be increasing fees this year. The board and I are happy to pass on these cost-savings in good faith for your continued support and in anticipation of another proactive year ending pet-homelessness.

I am delighted to be able to provide you the latest update on our partnered goal of ending pet homelessness in the name of public safety and humanitarianism. Collectively looking at Volusia, we have reduced intake (service charges) through proactive spay/neuter, awareness campaigns, TNR and 32 additional HHS services over 12% in the last year. Further, if we look at the last comparable year (2007) where we serviced as many Municipalities as we do today, that intake number has dropped 32%.

If we can assist in your animal welfare endeavors by lending our expertise in Animal Control services, TNR programs or Ordinances that are making tangible improvements in communities throughout the South East region, please let us know. We are always happy to assist our patrons in the plight of fighting pet homelessness.

Kindest regards,

Miguel Abi-hassan, CAWA

Chief Executive Officer

(386) 274-4703 X317



AGREEMENT FOR SERVICES BETWEEN
Halifax Humane Society, Inc.
AND
The City of Holly Hill

This **Services Agreement** ("Agreement") is hereby entered into by and between the **Halifax Humane Society, Inc.**, a Florida non-profit corporation, with its principal address at 2364 West LPGA Boulevard, Daytona Beach, Florida 32124 ("Humane Society"), and the **City of Holly Hill**, a Florida municipal corporation.

WHEREAS, in order to enforce the ordinances of the City of Holly Hill and the laws of the State of Florida with respect to stray animals, the City of Holly Hill desires to deliver stray animals to the Humane Society for the humane impoundment and humane disposition of said animals; and

WHEREAS, the Humane Society is organized for the purpose, among others, of preventing cruelty to animals and is interested in assuring that impounded animals are sheltered in a humane manner and those which must be destroyed, be so destroyed in a humane manner.

NOW, THEREFORE, for and in consideration of the mutual covenants, conditions and provisions herein contained, it is expressly agreed and understood as follows:

1. **TERM:** This Agreement will take effect on the 1st day of October 2015, and will remain in full force and effect for a twelve (12) month period ending on midnight between September 30, 2016 and October 1, 2016.
2. **ANIMAL SHELTER:**
 - (a) The Humane Society will maintain and operate an animal shelter ("Shelter") in a manner adequate for the confinement, remedial treatment, and, if necessary, disposal of stray dogs, cats, or other animals, which may be delivered to the Humane Society from all areas within the City of Holly Hill, and the Humane Society will furnish, at its sole expense, all supervision, labor, animal food, tools, supplies and other things necessary for the satisfactory performance of the services herein agreed to be provided. Remedial care will be provided for injured animals during operating hours when there is a staff veterinarian available, at the Humane Society's sole expense. The Shelter will be operated at 2364 LPGA Blvd., Daytona Beach, Florida.
 - (b) The Humane Society will provide means to accept all stray dogs, cats, and other domesticated animals delivered to the Shelter by the City of Holly Hill's law enforcement personnel, Animal Control Officers, or other designated officers appointed by the City of Holly Hill for this purpose. The Humane Society will accept

wild animals and livestock only if it has the ability and facilities to impound and control these animals, and the decision to accept or reject such animals will be solely within the discretion of the Humane Society. The Humane Society will require all persons who drop off or report injured or stray animals to the Shelter during the Shelter's normal operating hours to give their names and current home and post office addresses and identify the place where the animals involved were located or picked up.

- (c) When the City of Holly Hill delivers an animal to the Shelter for impoundment and such animal bears information indicating ownership of the animal, the Humane Society, within one (1) working day after receipt of such animal, will use its best efforts to notify the owner thereof and inform the owner of the procedure whereby the owner can recover the animal. Regardless of the foregoing, any animal suspected of being infected with rabies or which has bitten or otherwise exposed any person to rabies, shall not be released to its owner until after such animal has been impounded for a period of ten (10) days and the Volusia County Health Department, through its authorized representatives, has expressly approved, in writing, any such release. When a stray dog or cat is delivered to the Shelter and is not suspected of having rabies or has not bitten or otherwise exposed any person to rabies, the Humane Society will impound the animal at the City of Holly Hill's expense for a period of three (3) calendar days. If the owner has not retrieved the animal within such three (3) day period, the Humane Society will thereafter provide for the adoption or humane disposal of the animal in accordance with its routine methods and procedures.

3. BILLING & PAYMENT:

- (a) The Humane Society shall bill the City of Holly Hill pursuant to Paragraph 3(b), as applicable, for:
 - (i) each dog or cat, domesticated animal, injured animal, deceased animal, livestock animal, wild animal, or quarantined/confiscated animal delivered to the Shelter by either the City of Holly Hill's Police or Animal Control Officers;
 - (ii) each dog or cat, domesticated animal, injured animal, deceased animal, livestock animal or wild animal emanating from within the City of Holly Hill and delivered to the Shelter by a private citizen; and
 - (iii) each dog or cat, domesticated animal, injured animal or deceased animal picked up by the Humane Society within the City of Holly Hill.
- (b) In consideration of the agreements and undertakings to be performed by the Humane Society, the City of Holly Hill agrees to pay the following applicable fee(s)

per animal to the Humane Society on a monthly basis, in arrears:

Type of Animal	Fee
Dog or cat	
1st day of impoundment	\$45.00
2nd day of impoundment	\$20.00
3rd day of impoundment	\$20.00
Other domesticated animal	\$35.00
Livestock animal	\$80.00
Wild animal (Euthanasia)	\$35.00
Deceased on arrival (Disposal)	\$15.00
Quarantined animal (e.g., Rabies)	\$150.00 (or \$15.00pd) (10 day maximum stay)
Confiscated animal	\$45.00 for the 1st day of impoundment plus \$20.00 for each additional day of impoundment

- (c) Payment must be made to the Humane Society within forty-five (45) days of the date of a proper invoice, as required by the Florida Local Government Prompt Payment Act (Part VII, Chapter 218, Florida Statutes) (the "Prompt Payment Act"). As provided by the Prompt Payment Act, any payment that is not made by the City of Holly Hill within such time period shall bear interest from thirty (30) days after the due date at a rate of one percent (1%) per month on the unpaid balance until paid in full. If the City of Holly Hill has a dispute about a charge on its invoice, it must contact the Humane Society's Director of Administrative Services at 386-274-4703, extension 315, within fifteen (15) days of the date of the invoice.
- (d) The Humane Society will submit to the City of Holly Hill, with its monthly invoice, a

list of all pick up addresses of stray animals charged to the City of Holly Hill's account for animals that were not impounded by a City of Holly Hill Animal Control Officer, the names and addresses of all persons claiming any stray animals that are dropped off at the Shelter during normal operating hours, and, if known, the names and addresses of all persons claiming stray animals that are dropped off at the Shelter after-hours.

- (e) In the event an owner pays any fees or charges to reclaim its animal, the City of Holly Hill shall be credited to the extent any such fees or charges are paid.

4. **RABIES QUARANTINE:** The Humane Society will provide space for the confinement, observation and care of any stray animal suspected of rabies, or any stray animal which has bitten or otherwise exposed any person to rabies for a period of ten (10) days and will accept, care for and dispose of any such animal delivered to the Shelter. The Humane Society will notify the Volusia County Health Department of any rabies specimen animal that dies during the ten (10) day impoundment period, and will allow the Volusia County Health Department the opportunity to take custody of the remains of any such animal that becomes ill or dies while under confinement for such reasons. The City of Holly Hill shall pay the applicable charges for quarantine service pursuant to Section 3(b) of this Agreement.

5. **CONFISCATED ANIMALS:** The Humane Society will agree to accept confiscated animals as strays or accept said animals as "confiscated" only when the provisions of Section 828.073, Florida Statutes are satisfied (*i.e.*, pursuant to a Court order after petition and hearing). The City of Holly Hill shall be responsible for all charges and expenses incurred in confiscating an animal pursuant to § 828.073, Fla. Stat. The appropriate paperwork must be submitted by the seizing agent to the Humane Society within three (3) business days of impounding the confiscated animal. Failure to comply with this requirement will result in "confiscated" animals being deemed "stray" animals, at which point care of the animal will be charged to the City of Holly Hill at the default "stray" rates provided in Section 3(b) of this Agreement.

6. **DANGEROUS DOG LAW:** Pursuant to Sections 767.12 and 767.13, Florida Statutes, it will be the sole responsibility of the City of Holly Hill's animal control authority to determine whether a dog is dangerous and to submit to the Humane Society the necessary paperwork as required by the applicable statutes. If quarantine is necessary, a dog quarantined pursuant to Sections 767.12 and 767.13, Florida Statutes, may be quarantined for ten (10) business days at a bona fide boarding kennel or veterinarian's office of the seizing agent's or owner's choice. Otherwise, the Humane Society will quarantine all dogs that the City of Holly Hill's animal control authority determines to be dangerous for a maximum of ten (10) business days. The City of Holly Hill shall pay the applicable charges for such service pursuant to Section 3(b) of this Agreement. If the owner of the dog is unknown by the end of the quarantine period, the City of Holly Hill may request that euthanasia be performed by the Humane Society when it is the City of Holly Hill's belief that the dog poses a threat to public safety.

7. **CONFISCATED ANIMALS - OWNER OF ANIMAL IS IN CUSTODY / DECEASED / HOSPITALIZED:** All animals whose owners are in police custody, deceased or hospitalized may be placed in a bona fide boarding kennel or veterinary clinic at the owner's expense. The Humane Society will accept any such animals that are seized or taken by the City of Holly Hill. The City of Holly Hill shall pay the applicable charges for such service (*i.e.*, "Confiscated Animal") pursuant to Section 3(b) of this Agreement.

8. **CONFISCATED ANIMALS DUE TO OWNER EVICTION:** Animals seized by the City of Holly Hill as a result of an owner eviction will be held by the Humane Society for the time period necessary to attempt to contact the owner by certified mail. Upon receipt of the certified mail, the owner will be afforded an additional three (3) days to reclaim his/her animal(s), and, if the owner reclaims the animal(s), he/she will be responsible for all charges, as provided in Section 3(b), from the date of seizure. If not reclaimed by the owner, all charges accruing pursuant to Section 3(b) will be paid by the City of Holly Hill.

As the impounding agency, if the City of Holly Hill chooses not to have the Humane Society hold the animal for the entire reclamation period referenced above, the City of Holly Hill may submit the animal to the Humane Society as a "stray," in which case the animal will be held for three (3) days prior to disposition. The City of Holly Hill agrees to fully indemnify the Humane Society for any and all claims that may arise as a result of the City of Holly Hill's decision to submit the animal as a "stray." The City of Holly Hill shall pay the applicable charges for such service pursuant to Section 3(b) of this Agreement.

9. **REMEDY IN THE EVENT OF BREACH:** In the event that the City of Holly Hill fails to make timely payment to the Humane Society for services rendered pursuant to this Agreement, the Humane Society, in its sole discretion, may elect to terminate this Agreement and cease providing services to the City of Holly Hill. If the Humane Society exercises this option, it will provide the City of Holly Hill with thirty (30) days written notice of its decision to terminate the Agreement. The City of Holly Hill will remain responsible for payment for all services rendered by the Humane Society prior to and during the thirty (30) day notice period. Upon expiration of the thirty (30) day notice period, the Humane Society will no longer provide any services to the City of Holly Hill.

10. **WAIVER OF BREACH:** The waiver by the Humane Society or the City of Holly Hill of any breach or violation of this Agreement will not operate as or be construed to be a waiver of any subsequent breach of this Agreement.

11. **SOVEREIGN IMMUNITY:** The City of Holly Hill expressly retains all rights, benefits, and immunities of sovereign immunity in accordance with §768.28, Florida Statutes. Notwithstanding anything set forth in any section of the Agreement to the contrary, nothing in the Agreement shall be deemed as a waiver of immunity or limits of liability of the City of Holly Hill beyond any statutory limited waiver of immunity or limits of liability which may have been adopted by the Florida Legislature or may be adopted by the Florida Legislature, and the cap on

the amount and liability of the City of Holly Hill for damages, regardless of the number or nature of claims in tort, equity, or contract, shall not exceed the dollar amount set by the legislature for tort. Nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim against the City of Holly Hill, which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

12. PUBLIC RECORDS: The Humane Society acknowledges that in the course of performing its obligations under this Agreement, the Humane Society may generate, create, or otherwise come into possession of records, documents, electronic data, or other media that meet the definition of a "public record" as defined in Chapter 119, Florida Statutes ("Public Records Act"). With respect to such public records, the Humane Society acknowledges that the City of Holly Hill and the Humane Society are required to comply with the Florida Constitution, and Chapter 119, Florida Statutes, in the handling of any such public records. To the extent practicable, the City of Holly Hill agrees to notify the Humane Society of any public records request concerning the Humane Society or matters relating to the services provided under this Agreement and the Humane Society similarly agrees to notify the City of Holly Hill of any public records request it receives concerning the City of Holly Hill or matters relating to the services provided under this Agreement. If the City of Holly Hill or Humane Society receives a request for public records that are in the possession or under the control of the Humane Society, the Humane Society agrees to promptly produce such records to the City of Holly Hill upon request and at no charge or penalty to the City of Holly Hill and further agrees to comply with all provisions of such Public Record Act as they may apply to the Humane Society. The City of Holly Hill shall be authorized to seek declaratory, injunctive, or other appropriate relief from a court of competent jurisdiction on an expedited basis to enforce the requirements of this section, it being understood that the maintenance and production of public records is of paramount public importance under Florida law. Regardless of the foregoing, the enumeration of any remedies recited herein shall not be interpreted to limit or otherwise restrict the City of Holly Hill from seeking any other appropriate cause of action against or remedy from the Humane Society, whether in law or in equity, in the City of Holly Hill's enforcement of the requirements of this section.

The

13. MEDIATION: Any dispute arising from this Agreement, including, but not limited to, disputes over fees for services, will be mediated prior to a lawsuit being filed. Mediation will occur within sixty (60) days of written request by either party to mediate unless agreed to otherwise. The written request must be delivered in accordance with the provisions of Paragraph 18, below, of this Agreement. The cost of the mediator's fee will be borne equally by the parties.

14. ATTORNEY'S FEES: Both parties agree to bear the cost of their own attorneys' fees with respect to any disputes, lawsuits, or claims arising under this Agreement, except unless otherwise specifically allowed elsewhere in this Agreement or in the event of an action to

recover amounts due under Part VII, Chapter 218, Florida Statutes, in which case, the court shall award court costs and reasonable attorney's fees, including fees incurred through appeal, to the prevailing party.

15. **GOVERNING LAW AND VENUE:** The parties further agree that this Agreement will be governed by the laws of the State of Florida and that venue for any and all suits arising out of or otherwise attributable to this Agreement will lie exclusively in the courts of Volusia County, Florida, unless the matter at issue is solely cognizable in federal court, in which case, venue shall be in the Middle District of Florida, Orlando Division.

16. **SEVERABILITY:** If any provision of this Agreement or any part of any provision of this Agreement is found to be invalid by a court of competent jurisdiction, such will not affect the validity of any other provision, or part thereof, of this Agreement.

17. **ENTIRE AGREEMENT:** This Agreement constitutes the entire and final understanding and agreement with respect to the subject matter hereof and supersedes all prior or contemporaneous negotiations, promises, covenants, agreements, or representations concerning all matters directly or indirectly, collaterally related to the subject matter of this Agreement.

18. **AMENDMENTS:** This Agreement cannot be amended or modified except by a writing executed by both of the parties hereto or their respective administrators, trustees, personal representatives and successors.

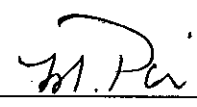
19. **NOTICES:** Any written notice required to be given under this Agreement is to be mailed by registered or certified mail, postage prepaid, to the party's business address or any other address designated for that purpose by written notice by either party to the other party.

IN WITNESS WHEREOF, the Humane Society and the City of Holly Hill have executed this Agreement for Services between Halifax Humane Society Inc. and the City of Holly Hill, effective on the date and year as set forth above.

HALIFAX HUMANE SOCIETY, INC.

By: 
 Name: Miguel Abi-hassan
 Title: Chief Executive Officer
 Date: 8/6/15

ATTEST:

By: 
 Name: Michelle Pari
 Title: Chief Operating Officer
 Date: 8/6/15

CITY OF HOLLY HILL

By: _____
 Name: John Penny
 Title: Mayor
 Date: _____

ATTEST:

By: _____
 Name: Joe Forte
 Title: City Manager
 Date: _____



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

MEETING DATE: September 9, 2015
FROM: Kurt Swartzlander
SUBJECT: General Liability, Property & Casualty and Workers Compensation Insurance
NUMBER: (ID # 1167)
APPLICANT:
PLANNER:

DISCUSSION:

The City's insurance coverage for Property/Casualty, General Liability and Worker's compensation is subject to renewal annually on October 1st.

Both Florida Mutual Insurance Trust (FMIT) and Preferred Governmental Insurance Trust (PGIT) submitted proposals for property, casualty and workers compensation insurance for the upcoming FY 2015/16.

FISCAL ANALYSIS:

FMIT quoted \$385,773 (\$403,235 less \$17,462 in returned premium)

PGIT quoted \$344,963 with a two year rate guarantee based upon exposure levels.

STAFF RECOMMENDATION:

Due to savings over the next two years staff is recommending a change in insurance carriers from FMIT to PGIT.

COMMISSION GOAL:

Goal #1: Develop and maintain a sound and sustainable financial plan for the city that establishes sufficient reserves for all funds, ensures (whenever possible) that user fees pay for services rendered, provides a realistic capital improvement program, and encourages public/private sector partnerships and intergovernmental partnerships.

MOTION:

Approve the change in insurance carriers to PGIT and approve contracting with PGIT for the next two fiscal years.

- PGIT Proposal (PDF)
- FMIT Proposal (PDF)

City of Holly Hill

SUMMARY OF PROPOSED PREMIUMS & RELATED INFORMATION

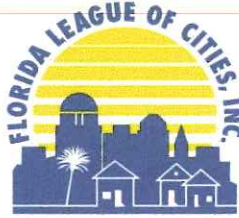
Premiums as Proposed:	2015-2016
Property	\$ 114,314.00
Inland Marine	\$ 3,402.00
Crime & / or Fidelity	\$ 1,000.00
General Liability	\$ 30,397.00
Public Officials Liability	\$ 30,240.00
Law Enforcement Liability	\$ 22,900.00
Automobile	
Liability	\$ 20,797.00
Physical Damage	\$ 10,268.00
Package Premium	\$ 233,318.00 ✓
Workers' Compensation	\$ 111,645.00 ✓
Total Premium	\$ 344,963.00

2 Year Coverage Agreement Option:

Option covers two annual twelve month periods. The following conditions apply in addition to all other conditions of this quote:

- All Aggregate limits reset for the second policy period. Losses applying to one annual coverage period will not erode the Aggregate Limits of another Annual Coverage Period.
- The Premium for the second year policy period will be determined based upon updated exposures for this period.
- Rates for the second year policy period will be identical to those for the period commencing with premiums subject to the following:
NCCI Experience modification factors, will be applied as promulgated
Changes to Scheduled Property, Inland Marine, and Automobile Payroll
Number of Employees
- In the event of cancellation of any line of business prior to the Expiration date of the second policy period, a penalty equal to 60 days premium of such lines of business shall become earned, any provision of the agreement to the contrary notwithstanding. The penalty is earned and payable regardless of when notice of such cancellation is given, or effective date of such cancellation.

Please refer to the individual proposed coverage parts for terms and conditions that this proposal may be subject to. This proposal is based upon the exposures to loss made known to the Agency. Any changes in these exposures (i.e., new operations, new products, additional states of hire, etc.) need to be promptly reported to us in order that proper coverage(s) may be put into place.



Department of Insurance and Financial Services

FLORIDA MUNICIPAL INSURANCE TRUST

RENEWAL QUOTE FOR 2015-2016

City of Holly Hill
FMIT 0260

<u>Coverage</u>	<u>Deductible</u>	<u>Limit</u>	<u>Premium</u>
General/Professional Liability	\$0	\$1,000,000	\$160,548
Automobile Liability	\$0	\$1,000,000	\$20,058
Automobile Physical Damage	Per Schedule		\$6,658
Property	\$1,000	\$40,030,599	\$106,675
Workers' Compensation	\$0	Total Payroll	
Experience Modification	1.05 10/1/15	\$4,900,786	\$109,296
GRAND TOTAL PREMIUM			\$403,235
RETURN OF PREMIUM			<u>\$17,462</u>
REDUCED GRAND TOTAL PREMIUM			\$385,773

The FMIT Board of Trustees has approved a \$6,000,000 return of premium for members that had property coverage in the 2013-2014 Fund Year. The directive of the Board was to return property premium on the renewing members for 2015-2016 that participated in the Trust's property program in 2013-2014. Based on the property premiums paid in 2013-2014 the City of Holly Hill can expect \$17,462 in return premium should they elect to renew coverage for the 2015-2016 policy year.

*Includes: Drug Free Credit: Yes
Safety Credit: Yes

Note: Coverage summaries provided herein are intended as an outline of coverage only and are necessarily brief. In the event of loss, all terms, conditions, and exclusions of actual Agreement and/or Policies will apply.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Resolution**

MEETING DATE: September 9, 2015
FROM: Joseph Forte
SUBJECT: PBA Bargaining Unit Agreement
NUMBER: (ID # 1161)
APPLICANT:
PLANNER:

DISCUSSION: City Management and representatives from the PBA have been in contract negotiations for several months. Both Management and the Union have agreed upon the terms and conditions contained in the attached agreement and request the City Commission to ratify the Agreement.

FISCAL ANALYSIS:

This three-year agreement provides for a wage increase for all PBA Bargaining Unit Members in the amount of 2.5% for the years beginning October 2015, 2016 and 2017.

STAFF RECOMMENDATION:

Ratify the attached PBA Bargaining Unit Agreement

COMMISSION GOAL:

N/A

MOTION:

To approve as submitted.

ATTACHMENTS:

- PBA Contract FINAL August 7, 2015 (DOC)
- PBA Contract Proposal DRAFT August 7, 2015 (DOC)
- PBA Agreement changes (DOCX)

Resolution No. (ID # 1161)**PBA BARGAINING UNIT AGREEMENT****RESOLUTION 2015-R-48**

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, RATIFYING A THREE-YEAR AGREEMENT WITH THE COASTAL FLORIDA POLICE BENEVOLENT ASSOCIATION (P.B.A.) OCTOBER 1, 2015 - SEPTEMBER 30, 2018; PROVIDING FOR SEVERABILITY, PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, negotiations between Management of the City of Holly Hill and representatives from the Police Benevolent Association (PBA) have concluded with an agreement between the representatives and now requires ratification by the City Commission and;

WHEREAS, on August 13, 2015, Management was advised that the members of the PBA voted unanimously in support of the proposed agreement.

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

SECTION 1. That the City Commission hereby ratifies the attached Agreement with the Coastal Florida Police Benevolent Association, as a three-year contract, effective October 1, 2015 and expiring on September 30, 2018.

SECTION 2. That if any section, subsection, sentence, clause, phrase, or portion of this resolution, or application hereof, is for any reason held invalid or unconstitutional by an Court, such portion or application shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 3. That all resolutions made in conflict with this Resolution are hereby repealed.

SECTION 4. That this resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED this 9th day of September, 2015.

**AGREEMENT BETWEEN
COASTAL FLORIDA POLICE BENEVOLENT
ASSOCIATION
AND
THE CITY OF HOLLY HILL**

October 1, 2015 – September 30, 2018

Ratified by City Commission:

Attachment: PBA Contract FINAL August 7, 2015 (1161 : PBA Bargaining Unit Agreement)

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THIS AGREEMENT is entered into by the CITY OF HOLLY HILL, FLORIDA, hereinafter referred to as the "City", and the COASTAL FLORIDA POLICE BENEVOLENT ASSOCIATION, hereinafter referred to as the "Employee Organization" or the "Association".

ARTICLE 1

TITLE RECOGNITION

1.1 The City hereby recognizes the Association as the exclusive bargaining agent for those employees in the following bargaining unit:

Included: All Sworn full-time Police Officers, Police Sergeants, and Police Lieutenants

Excluded: Police Chief, Deputy Police Chief and all non-sworn positions.

ARTICLE 2

MANAGEMENT RIGHTS

2.1 Except as expressly provided for in this Agreement, the City has the sole and exclusive right to manage and direct the Holly Hill Police Department, set standards of service to be offered to the public and to exercise control and discretion over its operation.

2.2 The City, except as provided in this Agreement, specifically, but not by way of limitation, reserves the exclusive right to: hire, promote, transfer, classify, reclassify and lay off bargaining unit member s; fire, demote, and for just cause, transfer bargaining unit member s from location to location; rehire bargaining unit member s; maintain the efficiency of bargaining unit member s through supervisory personnel; merge, consolidate, expand or close the Department or any part thereof or expand, reduce, alter, combine, assign or cease any positions upon notifications, control the use of equipment and property of the City; fill any position on a temporary, emergency or interim basis; determine the number, location, and operation of headquarters, annexes, divisions, sub-stations and departments thereof; schedule and assign the work to the bargaining unit member s and determine the size and composition of the work force; formulate and implement departmental policy, rules and regulations; and introduce new or improved services, maintenance procedures, materials facilities, equipment and subcontract or contract any or all of its operations and functions. The Chief of Police will meet and negotiate with Association representatives regarding any change to the basic shift rotation plan of the Patrol Division, prior to implementation of any change to that plan.

2.3 If the City fails to exercise any one or more of the above functions from time to time, it shall not be deemed a waiver of the City's right to exercise any or all of such functions.

2.4 The above rights to the City are not all inclusive but indicate the type of matters or rights which belong to and are inherent to the City in its capacity of management and direction of the City of Holly Hill Police Department. Any rights, powers and authority the City had prior to entering into this Agreement are retained by the City, except as expressly and specifically abridged, delegated, granted

or modified by this Agreement.

2.5 If, in the discretion of the Mayor or the Commission it is determined that civil emergency conditions exist, including riots, civil disorders, hurricane conditions or what is judged to be a public danger or emergency, the provisions of this Agreement may be suspended by the Mayor or Commission during the time of the declared emergency, provided that the wage rates and monetary fringe benefits shall not be suspended.

2.6 The Association agrees it will not in any manner whatsoever, either directly or indirectly, support or condone, or in any way assist with any movement or effort in the City which might in any fashion have the effect of changing or altering this Labor Agreement. Such Agreement includes, but is in no way limited to, the supporting, either directly or indirectly, of any local legislation which would result in the alternation of any terms of this Agreement.

2.7 The exercise of the above rights shall not preclude bargaining unit member s or their representatives from raising grievances, should decisions on the above matters have the practical consequence of violating the terms and conditions of this Agreement.

2.8 The City acknowledges that the language in this Article is not a waiver of any of the Association's rights under federal and Florida statutes nor is it a waiver of any bargaining unit member or group of bargaining unit member 's rights under federal or Florida statutes.

ARTICLE 3
EMPLOYEE RIGHTS

3.1 Parties hereto agree not to interfere with the right of any bargaining unit member to become a member of the Employee Organization, withdraw from membership in the Employee Organization, or refrain from becoming a member of the Employee Organization.

3.2 There shall be no discrimination against any bargaining unit member by reason of race, creed, color, age, national origin, sex or Employee Organization membership or activity, or lack of Employee Organization membership or activity. References to the use of the word he or his in this Agreement is for brevity only and shall be interpreted to mean him or her or his or her.

3.3 Nothing contained in this Agreement shall prevent any bargaining unit member covered by this Agreement from pursuing any right or remedy, not including arbitration as defined in the Grievance Procedure available under this Agreement, without representation of the Employee Organization. Further, nothing contained in this Agreement shall prevent any bargaining unit member from discussing a non-contract problem directly with his immediate supervisor or other departmental official without the intervention of the Association, provided that the immediate supervisor or other departmental official agrees to discuss or attempt to resolve the matter outside the formal grievance procedure.

ARTICLE 4

STRIKES AND LOCKOUTS

4.1 There will be no strikes, work stoppages, picket lines, slowdowns, boycotts, or concerted failure or refusal to perform assigned work by the bargaining unit members or the Association and there will be no lockouts by the City for the duration of this Agreement. The Association supports the City fully in maintaining normal operations.

4.2 Any bargaining unit member who participates in or promotes a strike, work stoppage, picket line, slowdown, boycott or concerted failure or refusal to perform assigned work may be disciplined or discharged by the City and only the question of whether he did in fact participate in or promote such action shall be subject to grievance and arbitration procedure.

4.3 It is recognized by the parties that the City is responsible for, and engaged in, activities which are the basis of the health, safety, and welfare of the citizens. Accordingly, it is understood and agreed that in the event of any violation(s) of this section, the City shall be entitled to seek and obtain immediate injunctive relief, provided, however, it is agreed that the Association shall not be responsible for any act alleged to constitute a breach of this section if neither the Association nor any of its officers instigated, authorized, condoned, sanctioned or ratified such action.

4.4 "Picketing" as used herein shall mean any action which has the effect of preventing bargaining unit members from reporting to or continuing work.

ARTICLE 5

DUES CHECK-OFF

5.1 Bargaining unit members covered by this Agreement may authorize payroll deduction for the purpose of paying Association dues. No authorization shall be allowed for payment of initiation fees, assessments or fines. The Association will notify the City in writing within thirty (30) days prior to any changes in the regular Association dues structure.

5.2 Dues shall be deducted biweekly (26 pay periods) and the funds deducted shall be remitted to the treasurer of the Association within thirty (30) days. The Association will indemnify, defend and hold the City harmless against any claims made and against any suits instituted against the City on account of payroll deduction of Association dues.

5.3 The payroll deductions of each bargaining unit member shall be instituted upon voluntary written notice from the bargaining unit member.

5.4 The payroll deduction shall be revocable by the bargaining unit member notifying the City in writing. The Association shall be notified by the City of any revocation.

ARTICLE 6

PERSONNEL RECORDS

6.1 Each bargaining unit member covered by this Agreement shall have the right to a supervised inspection of his/her official personnel file, provided, however, that such inspection shall take place during working hours at the location where the official personnel file is kept. The bargaining unit member shall have the right to request duplicate copies, at no expense, of any items contained in the bargaining unit member personnel file.

6.2 Bargaining unit members shall have the right to submit a written response to any letter or reprimand or other document which is placed in the bargaining unit members official personnel file

6.3 To the extent permitted by law and in order to protect the privacy and promote the safety of individual police officers, the City agrees not to furnish anyone the bargaining unit members home address, telephone number, photograph, or personnel records without his consent.

6.4 The Association will indemnify and hold the City harmless against any claims made and against any suits instituted against the City as a result of the City exercising this prohibition against the furnishing of personnel data as defined in Section 6.3.

ARTICLE 7

BASIC SCHEDULING AND DUTY ASSIGNMENT

7.1 The City and the Union agree that the basic work period for the Patrol Division shall consist of a two work 84 hour schedule. Hours worked in excess of the 84-hour schedule shall be compensated for at a rate of one and one-half (1 1/2) times the basic hourly rate of the bargaining unit member. Bargaining unit members assigned to work on an 8-hour day schedule, 40-hour work week shall be compensated at the rate of one and one-half (1 ½) times the basic hourly rate of the bargaining unit member for hours worked in excess of 40 hours per work week.

7.2 For overtime calculations work performed shall not include sick time, unscheduled personal leave or extended sick leave, holiday (straight time) and workers compensation leave. Holiday (straight time) will be included in the calculation of overtime for bargaining unit member s assigned to investigations. Scheduled personal leave, safety day, bereavement leave, compensatory time used, holiday worked and jury duty shall count as hours worked for overtime purposes. All other hours types not previously listed shall not count as hours worked for overtime purposes. For purposes of overtime calculations, all state paid incentive pay is not used when determining the hourly rate.

7.3 The maximum accumulation of compensatory time hours is eighty four (84) hours. When a bargaining unit member takes compensatory time off, the hours in his accumulated account would be appropriately reduced by the time taken off. If any bargaining unit member leaves the service of the City, the hours in his compensatory time accumulation shall be paid at-his current rate of pay.

7.4 Overtime pay shall be paid during the same pay period in which it is earned, with the exception of overtime that is worked on the last day of the pay period. When this occurs, this overtime pay will be paid in the next pay period.

7.5 If an bargaining unit member is called to work outside his normal working hours, he/she shall receive a minimum of two and one half (2.5) hours pay at the rate of one and one-half (1.5) times the bargaining unit member 's basic hourly rate.

7.6 The minimum call-out compensation referred to in the above section shall apply to all call out, except required judicial appearances in Federal, Circuit, County or Municipal proceedings; either criminal, civil or traffic, on matters arising from the bargaining unit member 's employment which shall be for a minimum of three (3) hours. Any fee paid by the court to the bargaining unit member for his court appearance shall be retained by the bargaining unit member in the event that the bargaining unit member uses his own vehicle. If the bargaining unit member uses a City vehicle, any fees paid by the Court to the bargaining unit member will be turned over to the City.

7.7 No supervisor or official shall take action to alter or change the work schedule in any manner to avoid payment of earned overtime.

7.8 A basic shift rotation schedule for the Patrol Division will be posted 30 days in advance of the expiration of the previous schedule for the twelve (12) month period. The twelve (12) month period will run from January through December of each year with the change going into effect on the first day of the first new pay period of January, Thirty (30) days prior to the posting of the schedule, a list will be posted for officers to sign and choose what shift they choose to work. If there is a conflict with a number of officers wanting a particular shift, assignments will be made by seniority as defined by the PBA contract. Squad assignments can be changed by the Chief or designee when operationally necessary. Individual squad personnel may voluntarily switch assignments with another of equal rank. All shift changes must be approved by the Chief/designee.

7.9 Except in case of emergency, a bargaining unit member will be given a minimum of forty eight (48) hour advance notice of any changes in his scheduled shift. Emergency as herein defined shall include unforeseen staffing requirements due to officer illness, bereavement leave, natural or man made disaster or any other extraordinary manpower requirements. If a bargaining unit members is not notified prior to forty eight (48) hours of a shift change, and no emergency exist (as herein defined) the bargaining unit member shall receive payment at one and one half (1 1/2) the straight time rate for the first eight (8) hours of the new shift. There will be no changes in the work schedule unless authorized

by the Chief or his designee. A bargaining unit member may choose to receive comp time instead of the salary.

7.10 It is agreed that all assigned off-duty employment will be compensated at the rate provided for by the business and at a minimum of \$ 35.00. Assigned off-duty employment shall mean any employment of any bargaining unit member, excluding part time officers, except as indicated below, where within the City limits of the City of Holly Hill such employment necessitates the wearing of the uniform of the City of Holly Hill, or any issued part thereof. It is further agreed that such assigned off-duty employment shall first be approved by the Chief of Police and all compensation for assigned off-duty employment shall be paid directly to the officer working the assignment by the individual employer at the end of each detail. The City will not be responsible for any enumeration for this service. It is understood that the bargaining unit member performing the off-duty assignment shall not be entitled to any overtime compensation. In the event a bargaining unit member working an off-duty assignment is injured in the line of duty while acting in the capacity of a police officer the City agrees to provide coverage for workers compensation as per Florida State Statutes. The rotational list shall be maintained by the Police Chief/designee in the event no full time officer is available to cover the special assignment a part time officer can then be used to fill the vacancy.

7.11 A bargaining unit member may be entitled to a (30) thirty minute meal period during each eight (8) hour or twelve (12) work period. When a meal period is granted, the bargaining unit member must standby by for a possible call to duty and shall remain on duty. The bargaining unit member shall be compensated during the meal period.

ARTICLE 8

BULLETIN BOARDS

8.1 The Association shall be authorized use of a suitable bulletin board, at an agreed upon location.

8.2 The Association agrees that it shall only use space on the bulletin board described above for the following purposes:

1. Notice of Association meetings
2. Association elections
3. Reports of Association committees
4. Recreational and social affairs of the Association.
5. Information to members concerning Association Business
6. Association Newsletters

8.3 All Association materials placed on the bulletin board shall be signed by the bargaining unit member Representative or his designee, and copies of any materials to be posted shall first be provided to the Department Head or his duly authorized agent prior to the posting of any such materials. The Chief of Police/designee shall have the right to refuse permission to post material considered inflammatory towards the City, the Police Department, or their leadership.

8.4 All costs incidental to preparation and posting of Association material shall be at the expense of the Association. The Association is responsible for posting and removing approved material from the bulletin board and for maintaining the bulletin board in an orderly fashion.

8.5 Subject to the restrictions for bulletin board usage, the Association shall be authorized similar usage of departmental e-mail solely for the purposes listed in section 8.2 provided the Police Chief and City Manager are forwarded a copy.

ARTICLE 9

ASSOCIATION REPRESENTATIVE

9.1 The Employee Organization shall be represented by its President or his designee. It shall be the responsibility of the Association to notify the City and the Chief of Police in writing of any change of the designation of President or his designee, subsequent to the execution of this Agreement.

9.2 A complete list of representatives shall be furnished to the City and any changes in these designations shall be promptly reported in writing to the City before the representatives can accomplish any of their duties.

9.3 It is understood and agreed that any bargaining unit member functioning as an Association representative has productive work to perform and will not leave his job during work hours, except after properly requesting and receiving proper authorization from the Chief of Police or his designee and only after stating what Association duties are to be performed. If in the opinion of the City the above mentioned bargaining unit member is taking unreasonable time to conduct such business the City shall have the right to require the Association representative to return immediately to their productive City work. At no time shall a bargaining unit member communicate with a member of the City Commission with regard to Association business while on duty being compensated by the City.

9.4 Bargaining unit members may devote up to two hours vacation time per year to be used by the Association representative to conduct Association business, to include attendance at meetings negotiation of contracts, grievance investigations and similar duties. If the pool of vacation time is not sufficient, then the Association representative must perform the Association business without pay.

ARTICLE 10

PROMOTIONAL POLICY

10.1 The City shall announce the promotional process at least seven (7) days in advance. The selection process is used to evaluate candidates for promotion to the ranks of Lieutenant and Sergeant and may include any of the following, at the sole discretion of the Chief of Police. Additional items may be added by the Police Chief at his/her discretion. Further, final selection of those to be promoted rests exclusively with the Chief of Police (no right to appeal this decision exists).

Potential Evaluation Methods:

1. Written exam (appropriate notice to be given of source material).
2. Oral interview/exam using interviewers from other agencies.
3. Submission of resume/letter by candidates to the Chief.
4. Interview of candidates by Chief.
5. Review of personnel and professional standards files by the Chief.
6. Review/discussion of candidates past performance and suitability for promotion with current supervisory personnel and the Police Deputy Chief.
7. Written suitability for promotion evaluation by the candidates' current supervisor.

10.2 The City agrees that the probationary period shall be six (6) months duration of active duty. Where a probationary bargaining unit member is incapacitated because of illness or injury the probationary period shall be extended to reflect that time off active duty.

ARTICLE 11

SENIORITY AND REDUCTION IN FORCE

11.1 Seniority is understood to mean the time elapsed since a bargaining unit members most recent date of employment or re-employment. Seniority shall be determined by the following in descending order:

1. Rank
2. Amount of time in rank
3. Amount of time employed with the City of Holly Hill
4. In case of a tie, by alphabetical order using the initial of the last name

Seniority will continue to accrue during all types of leave, except for leave of absence without pay for one month or more, which shall cause the seniority date to be adjusted forward for an equivalent amount of time. Leaves of absence without pay for a period of less than 31 calendar days shall not cause a seniority date to be adjusted.

11.2 Bargaining unit members shall lose their seniority as a result of the following:

1. Retirement
2. Termination of employment
3. Absence without authorized leave for three (3) consecutive working days.

11.3 In the event of a necessary reduction in force, the City Manager or City Manager's designee shall prepare and maintain a retention register based upon seniority. When a position in a higher grade is abolished and becomes necessary to reduce the force, the bargaining unit member lowest on the retention list is to be demoted to the next lower grade and the lowest on the retention list for the lower grade demoted to the next lower grade until the lowest grade is reached and then the lowest on the retention register is to be laid off with recall privilege.

When ties exist on the retention register, seniority is used to establish the retention roster, and work performance, based on an assessment of bargaining unit member performance evaluations shall be

used to determine the order of separation.

11.4 Names of bargaining unit members laid off by the City will be maintained on a recall register for a period of (18) month. During this period, should an appropriate job become available, the former bargaining unit member will be notified.

Should a laid off bargaining unit member refuse one (1) job opportunity offered by the City, his/her name shall be removed from the recall register.

11.5 Recall will be offered to laid off bargaining unit members provided they are physically and psychologically qualified to perform the duties of the job. A laid off bargaining unit member who is offered recall and is temporarily unable to accept due to medical reasons, loses his right to recall at that time but shall remain eligible for recall rights until the expiration of his or her recall right period. When bargaining unit members are recalled from layoff, the recall will be based on the following criteria; past work performance, attendance and seniority. In the event there is one bargaining unit member on the Recall Register, that bargaining unit member would be offered recall.

11.6 Vacations for each calendar year shall be scheduled for bargaining unit members on the basis of seniority preference; provided, however, that the Department shall retain the right to disregard seniority preference in the event it becomes necessary to do so in order to provide adequate coverage in certain specialized areas during any vacation period. The senior bargaining unit member is not entitled to “bump” a less senior bargaining unit member if a vacation request has been received and approved by the Police Chief in advance of a request submitted by the senior bargaining unit member. Nothing contained herein shall be interpreted as restricting the Department’s rights to cancel all vacations during any given period in the event of disaster or emergency.

11.7 In filling a non-promotional vacancy in any division or unit within the Department, seniority will be considered along with skills, abilities, and the requirements of the job.

ARTICLE 12

PROBATIONARY PERIOD

12.1 All new members in the bargaining unit who are hired, regardless of their classification, shall be considered on probation for a period of 12 months, during which time they shall not be entitled to any seniority or tenure rights.

12.2 Any approved leave of absence in excess of ten days shall cause the bargaining unit member's probationary period to be extended by the amount equal to the leave taken. All bargaining unit members on probationary status shall not have recourse to the grievance procedure in any matter of discipline, termination or layoff. The City may, at its sole discretion, terminate any bargaining unit member during the probationary period.

12.3 All promoted bargaining unit members, regardless of their classification, shall be considered on probation for a period of (6) six months.

ARTICLE 13

13.1 Nothing shall prevent the PBA representative from meeting with the Chief, or Deputy Chief to discuss issues of a topical nature at any time.

ARTICLE 14

VOTING

14.1 During a primary, general or special election an employee who is registered to vote, whose hours of work do not allow sufficient time for voting shall be allowed up to two (2) hours off with pay for this purpose. When the polls are open two (2) hours before or two (2) hours after the regular scheduled work period, it shall be considered sufficient time for voting. When the polls are open for early voting prior to the normal election day, it shall also be considered sufficient time for voting.

ARTICLE 15

TEMPORARY ASSIGNMENT TO A HIGHER CLASSIFICATION

15.1 In the event the Chief of Police determines that there is a need to temporarily fill a regularly budgeted vacant position with a bargaining unit member from a lower classification, he shall immediately advise the City Manager of such intention. Vacant shall mean a position that has opened for any reason. If a current eligibility list exists the Chief of Police shall temporarily fill the vacant position from said list. In the event there exist no current eligibility list relative to the budgeted position the Chief of Police may select any bargaining unit member from a lower classification to temporarily fill such budgeted position.

15.2 A bargaining unit members who is temporarily assigned to a position of higher rank shall be entitled to a 5% increase in pay after five (5) consecutive days, retroactive to the first day. If the bargaining unit member selected for a temporary assignment is not selected to permanently fill that position, bargaining unit member will be returned to previous classification and pay rate. Temporary assignment pay is paid for all hours actually worked and excludes holidays, vacation, compensatory time used, etc.

ARTICLE 16

DISCIPLINARY ACTION

16.1 In the event a bargaining unit members is discharged, suspended, or demoted, the City agrees that he shall be provided with written notification of the discharge, suspension or demotion. The notification shall include specific charges or violations of rules and shall describe the specific reasons which caused the action to be taken.

16.2 Upon request, any bargaining unit member may obtain a copy of any statement which he personally has given to the City or the Department in connection with any investigation based upon which disciplinary action can or will be taken against the bargaining unit member. At the time of such request, the bargaining unit member shall be required to pay all costs relating to the copy of his statement.

16.3 In the event a bargaining unit member becomes the subject of the formal Departmental or City investigation arising from a citizen complaint or allegation, the Department or the City, whichever is appropriate, shall notify the bargaining unit member of the disposition of the complaint upon the conclusion of the formal investigation.

16.4 A bargaining unit member may be granted the right to confront and question the person who has registered the complaint.

16.5 Bargaining unit members will only be disciplined or discharged for just cause.

16.6

No discipline, except demotion and termination, shall become effective until such time a bargaining unit member's appeals process is completed through Step 3 of the grievance process or such time for a grievance has expired.

ARTICLE 17

GRIEVANCE AND ARBITRATION PROCEDURE

17.1 In a mutual effort to provide a harmonious working relationship between the parties to this Agreement, it is agreed and understood that there shall be a procedure for the resolution of grievances between the parties and that such procedure shall cover grievances involving the application, interpretation or violation of this Agreement. City personnel policies or rules which impact items not specifically addressed in this agreement and which affect the terms and conditions of employment of bargaining unit members shall not be changed without the written approval of the Union. A grievance shall be defined as any alleged violation of the specific terms of this Agreement.

17.2 Every effort will be made by the parties to settle any grievance as expeditiously as possible. Any grievance not answered by the City within the prescribed time limits shall automatically advance to the next higher step. Should the grieving party fail to observe the time limits as set forth in the steps of this Article, the grievance shall be considered conclusively abandoned.

17.3 Grievances shall be presented in the following manner, however, should either party be away from duty on compensated leave or official business, that time shall be excluded from the ten (10) Calendar day time frame:

Step 1. The bargaining unit member shall take up his grievance with his immediate supervisor or shift commander within ten (10) calendar days of the bargaining unit member's 's/union's knowledge of the occurrence(s) which gave rise to the grievance. The first step (between the bargaining unit member and his immediate supervisor) shall be on an informal and oral basis, in the form of a meeting, and shall not involve the Association or any other representative of the bargaining unit member unless requested by the bargaining unit member. Discussions will be informal for the purpose of settling the alleged difference in the simplest and most direct manner. The supervisor shall reach a decision and communicate it orally or in writing to the grievant within ten days of the date the grievance was presented to the supervisor.

Step 2. Any grievance which cannot be satisfactorily settled with the immediate supervisor shall be reduced to writing by the bargaining unit member in a written memorandum, and shall next be taken up with the Chief of Police. A written grievance presented by the Association or bargaining unit member shall include the following:

1. A complete statement of the grievance and facts upon which it is based.
2. The section or sections of this agreement claimed to have been violated; and
3. The remedy or correction requested.

Such grievance shall be presented to the Chief of Police in writing, within ten (10) calendar days of the date of completion of Step 1. The Chief of Police shall, within ten (10) calendar days after presentation of the written grievance meet with the grievant and render his decision on the grievance in writing, unless a longer period of time is mutually agreed upon.

The bargaining unit member may have present, at his/her option, a representative of the Association during any discussion of the grievance.

Step 3. If the grievance is not settled at the second step, the aggrieved bargaining unit member shall forward the written grievance to the City Manager within ten (10) calendar days after the decision of the Chief of Police. The City Manager shall conduct a meeting, within ten (10) calendar days after receipt of the grievance. The City Manager shall make a decision in writing within ten (10) calendar days of the meeting, unless a longer period of time is mutually agreed upon.

17.4 In the event a grievance processed through the grievance procedure has not been resolved at Step 3 above, the Association or the bargaining unit member may, within ten (10) calendar days after the City Manager renders a written decision on the grievance, request arbitration in writing to the FMCS (Federal Mediation & Conciliation Services) with a copy of the request delivered to the City Manager. The sole function of the FMCS is to assist in the selection of the arbitrator. The FMCS will furnish a panel of seven (7) names from which each party shall have the option within ten (10) calendar days of striking three (3) names in an alternating fashion, thus leaving the seventh which shall

be the neutral or impartial arbitrator.

17.5 The Association or bargaining unit member shall use the written grievance as presented in Step 2 as the official statement of the grievance to be arbitrated, the arbitrator, thereafter, shall confine his decision to the statement of grievance thus specified. The arbitrator shall fashion an appropriate remedy for violations of the provisions contained in this Agreement.

17.6 The arbitration hearing shall be conducted in accordance with the Rules or Procedure promulgated by the FMCS (Federal Mediation & Conciliation Services) subject to the following:

a. The arbitrator shall have no authority to change, amend, add to, subtract from, or otherwise alter or supplement this Agreement or any part thereof or amendment thereto.

b. The arbitrator shall have no authority to consider or rule upon any matter which is stated in this Agreement not to be subject to arbitration or which is not a grievance as defined in this Agreement.

c. The arbitrator may not issue declaratory or advisory opinions and shall confine himself or herself exclusively to the questions which was presented to the FMCS in which the questions must be actual and existing.

d. Copies of the award of the arbitrator made in accordance with the jurisdictional authority under this agreement shall be furnished to both parties within thirty (30) days of the hearing.

e. The arbitrator's decision shall be final and binding; provided, however, that either party shall be entitled to seek review of the arbitrator's decision in the Circuit Court. All costs associated with said appeal will be borne by the party seeking review by the Court. However, if the Court reverses the finding of the arbitrator, the party appealing the original decision will not be responsible for the costs of the other party.

17.7 Each party shall bear the expenses of its own witnesses and of its own representatives for purposes of the arbitration hearing. Any party desiring a transcript of the hearing shall bear the cost of such transcript unless both parties mutually agree to share said cost. The City and the Union will

share equally the cost of the arbitrator.

17.8 Where a grievance is general in nature in that it applies to a number of bargaining unit members rather than a single bargaining unit member, or if the grievance is directly between the Employee Organization and the City, such grievance shall be presented by the Association's Representative, in writing, directly to the Chief of Police, Step 2, within ten (10) calendar days of the occurrence of the event(s).

17.9 Consistent with the provisions of the Florida Public Employee Relations Act, Chapter 447, Florida Statutes, unless amended, it is mutually acknowledged and agreed that this Agreement shall be administered within the amounts agreed to by the City Commission for funding of the Agreement. Accordingly, and notwithstanding any other provision of this Agreement, the arbitrator shall have no authority, power or jurisdiction to construe any provision of the law, statute, ordinance, resolution, rule, regulation or provision of this Agreement to result in, obligate or cause the City to have to bear any expense, debt, cost or liability which would result, directly or indirectly, in the City exceeding the amounts initially agreed to by the City Commission for the funding of this Agreement as agreed upon by the parties. Any such award which contravenes or is not in compliance with the provisions of this paragraph shall be null and void.

17.10 In settlement of any grievance resulting in retroactive adjustments, such adjustments shall be limited to the date no earlier than ten (10) days prior to the filing of the grievance in Step 1.

ARTICLE 18

TRAINING

18.1 In the event that a bargaining unit member requests to be sent to a given training program or the Department asks for a volunteer or volunteers to attend a given training program, compensation relative to the attendance at such training programs that are required or mandatory will be attended on compensated City time. Coursework or classes taken for purposes of professional growth will follow the City's program for Tuition Reimbursement and will be attended on off-duty hours. Any request for training by a bargaining unit member will be acknowledged by the Chief of Police, or his designee, within ten (10) business days of said request.

18.2 When an bargaining unit member is required to attend training sessions outside his normal working hours, he shall receive a minimum of three (3) hours pay at the rate of time and one-half (1 ½) times the bargaining unit member's basic hourly rate.

18.3 In the event the bargaining unit member does not qualify on the approved firearms course, he/she will be reassigned for a maximum of one week by the Chief of Police. If the bargaining unit member again fails to qualify (the second time) the bargaining unit members will be immediately suspended without pay until he becomes qualified at his/her own expense.

18.4 Transportation to the pistol range or transportation to any other required and scheduled training shall be provided by the Police Department. In the event such transportation is not available, the bargaining unit member shall be entitled to applicable travel time and mileage allowance.

18.5 Full time, State certified officers attending college and promotional courses shall be compensated in accordance with the City of Holly Hill Personnel Rules and Regulations, dated,.

18.6 Training and Travel expenses will follow Section 8. Training and Development found in the City of Holly Hill Rules and Regulations manual.

ARTICLE 19

LEAVE OF ABSENCE

19.1 The City Manager may grant any employee a leave of absence with or without pay for a period not to exceed twelve (12) months. Failure of any bargaining unit member to return to duty upon expiration of his leave of absence shall constitute the resignation of that bargaining unit member. Holidays, sick leave, annual leave and any other benefits based on time spent in the employ of the City shall not accrue or be credited during a leave of absence without pay. The bargaining unit member may maintain his health insurance coverage by paying the total cost (bargaining unit member and employer) of his group insurance premium. Longevity increases, merit increases and any other increases for which a bargaining unit member may become eligible, based in whole or in part on length of service with the City, shall not be credited during any period of leave of absence without pay exceeding thirty (30) calendar days. A bargaining unit member shall return from leave of absence to the same step or rate of his salary range as at the time of commencement of leave of absence.

19.2 Any bargaining unit member covered hereunder may be given educational leave for the purpose of taking courses or attending conferences or seminars directly related to the bargaining unit member's work as determined by the Chief of Police and City Manager. Requests for such educational leave must be approved in advance by the Police Chief. The decision to grant or not to grant such educational leave and the determination as to whether such leave will be compensated shall be the sole and exclusive function of the Police Chief and City Manager.

19.3 A bargaining unit member granted educational leave with pay shall be entitled to receive all City benefits in the same manner as if he were on active duty during the period of the leave. Entitlement to benefits for bargaining unit members on partially compensated or uncompensated educational leave shall be determined by the City Manager.

19.4 Any bargaining unit member who is a member of the National Guard or an organized military reserve unit of the United States will be allowed a leave of absence with pay in accordance with

applicable State and Federal laws when called to active duty or for training with the Armed Forces. During such period of leave with pay, the bargaining unit member's benefits shall continue in the same manner as if he were on active duty with the City. During active duty, the City will pay the premium for the group health insurance for the dependents of the bargaining unit member currently on the City's group health plan.

ARTICLE 20

AUTHORIZED USE OF PRIVATE AUTOMOBILE

20.1 Any bargaining unit member authorized by the Chief of Police to use his private automobile in the performance of his official City duties will be compensated at the current federal rate.

ARTICLE 21

BEREAVEMENT LEAVE

21.1 The City agrees that when a death occurs in the immediate family of a bargaining unit member, that bargaining unit member shall receive four (4) days off without loss of pay or benefits. If the funeral occurs outside of the state of Florida, the Chief of Police shall have discretion to grant additional days off, to be charged from personal leave, extended sick leave or compensatory time which will be counted as scheduled time off. These additional days will not be charged against sick leave incentive eligibility. Bereavement leave must be used within a 3-month time period from date of death.

21.2 The City agrees that the immediate family as cited above shall be defined as Father, Mother, Spouse, Children, Father-in-Law, Mother-in-Law, Brother, Sister, Grandparents, Grandchildren, Brother-in-Law, Sister-in-Law, Step-parents, Step-children or members of the family domiciled in the household to include foster relatives, or any relative who has been declared to be under a court appointed guardianship of the bargaining unit member or the bargaining unit member's spouse.

21.3 Should a Bargaining Unit Member's immediate family suffer from a terminal illness or be placed in hospice care, with a life expedience not to exceed 30 days, a Bargaining Unit Member may utilize bereavement leave in advance in order to provide support, relief and comfort through the end-of-life process. In the event the Bargaining Unit Member uses bereavement leave for this purpose, any additional leave needed for a funeral or memorial service will require the use of other accrued leave (vacation, sick leave, etc.).

21.4 Leave needed to settle an estate, close out a home or otherwise manage the affairs of a deceased member of a Bargaining Unit Member's immediate family requires that the Bargaining Unit Member use accrued leave (vacation, personal leave, etc.).

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ARTICLE 22

MAINTENANCE OF BENEFITS

22.1 This Agreement shall not deprive any bargaining unit member of any benefits or protections granted by federal legislation, the laws of the State of Florida, ordinances of Holly Hill or the City of Holly Hill Personnel Rules and Regulations, unless abridged by this contract.

22.2 The City agrees that the City of Holly Hill Personnel Rules and Regulations, dated, which includes approved job benefits, shall continue in full force for PBA bargaining unit member s unless specifically provided for as abridged by this Agreement.

ARTICLE 23

UNIFORM, CLOTHING AND EQUIPMENT

23.1 The City will furnish uniforms to all bargaining unit members who are required to wear said uniform, to include the following as needed:

Hats (Honor Guard, only)	1	
Shirts (long sleeve, Class "A")	1	
Shirts (short sleeve 1 Class "B" and 3 Class "C")		4
Pants (1 Class "A,B" and 3 Class "C")		4
Vest with 1 carrier	1	
Uniform Badge	1	
Wallet Badge	1	
Collar Pins	1 set	
Whistle with chain	1	
Rain gear	1	
Winter Coat	1	
Summer Shorts (Bike Patrol Only)	2	
Summer Polo Shirts (Bike Patrol Only)	2	
Glock Model 22 (.40 cal) w/ three mag.	1	
Security Holster for Glock Model 22	1	
Nylon Duty belt and trouser belt	1 set	
Double magazine holder (nylon)	1	
Radio and nylon holder	1	
Chemical weapon (OC) and nylon holder	1	
ASP baton (21") and nylon holder	1	
Handcuffs and nylon case	1	

Digital Camera	1
Fingerprint kit	1
Access card (City Yards)	1
Access card (Halifax Health ER)	1
Thumbdrive (4GB)	1

23.3 A bargaining unit member who shall receive any breakage or damage to his uniform or approved personal equipment in the line of duty shall have it replaced or repaired at no cost to the bargaining unit member. However, any damage or breakage resulting from the misuse or neglect of personal property will not be paid for by the City. For purposes of this section, "approved" personal equipment shall be those items which have been specifically listed and submitted to the Chief of Police and approved by the Chief of Police as being appropriate for use in the line of duty. A copy of the current list is attached and incorporated by reference.

23.4 Sworn officers who are required to wear non-issued clothing in the course of their employment shall receive an annual clothing allotment paid quarterly in advance as follows:

October 1, 2015 through September 30, 2018: \$1,000.00 annually (\$250.00 per quarter paid in advance)

23.5 A bargaining unit member may carry a back-up weapon or second pistol, of a type approved by Department Policy while on duty provided the bargaining unit member has qualified with the weapon and has obtained prior approval of the Chief of Police.

ARTICLE 24
WAGES

24.1 Effective the first full pay period following October 1, 2015 Bargaining Unit Members shall receive a 2.5% increase to their hourly salary for the fiscal years 2015/16, 2016/17, 2017/18. Employees at the maximum of their pay range shall be given a one-time lump sum wage increase effective the first full pay period in each of the same years.

24.2 Employees who are promoted from Patrol Officer to Sergeant will receive a salary increase to the minimum of the Sergeant's pay grade or a maximum of Ten (10) % whichever is greater. In the event the department institutes the Master Officer program in the future, any officers who are promoted to the Master Officer position, which would include two separate increase of 2.5% each, and are later promoted to Sergeant, would then receive an increase to the minimum of the Sergeant's pay grade or a maximum of Five (5) % whichever is greater.

24.3 Bargaining unit members assigned to non-patrol positions (C.I.D., C.R.A. and Motor Patrol) will receive a 5% assignment pay which will be added to their current base rate of pay. However, the 5% assignment pay will be removed when transferring out of these assignments.

24.4 Bargaining unit members assigned as Field Training Officer shall receive one hour of pay at the overtime rate or equivalent compensatory time for each day they are performing the specialized duties.

24.5 All wage provisions apply to the fiscal year beginning October 1, 2015 through the fiscal year ending September 30, 2018 and do not apply to any future years.

**CITY OF HOLLY HILL
2012/2013 CLASSIFICATION PLAN
EFFECTIVE OCTOBER 1, 2012
POLICE PERSONNEL**

PAY		SALARY RANGE		
GRADE	POSITION TITLE	MIN	MAX	
P2	Police Officer	\$32,463	\$51,897	
	Police Investigator			
P4	Police Sergeant	\$40,313	\$64,447	
P5	Lieutenant	\$44,344	\$70,891	

ARTICLE 25

PERSONAL LEAVE

25.1 Personal Leave may be used by a bargaining unit member for the following reasons:

1. For rest and relaxation, scheduled personal leave is available for use only after completing six (6) months of service. The use of scheduled personal leave, safety day and compensatory time must be scheduled ahead of time. Bargaining unit bargaining unit member s must provide a 3-day advance notice to request the use of scheduled personal leave, the use of the safety day and compensatory time of two (2) days or less and provide a minimum of a 5-day notice for requests of scheduled personal leave or compensatory leave time of three (3) days or more. The Department will make every effort to grant the request, however, there is no guarantee this will occur

2. For medical appointments and/or short term illnesses; for purpose of attending to a sick or injured family member; for child care purposes; for court appearances of a personal nature; for funerals of those friends or relatives not in the immediate family; for nationally recognized religious holidays not covered under the holiday benefit; and for any other reasons as may be approved by your supervisor. A scheduled day off requires three (3) calendar days written notice and approval is at the discretion of the Police Chief/Designee.

3. For unscheduled emergencies with supervisor approval; an unscheduled leave may be requested with short notice to attend to critical situations which could not have been anticipated. The bargaining unit member must provide a reason for this request.

The rate of accrual will be as follows:

Years of Service	Total # hrs/yr accrued
1-4	120 hours
5 -9	144 hours
10 – 14	160 hours
15 – 19	184 hours
20 -24	224 hours
25 – 29	240 hours
30 +	256 hours

Bargaining unit members covered by this agreement will accrue personal leave hours on a bi-weekly, prepay period basis. Upon separation or termination, payment will be made at straight time for any unused accrued time up to the maximum of 750 hours.

All bargaining unit members shall take vacation leave as earned yearly, however, an bargaining unit member may carry over one-half (1/2) of earned annual leave to a succeeding year. No more than one-half (1/2) of earned annual leave may be carried over to a succeeding year without written approval from both the bargaining unit members department head and City Manager. Personal leave may be accumulated to a maximum of 750 hours.

25.2 Extended Leave. In addition to Personal Leave, a bargaining unit member will accrue Extended Illness Leave. This leave is to be used for bargaining unit member's illnesses or injuries involving hospitalization or absences of three or more days. If absences exceed four or more consecutive days, a doctor's note will be required upon return to work. There is no limit to the number of hours which may be accrued in this account. A bargaining unit members will accrue this leave at a rate of four (4) hours per month, six (6) days per year, regardless of length of service.

Upon termination, bargaining unit members will be paid for any unused accrued extended illness leave at the bargaining unit member's current rate of pay according to the following schedule:

<u>Completed Years of Service</u>	<u>Percentage of Payment</u>
1-10	50%
11	55
12	60
13	65
14	70
15	75
16	80
17	85
18	90
19	95
20+	100

Note: Payment will be based on a maximum of 825 hours only.

Bargaining unit members who receive retirement benefits from their pension fund under a normal or

disability retirement, shall be entitled to payment of 100% of extended leave regardless of years of service.

For sickness and unforeseen emergencies, as much notice as possible shall be given. The bargaining unit member must provide a reason for this unscheduled request. Other than unforeseen emergencies, all requests for any leave must be made in writing including compensatory time.

25.3 Bargaining unit members shall have the option of selling back up to (40) hours of Personal Leave in the first pay period of December at the rate of pay as of the date of sell-back. Effective October 1, 2016 bargaining unit members must maintain a minimum balance of three (3) weeks Personal Leave in order to sell back any Personal Leave under this section.

25.4 Safety Day Leave. All eligible bargaining unit members employees shall receive one (1) additional day of annual leave (to be termed a Safety Day), provided the bargaining unit member employee has experienced no work related injury in the previous calendar year as a result of any job related accident.

The Safety Day must be taken within the calendar year after it is earned and cannot be carried over. Use of this day requires pre-approval by bargaining unit members employee's Supervisor or Police Chief.

ARTICLE 26

HOLIDAYS

26.1 The following shall be observed as paid holidays for all but temporary employees:

- 1 New Year's Day
- 2 Martin Luther King Day
- 3 Good Friday
- 4 Memorial Day
- 5 Independence Day
- 6 Labor Day
- 7 Veterans Day
- 8 Thanksgiving Day
- 9 Day after Thanksgiving
- 10 Christmas Day
- 11 One floating holiday designated by City Commission

26.2 When a holiday falls on a bargaining unit member's regular off-duty day, the bargaining unit member shall receive holiday pay at bargaining unit member's normal base rate. Holiday pay is defined as an additional eight (8) hours of pay at the bargaining unit member's regular rate, even though the bargaining unit member may work 12-hour shifts.

26.3 When a bargaining unit member is required to work on a holiday listed above, the bargaining unit member shall be compensated at straight time for all-hours worked. In addition thereto, the bargaining unit member shall receive time and one-half (1 ½) the bargaining unit member's regular rate of pay for all hours worked.

26.4 If a bargaining unit member uses personal leave, compensatory time used, etc., on a holiday, the bargaining unit member will be paid eight (8) hours holiday pay with the remaining scheduled shift hours paid as personal leave, compensatory time used, etc.

ARTICLE 27

INTERNAL INVESTIGATIONS AND OBLIGATIONS TO THE PUBLIC

27.1 The parties recognize that the security of the City and its citizens depends to a great extent upon the manner in which the bargaining unit member s covered by this Agreement perform their various duties. Further, the parties recognize that the performance of such duties involves these bargaining unit members in all manner of contacts and relationships with the public and out of such contacts and relationships questions may arise or complaints may be made concerning the actions of bargaining unit member s covered by this Agreement. Investigation of such questions and complaints must necessarily be conducted by, or under the direction of, department supervisory officials whose primary concern must be the security of the City and preservation of the public interest.

27.2 In order to maintain the security of the City and protect the interests of its citizens, the parties agree that the City must have the unrestricted right to conduct investigations of citizens' complaints and matters of internal security; provided, however, that any investigative interrogation of any bargaining unit member covered by this Agreement that could lead to discipline shall be conducted under the following conditions:

1. The interrogation shall be conducted at a reasonable hour, preferably at a time when the bargaining unit member is on duty, unless the seriousness of the investigation is of such a degree that immediate action is required.
2. The bargaining unit member under investigation shall be informed of the nature of the investigation prior to any interrogation.
3. The bargaining unit member under investigation shall be informed of the rank, name, and command of the officer in charge of the investigation, the interrogating officer, and all persons present during the interrogation. All questions directed to the bargaining unit member under interrogation shall be asked by and through one (1) interrogator at any

- one (1) time.
4. Interrogation sessions shall be for reasonable periods and shall be timed to allow for such rest periods as are reasonably necessary. All interrogations must be held at the headquarters of the Holly Hill Police Department.
 5. At the request of any bargaining unit member under investigation he shall have the right to be represented by counsel or any other representative of his choice (at his own expense) who shall be present at all times during such interrogation whenever the interrogation could lead to discipline. The formal interrogation of a bargaining unit member, including all recess periods, shall be recorded, and there shall be no unrecorded questions or statements.
 7. If the bargaining unit member under interrogation is under arrest or is likely to be placed under arrest as a result of the interrogation, he shall be completely informed of all his rights prior to the commencement of the interrogation.
 8. No bargaining unit member shall be ordered to submit to any device designated to measure the truth of his responses during questioning.
 9. During interrogations the bargaining unit member shall not be subjected to offensive language or threats of transfer, dismissal, or other disciplinary action. The interrogator does not have the right to make a promise of reward as an inducement to answering questions.
 10. During interrogations covered hereunder, questions shall be limited to the circumstances surrounding the allegations which are the subject of the investigation.
 11. In the interest of internal security and fairness to the bargaining unit member under investigation, the City, insofar as is legally permissible, agrees to make no conclusionary statements concerning the validity of the allegations under

investigation until such time as the investigation has been completed. In the event the bargaining unit member under investigation, or any organization or person representing said bargaining unit member makes public statements concerning the allegations under investigation, the City shall have the right to respond in any manner it deems appropriate.

12. An bargaining unit member under investigation may obtain a copy of any written statement he has executed at no cost to the bargaining unit member .

13. In all cases wherein an bargaining unit member is to be interrogated concerning an alleged violation of the Department's Rules and Regulations which, if proven, may result in his dismissal or in some other disciplinary measure, he shall be afforded a reasonable opportunity and facilities to contact or consult privately with an attorney of his own choosing and a representative of the Association before being interrogated. The attorney and the Association representative may be present during the interrogation. The costs involved shall be assumed by the bargaining unit member . Where the attorney is not immediately available and conditions permit, the interrogation will be postponed for twenty-four (24) hours.

14. When any bargaining unit member has been charged with any violation of Departmental Rules and Regulations, the City will make no public statement concerning the alleged violation.

16. The City shall not compel a bargaining unit member to speak or testify for or be 5 questioned by any non-governmental agency.

16. In cases where the City chooses to relieve an bargaining unit member from duty pending an investigation or other administrative determination, the following conditions will prevail:

A. The bargaining unit member will remain on full salary and allowances and shall

not lose any benefits during this period of time. The Department will conduct and conclude its Professional Standards Investigation within 10 days of the offense. If this ten (10) day period must be extended to accommodate the needs of the bargaining unit member, or the bargaining unit member's counsel/representative, the bargaining unit member may be placed in an unpaid status pending the completion of the investigation. If the ten (10) day period is extended to accommodate the needs of the Department, the bargaining unit member shall remain on full salary.

B. Should disciplinary action result from the investigation, that period of time in which the bargaining unit member was relieved from duty will be included in disciplinary action. In the event that an bargaining unit member has been paid, the bargaining unit member's accumulated leave or compensatory time shall be charged as an off offset.

18. During the internal investigations or interrogations, questions must be limited to the circumstances surrounding the officer's alleged violation of department rules.

19. The findings of internal affairs investigations shall be labeled:

- a. Sustained - Member committed infractions alleged.
- b. Non-Sustained- The investigation is unable to verify, or refute the allegation.
- c. Unfounded – The investigation has proven that the events as alleged did not occur.
- d. Exonerated – The actions of the Department member were lawful and proper.

20. Only "Sustained" letters of complaint from citizens will be inserted in an officer's personnel record.

21. The charge "conduct unbecoming an officer" and all similarly vague charges will not be employed by the City.

22. The City shall not discharge or discipline any bargaining unit member without just cause and due process. If, in any case, the City feels there is just cause for suspension

or discharge, the bargaining unit member and the Association will be notified in writing that the bargaining unit member has been suspended and may be subject to discharge, that formal written charges have been filed with the Chief of Police. A copy of the foregoing shall be served upon the bargaining unit member charged by a police officer holding the rank of supervisor or higher.

23. The City agrees that no adverse action will be taken against any bargaining unit member who exercises the rights provided for in this Article.

24. The City agrees not to disclose bargaining unit member's personal family information except as compelled by law.

25. Internal investigations will not be conducted on a Police Officer when the investigation concerns a violation which is more than twelve (12) months old on departmental matters other than issues involving moral turpitude as defined by the PST unless the investigation is of a criminal nature. No criminal investigation will be conducted on a Police Officer when the offense exceeds the statutes of limitations.

ARTICLE 28

HEALTH INSURANCE

28.1 The City agrees to provide hospital and medical coverage for the bargaining unit member as follows:

- a. The City shall pay the full premium for the individual coverage of the lowest bargaining unit member only rate of the health insurance offered.
- b. The City shall make no contribution to dependent coverage.

28.2 The City will pay \$5,000.00 toward the funeral and burial expense of any bargaining unit member of the City of Holly Hill who is killed in the line of duty. Such benefit shall be in addition to any other benefits which bargaining unit member's beneficiaries or dependent(s) are entitled to under the provisions of the Workers Compensation Act of the State of Florida or any other city, state or federal statute.

28.3 The City agrees to maintain a term life insurance policy for each bargaining unit member covered by this Agreement equal to the bargaining unit member's base salary, to a maximum of \$50,000. Each policy shall also provide for a double payment of benefit should death be the result of accidental injuries. Each policy shall also pay benefits for accidental dismemberment and loss of sight.

ARTICLE 29

PHYSICAL EXAMINATION AND WORKERS COMPENSATION BENEFITS

29.1 A permanent bargaining unit member covered hereunder who is injured in the line of duty shall receive all rights and privileges as outlined in the Florida Statutes, Section 440.

29.2 At the request of the Chief of Police, the City Manager may direct any bargaining unit member covered hereunder to submit to a physical and/or mental examination conducted by a physician.

The sole purpose of such examination shall be to determine whether the bargaining unit member has a physical or mental disability which impairs his effectiveness as a police officer, limits his ability to perform his assigned duties, or make his continuation in his job a danger to himself, the public or other department bargaining unit members. In the event the City Manager, in consultation with the Chief of Police and the designated physician, determines that a non-job related disability does exist, the following action shall be taken.

1. If the designated physician determines that the disability can be corrected, the bargaining unit member shall be allowed a specified time to have it corrected. During this period of time, and after consulting with the Chief of Police, the City Manager, in his discretion, may permit the bargaining unit member to continue with his normal duties, reassign the bargaining unit member to other duties with the City or temporarily remove the bargaining unit member from City service. Should the bargaining unit member be temporarily removed from City service during the period of time specified for the correction of his disability, the bargaining unit member may utilize his annual leave, sick leave or leave without pay for the correctional period. However, if the bargaining unit member fails to take the necessary steps to have the disability corrected within the specified period of time he shall be subjected to dismissal from City service.

2. If, in the opinion of the designated physician, the disability cannot be corrected, the City

Manager in consultation with the Chief of Police, shall attempt to place the bargaining unit member in another City position which, in the City Manager's discretion, the bargaining unit member can perform satisfactorily. Nothing herein shall require the City Manager to create a position for the bargaining unit member or place the bargaining unit member in a position which, in the City Manager's discretion, need not be filled. If the City Manager determines that the bargaining unit member cannot successfully be placed in another position or if the City Manager in consultation with the Department Head involved, determines that the bargaining unit member once placed in another position, is unable to perform satisfactorily in that position, the City shall separate the bargaining unit member from the City's service either through retirement, if available under the City retirement system, or through dismissal.

29.3 Nothing contained in this Article shall apply to disabilities which occurred prior to the effective date of this agreement.

ARTICLE 30

LEGAL BENEFITS

30.1 When the City may legally do so, the City shall furnish to bargaining unit bargaining unit member s benefit of legal defense in accordance with Florida State Statute 768.28 (5) and (9) or as amended. No bargaining unit member or agent of the City shall be held personally liable in tort for any injuries or damages suffered as a result of any act, event or omission of action in the scope of his employment or function, unless such bargaining unit member or agent acted in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, public safety or property.

ARTICLE 31

PENSION

31.1 The pension plan includes a five (5) year “Drop Plan” as outlined in the amendment to ordinance Chapter 42 section 42.31 (c) Pension Benefits adding a Deferred Retirement Option Program. A copy of the proposed ordinance change is attached for reference. The addition of this DROP was determined to be “cost neutral” by the fund’s actuary and will have no negative or positive impact on the fund. Bargaining unit member’s electing to enter the DROP must make application and abide by the provisions of the DROP with the understanding that participation is irrevocable.

31.2 The City shall eliminate the contributions the City makes to the fund on the behalf of each bargaining unit member. For purposes of calculating the final average compensation for each bargaining unit member who was enrolled in the pension plan as of September 30, 1999, final average compensation shall be calculated at the rate of one hundred ten and six-tenths percent (110.6%) of Pension able Income. All others will be compensated at 100% of final average compensation.

31.3 The City and the Association agree to modify the present pension plan as of October 1, 2005, to include the following provisions:

a. Each bargaining unit member who is not in the DROP shall, beginning October 1, 2005, contribute five (5%) percent of each installment of salary to the pension plan. This contribution shall be considered an bargaining unit member contribution in accordance with Ordinance #2373, Code Section 42-31(d)-of the Code of Ordinances of Holly Hill, Florida.

b. The plan will include an annual two percent (2%) cost of living increase for all bargaining unit member retiring on or after September 30, 2006, beginning on the first year anniversary of their retirement date. Any bargaining unit member retiring after ratification of this contract, the (2%) cost of living increase will commence on the fifth (5th) anniversary year of their retirement date.

c. Each bargaining unit member who is not in the DROP and was hired on or after July 1, 2011 shall, beginning July 1, 2011, contribute seven (7%) percent of each installment of salary to the

pension plan. This contribution shall be considered a bargaining unit member contribution in accordance with Ordinance #2373, Code Section 42-31(d) of the Code of Ordinances of Holly Hill, Florida.

31.4 The medical stipend benefit supplement will be increased to \$150.00 per month, payable to all future retirees and disability recipients for the life of the member's pension benefits, regardless of service.

31.5 The benefit rate multiplier of the plan shall increase from two and one-half percent (2.5%) to three percent (3.0%) for all bargaining unit members who retired on or after October 1, 1999.

31.6 When a bargaining unit member of the fund terminates employment prior to retirement, they may choose to withdraw the money they contributed to the fund. All bargaining unit members will receive 100% of the contribution they made as a police officer contribution. Bargaining unit members enrolled in the fund as of September 30, 1999 will receive 100% of the contribution the City made to the fund in the name of the officer less applicable taxes.

31.7 Normal Retirement. A bargaining unit member's normal retirement date shall be the first day of month coincident with, or next following, the later of attainment of his 55th birthday, and the completion of six (6) years of credited service in the system or the completion of twenty (20) years of credited service in the system, regardless of age. A bargaining unit member's normal retirement date for officers hired on July 1, 2011 or thereafter shall be the first day of the month coincident with, or next following, the latter of attainment of his/her 55th birthday, and the completion of ten (10) years of credited service in the system or the completion of twenty (20) years of credited service in the system, regardless of age.

31.8 Credit for Military Service. A bargaining unit member may buy back up to four (4) years of creditable service in the system subject to the following conditions:

- a. The bargaining unit member must have 10 years vested in the Holly Hill Pension System.
- b. The bargaining unit member makes both the required bargaining unit member contribution and the

employer contribution.

- c. Military service is defined as active duty in the Armed Forces of the United States and bargaining unit member has received an honorable discharge DD-214.
- d. Military service used in any other retirement system, including a pension system under chapter 67 of Title 10 of the United States Code is not eligible buy-back unto the system

31.9 Credit for Previous Law Enforcement Experience. A bargaining unit member may buy back creditable service time for periods of public law enforcement employment with the State of Florida or another state subject to the following:

- a. Previous law enforcement experience must have been as a sworn law enforcement officer and performed in the employ of a state political subdivision, thereof, or with the Federal Government.
- b. Service was provided prior to a period of membership in this pension system.
- c. Not more than four (4) years of creditable service may be purchased.
- d. The bargaining unit member makes both the required bargaining unit member contribution and the employer contribution.
- e. The bargaining unit member must have 6 years vested in the Holly Hill Pension System. For bargaining unit member hired July 1, 2011 or thereafter, the member must have ten (10) years vested in the Holly Hill Pension System.
- f. Previous law enforcement experience used in any other retirement system or where the bargaining unit member received a retirement benefit during that time of employment is not eligible.

31.10 Credit for both military and previous employment shall not exceed a total of four (4) years combined.

ARTICLE 32

PROMOTION OF SAFETY

32.1 The City and the P.B.A. (Union) will cooperate in the continuing objective of eliminating safety and health hazards due to unsafe working conditions.

32.2 To maintain safety for street officers the Department shall endeavor to maintain a minimum shift manning level of which there shall be at least three (3) uniformed officers, one (1) of which must be a full-time uniformed officer, and one (1) full-time uniformed Supervisor. If the shift level goes below the three (3) officers, the officer in charge shall take immediate steps to obtain minimum levels. Travel to the County Jail or Hospital does not constitute the shift being below staffing levels.

The City shall budget an equivalent dollar amount to staff part time officers during identified and agreed upon peak demand hours for services at a level of 4,380 hours each fiscal year of this agreement through the October 2017/18 budget year.

32.3 Overtime assignments will primarily reflect the needs of the department, and to the extent practicable, the preference of affected officers as periodically communicated in writing to the Chief of Police.

32.4 A rotation list comprised of full-time and part-time certified officers will be maintained. In the event it is necessary to designate overtime shift or hours or to fill special detail duties assignments, seniority of the officers on the rotation list will be the criteria used. The first officer contacted will be placed on alert to work in case no one on the rotation list is reached. The Police Chief/designee after exhausting the entire rotation list and failing to reach anyone has the right to order any bargaining unit member to work that shift. If the City is unable to get a Police Officer to return to work, a sergeant may be called to perform the duties of a patrol officer.

32.5 If bargaining unit members of equal rank wish to trade schedules such request may be granted at the discretion of the Chief of Police or his designee.

X. DISCIPLINARY ACTION

- A. A positive drug or alcohol test result (without evidence of use, sale, possession, distribution, dispensation, or purchase of drugs or alcohol on City property or while on duty), will result in a Professional Standards Investigation that may result in disciplinary action up to and including termination.
- B. The City may suspend bargaining unit members with or without pay under this policy pending the results of a drug test or investigation.
- C. Any bargaining unit member using, selling, purchasing possessing distributing, or dispensing illegal drugs or alcohol on duty or on City property, will result in a Professional Standards Investigation that may result in disciplinary action up to and including termination.

XI. EMPLOYEE ASSISTANCE PROGRAM (EAP)

- A. The City regards its bargaining unit member s as its most important asset. Bargaining unit members who suffer from alcohol or drug abuse and other personal or emotional problems should seek confidential assistance from a professional, qualified counselor or other community resources before drug or alcohol problems lead to disciplinary action.
- B. Information about a self-referred bargaining unit member's contact with the Bargaining unit member Assistance counselor is confidential and will not be disseminated without the bargaining unit member's permission. Further, a bargaining unit member is not subject to discipline solely as a result of a self-referral for treatment.
- C. However, use of an Employee Assistance counselor or other community resources will not shield the bargaining unit member from appropriate disciplinary action for violation of the City's substance abuse policy if such violation comes to the City's attention through other

means such as reports from bargaining unit member s or outsiders, direct observation, testing, etc.

XII. INVESTIGATION

- A. Searches will be conducted only where the City has reason to believe that the bargaining unit member has violated the City's substance abuse policy. This will be substantiated by the completion of a Drug Abuse Investigation Report listing conditions observed.
- B. To ensure that illegal drugs and alcohol do not enter or affect the workplace, the City reserves the right to search all City vehicles, containers, lockers, or other items on City property in furtherance of this policy. Individuals may be requested to display personal property for visual inspection upon City request.
- C. Failure to consent to a search or display personal property for visual inspection will be grounds for discharge or denial of access to City premises.
- D. Searches of an bargaining unit member's personal property will take place only in the bargaining unit member's presence. All searches under this policy will occur with the utmost discretion and consideration for the bargaining unit member involved. No search will be conducted until the Drug Abuse Investigation Report has been completed and signed by the City Manager. The bargaining unit member is entitled to have his union representative or some other witness present for the search. If the search is conducted as part of a criminal investigation, laws governing those searches take precedence over City policy.

E, Individuals may be required to empty their pockets, but under no circumstances will an bargaining unit member be required to remove articles of clothing or be physically searched.

XIII. ARREST OR CONVICTION FOR DRUG-RELATED CRIME

- A. If a bargaining unit member is arrested for or convicted of a drug-related crime, the City will investigate all of the circumstances, and City officials may utilize the drug-testing

procedure if cause is established by the investigation. In most cases an arrest for a drug-related crime constitutes reasonable suspicion of drug use under this policy. The following procedures will apply:

1. During investigation, an employee may be placed on leave without pay. After the investigation is completed, the leave may be converted to a suspension or the bargaining unit member may be reinstated or terminated, depending upon the facts and circumstances. If convicted of a drug-related crime, a bargaining unit member will be terminated.
 2. If a bargaining unit member has been suspended and the case has been dismissed or otherwise disposed of, the City will make a determination as to whether to authorize the bargaining unit member's return to work based on its investigation. If the bargaining unit member is authorized to return to work, the bargaining unit member must agree in writing to unannounced, periodic testing for a period of up to 2 years.
- B. As a condition of employment, a bargaining unit member will notify their supervisor immediately of any arrest or criminal indictment.
1. If the City is receiving Federal funds it will notify the granting agency within ten (10) days after receiving the notice in B.

XIV. CONFIDENTIALITY

- A. All information, interviews, reports, statement memoranda and drug test results, written or otherwise, received by the City as a part of this drug testing program are confidential communications. Unless authorized by state laws, rules or regulations, the City will not release such information without a written consent form voluntarily signed by the person tested.

XV. RECORDS AND TRAINING

- A. The City will maintain a current resource file of providers of bargaining unit member assistance including alcohol and drug abuse programs, mental health providers, and various other persons, entities or organizations designed to assist bargaining unit members with personal or behavioral problems. The City will inform bargaining unit members and new hires about various bargaining unit member assistance programs that the employer may have available.
- B. The City will provide an annual education course to assist the bargaining unit members in identifying personal and emotional problems which may result in the misuse of alcohol or drugs. This course will also include a presentation on the legal, social, physical and emotional consequences of the misuse of alcohol or drugs.

XVI. CONCLUSION

The City's drug-free workplace policy has been prepared so as not to conflict with public policy and, further, not to be discriminatory or abusive. A drug-free workplace should be the goal of every company in America. Drug and alcohol testing is only one of the several steps that must be taken to achieve this objective. When incorporated into a comprehensive anti-drug effort, testing can go a long way in combating drug and alcohol abuse in the workplace.

THIS POLICY SUPERSEDES ANY INFORMATION PROVIDED TO APPLICANTS AND/OR EMPLOYEES, EITHER WRITTEN OR ORAL. THE CITY RESERVES THE RIGHT TO CHANGE THE PROVISIONS OF THIS POLICY AND TESTING PROGRAM AT ANY TIME IN THE FUTURE SUBJECT TO THE COLLECTIVE BARGAINING PROCESS PRIOR TO IMPLEMENTATION.

ARTICLE 34

FAMILY MEDICAL LEAVE

34.1 PURPOSE

The City of Holly Hill complies with the requirements of the Family and Medical Leave Act of 1993 (FMLA) and will comply with future law changes as applicable. The City applies FMLA on a rolling 12-month basis. Additional information and necessary physician certification forms can be obtained through the Human Resources Department

ARTICLE 35

PHYSICAL ABILITIES TEST (PAT)

35.1 The City and the Union agree that bargaining unit members covered hereunder must maintain a high level of physical fitness in order to safely and efficiently perform their assigned duties and serve and protect the citizens.

35.2 Each bargaining unit member shall be required to complete the Physical Abilities (Fitness) Test previously established by the Division of Criminal Justice Standards and Training of the Florida Department of Law Enforcement on an annual basis. The physical abilities test measures specific physical abilities through participation in a series of job-related tasks as follows:

- a. Exiting car/enter trunk.
- b. 220 yard run.
- c. Obstacle course.
- d. Dummy drag.
- e. Obstacle course (repeat).
- f. 220 yard run (repeat).
- g. Weapon fire
- h. Enter trunk/enter car.

The test is intended to be conducted in a continuous fashion resulting in a total composite score (i.e., time to complete the course). The test will be administered on a pass/fail basis. The bargaining unit member must complete the test in 6 minutes and 30 seconds or less to pass. (Bargaining unit member scoring at or above 6 minutes and 31 seconds fail).

35.3 Each bargaining unit member shall be scheduled to take the physical abilities test on an annual basis. If feasible, all tests (except for retests) will be administered in the months of January, February, March and April.

35.4 Any bargaining unit member hired after October 1, 2009 failing the PAT must retake the test within sixty (60) days. A bargaining unit member failing the retest (second test) must pass a second retest (third test) within sixth (60) days. Failure of the second retest will result in the bargaining unit member's termination due to his/her inability to perform the essential functions of his/her job.

35.5 Results of the PAT taken by any bargaining unit member hired prior to October 1, 2009 will not adversely impact evaluations, promotions or advancement opportunities.

35.6 A bargaining unit member who has a bona fide medical condition or injury which prevents him/her from taking the physical abilities test (or a portion thereof) will be dealt with on an individual basis. In all such cases, a City-selected physician or City-selected medical facility will determine the nature and extent of the bargaining unit member's medical condition while still measuring the same physical abilities; and such other medically-related issues which facilitate proper measurement of the physical abilities necessary to successfully perform the bargaining unit member's job.

ARTICLE 36

TOBACCO USE

- 36.1 All bargaining unit members hired after October 1, 2009 are not permitted to use tobacco products at any time (on-duty or off-duty) and must comply with such prohibitions as a condition of hire and continued employment. Bargaining unit member will be required to sign an affidavit at time of hire and thereafter, annually, each October 1, acknowledging non-use of tobacco products.
- 36.2 Violation of Section 36.1 will result in a one-shift suspension for a first offense, a three-shift suspension for a second offense and termination (discharge) for a third offense.

For the purpose of Article 36:

“Smoking” means inhaling, exhaling, burning, carry or possessing any lighted tobacco product, including cigarettes, cigars, pipe tobacco, water-pipes, hookahs or any other lighted tobacco products, as well as any product consumed in a similar manner; or the use of any electronic cigarette or any other device intended to simulate lighted tobacco use.

“Tobacco products” means cigarettes, cigars, pipe tobacco, hookah, smokeless tobacco, snuff, chewing tobacco, smokeless pouches, dissolvable tobaccos products like Orbs (dissolvable tobacco pellets), sticks and strips or any forms of ignitable smokeless tobacco.

ARTICLE 37

TAKE-HOME VEHICLES

37.1 This City and the PBA agree to implement a vehicle Take-Home Program

37.2 Assignment of vehicles shall be considered a privilege, not a right. The City reserves the right to suspend and/or remove this privilege for legitimate financial reasons or for misuse of the vehicle. Only suspensions or removal of take-home vehicles resulting from discipline shall be subject to the Grievance process in Article 17. The City retains the operational right to determine which vehicles shall be assigned to the take-home program and which officers shall be assigned these vehicles. Only full time active duty personnel will be assigned a take home vehicle. Bargaining unit members who are not working in their regular assigned duty for more than two (2) weeks or have requested leave in that amount or greater, shall not have the use of a take-home vehicle.

37.3 While operating the vehicle, bargaining unit members shall abide by all applicable City policies and general orders.

37.4 Those bargaining unit members who are assigned take-home vehicles and reside outside the City limits shall have an amount per pay period deducted from their paycheck for the privilege in the following manner:

Members residing within the city limits: \$0.
 Members residing within 4.99 miles of the nearest city limit: \$10.
 Members residing between 5 and 9.99 miles of the nearest city limit: \$15.
 Members residing between 10 and 19.99 miles of the nearest city limit: \$30.
 Members residing between 20 and 30 miles of the nearest city limit: \$45.

37.5 Special Orders will be developed by the City to determine utilization of this program.

37.6 Violations of the take-home vehicle program shall be subject to the departments disciplinary process and loss of the privilege of taking a vehicle home .

37.7 Bargaining unit members shall have the right to use their assigned vehicle for travel to and from department-approved training or education classes.

ARTICLE 38

TERMS OF AGREEMENT

38.1 This agreement shall remain in effect for a three (3) year period beginning October 1, 2015 and continue through September 30, 2018.

CITY OF HOLLY HILL

COASTAL FLORIDA PBA

John Penny, Mayor

Kimberly Kilpatrick, President

Joseph Forte, City Manager

Michael Shaffer, Neg. Team Member

Diane Cole, Human Resources Manager

Steve Aldrich, Police Chief

**AGREEMENT BETWEEN
COASTAL FLORIDA POLICE BENEVOLENT
ASSOCIATION
AND
THE CITY OF HOLLY HILL**

October 1, ~~2012~~2015 – September 30, ~~2015~~2018

Ratified by City Commission: ~~August 28, 2012~~

Attachment: PBA Contract Proposal DRAFT August 7, 2015 (1161 : PBA Bargaining Unit Agreement)

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THIS AGREEMENT is entered into by the CITY OF HOLLY HILL, FLORIDA, hereinafter referred to as the "City", and the COASTAL FLORIDA POLICE BENEVOLENT ASSOCIATION, hereinafter referred to as the "Employee Organization" or the "Association".

ARTICLE 1

TITLE RECOGNITION

1.1 The City hereby recognizes the Association as the exclusive bargaining agent for those employees in the following bargaining unit:

Included: All Sworn full-time Police Officers, ~~Police Corporals and~~ Police Sergeants, and
Police Lieutenants

Excluded: Police Chief, Deputy Police ~~Captain-Chief~~ and all non-sworn positions.

ARTICLE 2

MANAGEMENT RIGHTS

2.1 Except as expressly provided for in this Agreement, the City has the sole and exclusive right to manage and direct the Holly Hill Police Department, set standards of service to be offered to the public and to exercise control and discretion over its operation.

2.2 The City, except as provided in this Agreement, specifically, but not by way of limitation, reserves the exclusive right to: hire, promote, transfer, classify, reclassify and lay off employee bargaining unit members; fire, demote, and for just cause, transfer employee bargaining unit members from location to location; rehire employee bargaining unit members; maintain the efficiency of employee bargaining unit members through supervisory personnel; merge, consolidate, expand or close the Department or any part thereof or expand, reduce, alter, combine, assign or cease any positions upon notifications, control the use of equipment and property of the City; fill any position on a temporary, emergency or interim basis; determine the number, location, and operation of headquarters, annexes, divisions, sub-stations and departments thereof; schedule and assign the work to the employee bargaining unit members and determine the size and composition of the work force; formulate and implement departmental policy, rules and regulations; and introduce new or improved services, maintenance procedures, materials facilities, equipment and subcontract or contract any or all of its operations and functions. The Chief of Police will meet and negotiate with Association representatives regarding any change to the basic shift rotation plan of the Patrol Division, prior to implementation of any change to that plan.

2.3 If the City fails to exercise any one or more of the above functions from time to time, it shall not be deemed a waiver of the City's right to exercise any or all of such functions.

2.4 The above rights to the City are not all inclusive but indicate the type of matters or rights which belong to and are inherent to the City in its capacity of management and direction of the City of Holly Hill Police Department. Any rights, powers and authority the City had prior to entering into this

Agreement are retained by the City, except as expressly and specifically abridged, delegated, granted or modified by this Agreement.

2.5 If, in the discretion of the Mayor or the Commission it is determined that civil emergency conditions exist, including riots, civil disorders, hurricane conditions or what is judged to be a public danger or emergency, the provisions of this Agreement may be suspended by the Mayor or Commission during the time of the declared emergency, provided that the wage rates and monetary fringe benefits shall not be suspended.

2.6 The Association agrees it will not in any manner whatsoever, either directly or indirectly, support or condone, or in any way assist with any movement or effort in the City which might in any fashion have the effect of changing or altering this Labor Agreement. Such Agreement includes, but is in no way limited to, the supporting, either directly or indirectly, of any local legislation which would result in the alternation of any terms of this Agreement.

2.7 The exercise of the above rights shall not preclude employee bargaining unit members or their representatives from raising grievances, should decisions on the above matters have the practical consequence of violating the terms and conditions of this Agreement.

2.8 The City acknowledges that the language in this Article is not a waiver of any of the Association's rights under federal and Florida statutes nor is it a waiver of any employee bargaining unit member or group of employee bargaining unit member's rights under federal or Florida statutes.

ARTICLE 3

EMPLOYEE RIGHTS

3.1 Parties hereto agree not to interfere with the right of any employee bargaining unit member to become a member of the Employee Organization, withdraw from membership in the Employee Organization, or refrain from becoming a member of the Employee Organization.

3.2 There shall be no discrimination against any employee bargaining unit member by reason of race, creed, color, age, national origin, sex or Employee Organization membership or activity, or lack of Employee Organization membership or activity. References to the use of the word he or his in this Agreement is for brevity only and shall be interpreted to mean him or her or his or her.

3.3 Nothing contained in this Agreement shall prevent any employee bargaining unit member covered by this Agreement from pursuing any right or remedy, not including arbitration as defined in the Grievance Procedure available under this Agreement, without representation of the Employee Organization. Further, nothing contained in this Agreement shall prevent any employee bargaining unit member from discussing a non-contract problem directly with his immediate supervisor or other departmental official without the intervention of the Association, provided that the immediate supervisor or other departmental official agrees to discuss or attempt to resolve the matter outside the formal grievance procedure.

ARTICLE 4

STRIKES AND LOCKOUTS

4.1 There will be no strikes, work stoppages, picket lines, slowdowns, boycotts, or concerted failure or refusal to perform assigned work by the bargaining unit members ~~employees~~ or the Association and there will be no lockouts by the City for the duration of this Agreement. The Association supports the City fully in maintaining normal operations.

4.2 Any bargaining unit member ~~employee~~ who participates in or promotes a strike, work stoppage, picket line, slowdown, boycott or concerted failure or refusal to perform assigned work may be disciplined or discharged by the City and only the question of whether he did in fact participate in or promote such action shall be subject to grievance and arbitration procedure.

4.3 It is recognized by the parties that the City is responsible for, and engaged in, activities which are the basis of the health, safety, and welfare of the citizens. Accordingly, it is understood and agreed that in the event of any violation(s) of this section, the City shall be entitled to seek and obtain immediate injunctive relief, provided, however, it is agreed that the Association shall not be responsible for any act alleged to constitute a breach of this section if neither the Association nor any of its officers instigated, authorized, condoned, sanctioned or ratified such action.

4.4 "Picketing" as used herein shall mean any action which has the effect of preventing bargaining unit members ~~employees~~ from reporting to or continuing work.

ARTICLE 5

DUES CHECK-OFF

5.1 Bargaining unit members ~~Employees~~ covered by this Agreement may authorize payroll deduction for the purpose of paying Association dues. No authorization shall be allowed for payment of initiation fees, assessments or fines. The Association will notify the City in writing within thirty (30) days prior to any changes in the regular Association dues structure.

5.2 Dues shall be deducted biweekly (26 pay periods) and the funds deducted shall be remitted to the treasurer of the Association within thirty (30) days. The Association will indemnify, defend and hold the City harmless against any claims made and against any suits instituted against the City on account of payroll deduction of Association dues.

5.3 The payroll deductions of each bargaining unit member ~~employee~~ shall be instituted upon voluntary written notice from the ~~employee~~ bargaining unit member.

5.4 The payroll deduction shall be revocable by the bargaining unit member ~~employee~~ notifying the City in writing. The Association shall be notified by the City of any revocation.

ARTICLE 6

PERSONNEL RECORDS

- 6.1 Each bargaining unit member ~~employee~~ covered by this Agreement shall have the right to a supervised inspection of his/her official personnel file, provided, however, that such inspection shall take place during working hours at the location where the official personnel file is kept. The bargaining unit member ~~employee~~ shall have the right to request duplicate copies, at no expense, of any items contained in the bargaining unit member ~~his official~~ personnel file.
- 6.2 Bargaining unit members ~~Employees~~ shall have the right to submit a written response to any letter or reprimand or other document which is placed in the ~~employee's~~ bargaining unit members official personnel file
- 6.3 To the extent permitted by law and in order to protect the privacy and promote the safety of individual police officers, the City agrees not to furnish anyone the bargaining unit members ~~employee's~~ home address, telephone number, photograph, or personnel records without his consent.
- 6.4 The Association will indemnify and hold the City harmless against any claims made and against any suits instituted against the City as a result of the City exercising this prohibition against the furnishing of personnel data as defined in Section 6.3.

ARTICLE 7

BASIC SCHEDULING AND DUTY ASSIGNMENT

7.1 The City and the Union agree that the basic work ~~week~~-period for the Patrol Division shall consist of a ~~840-hour-two~~ work 84 hour schedule. Hours worked in excess of the ~~840~~84-hour schedule shall be compensated for at a rate of one and one-half (1 1/2) times the basic hourly rate of the ~~employeebargaining unit member-~~ Bargaining unit members ~~Employees~~ assigned to work on an 8-hour day schedule, 40-hour work week shall be compensated at the rate of one and one-half (1 1/2) times the basic hourly rate of the ~~employeebargaining unit member~~ for hours worked in excess of 40 hours per work week.

7.2 For overtime calculations work performed shall not include sick time, unscheduled personal leave or extended sick leave, holiday (straight time) and workers compensation leave. Holiday (straight time) will be included in the calculation of overtime for ~~employeebargaining unit member~~ s assigned to investigations. Scheduled personal leave, safety day, bereavement leave, compensatory time used, holiday worked and jury duty shall count as hours worked for ~~overtime~~ purposes. All other hours types not previously listed shall not count as hours worked for overtime purposes. For purposes of overtime calculations, all state paid incentive pay is not used when determining the hourly rate.

7.3 The maximum accumulation of compensatory time hours is ~~one hundred eighty four (10084)~~ hours. When an bargaining unit member ~~employee~~ takes compensatory time off, the hours in his accumulated account would be appropriately reduced by the time taken off. If any ~~employee~~ bargaining unit member leaves the service of the City, the hours in his compensatory time accumulation shall be paid at-his current rate of pay.

7.4 Overtime pay shall be paid during the same pay period in which it is earned, with the exception of overtime that is worked on the last day of the pay period. When this occurs, this overtime pay will be paid in the next pay period.

7.5 If an ~~employee~~bargaining unit member is called to work outside his normal working hours, he/she shall receive a minimum of two and one half (2.5) hours pay at the rate of one and one-half (1.5) times the ~~employee~~bargaining unit member's basic hourly rate.

7.6 The minimum call-out compensation referred to in the above section shall apply to all call out, except required judicial appearances in Federal, Circuit, County or Municipal proceedings; either criminal, civil or traffic, on matters arising from the ~~employee~~bargaining unit member's employment which shall be for a minimum of three (3) hours. Any fee paid by the court to the bargaining unit member employee for his court appearance shall be retained by the bargaining unit member employee in the event that the bargaining unit member employee uses his own vehicle. If the ~~employee~~bargaining unit member uses a City vehicle, any fees paid by the Court to the ~~employee~~bargaining unit member will be turned over to the City.

7.7 No supervisor or official shall take action to alter or change the work schedule in any manner to avoid payment of earned overtime.

7.8 A basic shift rotation schedule for the Patrol Division will be posted 30 days in advance of the expiration of the previous schedule for the ~~six (6)~~twelve (12) month period. The ~~six (6)~~twelve (12) month period will run from January ~~June / July~~January through December of each year with the change going into effect on the first day of the first new pay period of January ~~and July~~. Thirty (30) days prior to the posting of the schedule, a list will be posted for officers to sign and choose what shift they choose to work. If there is a conflict with a number of officers wanting a particular shift, assignments will be made by seniority as defined by the PBA contract. Squad assignments can be changed by the Chief or designee when operationally necessary. Individual squad personnel may voluntarily switch assignments with another of equal rank. All shift changes must be approved by the Chief/designee.

7.9 Except in case of emergency, an ~~bargaining unit member employee~~ will be given a minimum of forty eight (48) hour advance notice of any changes in his scheduled shift. Emergency as herein

defined shall include unforeseen staffing requirements due to officer illness, bereavement leave, natural or man made disaster or any other extraordinary manpower requirements. If a bargaining unit members employee is not notified prior to forty eight (48) hours of a shift change, and no emergency exist (as herein defined) the employee bargaining unit member shall receive payment at one and one half (1 1/2) the straight time rate for the first eight (8) hours of the new shift. There will be no changes in the work schedule unless authorized by the Chief or his designee. A employee bargaining unit member may choose to receive comp time instead of the salary.

7.10 It is agreed that all assigned off-duty employment will be compensated at the rate provided for by the business and at a minimum of ~~\$25.00~~\$30.00 35.00. Assigned off-duty employment shall mean any employment of any bargaining unit employee bargaining unit member, ~~excluding dispatchers, and excluding~~ part time officers, except as indicated below, where within the City limits of the City of Holly Hill such employment necessitates the wearing of the uniform of the City of Holly Hill, or any issued part thereof. It is further agreed that such assigned off-duty employment shall first be approved by the Chief of Police and all compensation for assigned off-duty employment shall be paid directly to the officer working the assignment by the individual employer at the end of each detail. The City will not be responsible for any enumeration for this service. It is understood that the bargaining unit member employee performing the off-duty assignment shall not be entitled to any overtime compensation. In the event an officer bargaining unit member working an off-duty assignment is injured in the line of duty while acting in the capacity of a police officer the City agrees to provide coverage for workers compensation as per Florida State Statutes. The rotational list shall be maintained by the Police ~~Captain~~ Chief/designee in the event no full time officer is available to cover the special assignment a part time officer can then be used to fill the vacancy.

7.11 A bargaining unit member employee may be entitled to a (30) thirty minute meal period during each eight (8) hour or twelve (12) work period. When a meal period is granted, the bargaining unit member employee must standby by for a possible call to duty and shall remain on duty. The

~~employee bargaining unit member~~ bargaining unit member shall be compensated during the meal period.

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ARTICLE 8
BULLETIN BOARDS

8.1 The Association shall be authorized use of a suitable bulletin board, at an agreed upon location.

8.2 The Association agrees that it shall only use space on the bulletin board described above for the following purposes:

1. Notice of Association meetings
2. Association elections
3. Reports of Association committees
4. Recreational and social affairs of the Association.
5. Information to members concerning Association Business
6. Association Newsletters

8.3 All Association materials placed on the bulletin board shall be signed by the bargaining unit member Employee Representative or his designee, and copies of any materials to be posted shall first be provided to the Department Head or his duly authorized agent prior to the posting of any such materials. The Chief of Police/designee shall have the right to refuse permission to post material considered inflammatory towards the City, the Police Department, or their leadership.

8.4 All costs incidental to preparation and posting of Association material shall be at the expense of the Association. The Association is responsible for posting and removing approved material from the bulletin board and for maintaining the bulletin board in an orderly fashion.

8.5 Subject to the restrictions for bulletin board usage, the Association shall be authorized similar usage of departmental e-mail solely for the purposes listed in section 8.2 provided the Public Safety Director/Police Chief and City Manager are forwarded a copy.

ARTICLE 9

ASSOCIATION REPRESENTATIVE

9.1 The Employee Organization shall be represented by its President or his designee. It shall be the responsibility of the Association to notify the City and the Chief of Police in writing of any change of the designation of President or his designee, subsequent to the execution of this Agreement.

9.2 A complete list of representatives shall be furnished to the City and any changes in these designations shall be promptly reported in writing to the City before the representatives can accomplish any of their duties.

9.3 It is understood and agreed that any ~~bargaining unit member employee~~ functioning as an Association representative has productive work to perform and will not leave his job during work hours, except after properly requesting and receiving proper authorization from the Chief of Police or his designee and only after stating what Association duties are to be performed. If in the opinion of the City the above mentioned ~~bargaining unit member employee~~ is taking unreasonable time to conduct such business the City shall have the right to require the Association representative to return immediately to their productive City work. At no time shall ~~a bargaining unit member employee~~ communicate with a member of the City Commission with regard to Association business while on duty being compensated by the City.

9.4 Bargaining unit members may devote up to two hours vacation time per year to be used by the Association representative to conduct Association business, to include attendance at meetings negotiation of contracts, grievance investigations and similar duties. If the pool of vacation time is not sufficient, then the Association representative must perform the Association business without pay.

ARTICLE 10

PROMOTIONAL POLICY

10.1 The City shall announce the promotional process at least seven (7) days in advance. The selection process is used to evaluate candidates for promotion to the ranks of ~~Corporal~~ Lieutenant and Sergeant and may include any of the following, at the sole discretion of the Chief of Police. Additional items may be added by the Police Chief at his/her discretion. Further, final selection of those to be promoted rests exclusively with the Chief of Police (no right to appeal this decision exists).

Potential Evaluation Methods:

1. Written exam (appropriate notice to be given of source material).
2. Oral interview/exam using interviewers from other agencies.
3. Submission of resume/letter by candidates to the Chief.
4. Interview of candidates by Chief.
5. Review of personnel and professional standards files by the Chief.
6. Review/discussion of candidates past performance and suitability for promotion with current supervisory personnel and the Police ~~Captain~~ Deputy Chief.
7. Written suitability for promotion evaluation by the candidates' current supervisor.

10.2 The City agrees that the probationary period shall be six (6) months duration of active duty. Where a probationary employee bargaining unit member is incapacitated because of illness or injury the probationary period shall be extended to reflect that time off active duty.

ARTICLE 11

SENIORITY AND REDUCTION IN FORCE

11.1 Seniority is understood to mean the time elapsed since a ~~an bargaining unit members employee's~~ most recent date of employment or re-employment. Seniority shall be determined by the following in descending order:

1. Rank
2. Amount of time in rank
3. Amount of time employed with the City of Holly Hill
4. In case of a tie, by alphabetical order using the initial of the last name

Seniority will continue to accrue during all types of leave, except for leave of absence without pay for one month or more, which shall cause the seniority date to be adjusted forward for an equivalent amount of time. Leaves of absence without pay for a period of less than 31 calendar days shall not cause a seniority date to be adjusted.

11.2 ~~Bargaining unit members Employee~~ shall lose their seniority as a result of the following:

1. Retirement
2. Termination of employment
3. Absence without authorized leave for three (3) consecutive working days.

11.3 In the event of a necessary reduction in force, the City Manager or City Manager's designee shall prepare and maintain a retention register based upon seniority. When a position in a higher grade is abolished and becomes necessary to reduce the force, the ~~bargaining unit member employee~~ lowest on the retention list is to be demoted to the next lower grade and the lowest on the retention list for the lower grade demoted to the next lower grade until the lowest grade is reached and then the lowest on the retention register is to be laid off with recall privilege.

When ties exist on the retention register, seniority is used to establish the retention roster, and work performance, based on an assessment of ~~employee bargaining unit member~~ -performance evaluations

shall be used to determine the order of separation.

11.4 Names of bargaining unit members ~~employees~~ laid off by the City will be maintained on a recall register for a period of (18) month. During this period, should an appropriate job become available, the former ~~employee~~bargaining unit member will be notified.

Should a laid off ~~employee~~bargaining unit member refuse one (1) job opportunity offered by the City, his/her name shall be removed from the recall register.

11.5 Recall will be offered to laid off bargaining unit members ~~employees~~ provided they are physically and psychologically qualified to perform the duties of the job. A laid off bargaining unit member ~~employee~~ who is offered recall and is temporarily unable to accept due to medical reasons, loses his right to recall at that time but shall remain eligible for recall rights until the expiration of his or her recall right period. When bargaining unit members ~~employees~~ are recalled from layoff, the recall will be based on the following criteria; past work performance, attendance and seniority. In the event there is one bargaining unit member ~~employee~~ on the Recall Register, that bargaining unit member ~~employee~~ would be offered recall.

11.6 Vacations for each calendar year shall be scheduled for bargaining unit members ~~employees~~ on the basis of seniority preference; provided, however, that the Department shall retain the right to disregard seniority preference in the event it becomes necessary to do so in order to provide adequate coverage in certain specialized areas during any vacation period. The senior bargaining unit member ~~employee~~ is not entitled to “bump” a less senior ~~employee~~bargaining unit member if a vacation request has been received and approved by the Police Chief in advance of a request submitted by the senior ~~employee~~bargaining unit member. Nothing contained herein shall be interpreted as restricting the Department’s rights to cancel all vacations during any given period in the event of disaster or emergency.

11.7 In filling a non-promotional vacancy in any division or unit within the Department, seniority will be considered along with skills, abilities, and the requirements of the job.

ARTICLE 12

PROBATIONARY PERIOD

12.1 All new members in the bargaining unit who are hired, regardless of their classification, shall be considered on probation for a period of 12 months, during which time they shall not be entitled to any seniority or tenure rights.

12.2 Any approved leave of absence in excess of ten days shall cause the ~~employee~~bargaining unit member 's probationary period to be extended by the amount equal to the leave taken. ~~Bargaining unit members Employees who are in training shall have their probationary period begin effective with the date the training is completed or they otherwise become fully qualified for the job classification.~~ All bargaining unit members ~~employees~~ on probationary status shall not have recourse to the grievance procedure in any matter of discipline, termination or layoff. The City may, at its sole discretion, terminate any ~~employee~~bargaining unit member during the probationary period.

12.3 All promoted bargaining unit members ~~employees~~, regardless of their classification, shall be considered on probation for a period of (6) six months.

ARTICLE 13

~~EMPLOYEE MANAGEMENT COMMITTEE~~

~~13.1 There shall be an Employee Management Committee established consisting of the Chief of Police, Police Captain Deputy Chief and two representatives of the PBA and their Business Representative.~~

~~The function of the Committee shall be to discuss general matters pertaining to employee relations and department operations.~~

~~13.2 The employee management committee shall meet, or when it is mutually agreed that there is need to meet. Further, Nothing shall prevent the PBA representative from meeting with the Chief, or Captain Deputy Chief to discuss issues of a topical nature at any time.~~

~~13.3 Employee Organization representatives attending committee meetings during their off duty hours shall not be compensated for the time spent in such meetings. Employee Organization Representatives attending Committee meetings during on duty time will be released from duty without loss of pay or benefits.~~

~~13.4 The Committee shall not engage in collective bargaining in resolution of grievances. Recommendations of this committee shall be advisory in nature.~~

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ARTICLE 14

VOTING

14.1 During a primary, general or special election an employee who is registered to vote, whose hours of work do not allow sufficient time for voting shall be allowed up to two (2) hours off with pay for this purpose. When the polls are open two (2) hours before or two (2) hours after the regular scheduled work period, it shall be considered sufficient time for voting. [When the polls are open for early voting prior to the normal election day, it shall also be considered sufficient time for voting.](#)

ARTICLE 15

TEMPORARY ASSIGNMENT TO A HIGHER CLASSIFICATION

15.1 In the event the Chief of Police determines that there is a need to temporarily fill a regularly budgeted vacant position with an ~~employee~~bargaining unit member from a lower classification, he shall immediately advise the City Manager of such intention. Vacant shall mean a position that has opened for any reason. If a current eligibility list exists the Chief of Police shall temporarily fill the vacant position from said list. In the event there exist no current eligibility list relative to the budgeted position the Chief of Police may select any ~~employee~~bargaining unit member from a lower classification to temporarily fill such budgeted position.

15.2 ~~An bargaining unit members employee~~ who is temporarily assigned to a position of higher rank shall be entitled to a 5% increase in pay after five (5) consecutive days, retroactive to the first day. If the bargaining unit member ~~employee~~ selected for a temporary assignment is not selected to permanently fill that position, bargaining unit member ~~employee~~ will be returned to previous classification and pay rate. Temporary assignment pay is paid for all hours actually worked and excludes holidays, vacation, compensatory time used, etc.

ARTICLE 16

DISCIPLINARY ACTION

16.1 In the event ~~a~~ bargaining unit member~~employee~~ is discharged, suspended, or demoted, the City agrees that he shall be provided with written notification of the discharge, suspension or demotion. The notification shall include specific charges or violations of rules and shall describe the specific reasons which caused the action to be taken.

16.2 Upon request, any bargaining unit member ~~employee~~ may obtain a copy of any statement which he personally has given to the City or the Department in connection with any investigation based upon which disciplinary action can or will be taken against the bargaining unit member ~~employee~~. At the time of such request, the bargaining unit member ~~employee~~ shall be required to pay all costs relating to the copy of his statement.

16.3 In the event ~~a~~ bargaining unit member ~~employee~~ becomes the subject of the formal Departmental or City investigation arising from a citizen complaint or allegation, the Department or the City, whichever is appropriate, shall notify the bargaining unit member ~~employee~~ of the disposition of the complaint upon the conclusion of the formal investigation.

16.4 ~~An employee~~ bargaining unit member may be granted the right to confront and question the person who has registered the complaint.

16.5 Bargaining unit members ~~Employees~~ will only be disciplined or discharged for just cause.

16.6 ~~No discipline, except demotion and termination, shall become effective until such time that a bargaining unit member's appeal process is completed or until such time for an appeal has expired.~~
No discipline, except demotion and termination, shall become effective until such time a bargaining unit member's appeals process is completed through Step 3 of the grievance process or such time for a grievance has expired.

ARTICLE 17

GRIEVANCE AND ARBITRATION PROCEDURE

17.1 In a mutual effort to provide a harmonious working relationship between the parties to this Agreement, it is agreed and understood that there shall be a procedure for the resolution of grievances between the parties and that such procedure shall cover grievances involving the application, interpretation or violation of this Agreement. City personnel policies or rules which impact items not specifically addressed in this agreement and which affect the terms and conditions of employment of bargaining unit members shall not be changed without the written approval of the Union. A grievance shall be defined as any alleged violation of the specific terms of this Agreement.

17.2 Every effort will be made by the parties to settle any grievance as expeditiously as possible. Any grievance not answered by the City within the prescribed time limits shall automatically advance to the next higher step. Should the grieving party fail to observe the time limits as set forth in the steps of this Article, the grievance shall be considered conclusively abandoned.

17.3 Grievances shall be presented in the following manner, however, should either party be away from duty on compensated leave or official business, that time shall be excluded from the ten (10) Calendar-day time frame:

Step 1. The ~~bargaining unit member employee~~ shall take up his grievance with his immediate supervisor or shift commander within ten (10) calendar days of the ~~employee bargaining unit member's~~ 's/union's knowledge of the occurrence(s) which gave rise to the grievance. The first step (between the ~~bargaining unit member employee~~ and his immediate supervisor) shall be on an informal and oral basis, in the form of a meeting, and shall not involve the Association or any other representative of the ~~bargaining unit member employee~~, unless requested by the ~~employee bargaining unit member~~. Discussions will be informal for the purpose of settling the alleged difference in the simplest and most direct manner. The supervisor shall reach a decision and communicate it orally or in writing to the grievant within ten days of the date the grievance was presented to the supervisor.

Step 2. Any grievance which cannot be satisfactorily settled with the immediate supervisor shall be reduced to writing by the ~~bargaining unit member employee~~ in a written memorandum, and shall next be taken up with the Chief of Police. A written grievance presented by the Association or ~~employee~~bargaining unit member shall include the following:

1. A complete statement of the grievance and facts upon which it is based.
2. The section or sections of this agreement claimed to have been violated; and
3. The remedy or correction requested.

Such grievance shall be presented to the Chief of Police in writing, within ten (10) calendar days of the date of completion of Step 1. The Chief of Police shall, within ten (10) calendar days after presentation of the written grievance meet with the grievant and render his decision on the grievance in writing, unless a longer period of time is mutually agreed upon.

The ~~bargaining unit member employee~~ may have present, at his/her option, a representative of the Association during any discussion of the grievance.

Step 3. If the grievance is not settled at the second step, the aggrieved ~~bargaining unit member employee~~ shall forward the written grievance to the City Manager within ten (10) calendar days after the decision of the Chief of Police. The City Manager shall conduct a ~~hearing~~meeting, within ten (10) calendar days after receipt of the grievance. The City Manager shall make a decision in writing within ten (10) calendar days of the ~~hearing~~meeting, unless a longer period of time is mutually agreed upon.

17.4 In the event a grievance processed through the grievance procedure has not been resolved at Step 3 above, the Association or the bargaining unit member may, within ten (10) calendar days after the City Manager renders a written decision on the grievance, request arbitration in writing to the FMCS (Federal Mediation & Conciliation Services) with a copy of the request delivered to the City Manager. The sole function of the FMCS is to assist in the selection of the arbitrator. The FMCS will furnish a panel of seven (7) names from which each party shall have the option within ten (10) calendar days of striking three (3) names in an alternating fashion, thus leaving the seventh which shall

be the neutral or impartial arbitrator.

17.5 The Association or ~~bargaining unit member employee~~ shall use the written grievance as presented in Step 2 as the official statement of the grievance to be arbitrated, the arbitrator, thereafter, shall confine his decision to the statement of grievance thus specified. The arbitrator shall fashion an appropriate remedy for violations of the provisions contained in this Agreement.

17.6 The arbitration hearing shall be conducted in accordance with the Rules or Procedure promulgated by the FMCS (Federal Mediation & Conciliation Services) subject to the following:

a. The arbitrator shall have no authority to change, amend, add to, subtract from, or otherwise alter or supplement this Agreement or any part thereof or amendment thereto.

b. The arbitrator shall have no authority to consider or rule upon any matter which is stated in this Agreement not to be subject to arbitration or which is not a grievance as defined in this Agreement.

c. The arbitrator may not issue declaratory or advisory opinions and shall confine himself or herself exclusively to the questions which was presented to the FMCS in which the questions must be actual and existing.

d. Copies of the award of the arbitrator made in accordance with the jurisdictional authority under this agreement shall be furnished to both parties within thirty (30) days of the hearing.

e. The arbitrator's decision shall be final and binding; provided, however, that either party shall be entitled to seek review of the arbitrator's decision in the Circuit Court. All costs associated with said appeal will be borne by the party seeking review by the Court. However, if the Court reverses the finding of the arbitrator, the party appealing the original decision will not be responsible for the costs of the other party.

17.7 Each party shall bear the expenses of its own witnesses and of its own representatives for purposes of the arbitration hearing. Any party desiring a transcript of the hearing shall bear the cost of such transcript unless both parties mutually agree to share said cost. The City and the Union will

share equally the cost of the arbitrator.

17.8 Where a grievance is general in nature in that it applies to a number of bargaining unit members ~~employees~~ rather than a single ~~employee~~ bargaining unit member, or if the grievance is directly between the Employee Organization and the City, such grievance shall be presented by the Association's Representative, in writing, directly to the Chief of Police, Step 2, within ten (10) calendar days of the occurrence of the event(s).

17.9 Consistent with the provisions of the Florida Public Employee Relations Act, Chapter 447, Florida Statutes, unless amended, it is mutually acknowledged and agreed that this Agreement shall be administered within the amounts agreed to by the City Commission for funding of the Agreement. Accordingly, and notwithstanding any other provision of this Agreement, the arbitrator shall have no authority, power or jurisdiction to construe any provision of the law, statute, ordinance, resolution, rule, regulation or provision of this Agreement to result in, obligate or cause the City to have to bear any expense, debt, cost or liability which would result, directly or indirectly, in the City exceeding the amounts initially agreed to by the City Commission for the funding of this Agreement as agreed upon by the parties. Any such award which contravenes or is not in compliance with the provisions of this paragraph shall be null and void.

17.10 In settlement of any grievance resulting in retroactive adjustments, such adjustments shall be limited to the date no earlier than ten (10) days prior to the filing of the grievance in Step 1.

ARTICLE 18

TRAINING

18.1 In the event that ~~an employee~~bargaining unit member requests to be sent to a given training program or the Department asks for a volunteer or volunteers to attend a given training program, compensation relative to the attendance at such training programs that are required or mandatory will be attended on compensated City time. Coursework or classes taken for purposes of professional growth will follow the City's program for Tuition Reimbursement and will be attended on off-duty hours. Any request for training by ~~an bargaining unit member employee~~ will be acknowledged by the Chief of Police, or his designee, within ten (10) business days of said request.

18.2 When an bargaining unit member employee is required to attend training sessions outside his normal working hours, he shall receive a minimum of three (3) hours pay at the rate of time and one-half (1 ½) times the ~~employee~~bargaining unit member's basic hourly rate.

18.3 In the event the bargaining unit member employee does not qualify on the approved firearms course, he/she will be reassigned for a maximum of one week by the Chief of Police. If the bargaining unit member ~~he~~ again fails to qualify (the second time) ~~he the bargaining unit members~~ will be immediately suspended without pay until he becomes qualified at his/her own expense.

18.4 Transportation to the pistol range or transportation to any other required and scheduled training shall be provided by the Police Department. In the event such transportation is not available, the bargaining unit member employee shall be entitled to applicable travel time and mileage allowance.

18.5 Full time, State certified officers attending college and promotional courses shall be compensated in accordance with the City of Holly Hill Personnel Rules and Regulations, dated ~~August, 2007~~.

~~18.6 The City shall provide funds, exclusive of overtime compensation, to be used by the Police Department for training of employees.~~

18.76 Training and Travel expenses will follow Section 8. Training and Development found in the City of Holly Hill Rules and Regulations manual.

ARTICLE 19

LEAVE OF ABSENCE

19.1 The City Manager may grant any employee a leave of absence with or without pay for a period not to exceed twelve (12) months. Failure of any ~~bargaining unit member employee~~ to return to duty upon expiration of his leave of absence shall constitute the resignation of that ~~bargaining unit member employee~~. Holidays, sick leave, annual leave and any other benefits based on time spent in the employ of the City shall not accrue or be credited during a leave of absence without pay. The ~~bargaining unit member employee~~ may maintain his health insurance coverage by paying the total cost (~~bargaining unit member employee~~ and employer) of his group insurance premium. Longevity increases, merit increases and any other increases for which an ~~employee bargaining unit member~~ may become eligible, based in whole or in part on length of service with the City, shall not be credited during any period of leave of absence without pay exceeding thirty (30) calendar days. A ~~bargaining unit member employee~~ shall return from leave of absence to the same step or rate of his salary range as at the time of commencement of leave of absence.

19.2 Any ~~bargaining unit member employee~~ covered hereunder may be given educational leave for the purpose of taking courses or attending conferences or seminars directly related to the ~~bargaining unit member's employee's~~ work as determined by the Chief of Police and City Manager. Requests for such educational leave must be approved in advance by the Police Chief. The decision to grant or not to grant such educational leave and the determination as to whether such leave will be compensated shall be the sole and exclusive function of the Police Chief and City Manager.

19.3 A ~~bargaining unit member employee~~ granted educational leave with pay shall be entitled to receive all City benefits in the same manner as if he were on active duty during the period of the leave. Entitlement to benefits for ~~employee bargaining unit members~~ on partially compensated or uncompensated educational leave shall be determined by the City Manager.

19.4 Any ~~bargaining unit member employee~~ who is a member of the National Guard or an organized

military reserve unit of the United States will be allowed a leave of absence with pay in accordance with applicable State and Federal laws when called to active duty or for training with the Armed Forces. During such period of leave with pay, the bargaining unit member's ~~employee's~~ benefits shall continue in the same manner as if he were on active duty with the City. During active duty, the City will pay the premium for the group health insurance for the dependents of the bargaining unit member currently on the City's group health plan.

ARTICLE 20

AUTHORIZED USE OF PRIVATE AUTOMOBILE

20.1 Any bargaining unit member ~~employee~~ authorized by the Chief of Police to use his private automobile in the performance of his official City duties will be compensated at the current federal rate.

ARTICLE 21

BEREAVEMENT LEAVE

21.1 The City agrees that when a death occurs in the immediate family of a ~~bargaining unit employee~~bargaining unit member, that ~~employee~~bargaining unit member shall receive four (4) days off without loss of pay or benefits. If the funeral occurs outside of the state of Florida, the Chief of Police shall have discretion to grant additional days off, to be charged from personal leave, extended sick leave or compensatory time which will be counted as scheduled time off. These additional days will not be charged against sick leave incentive eligibility. Bereavement leave must be used within a 3-month time period from date of death.

21.2 The City agrees that the immediate family as cited above shall be defined as Father, Mother, Spouse, Children, Father-in-Law, Mother-in-Law, Brother, Sister, Grandparents, Grandchildren, Brother-in-Law, Sister-in-Law, Step-parents, Step-children or members of the family domiciled in the household to include foster relatives, or any relative who has been declared to be under a court appointed guardianship of the bargaining unit member ~~employee~~ or the bargaining unit member's ~~employee's~~ spouse.

ARTICLE 22

MAINTENANCE OF BENEFITS

22.1 This Agreement shall not deprive any ~~employee~~bargaining unit member of any benefits or protections granted by federal legislation, the laws of the State of Florida, ordinances of Holly Hill or the City of Holly Hill Personnel Rules and Regulations, unless abridged by this contract.

22.2 The City agrees that the City of Holly Hill Personnel Rules and Regulations, dated ~~August, 2007~~, which includes approved job benefits, shall continue in full force for PBA ~~employee~~bargaining unit members unless specifically provided for as abridged by this Agreement.

ARTICLE 23

UNIFORM, CLOTHING AND EQUIPMENT

23.1 The City will furnish uniforms to all bargaining unit members ~~Police Officers~~ who are required to wear said uniform, to include the following as needed:

Hats (<u>Honor Guard, only</u>)	1	
Shirts (long sleeve, <u>Class "A"</u>)	1	
Shirts (short sleeve <u>1 Class "B" and 3 Class "C"</u>)		4
Pants— <u>(1 Class "A,B" and 3 Class "C"</u>		4
Tie	2	
Jacket	1	
Vest with <u>2-1</u> carriers	1	
Uniform Badge	1	
<u>Wallet Badge</u>	<u>1</u>	
Collar Pins	<u>2-1</u> sets	
Whistle with chain	1	
Rain gear	1	
Winter Coat	1	
Summer Shorts (Bike Patrol Only)	2	
Summer Polo Shirts (Bike Patrol Only)	2	
<u>Glock Model 22 (.40 cal) w/ three mag.</u>	<u>1</u>	
<u>Security Holster for Glock Model 22</u>	<u>1</u>	
<u>Nylon Duty belt and trouser belt</u>	<u>1 set</u>	
<u>Double magazine holder (nylon)</u>	<u>1</u>	
<u>Radio and nylon holder</u>	<u>1</u>	
<u>Chemical weapon (OC) and nylon holder</u>	<u>1</u>	

ASP baton (21") and nylon holder	1
Handcuffs and nylon case	1
Digital Camera	1
Fingerprint kit	1
Access card (City Yards)	1
Access card (Halifax Health ER)	1
Thumbdrive (4GB)	1

~~23.2 — Shoes, underclothes, leather goods and individual firearms will not be supplied by the City. A three hundred dollar (\$300.00) annual equipment maintenance and replacement allowance shall be payable quarterly in advance. For Police Officers hired after the effective date of this agreement, the Department will supply a duty weapon, belt, holster and other equipment for bargaining unit members. The cost of these items shall be deducted annually from the officer's equipment allowance until the items are paid in full and the items become property of the bargaining unit member. A bargaining unit member that leaves employment of the City and has an outstanding balance due shall have the remaining balance of the duty weapon or other equipment deducted from their last check and the equipment shall remain the property of the bargaining unit member.~~

23.3 ~~An bargaining unit member employee~~ who shall receive any breakage or damage to his uniform or approved personal equipment in the line of duty shall have it replaced or repaired at no cost to the ~~employee~~bargaining unit member. However, any damage or breakage resulting from the misuse or neglect of personal property will not be paid for by the City. For purposes of this section, "approved" personal equipment shall be those items which have been specifically listed and submitted to the Chief of Police and approved by the Chief of Police as being appropriate for use in the line of duty. A copy of the current list is attached and incorporated by reference.

23.4 Sworn officers who are required to wear non-issued clothing in the course of their employment shall receive an annual clothing allotment paid quarterly in advance as follows:

October 1, ~~2009-2015~~ through September 30, ~~2012-2018~~: \$1,000.00 annually (\$250.00 per quarter paid in advance)

23.5 A ~~bargaining unit member employee~~ may carry a back-up weapon or second pistol, of a type approved by Department Policy while on duty provided the ~~bargaining unit member employee~~ has qualified with the weapon and has obtained prior approval of the Chief of Police.

ARTICLE 24
WAGES

24.1 Effective the first full pay period following October 1, 2015 Bargaining Unit Members shall receive a 2.5% increase to their hourly salary for the fiscal years 2015/16, 2016/17, 2017/18. Employees at the maximum of their pay range shall be given a one-time lump sum wage increase effective the first full pay period in each of the same years.

~~The City and the Union agree to a 1% pay increase each October first of the following years 2012, 2013, and 2014. Employees will remain in their current step unless the 1% pay increase moves them to the next step. Effective October 1, 2012 the City and the Union agree to classify positions in accordance with the current Step Pay Plan (attached). Employees shall remain at the current pay grade and step and will not advance to the next step for the duration of the contract unless the annual pay increase moves them to the next step. The pay plan will maintain two and one half percent (2.5%) between steps in each pay grade.~~

24.2 24.2 Employees who are promoted from Patrol Officer to Sargent will receive a salary increase to the minimum of the Sargent's pay grade or a maximum of Ten (10) % whichever is greater. In the event the department institutes the Master Officer program in the future, any officers who are promoted to the Master Officer position, which would include two separate increase of 2.5% each, and are later promoted to Sargent, would then receive an increase to the minimum of the Sargent's pay grade or a maximum of Five (5) % whichever is greater.~~Employees who are promoted will receive a salary increase to the closest step (rounding up) in the position classification of which they are promoted to, and will then advance two (2) steps up to a maximum of a seven and a half (7.5%) percent increase or step 1 of the new pay level whichever is greater.~~

24.3 Bargaining unit members~~Employees~~ assigned to non patrol positions (C.I.D., C.R.A. and Motor Patrol)~~investigations~~ will receive a 5% assignment pay which

will be added to their current base rate of pay. However, the 5% assignment pay will be removed when transferring out of these assignments.

24.4 ~~Bargaining unit members~~Employees assigned as Field Training Officer shall receive one hour of pay at the

overtime rate or equivalent compensatory time for each day they are performing the specialized duties.

24.5 All wage provisions apply to the fiscal year beginning October 1, 201~~2~~5 through the fiscal year ending September 30, 201~~5~~8 and do not apply to any future years.

~~24.6 Bargaining unit members~~Employees shall have the option of selling back up to (40) hours of ~~Personal Leave~~ in the first pay period of December at the rate of pay as of the date of sell back. ~~Bargaining unit members~~Employees must maintain a minimum balance of 250 hours~~three (3) weeks Personal Leave in order to sell back any Personal Leave.~~

**CITY OF HOLLY HILL
2012/2013 CLASSIFICATION PLAN
EFFECTIVE OCTOBER 1, 2012
POLICE PERSONNEL**

PAY GRADE	POSITION TITLE	MIN	MAX
P2	Police Officer Police Investigator	\$32,463	\$51,897
P3	Police Corporal	\$36,176	\$57,833
			\$64,447
P4	Police Sergeant	\$40,313	
P5	Lieutenant	\$44,344	\$70,891

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Attachment: PBA Contract Proposal DRAFT August 7, 2015 : PBA Bargaining Unit Agreement)

ARTICLE 25

PERSONAL LEAVE

25.1 Personal Leave may be used by ~~a bargaining unit member~~ ~~employee~~ for the following reasons:

1. For rest and relaxation, scheduled personal leave is available for use only after completing six (6) months of service. The use of scheduled personal leave, safety day and compensatory time must be scheduled ahead of time. ~~Bargaining Unit employee~~ bargaining unit members must provide a 3-day advance notice to request the use of scheduled personal leave, the use of the safety day and compensatory time of two (2) days or less and provide a minimum of a 5-day notice for requests of scheduled personal leave or compensatory leave time of three (3) days or more. The Department will make every effort to grant the request, however, there is no guarantee this will occur

2. For medical appointments and/or short term illnesses; for purpose of attending to a sick or injured family member; for child care purposes; for court appearances of a personal nature; for funerals of those friends or relatives not in the immediate family; for nationally recognized religious holidays not covered under the holiday benefit; and for any other reasons as may be approved by your supervisor. A scheduled day off requires three (3) calendar days written notice and approval is at the discretion of the Police Chief/Designee.

3. For unscheduled emergencies with supervisor approval; an unscheduled leave may be requested with short notice to attend to critical situations which could not have been anticipated. The ~~bargaining unit member employee~~ must provide a reason for this request.

The rate of accrual will be as follows:

Years of Service	Total # hrs/yr accrued
1-4	120 hours (15 days)
5 -9	144 hours (18 days)
10 – 14	160 hours (20 days)
15 – 19	184 hours (23 days)

20 -24	224 hours (28 days)
25 – 29	240 hours (30 days)
30 +	256 hours (32 days)

Bargaining unit members~~Employees~~ covered by this agreement will accrue personal leave hours on a bi-weekly, prepay period basis. Upon separation or termination, payment will be made at straight time for any unused accrued time up to the maximum of 750 hours.

All bargaining unit members ~~employees~~ shall take vacation leave as earned yearly, however, an bargaining unit member ~~employee~~ may carry over one-half (1/2) of earned annual leave to a succeeding year. No more than one-half (1/2) of earned annual leave may be carried over to a succeeding year without written approval from both the bargaining unit members ~~employee's~~ department head and City Manager. Personal leave may be accumulated to a maximum of 750 hours.

25.2 Extended Leave. In addition to Personal Leave, an bargaining unit member ~~employee~~ will accrue Extended Illness Leave. This leave is to be used for bargaining unit members ~~unit employees'~~ illnesses or injuries involving hospitalization or absences of three or more days. If absences exceed four or more consecutive days, a doctor's note will be required upon return to work. There is no limit to the number of hours which may be accrued in this account. An bargaining unit members ~~employee~~ will accrue this leave at a rate of four (4) hours per month, six (6) days per year, regardless of length of service.

Upon termination, bargaining unit members ~~employees~~ will be paid for any unused accrued extended illness leave at the ~~employee~~bargaining unit member 's current rate of pay according to the following schedule:

<u>Completed Years of Service</u>	<u>Percentage of Payment</u>
1-10	50%
11	55
12	60
13	65
14	70
15	75

16	80
17	85
18	90
19	95
20+	100

Note: Payment will be based on a maximum of 825 hours only.

Bargaining unit members~~Employees~~ who receive retirement benefits from their pension fund under a normal or

disability retirement, shall be entitled to payment of 100% of extended leave regardless of years of service.

For sickness and unforeseen emergencies, as much notice as possible shall be given. The

bargaining unit member ~~Employee~~ must provide a reason for this unscheduled request. Other than unforeseen

emergencies, all requests for any leave must be made in writing including compensatory time.

25.3 Bargaining unit members shall have the option of selling back up to (40) hours of

Personal Leave in the first pay period of December at the rate of pay as of the date of sell-back.

Effective October 1, 2016 bargaining unit members must maintain a minimum balance of three (3) weeks Personal Leave in order to sell back any Personal Leave under this section.

~~Sick Leave Incentive Plan. Work related injuries or family medical leave shall not cause a deduction to be made from an employee's sick leave for purposes of implementation of the Sick Leave Incentive Program.~~

~~If an employee does not use the sick leave days in accordance with the schedule listed below, he/she will be compensated based on the following number of hours used:~~

Sick Leave Hours Used	Number of Hours Paid
0	32
8	24

45

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16 _____ 16

24 _____ 8

32 _____ 0

~~For S.L.I.P. (Sick Leave Incentive Program) award, unscheduled personal leave, sick leave and extended sick leave will be reviewed and will be used to determine an employee's eligibility for S.L.I.P. An employee must have been employed on October 1st of the previous fiscal year to be eligible to participate in this benefit. The checks will be disbursed to the employee the first pay period in October. —~~

25.4 Safety Day Leave. All eligible bargaining unit members employees shall receive one (1) additional day of annual leave (to be termed a Safety Day), provided the bargaining unit member employee has experienced no work related injury in the previous calendar year as a result of any job related accident.

The Safety Day must be taken within the calendar year after it is earned and cannot be carried over.

Use of this day requires pre-approval by bargaining unit members employee's Supervisor or Police Chief.

ARTICLE 26

HOLIDAYS

26.1 The following shall be observed as paid holidays for all but temporary employees:

- 1 New Year's Day
- 2 Martin Luther King Day
- 3 Good Friday
- 4 Memorial Day
- 5 Independence Day
- 6 Labor Day
- 7 Veterans Day
- 8 Thanksgiving Day
- 9 Day after Thanksgiving
- 10 Christmas Day
- 11 One floating holiday designated by City Commission

26.2 When a holiday falls on an ~~employee~~bargaining unit member's regular off-duty day, the bargaining unit member ~~employee~~ shall receive holiday pay at bargaining unit members ~~employee~~ normal base rate. Holiday pay is defined as an additional eight (8) hours of pay at the ~~employee~~bargaining unit member's regular rate, even though the ~~employee~~bargaining unit member may work 12-hour shifts.

26.3 When an ~~bargaining unit member~~ ~~employee~~ is required to work on a holiday listed above, the ~~employee~~bargaining unit member shall be compensated at straight time for all-hours worked. In addition thereto, the bargaining unit member ~~employee~~ shall receive time and one-half (1 ½) the ~~employee~~bargaining unit member's regular rate of pay for all hours worked.

26.4 If an ~~bargaining unit member~~ ~~employee~~ uses personal leave, compensatory time used, etc., on a

holiday, the bargaining unit member ~~employee~~ will be paid eight (8) hours holiday pay with the remaining scheduled shift hours paid as personal leave, compensatory time used, etc.

ARTICLE 27

INTERNAL INVESTIGATIONS AND OBLIGATIONS TO THE PUBLIC

27.1 The parties recognize that the security of the City and its citizens depends to a great extent upon the manner in which the ~~employee~~bargaining unit members covered by this Agreement perform their various duties. Further, the parties recognize that the performance of such duties involves these bargaining unit members ~~employees~~ in all manner of contacts and relationships with the public and out of such contacts and relationships questions may arise or complaints may be made concerning the actions of ~~employee~~bargaining unit members covered by this Agreement. Investigation of such questions and complaints must necessarily be conducted by, or under the direction of, department supervisory officials whose primary concern must be the security of the City and preservation of the public interest.

27.2 In order to maintain the security of the City and protect the interests of its citizens, the parties agree that the City must have the unrestricted right to conduct investigations of citizens' complaints and matters of internal security; provided, however, that any investigative interrogation of any ~~employee~~bargaining unit member- covered by this Agreement that could lead to discipline shall be conducted under the following conditions:

1. The interrogation shall be conducted at a reasonable hour, preferably at a time when the bargaining unit member ~~employee~~ is on duty, unless the seriousness of the investigation is of such a degree that immediate action is required.
2. The bargaining unit member ~~employee~~ under investigation shall be informed of the nature of the investigation prior to any interrogation.
3. The bargaining unit member ~~employee~~ under investigation shall be informed of the rank, name, and command of the officer in charge of the investigation, the interrogating

officer, and all persons present during the interrogation. All questions directed to the ~~bargaining unit member employee~~ under interrogation shall be asked by and through one

(1)

interrogator at any one (1) time.

4. Interrogation sessions shall be for reasonable periods and shall be timed to allow for such rest periods as are reasonably necessary. All interrogations must be held at the headquarters of the Holly Hill Police Department.

5. At the request of any ~~bargaining unit member employee~~ under investigation he shall have the right

to be represented by counsel or any other representative of his choice (at his own expense) who shall be present at all times during such interrogation whenever the interrogation could lead to discipline. The formal interrogation of a ~~bargaining unit member employee,~~

including all recess periods, shall be recorded, and there shall be no unrecorded questions or statements.

7. If the ~~bargaining unit member employee~~ under interrogation is under arrest or is likely to be placed

under arrest as a result of the interrogation, he shall be completely informed of all his rights prior to the commencement of the interrogation.

8. No ~~bargaining unit member employee~~ shall be ordered to submit to any device designated to

measure the truth of his responses during questioning.

9. During interrogations the ~~bargaining unit member employee~~ shall not be subjected to offensive

language or threats of transfer, dismissal, or other disciplinary action. The

interrogator does not have the right to make a promise of reward as an inducement to answering questions.

10. During interrogations covered hereunder, questions shall be limited to the circumstances surrounding the allegations which are the subject of the investigation.

11. In the interest of internal security and fairness to the bargaining unit member employee under investigation, the City, insofar as is legally permissible, agrees to make no conclusionary statements concerning the validity of the allegations under investigation until such time as the investigation has been completed. In the event the bargaining unit member employee under investigation, or any organization or person representing said employee bargaining unit member makes public statements concerning the allegations under investigation, the City shall have the right to respond in any manner it deems appropriate.

12. An bargaining unit member employee under investigation may obtain a copy of any written statement he has executed at no cost to the employee bargaining unit member.

13. In all cases wherein an bargaining unit member employee is to be interrogated concerning an alleged violation of the Department's Rules and Regulations which, if proven, may result in his dismissal or in some other disciplinary measure, he shall be afforded a reasonable opportunity and facilities to contact or consult privately with an attorney of his own choosing and a representative of the Association before being interrogated. The attorney and the Association representative may

be present during the interrogation. The costs involved shall be assumed by the ~~employee~~bargaining unit member. Where the attorney is not immediately available and conditions

permit, the interrogation will be postponed for twenty-four (24) hours.

14. When any ~~bargaining unit member~~ police officer has been charged with any violation of Departmental Rules and Regulations, the City will make no public statement concerning the alleged violation.

~~15. No employee shall be ordered to submit to a blood test, a breathalyzer test or any other test to determine the percentage of alcohol in the blood for any reason except as may be required by specific statutory law. Such tests will be given if requested by the employee.~~

16. The City shall not compel an ~~employee~~ bargaining unit member to speak or testify for or be questioned by any non-governmental agency.

17. In cases where the City chooses to relieve an ~~employee~~ bargaining unit member from duty pending an investigation or other administrative determination, the following conditions will prevail:

A. The ~~bargaining unit member employee~~ will remain on full salary and allowances and shall not lose any benefits during this period of time. The Department will conduct and conclude its Professional Standards Investigation within 10 days of the offense. If this ten (10) day period must be extended to accommodate the needs of the bargaining unit member employee, or the bargaining unit member's employee's counsel/representative, the ~~bargaining unit member employee~~ may be placed in an unpaid status pending the completion of the investigation. If the ten (10) day period is

extended to accommodate the needs of the Department, the employee bargaining unit member shall remain on full salary.

B. Should disciplinary action result from the investigation, that period of time in which the employee bargaining unit member was relieved from duty will be included in disciplinary action. In the event that an employee bargaining unit member has been paid, the employee's bargaining unit member's accumulated leave or compensatory time shall be charged as an offset.

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18. During the internal investigations or interrogations, questions must be limited to the circumstances surrounding the officer's alleged violation of department rules.
19. The findings of internal affairs investigations shall be labeled:
 - a. Sustained - Member committed infractions alleged.
 - b. Non-Sustained- The investigation is unable to verify, or refute the allegation.
 - c. Unfounded – The investigation has proven that the events as alleged did not occur.
 - d. Exonerated – The actions of the Department member were lawful and proper.
20. Only "Sustained" letters of complaint from citizens will be inserted in an officer's personnel record.
21. The charge "conduct unbecoming an officer" and all similarly vague charges will not be employed by the City.
22. The City shall not discharge or discipline any bargaining unit member ~~employee~~ without just cause and due process. If, in any case, the City feels there is just cause for suspension or discharge, the bargaining unit member ~~employee~~ and the Association will be notified in

writing that the ~~employee~~bargaining unit member has been suspended and may be subject to discharge, that formal written charges have been filed with the Chief of Police. A copy of the foregoing shall be served upon the bargaining unit member ~~employee~~ charged by a police officer holding the rank of supervisor or higher.

23. The City agrees that no adverse action will be taken against any bargaining unit member ~~employee~~ who exercises the rights provided for in this Article.

24. The City agrees not to disclose ~~employee~~bargaining unit member 's personal family information except as compelled by law.

25. Internal investigations will not be conducted on a Police Officer when the investigation concerns a violation which is more than twelve (12) months old on departmental matters other than issues involving moral turpitude as defined by the PST unless the investigation is of a criminal nature. No criminal investigation will be conducted on a Police Officer when the offense exceeds the statutes of limitations.

ARTICLE 28

HEALTH INSURANCE

28.1 The City agrees to provide hospital and medical coverage for the bargaining unit member ~~employee~~ as follows:

- a. The City shall pay the full premium for the individual coverage of the lowest bargaining unit member ~~employee~~ only rate of the health insurance offered.
- b. The City shall make no contribution to dependent coverage.

28.2 The City will pay \$5,000.00 toward the funeral and burial expense of any bargaining unit member ~~law enforcement officer~~ of the City of Holly Hill who is killed in the line of duty. Such benefit shall be in addition to any other benefits which ~~employee~~ bargaining unit member 's beneficiaries or dependent(s) are entitled to under the provisions of the Workers Compensation Act of the State of Florida or any other city, state or federal statute.

28.3 The City agrees to maintain a term life insurance policy for each bargaining unit member ~~employee~~ covered by this Agreement equal to the ~~employee~~ bargaining unit member 's base salary, to a maximum of \$50,000. Each policy shall also provide for a double payment of benefit should death be the result of accidental injuries. Each policy shall also pay benefits for accidental dismemberment and loss of sight.

ARTICLE 29

PHYSICAL EXAMINATION AND WORKERS COMPENSATION BENEFITS

29.1 A permanent ~~bargaining unit member~~ ~~employee~~ covered hereunder who is injured in the line of duty shall receive all rights and privileges as outlined in the Florida Statutes, Section 440.

29.2 At the request of the Chief of Police, the City Manager may direct any ~~bargaining unit member~~ ~~employee~~ covered hereunder to submit to a physical and/or mental examination conducted by a physician.

The sole purpose of such examination shall be to determine whether the ~~bargaining unit member~~ ~~employee~~ has a physical or mental disability which impairs his effectiveness as a ~~police~~ officer, limits his ability to perform his assigned duties, or make his continuation in his job a danger to himself, the public or other department ~~employee~~ ~~bargaining unit member~~ s. In the event the City Manager, in consultation with the Chief of Police and the designated physician, determines that a non-job related disability does exist, the following action shall be taken.

1. If the designated physician determines that the disability can be corrected, the ~~bargaining unit member~~ ~~employee~~ shall be allowed a specified time to have it corrected. During this period of time, and after consulting with the Chief of Police, the City Manager, in his discretion, may permit the ~~bargaining unit member~~ ~~employee~~ to continue with his normal duties, reassign the ~~bargaining unit member~~ ~~employee~~ to other duties with the City or temporarily remove the ~~bargaining unit member~~ ~~employee~~ from City service. Should the ~~bargaining unit member~~ ~~employee~~ be temporarily removed from City service during the period of time specified for the correction of his disability, the ~~employee~~ ~~bargaining unit member~~ may utilize his annual leave, sick leave or leave without pay for the correctional period. However, if the ~~bargaining unit member~~ ~~employee~~ fails to take the necessary steps to have the disability corrected within the specified period of time he shall be subjected to dismissal from City service.

2. If, in the opinion of the designated physician, the disability cannot be corrected, the City Manager in consultation with the Chief of Police, shall attempt to place the bargaining unit member employee in another City position which, in the City Manager's discretion, the bargaining unit member employee can perform satisfactorily. Nothing herein shall require the City Manager to create a position for the employee bargaining unit member or place the bargaining unit member employee in a position which, in the City Manager's discretion, need not be filled. If the City Manager determines that the bargaining unit member employee cannot successfully be placed in another position or if the City Manager in consultation with the Department Head involved, determines that the bargaining unit member employee, once placed in another position, is unable to perform satisfactorily in that position, the City shall separate the employee bargaining unit member from the City's service either through retirement, if available under the City retirement system, or through dismissal.

~~29.3 — Nothing contained in this Article shall apply to disabilities which occurred prior to the effective date of this agreement.~~

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ARTICLE 30

LEGAL BENEFITS

30.1 When the City may legally do so, the City shall furnish to bargaining unit ~~employee~~bargaining unit members benefit of legal defense in accordance with Florida State Statute 768.28 (5) and (9) or as amended. No bargaining unit member ~~employee~~ or agent of the City shall be held personally liable in tort for any injuries or damages suffered as a result of any act, event or omission of action in the scope of his employment or function, unless such ~~employee~~bargaining unit member or agent acted in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, public safety or property.

ARTICLE 31

PENSION

31.1 The pension plan includes a five (5) year “Drop Plan” as outlined in the amendment to ordinance Chapter 42 section 42.31 (c) Pension Benefits adding a Deferred Retirement Option Program. A copy of the proposed ordinance change is attached for reference. The addition of this DROP was determined to be “cost neutral” by the fund’s actuary and will have no negative or positive impact on the fund. Bargaining unit member’s ~~Members~~ electing to enter the DROP must make application and abide by the provisions of the DROP with the understanding that participation is irrevocable.

31.2 The City shall eliminate the contributions the City makes to the fund on the behalf of each bargaining unit member ~~employee~~. For purposes of calculating the final average compensation for each bargaining unit member ~~officer~~ who was enrolled in the pension plan as of September 30, 1999, final average compensation shall be calculated at the rate of one hundred ten and six-tenths percent (110.6%) of Pension able Income. All others will be compensated at 100% of final average compensation.

31.3 The City and the Association agree to modify the present pension plan as of October 1, 2005, to include the following provisions:

a. Each bargaining unit member ~~police officer~~ who is not in the DROP shall, beginning October 1, 2005, contribute five (5%) percent of each installment of salary to the pension plan. This contribution shall be considered an ~~employee~~ bargaining unit member -contribution in accordance with Ordinance #2373, Code Section 42-31(d)-of the Code of Ordinances of Holly Hill, Florida.

b. The plan will include an annual two percent (2%) cost of living increase for all bargaining unit member ~~members~~ retiring on or after September 30, 2006, beginning on the first year anniversary of their retirement date. Any bargaining unit member ~~member~~ retiring after ratification of this contract, the (2%) cost of living increase will commence on the fifth (5th) anniversary year of their retirement date.

c. Each ~~bargaining unit member~~ ~~police officer~~ who is not in the DROP and was hired on or after July 1, 2011 shall, beginning July 1, 2011, contribute ~~eight-seven~~ (78%) percent of each installment of salary to the pension plan. This contribution shall be considered ~~as~~ bargaining unit member ~~employee~~ contribution in accordance with Ordinance #2373, Code Section 42-31(d) of the Code of Ordinances of Holly Hill, Florida.

31.4 The medical stipend benefit supplement will be increased to \$150.00 per month, payable to all future retirees and disability recipients for the life of the member's pension benefits, regardless of service.

31.5 The benefit rate multiplier of the plan shall increase from two and one-half percent (2.5%) to three percent (3.0%) for all ~~employee~~ bargaining unit members who retired on or after October 1, 1999.

31.6 When a bargaining unit member ~~member~~ of the fund terminates employment prior to retirement, they may choose to withdraw the money they contributed to the fund. All bargaining unit members ~~members~~ will receive 100% of the contribution they made as a police officer contribution. Bargaining unit members ~~Members~~ enrolled in the fund as of September 30, 1999 will receive 100% of the contribution the City made to the fund in the name of the officer less applicable taxes. ~~Members who enroll in the fund on October 1, 1999 and later shall receive only a portion of the contributions the City made on their behalf less applicable taxes. The percentage shall be based on completed years at a rate of 10% a year, with monthly credit for partial years of service. Members who enroll in the fund on October 1, 2005 and later shall not be entitled to any contributions other than the officers contributions.~~

Up to one year of service	0% of the City's contribution
1 year of completed service	16 2/3% of the City's contribution
2 years of completed service	33 1/3% of the City's contribution
3 years of completed service	50% of the City's contribution

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~~4 years of completed service~~ ~~66 2/3% of the City's contribution~~

~~5 years of completed service~~ ~~83 1/3% of the City's contribution~~

~~6 years of completed service~~ ~~100% of the City's contribution~~

31.7 Normal Retirement. A ~~bargaining unit member's~~ ~~member's~~ normal retirement date shall be the first day of month coincident with, or next following, the later of attainment of his 55th birthday, and the completion of six (6) years of credited service in the system or the completion of twenty (20) years of credited service in the system, regardless of age. A ~~bargaining unit member's~~ ~~member's~~ normal retirement date for officers hired on July 1, 2011 or thereafter shall be the first day of the month coincident with, or next following, the latter of attainment of his/her 55th birthday, and the completion of ten (10) years of credited service in the system or the completion of twenty (20) years of credited service in the system, regardless of age.

31.8 Credit for Military Service. A ~~bargaining unit member~~ ~~member~~ may buy back up to four (4) years of creditable service in the system subject to the following conditions:

a. The ~~bargaining unit member~~ ~~member~~ must have ~~6~~10 years vested in the Holly Hill Pension System.

b. The ~~bargaining unit member~~ ~~member~~ makes both the required ~~employee~~~~bargaining unit~~ ~~member~~ contribution and the

employer contribution.

c. Military service is defined as active duty in the Armed Forces of the United States and ~~bargaining unit member~~ ~~member~~ has received an honorable discharge DD-214.

d. Military service used in any other retirement system, including a pension system under chapter 67 of Title 10 of the United States Code is not eligible buy-back unto the system

31.9 Credit for Previous Law Enforcement Experience. A ~~bargaining unit member~~ ~~member~~ may buy back

creditable service time for periods of public law enforcement employment with the State of Florida or

another state subject to the following:

- a. Previous law enforcement experience must have been as a sworn law enforcement officer and performed in the employ of a state political subdivision, thereof, or with the Federal Government.
- b. Service was provided prior to a period of membership in this pension system.
- c. Not more than four (4) years of creditable service may be purchased.
- d. The bargaining unit member ~~member~~ makes both the required ~~employee~~ bargaining unit member contribution and the employer contribution.
- e. The bargaining unit member ~~member~~ must have 6 years vested in the Holly Hill Pension System. For bargaining unit member ~~employees~~ hired July 1, 2011 or thereafter, the member must have ten (10) years vested in the Holly Hill Pension System.
- f. Previous law enforcement experience used in any other retirement system or where the bargaining unit member ~~employee~~ received a retirement benefit during that time of employment is not eligible.

31.10. Credit for both military and previous employment shall not exceed a total of four (4) years combined.

ARTICLE 32

PROMOTION OF SAFETY

32.1 The City and the P.B.A. (Union) will cooperate in the continuing objective of eliminating safety and health hazards due to unsafe working conditions.

32.2 To maintain safety for street officers the Department shall endeavor to maintain a minimum shift manning level of which there shall be at least ~~two-three~~ (23) uniformed officers, one (1) of which must be a full-time uniformed officer, and one (1) full-time uniformed Supervisor. If the shift level goes below the ~~two-three~~ (23) officers, the officer in charge shall take immediate steps to obtain minimum levels. Travel to the County Jail or Hospital does not constitute the shift being below staffing levels.

The City shall budget an equivalent dollar amount to staff part time officers during identified and agreed upon peak demand hours for services at a level of 4,380 hours each fiscal year of this agreement through the October 2017/18 budget year. The City shall budget an amount equal to staffing part time officers on identified and agreed upon peak time shifts to equal 4 personnel make every effort to increase staffing to four during peak call times utilizing reserve officers when available.

32.3 Overtime assignments will primarily reflect the needs of the department, and to the extent practicable, the preference of affected officers as periodically communicated in writing to the Chief of Police.

32.4 A rotation list comprised of full-time and part-time certified officers ~~who volunteer to be on this list~~ will be maintained. In the event it is necessary to designate overtime shift or hours or to fill special detail duties assignments, seniority of the officers on the rotation list will be the criteria used. The first officer contacted will be placed on alert to work in case no one on the rotation list is reached. The Police Chief/designee after exhausting the entire rotation list and failing to reach anyone has the right to order any ~~employee~~ bargaining unit member to work that shift. If the City is unable to get a

Police Officer ~~or Police Corporal~~ to return to work, a sergeant may be called to perform the duties of a patrol officer.

32.5 If bargaining unit members ~~employees~~ of equal rank wish to trade schedules such request may be granted at the discretion of the Chief of Police or his designee.

ARTICLE 33

DRUG-FREE WORKPLACE POLICY

I. PURPOSE

As a part of its commitment to safeguard the health of its employees, to provide a safe place for its employees to work, and to promote a drug free community, The City of Holly Hill has established this policy on the use or abuse of alcohol and drugs by its employees. This policy is set up pursuant to the Drug-free workplace program under Florida's Workers' Compensation Law. Substance abuse, while at work or otherwise, seriously endangers the safety of employees, as well as the general public, and creates a variety of workplace problems including increased injuries on the job, increased absenteeism, increased health care and benefit costs, increased theft, decreased morale, decreased productivity, and a decline in the quality of products and services provided. We have established this policy to detect users and remove abusers of drugs and alcohol. It is also our policy to prevent the use and/or presence of these substances in the workplace and to assist employees in overcoming any dependence on drugs and/or alcohol in accordance with the following guidelines.

As mentioned above, we are implementing this policy pursuant to the drug free workplace program under the Florida's Workers' Compensation Act. This provides that an employee who is injured in the course and scope of his employment and tests positive on a drug or alcohol test, forfeits his eligibility for medical and indemnity benefits under Florida's Workers' Compensation. (Refusal to take a drug or alcohol test will result in the employee forfeiting his eligibility for medical and indemnity benefits under Florida's Workers' Compensation and automatic termination of the employee.)

The purpose of this policy is to communicate our position on drugs and alcohol in the workplace and provide guidance for the implementation of related programs.

II. SCOPE

All employees are covered by this policy and as a condition of employment, are required to abide by the terms of this policy. Because of state or federal laws and regulations, certain employees may be

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subject to additional requirements.

III. ~~DRUG-FREE WORKPLACE POLICY DISSEMINATION~~

A. ~~The City of Holly Hill will give a general one-time notice to all employees that it is a condition of employment to refrain from using drugs on or off the job and that a drug testing program is being implemented. A period of sixty (60) days shall elapse between the notice and implementation of the Drug-Free Workplace Policy. All applicants who become final candidates for initial employment must pass a drug test as a condition of employment. Any employee being considered for appointment to a vacant position shall not be required to take a drug test as a routine condition of such appointment, except as otherwise provided in Article VII.~~

B. ~~Prior to testing, all employees or job applicants for employment will be given a summary of the Drug-Free Workplace policy, a summary of the drugs which may alter or affect a drug test and a list of local employee assistance programs and local alcohol and drug rehabilitation programs.~~

C. ~~A notice of drug testing will be included with all vacancy announcements. A notice of our drug testing policy will also be posted in an appropriate and conspicuous location on the City's premises and copies of the policies will be made available for inspection during regular business hours by the general public in the City's personnel office.~~

IV. ~~DEFINITIONS~~

~~The definitions of words and terms as set forth in the Florida Worker's Compensation Drug Testing Rules and the Florida Department of Health and Rehabilitative Services, Drug-Free Workplace Standards (Florida Administrative Code, Chapter 10E-18) will apply to the terms used in this policy.~~

V. ~~ALCOHOL USE PROHIBITIONS~~

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~~A. The consumption of alcohol on City property while on duty is prohibited and will result in disciplinary action, up to and including discharge unless done so while performing official duties and in accordance with Police Department policy.~~

~~B. Off duty abuse of alcohol which adversely affects an employee's job performance.~~

~~C. The personal possession (i.e., on the person, or in a desk, or locker) of alcohol on City property or on duty will result in disciplinary action, up to and including discharge unless done so while performing official duties and in accordance with Police Department policy.~~

~~D. The possession of alcohol in a personal vehicle or City assigned vehicle on City property is not prohibited provided such possession is in compliance with this policy as well as federal, state, and local laws.~~

~~E. It is against City policy to report to work or to work under the influence of alcohol.~~

~~F. For the purpose of this policy, an employee is presumed to be under the influence of alcohol if a blood test or other scientifically acceptable testing procedure shows a forensically acceptable positive quantum of proof of alcohol usage.~~

~~G. An employee who is perceived to be under the influence of alcohol will be removed immediately from the workplace and may be evaluated by medical personnel, if reasonably available. The City will take further action (i.e., removal from service, referral to counseling, and/or disciplinary action) based on medical information, work history, and other relevant factors. The determination of what action is appropriate in each case rests solely with the City.~~

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~~H. Refusal to submit to, efforts to tamper with, or failure to pass an alcohol test will result in disciplinary action, up to and including discharge.~~

~~I. Employees arrested for an alcohol-related incident must immediately notify their supervisor. Failure to notify an appropriate City official may result in disciplinary action, up to and including discharge.~~

~~VI. DRUG USE PROHIBITIONS~~

~~A. The use, sale, purchase, possession, manufacture, distribution, or dispensation of drugs.~~

~~B. It is also against City policy to report to work or work under the influence of drugs. This includes prescription drugs which induce an unsafe mental or physical state. Employees who violate this policy are subject to disciplinary action.~~

~~C. For the purpose of this policy, an employee is presumed to be under the influence of drugs if a urine test or other accepted testing procedure shows a forensically acceptable positive quantum of proof of drug usage.~~

~~D. Prescription drugs may also affect the safety of the employee or fellow employees or members of the public. Therefore, any employee who is taking any prescription drug which might impair safety, performance, or any motor functions must advise his supervisor before reporting to work under such medication. A failure to do so may result in disciplinary action. If the City determines that such use does not pose a safety risk, the employee will be permitted to work. If such use impairs the employee's ability to safely or effectively perform his or her job,~~

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~~the City may temporarily reassign the employee or grant a leave of absence during the period of treatment. Improper use of "prescription drugs" is prohibited and may result in disciplinary action.~~

~~E. Refusal to submit to or efforts to tamper with a drug or alcohol test will result in discharge.~~

~~VII. TESTING~~

~~A. Testing of Applicants~~

~~1. All new hire applicants considered final candidates for a position will be tested for the presence of illegal drugs as a part of the application process.~~

~~2. Any new hire job applicant who refuses to submit to drug testing, refuses to sign the consent form, fails to appear for testing, tampers with the test, or fails to pass the pre-employment drug test will be ineligible for hire.~~

~~3. Drug investigators—those whose primary function is the investigation of illegal drug cases will be subject to one unannounced drug test per calendar year.~~

~~B. Reasonable Suspicion Testing~~

~~1. Employees must submit to a drug test if reasonable suspicion exists to indicate that their ability to perform work safely or effectively may be impaired. "Reasonable suspicion testing" means drug testing based on a belief that an employee is using or has used drugs in violation of the City's policy, drawn from those facts in light of experience. Among other things, such facts and inferences may be based upon:~~

~~a. Observable phenomena while at work, such as direct observation of drug use or of the physical symptoms or manifestations of being under the influence of a drug.~~

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~~b. Abnormal conduct or erratic behavior while at work or a significant deterioration in work performance.~~

~~c. A report of drug use, provided by a reliable and credible source, which has been independently corroborated.~~

~~d. Evidence that an individual has tampered with a drug test during~~

~~his employment with the City. Information that an employee has caused or~~

~~contributed to, an accident while at work.~~

~~e. Evidence that an employee has used, possessed, sold, solicited, or~~

~~transferred drugs while working or while on the City's premises or while~~

~~operating the City's vehicle, machinery, or equipment.~~

~~2. If a supervisor believes reasonable suspicion exists, the supervisor should report his or her findings and observations to the Department Head and the City Manager. Upon approval by the City Manager the employee will be asked to submit to a drug test and sign a form acknowledging his or her consent. Factors which substantiate cause to test should be documented by the supervisor on the Substance Abuse Investigation Report Form. A copy of this report will be given to the employee upon request and the original documentation will be kept by the employer for one (1) year.~~

~~C. Routine Fitness for Duty~~

~~An employee will submit to a drug test if the test is conducted as part of a routinely scheduled employee fitness for duty medical examination that is part of the City's established policy or that is~~

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~~scheduled routinely for all members of an employment classification or group, and approved as a prerequisite by the City. Such policy or classification shall be subjected to collective bargaining prior to implementation.~~

~~D. Follow-up Testing~~

~~If the employee, in the course of employment, enters an employee assistance program for drug related problems or an alcohol and drug rehabilitation program, the employer must require the employee to submit to a drug test as a follow-up to such program, and on a quarterly, semi-annual, or annual basis for up to 2 years thereafter.~~

~~E. Additional Testing~~

~~Additional testing may also be conducted as required by applicable state or federal laws subject to the collective bargaining process prior to implementation.~~

~~F. Refusal to Test~~

~~Employees who refuse to submit to a drug test forfeit their eligibility for all Workers' Compensation medical and indemnity benefits and will be terminated from employment or otherwise disciplined as provided in this policy.~~

~~VIII. TESTING PROCEDURE~~

~~A. _____ The City may test for any or all of the following~~

~~drugs: Alcohol~~

~~(booze, drink)~~

~~Amphetamines (Binhetamine, Desoxyn, Dexedrine)~~

~~Cannabinoids (marijuana, hashish, hash, hash oil, pot, joint, roach, spleaf, grass, weed, reefer)~~

~~Cocaine (coke, blow, nose candy, snow, flake, crack)~~

~~Phencyclidine (PCP, angel dust, hog)~~

~~Methaqualone~~

~~Opiates (opium, dover's powder, paregoric, parepectolin)~~

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~~Barbiturates (Phenobarbital, Tuinal, Amytal)~~

~~Benzodiazophines (Ativan, Azene, Clonopin, Dalmone, Diozepam, Halcion, Librium, (Poxipam, Restoril, Serax, Transene, Valium, Vertron, Xanax)~~

~~Methodone (Dolophine, Methadose)~~

~~Propoxyphene (Darvocet, Darvon N, Dolene)~~

~~B. Job applicants and employees required to submit to drug or alcohol testing will be asked to sign a Consent To Employee Testing form.~~

~~C. Because of the potential adverse consequences of positive test results of employees, the City will employ a very accurate testing program. Urine and blood samples will be analyzed by a highly qualified independent laboratory which has been selected by the City and approved by the Department of Health and Rehabilitative Services.~~

~~D. Applicants and employees will be given an opportunity prior to and after testing to provide any information they consider relevant to the test including listing all drugs they have taken recently including prescribed drugs and to explain the circumstances of the use of those drugs in writing or other relevant medical information on a Drug Use Information form. The applicants and employees will also be provided with a notice of the most common medication by brand name or common name, as well as the chemical name which may alter or affect a drug test.~~

~~E. An employee injured at the workplace and required to be tested will be taken to a medical facility for immediate treatment of injury. If the injured employee is not at a designated collection site, the employee will be transported to one as soon as it is medically feasible and specimens will be obtained. If it is not medically feasible to move the injured employee, specimens will be obtained at the treating facility under the procedures set forth in this rule and transported to an approved testing laboratory.~~

~~F. No specimens will be taken prior to the administration of emergency medical care. Once this condition has been satisfied, an injured employee must release to the City the result of any tests conducted for the purpose of showing the presence of alcohol or drugs.~~

~~G. Body Specimens~~

~~Urine will be used for the initial test for all drugs except alcohol and for the confirmation of all drugs except alcohol. Blood will be used as the initial and confirmation test for alcohol. The physician will have the discretion to determine whether drawing a blood sample will threaten the health of the injured employee or if the employee has a medical condition unrelated to the accident which may preclude the drawing of the necessary quantity of blood for a testing specimen. Under these circumstances, no inference or presumption of intoxication or impairment will be made.~~

~~H. Cost of Testing~~

~~The City will pay the cost of initial and confirmation drug tests, which is required of employees and job applicants. An employee or job applicant will pay the cost of any additional drug tests not required by the City.~~

~~I. Collection Site~~

~~1. The City will utilize a collection site by an approved laboratory which has all necessary personnel, materials, equipment, facilities, and supervision to provide for the collection, security, chain of custody procedures, temporary storage and shipping or transportation of urine and blood specimens to an approved drug testing laboratory. The City may also utilize a medical facility as a collection site which meets the applicable requirements.~~

~~2. Security of the collection site, chain of custody procedures, privacy of the individual, collection control, integrity and identity of the specimen and transportation of the specimen to the laboratory will meet state rules and guidelines. Florida Department of Health and~~

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~~Rehabilitative Services Chain of Custody form (HRS form 1806, revised 5/91) will be used for each employee or job applicant tested.~~

~~J. Collection Site Personnel~~

~~A specimen for a drug test will be taken or collected by:~~

~~1. A physician, a physician's assistant, a registered professional nurse, a licensed practical nurse, a nurse practitioner, or a certified paramedic who is present at the scene of the accident for the purpose of rendering emergency service or treatment; or~~

~~2. A qualified person employed by a licensed laboratory who has the necessary training and skills for the assigned tasks.~~

~~K. Testing Laboratory~~

~~1. The laboratory used to analyze initial or confirmation drug specimens will be licensed by the Florida Department of Health and Rehabilitative Services to perform such tests. The Florida Department of Health and Rehabilitative Services has published Drug-Free Workplace Standards (Florida Administrative Code, Chapter 10E-18) which must be followed by laboratories and employers.~~

~~2. All laboratory security, chain of custody, transporting and receiving of specimens, specimen processing, retesting, storage of specimens, instrument calibration and reporting of results will be in accordance with state laws and rules established by the Department of Health and Rehabilitative Services.~~

~~3. The laboratory will provide assistance to the employee or job applicant for the purpose of interpreting any positive confirmed test results.~~

~~L. Initial Tests~~

~~Initial tests will use an immunoassay except that the test for alcohol will be an enzyme oxidation~~

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~~methodology. Minimum cutoff detection levels for each drug or metabolites of such alcohol or drug for the purposes of determining a positive test result are in accordance with the rules as outlined by the Agency for Health Care Administration and criteria established by the United States Department of Health and Human Services, per Florida Statutes 440.102.~~

~~Alcohol _____~~

~~Amphetamines _____~~

~~Cannabinoids _____~~

~~Cocaine _____~~

~~_____ Phencyclidine _____~~

~~Methaqualone _____~~

~~Opiates _____~~

~~Barbiturates _____~~

~~Benzodiazepines _____~~

~~Synthetic Narcotics:~~

~~—Methodone _____~~

~~—Propoxyphene _____~~

~~M, — Confirmation Tests~~

~~All specimens identified as positive on the initial test will be confirmed using GC/MS except that alcohol will be confirmed using gas chromatography. All confirmation will be done by quantitative analysis. Concentrations which exceed the linear region of the standard curve will be documented in the laboratory and recorded as "greater than highest standard curve value".~~

~~The confirmation cutoff detection levels for each drug or metabolites of such alcohol or drug for the purposes of determining a positive test result are in accordance with the rules as outlined by the Agency for Health Care Administration and criteria established by the United States Department of~~

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~~Health and Human Services per Florida Statutes 440.102:~~

~~Alcohol~~

~~Amphetamines~~

~~Cannabinoids~~

~~Cocaine~~

~~Phencyclidine~~

~~Methaqualone~~

~~Opiates~~

~~Barbiturates~~

~~Benzodiazepines~~

~~Synthetic Narcotics:~~

~~Methodone~~

~~Propoxyphene~~

~~Laboratories will report all quantitative alcohol results above a .05% level to the Medical Review~~

~~Officer (MRO) who will be responsible for reporting results to the City if appropriate.~~

~~IX. TEST RESULTS~~

~~A. Reporting Results~~

~~1. The laboratory will report test results to the Medical Review Officer (MRO) within 7 working days after receipt of the specimen by the laboratory.~~

~~2. The laboratory will report as negative all specimens which are negative on the initial test or negative on the confirmation test. Only specimens confirmed positive on the confirmation test will be reported positive for a specific drug.~~

~~3. The laboratory will transmit results in a manner designed to ensure confidentiality of the information. The laboratory and MRO will ensure the~~

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~~security of the data transmission and restrict access to any data transmission, storage and retrieval system.~~

~~4. The MRO will verify that positive and negative test results were properly analyzed and handled according to HRS rules. The MRO will have knowledge of substance abuse disorders and shall also be knowledgeable in the medical use of prescription drugs and in the pharmacology and toxicology of illicit drugs. The MRO shall evaluate the drug test result(s), which is reported by the lab, verify by checking the chain of custody form that the specimen was collected, transported and analyzed under proper procedures and, determine if any alternative medical explanations caused a positive test result. This determination by the MRO can include conducting a medical interview with the individual, review of the individual(s) medical history or the review of any other relevant bio-medical factors. The MRO shall also review all medical records made available by the tested individual. The MRO may request the laboratory to provide quantization of test results.~~

~~5. The MRO will contact the employee or job applicant of a confirmed positive test result within 3 days of receipt of the test result from the laboratory and inquire as to whether prescriptive or over the counter medications could have caused the positive test result. Within 5 days of notification to the individual of the positive test results, the MRO will provide an opportunity for the employee or job applicant to discuss the positive test result and to submit documentation of any prescriptions relevant to the positive test result.~~

~~6. Unless otherwise instructed by the employer in writing, all written records pertaining to a given specimen will be retained by the drug testing~~

laboratory for a minimum of 5 years. The drug testing laboratory shall retain (in properly secured refrigerated or frozen storage) for a minimum period of 1 year, all confirmed positive specimens. Within this 1 year period an employer, employee, job applicant, MRO or the Department of Health and Rehabilitative Services may request in writing that the laboratory retain the specimen for an additional period of time. If no such request is received, the laboratory may discard the specimen after 1 year of storage.

7. Within 5 working days after receipt of a positive confirmed test result, the City will inform the employee or job applicant in writing of such positive test results, the consequences of such results, and the options available to the employee or job applicant, including the right to file an administrative or legal challenge.

8. The employer will provide to the employee or job applicant upon request a copy of the test results.

9. Within 7 days for all tests based on reasonable suspicion, the City will detail in writing the circumstances which formed the basis of the determination that reasonable suspicion existed to warrant the testing. A copy of the report will be given to the employee upon request. The original report will be kept confidential and retained by the employer for at least 1 year.

B. Challenges to Test Results

1. Within 5 working days after receiving notice of a positive confirmed test result, the employee or job applicant may submit information to the City explaining or contesting the test results. The employee or job applicant will be notified in writing if the explanation or challenge is unsatisfactory to the

~~City. The written notice will be given to the employee or job applicant within 15 days of receipt of the explanation or challenge, and will include why the employee's or job applicant's explanation is unsatisfactory, along with the report of positive results. All such documentation will be kept confidential and will be retained for at least 1 year.~~

~~2. When an employee or job applicant undertakes an administrative or legal challenge to the test results, it shall be the employee's or job applicant's responsibility to notify the employer and laboratory in writing of such challenge and such notice shall include reference to the chain of custody specimen identification number. After such notification, the sample shall be retained by the laboratory until the case or administrative appeal is settled. (Florida Administrative Code, Section 10E-18.006(4)(h)1.)~~

~~3. The Department of Health and Rehabilitative Services, employer or MRO detecting a false positive error shall immediately notify the laboratory and the Department of any such error.~~

~~C. Employee Protection~~

~~1. During the 180 day period after written notification of a positive test result, the employee will be permitted by the employer to have a portion of the specimen retested, at the employee's expense. The retesting must be done at another HRS licensed laboratory. The second laboratory must test at equal or greater sensitivity for the drug in question as the first laboratory. The first laboratory which performed the test for the City will be responsible for the transfer of the portion of the specimen to be retested, and for the integrity of the chain of custody for such transfer.~~

~~2. The drug testing laboratory will not disclose any information~~

concerning the health or mental condition of the tested employee.

3. ~~The City will not request or receive from the testing facility any information concerning the personal health habit or condition of the injured employee including, but not limited to, the presence or absence of HIV antibodies in the injured worker's body fluids.~~

4. ~~The City will not discharge, discipline, refuse to hire, discriminate against, or request or require rehabilitation of an employee or job applicant on the sole basis of a positive test result that has not been verified by a confirmation test.~~

5. ~~The City will not discharge, discipline or discriminate against an employee solely upon the employee's voluntarily seeking treatment, while under the employ of the employer, for a drug related problem, if the employee has not previously tested positive for drug use, entered an employee assistance program for drug related problems, or entered an alcohol and drug rehabilitation program.~~

X. DISCIPLINARY ACTION

- A. A positive drug or alcohol test result (without evidence of use, sale, possession, distribution, dispensation, or purchase of drugs or alcohol on City property or while on duty), will result in a Professional Standards ~~investigation~~ that may result in disciplinary action up to and including -termination.
- B. The City may suspend bargaining unit members ~~employees~~ with or without pay under this policy pending the results of a drug test or investigation.
- C. Any bargaining unit member ~~employee~~ using, selling, purchasing possessing distributing, or dispensing

illegal drugs or alcohol on duty or on City property, will result in a Professional Standards Investigation that may result in disciplinary action up to and including termination.

XI. EMPLOYEE ASSISTANCE PROGRAM (EAP)

A. The City regards its employeebargaining unit member s as its most important asset.

Bargaining unit members ~~Employees~~ who suffer from alcohol or drug abuse and other personal or emotional problems should seek confidential assistance from a professional, qualified counselor or other community resources before drug or alcohol problems lead to disciplinary action.

B. Information about a self-referred employeebargaining unit member 's contact with the EmployeeBargaining unit member

Assistance counselor is confidential and will not be disseminated without the

employeebargaining unit member 's permission. Further, ~~a~~ bargaining unit memberemployee is not subject to discipline solely as a result of a self referral for treatment.

C. However, use of an Employee Assistance counselor or other community resources will not shield the employeebargaining unit member from appropriate disciplinary action for violation of the City's substance abuse policy if such violation comes to the City's attention through other means such as reports from employeebargaining unit member s or outsiders, direct observation, testing, etc.

XII. INVESTIGATION

A. Searches will be conducted only where the City has reason to believe that the employeebargaining unit member has violated the City's substance abuse policy. This will be substantiated

by the completion of a Drug Abuse Investigation Report listing conditions observed.

B. To ensure that illegal drugs and alcohol do not enter or affect the workplace, the City reserves the right to search all City vehicles, containers, lockers, or other items on City property in furtherance of this policy. Individuals may be requested to display personal property for visual inspection upon City request.

C. Failure to consent to a search or display personal property for visual inspection will be grounds for discharge or denial of access to City premises.

D. Searches of an ~~bargaining unit member's~~ ~~employee's~~ personal property will take place only in the

~~employee's~~ bargaining unit member's presence. All searches under this policy will occur with the utmost

discretion and consideration for the ~~employee~~ bargaining unit member involved. No search will be conducted

until the Drug Abuse Investigation Report has been completed and signed by the City

Manager. The bargaining unit member ~~employee~~ is entitled to have his union representative or some other

witness present for the search. If the search is conducted as part of a criminal investigation, laws governing those searches take precedence over City policy.

E, Individuals may be required to empty their pockets, but under no circumstances will an ~~employee~~ bargaining unit member be required to remove articles of clothing or be physically searched.

XIII. ARREST OR CONVICTION FOR DRUG-RELATED CRIME

A. If an ~~a bargaining unit member~~ ~~employee~~ is arrested for or convicted of a drug-related crime, the City

will investigate all of the circumstances, and City officials may utilize the drug-testing procedure if cause is established by the investigation. In most cases an arrest

for a drug-related crime constitutes reasonable suspicion of drug use under this policy. The following procedures will apply:

1. During investigation, an employee may be placed on leave without pay. After the investigation is completed, the leave may be converted to a suspension or the bargaining unit member employee may be reinstated or terminated, depending upon the facts and circumstances. If convicted of a drug-related crime, ~~a~~ bargaining unit member employee will be terminated.
2. If ~~a~~ bargaining unit member employee has been suspended and the case has been dismissed or otherwise disposed of, the City will make a determination as to whether to authorize the ~~employee~~ bargaining unit member 's return to work based on its investigation. If the ~~employee~~ bargaining unit member is authorized to return to work, the ~~employee~~ bargaining unit member must agree in writing to unannounced, periodic testing for a period of up to 2 years.
- B. As a condition of employment, ~~a~~ bargaining unit member employee will notify their supervisor immediately of any arrest or criminal indictment.
 1. If the City is receiving Federal funds it will notify the granting agency within ten (10) days after receiving the notice in B.

XIV. CONFIDENTIALITY

A. All information, interviews, reports, statement memoranda and drug test results, written or otherwise, received by the City as a part of this drug testing program are confidential communications. Unless authorized by state laws, rules or regulations, the City will not release such information without a written consent form voluntarily signed by the person tested.

XV. RECORDS AND TRAINING

- A. The City will maintain a current resource file of providers of ~~employee~~bargaining unit member assistance including alcohol and drug abuse programs, mental health providers, and various other persons, entities or organizations designed to assist bargaining unit members ~~employees~~ with personal or behavioral problems. The City will inform ~~employee~~bargaining unit member s and new hires about various ~~employee~~bargaining unit member assistance programs that the employer may have available.
- B. The City will provide an annual education course to assist the bargaining unit members ~~employees~~ in identifying personal and emotional problems which may result in the misuse of alcohol or drugs. This course will also include a presentation on the legal, social, physical and emotional consequences of the misuse of alcohol or drugs.

XVI. CONCLUSION

The City's drug-free workplace policy has been prepared so as not to conflict with public policy and, further, not to be discriminatory or abusive. A drug-free workplace should be the goal of every company in America. Drug and alcohol testing is only one of the several steps that must be taken to achieve this objective. When incorporated into a comprehensive anti-drug effort, testing can go a long way in combating drug and alcohol abuse in the workplace.

THIS POLICY SUPERSEDES ANY INFORMATION PROVIDED TO APPLICANTS AND/OR EMPLOYEES, EITHER WRITTEN OR ORAL. THE CITY RESERVES THE RIGHT TO CHANGE

THE PROVISIONS OF THIS POLICY AND TESTING PROGRAM AT ANY TIME IN THE FUTURE SUBJECT TO THE COLLECTIVE BARGAINING PROCESS PRIOR TO IMPLEMENTATION.

ARTICLE 34

FAMILY MEDICAL LEAVE

34.1 PURPOSE

The City of Holly Hill complies with the requirements of the Family and Medical Leave Act of 1993 (FMLA) and will comply with future law changes as applicable. The City applies FMLA on a rolling 12-month basis. Additional information and necessary physician certification forms can be obtained through the Human Resources Department

~~The Family/Medical Leave Policy of the City of Holly Hill provides covered employees up to twelve (12) weeks of unpaid leave per year for an employee's serious illness, the birth, placement or adoption of a child, or caring for a spouse, child or parent. Per year is defined as a "rolling" 12 month period measured backward from the date an employee uses any FMLA leave.~~

~~ELIGIBILITY~~

~~To be eligible an employee must have been employed by the City of Holly Hill: (1) for at least twelve [12] months; and (2) worked for at least 1,250 hours during the previous twelve [12] months.~~

~~QUALIFYING EVENTS~~

~~Eligible employees may utilize the Family/Medical Leave Policy subject to the following events:~~

- ~~■ The birth of a child of the employee and in order to care for such child.~~
- ~~■ The placement of a child with the employee for adoption or foster care [The Family Medical Leave Policy can only be utilized within twelve (12) months after birth, adoption or placement.]~~
- ~~■ To care for a spouse, child, or parent with a serious health condition, either physical or psychological in nature.~~

- ~~■ A serious health condition of the employee which renders the employee unable to perform the functions of the employee's position.~~
- ~~■ An eligible employee who is the spouse, son, daughter, parent or next of kin of a covered service member shall be entitled to a total of 26 workweeks of leave during a 12-month period to care for the service member. Service member is defined as "spouse, son, daughter or parent of the employee is on active duty (or has been notified of an impending call or order to active duty) in the Armed Forces in support of a contingency operation.~~

~~COVERED RELATIONS~~

~~The Family/Medical Leave Policy shall define a child to include biological, adopted and foster children, as well as stepchildren, legal wards or children of a person acting in the day to day capacity of a parent.~~

~~The term parent shall be defined to include biological parents as well as a person that acted in the capacity of a parent towards the employee.~~

~~MEDICAL CERTIFICATIONS~~

~~When making a request for leave to care for a child, spouse, or parent for personal medical leave the employee must provide, in writing, medical certification from an appropriate health care provider.~~

~~Medical certification information is to include the following:~~

- ~~■ Verification that the employee, employee's child, spouse, or parent has a serious health condition.~~
- ~~■ The date the serious health condition commenced and its anticipated duration.~~
- ~~■ The medical facts regarding the serious health condition; and~~
- ~~■ If the request for leave is due to the serious health condition of a covered relation, a statement that the employee is needed to care for the child, spouse or parent and the~~

amount of time needed to provide such care.

- ~~If the request involves partial or intermittent leave, verification of scheduled treatment is required. (See scheduling leave within this policy.)~~

~~For employees requesting medical leave due to a serious health condition, the Department Head may request, at the City of Holly Hill's expense, the employee obtain the opinion of a second health care provider chosen by Holly Hill. If the two health care providers disagree about any information in the certification, the parties involved will mutually select a third medical provider at the City of Holly Hill's expense. The decision of the third provider shall be final and binding.~~

~~MEDICAL CONDITIONS COVERED~~

~~For the purposes of the Family/Medical Leave Policy, a serious health condition requires:~~

- ~~Disabling physical or mental illness, injury, impairment, or condition which substantially restricts the participation in school or daily activities on a recurring or continuing basis; and~~
- ~~Inpatient care in a hospital, a nursing home, or a hospice; or~~
- ~~Outpatient care requiring continuing treatment by a health care provider.~~

~~SCHEDULING LEAVE~~

~~An employee must provide the Department Head, in writing, with at least thirty (30) days written notice of need for leave for birth, adoption, foster care, or planned medical treatment when the need for leave is foreseeable.~~

~~An employee must make notice as reasonable and practicable as possible when the need for leave is unforeseeable.~~

~~In situations where the need for leave is based on planned treatment or to care for a family member, the employee must make a reasonable effort to schedule the treatment in advance.~~

~~Leave may be taken intermittently (e.g., periods of leave consisting of one hour or more to~~

~~several weeks) or on a reduced leave schedule (e.g., reduced hours per workweek or workday) if the employee has a serious condition or is caring for a covered relation with a serious health condition, provided intermittent or reduced leave is medically necessary.~~

~~An employee taking intermittent leave or on a reduced leave schedule may be temporarily transferred to: (1) a position for which the employee is qualified; (2) a position which is more suitable for recurring periods of absence to better accommodate the leave; or (3) a position of equivalent benefits, pay, and other terms and conditions of employment.~~

~~Employees will not be granted intermittent leave or a reduced leave schedule for the birth, placement, or adoption of a child.~~

~~The City will provide to any employee requesting Family Medical Leave written notice of the City's determination as to entitlement to such leave, within two business days of the request.~~

~~An employee with more than one qualifying event within a twelve (12) month calendar year is not entitled to a separate twelve (12) week period of leave for each event.~~

~~This policy prohibits an employee the ability to work a second job during this period while exercising his/her rights under FMLA.~~

USE OF LEAVE TIME

~~Employees who receive approval for leave under the Family/Medical Leave Policy due to a serious health condition must first use accrued sick leave, vacation leave, and/or any other leave prior to the granting of Leave of Absence Without Pay. Leave must be used in the order presented above.~~

~~An employee may use accrued vacation leave or sick leave for the birth, placement or adoption of a child.~~

~~Employees taking leave consecutively, must use accrued leave equal to the employee's regularly scheduled weekly work hours.~~

~~An employee who receives approval for leave under this policy is not required to be absent~~

~~forty (40) consecutive hours in order to access sick leave. Upon approval of leave through this policy, the employee can immediately use available sick leave.~~

~~The total paid and unpaid leave, in compliance with the Family/Medical Leave Act, shall not exceed 12 weeks per year. Per year is defined as a "rolling" 12 month period measured backward from the date an employee uses any FMLA leave. After exhausting your rights under the Family/Medical Leave, all other City policies will apply. Spouses who are both employed by the City of Holly Hill are entitled to only one twelve (12) week leave period, per year, in the event of a birth, adoption or placement of a child. Leave time may be split between the spouses to meet the family needs.~~

BENEFITS

~~During the period(s) of time an employee is on approved Family/Medical Leave, as defined by the Family/Medical Leave Policy, health insurance coverage and other elected benefits (exceptions exist with the Pension Systems) will continue under the same conditions as before the leave began.~~

~~Employees must coordinate payment of benefits premiums with the Payroll Department while on Leave of Absence Without Pay due to a qualifying event of the Family/Medical Leave Policy.~~

RETURNING FROM LEAVE

~~Employees must communicate with their Department as to when they will return to work. The Department Head may require the employee to provide certification that he/she is able to resume full duties after leave due to a serious personal health condition.~~

~~An employee, returning from approved leave relating to the Family/Medical Leave Policy, is entitled to the same rights he/she would have had before the leave began.~~

ARTICLE 35

PHYSICAL ABILITIES TEST (PAT)

35.1 The City and the Union agree that bargaining unit members ~~employees~~ covered hereunder must maintain a high

level of physical fitness in order to safely and efficiently perform their assigned duties and serve and protect the citizens.

35.2 Each bargaining unit member ~~bargaining unit employee~~ shall be required to complete the Physical Abilities (Fitness) Test previously established by the Division of Criminal Justice Standards and Training of the Florida Department of Law Enforcement on an annual basis. The physical abilities test measures specific physical abilities through participation in a series of job-related tasks as follows:

- a. Exiting car/enter trunk.
- b. 220 yard run.
- c. Obstacle course.
- d. Dummy drag.
- e. Obstacle course (repeat).
- f. 220 yard run (repeat).
- g. Weapon fire
- h. Enter trunk/enter car.

The test is intended to be conducted in a continuous fashion resulting in a total composite score (i.e., time to complete the course). The test will be administered on a pass/fail basis. The bargaining unit member ~~employee~~ must complete the test in 6 minutes and 30 seconds or less to pass. (Bargaining unit member ~~Employees~~ scoring at or above 6 minutes and 31 seconds fail).

35.3 Each bargaining unit member ~~bargaining unit employee~~ shall be scheduled to take the physical abilities test on

an annual basis. If feasible, all tests (except for retests) will be administered in the months of January, February, March and April.

35.4 Any bargaining unit member ~~employee~~ hired after October 1, 2009 failing the PAT must retake the test within sixty (60) days. A ~~n~~ bargaining unit member ~~employee~~ failing the retest (second test) must pass a second retest (third test) within sixth (60) days. Failure of the second retest will result in the bargaining unit member's ~~employee's~~ termination due to his/her inability to perform the essential functions of his/her job.

35.5 Results of the PAT taken by any bargaining unit member ~~employee~~ hired prior to October 1, 2009 will not adversely impact evaluations, promotions or advancement opportunities.

35.6 A ~~n~~ bargaining unit member ~~employee~~ who has a bona fide medical condition or injury which prevents him/her from taking the physical abilities test (or a portion thereof) will be dealt with on an individual basis. In all such cases, a City-selected physician or City-selected medical facility will determine the nature and extent of the ~~employee~~ bargaining unit member 's medical condition while still measuring the same physical abilities; and such other medically-related issues which facilitate proper measurement of the physical abilities necessary to successfully perform the bargaining unit member's ~~employee's~~ job.

ARTICLE 36

TOBACCO USE

36.1 All ~~bargaining unit members~~ ~~bargaining unit employees~~ hired after October 1, 2009 are not permitted to use

tobacco products at any time (on-duty or off-duty) and must comply with such prohibitions as a condition of hire and continued employment. ~~Bargaining unit member~~ ~~Unit employees~~ will be required to sign an affidavit at time of hire and thereafter, annually, each October 1, acknowledging non-use of tobacco products.

36.2 Violation of Section 36.1 will result in a one-shift suspension for a first offense, a three-shift suspension for a second offense and termination (discharge) for a third offense.

For the purpose of Article 36:

“Smoking” means inhaling, exhaling, burning, carry or possessing any lighted tobacco product, including cigarettes, cigars, pipe tobacco, water-pipes, hookahs or any other lighted tobacco products, as well as any product consumed in a similar manner; or the use of any electronic cigarette or any other device intended to simulate lighted tobacco use.

“Tobacco products” means cigarettes, cigars, pipe tobacco, hookah, smokeless tobacco, snuff, chewing tobacco, smokeless pouches, dissolvable tobaccos products like Orbs (dissolvable tobacco pellets), sticks and strips or any forms of ignitable smokeless tobacco.

ARTICLE 37

TAKE-HOME VEHICLES

37.1 This City and the PBA agree to implement ~~an 11a~~ vehicle Take-Home ~~Pilot~~ Program ~~for a duration of two (2) years from October 1, 2012.~~

37.2 Assignment of vehicles shall be considered ~~—~~ a privilege, not a right. The City reserves the right to suspend and/or remove this privilege for legitimate financial reasons or for misuse of the vehicle. Only suspensions or removal of take-home vehicles resulting from discipline shall be subject to the Grievance process in Article 17. The City retains the operational right to determine which vehicles shall be assigned to the take-home ~~pilot~~ program and which officers shall be assigned these vehicles. Only full time active duty personnel will be assigned a take home vehicle. Bargaining unit members Personnel on light duty or extended leave shall not be entitled to who are not working in their regular assigned duty for more than two (2) weeks or have requested leave in that amount or greater, shall not have the use of a take-home vehicle.

37.3 While operating the vehicle, bargaining unit members shall abide by all applicable City policies and general orders.

37.4 Those bargaining unit members who are assigned take-home vehicles and reside outside the City limits shall have an amount per pay period deducted from their paycheck for the privilege in the following manner:

Members residing within the city limits: \$0.
 Members residing within 4.99 miles of the nearest city limit: \$10.
 Members residing between 5 and 9.99 miles of the nearest city limit: \$15.
 Members residing between 10 and 19.99 miles of the nearest city limit: \$30.
 Members residing between 20 and 30 miles of the nearest city limit: \$45.

37.5 Special Orders will be developed by the City to determine utilization of this program.

37.6 Violations of the take-home vehicle program shall be subject to the department's disciplinary process and loss of the privilege of taking a vehicle home.

37.7 Bargaining unit members shall have the right to use their assigned vehicle for travel

to and from department-approved training or education classes.

37.8 ~~This article shall be reopened for the third year of this contract.~~

ARTICLE 38

TERMS OF AGREEMENT

38.1 This agreement shall remain in effect for a three (3) year period beginning October

1, ~~2012-2015~~ and continue through September 30, ~~2015~~2018. ~~The Union shall have the right to request to open one (1) opener other than Article 24 Wages during the second year of the contract. The City shall have the right to open one (1) non-financial opener during the second year of the contract. The Union and the City shall have the right to request to open Article 24 Wages and one (1) other opener during the third year of the contract. Either party must notify the other party by written notice no later than February 1, each year to renegotiate for the proceeding contract period. In the event that no such notice is given, negotiations shall begin no later than March 1.~~

CITY OF HOLLY HILL

COASTAL FLORIDA PBA

~~Roy Johnson~~John Penny, Mayor

~~Vincent Champion~~, President

~~Jim McCroskey~~Joseph Forte, City Manager

~~Christopher Yates~~Michael, Neg. Team Member

~~Sandy Fenwick~~Diane Cole, Human Resources Manager

~~Mark Barker~~Steve Aldrich, Police Chief

PBA Agreement changes. October, 2015 – September, 2018

Bargaining Unit Member was added throughout where appropriate.

Article 1.

Removed Corporal, Deputy Chief and Captain and added Lieutenant.

Article 7.

Made 84 hours the standard work week and Reduced Comp time from 100 hours to 84 hours. Increased off duty assignments to \$35.00

Article 13.

Changed employee committee language.

Article 14.

Change to voting language

Article 16.

Change to the delay in issuing discipline.

Article 21.

Changes to Bereavement Leave to allow for end of life.

Article 24.

A 2.5% increase for each of the three years in this agreement. 10% increase for promotion from patrol to sergeant.

Article 25.

Minimum balance of 3 weeks to sell back PL beginning in 2016. S.L.I.P. is eliminated.

Article 31.

Pension contribution reduced to 7% for those members who are currently paying 8%.

Article 32.

add funds in the budget to cover the cost of a true part time program.

Article 33.

Drug free work place removed because it is in the policy.

Article 34

FMLA as required in the F.S.S.

Article 36.

Changes to the tobacco language.

Article 37.

Adds the take home vehicle program to the agreement with limits of being off for two weeks to park the car.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

MEETING DATE: September 9, 2015
FROM: Kurt Swartzlander
SUBJECT: Non-Union Wage Adjustment
NUMBER: (ID # 1165)
APPLICANT:
PLANNER:

DISCUSSION:

The City of Holly Hill employs 24 employees (23 FT and 1 PT) that are not covered by a collective bargaining agreement. This group of employees includes department heads and other supervisory, professional, administrative and permanent part-time positions. Historically, these "non-union" employees have received the same increases as those received by the L.I.U.N.A. collective bargaining agreement. Staff feels that it is in the best interest of the city to have clear guidance from the commission of any wage increase for this class of employee through a formal approval by action of the commission. Proposed is a three year increase of 2.5% per year over the next three fiscal years (FY 15-16, 16-17, and 17-18).

FISCAL ANALYSIS:

The first year of the proposed wage increase is fully budgeted in the tentative budget to be adopted on September 9, 2015. Future increases will need to be budgeted during the respective fiscal year's budgetary process.

STAFF RECOMMENDATION:

Staff recommends a three year directive to better allow for future budget planning.

COMMISSION GOAL:

Goal #1:

Develop and maintain a sound and sustainable financial plan for the city that establishes sufficient reserves for all funds, ensures (whenever possible) that user fees pay for services rendered, provides a realistic capital improvement program, and encourages public/private sector partnerships and intergovernmental partnerships.

MOTION:

Approve a 3 year wage adjustment of 2.5% for each of the next three fiscal years for all non-union employees.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

MEETING DATE: September 9, 2015
FROM: Larry Hites
SUBJECT: 814 8Th Street Condemnation
NUMBER: (ID # 1125)
APPLICANT:
PLANNER:

DISCUSSION:

814 8th Street has had numerous complaints by neighbors to both the Holly Hill Building Department and Police Department. The home has been and remains in a state of despair causing several nuisances that are against both the International Property Maintenance Code and the Land Development Code. The owner has been notified to correct the code violations.

FISCAL ANALYSIS:

Upon commission approval for condemnation, staff will follow existing purchase procedures to select a vendor for demolition. Exact demolition costs are not yet known and a budget amendment may be required to complete demolition of the property.

STAFF RECOMMENDATION:

Staff recommends City Commission approval to condemn and demolish 814 8th Street.

COMMISSION GOAL:

Enhance City aesthetics through beautification and maintenance of city property and public rights of way, consistent enforcement of zoning and property maintenance codes

and development of reasonable design standards and a corresponding process which is applicable to all new developments and business improvements in the city.

MOTION:

As decided by the City Commission.

- Land Development Code Chapter 3-Enforcement (PDF)
- Ordinance No. 2428-Penalty For Violation (PDF)
- 814 8th Street -condemnation letter (DOC)
- 814 8th Street -condemnation letter (lien holder Surety Bank) (DOC)
- 814 8th Street Photos (PDF)

HISTORY:

08/11/15	City Commission	TABLED
Next: 08/25/15		
08/25/15	City Commission	TABLED
Next: 09/09/15		

Chapter 3 - ENFORCEMENT**Sec. 3-1. - General provision.**

- (a) Except when specifically provided otherwise in this Code, violations of this Code shall be enforced as provided pursuant to this chapter.
- (b) The city shall have the authority to remove from private property vehicles and other equipment parked or stored in violation of the city regulations, including but not limited to chapter 114, divisions 6 and 7, and shall have the authority, in addition to any procedure established under state law, to abate nuisances described in section 26-61 pursuant to the following procedure:
 - (1) Whenever a code enforcement officer, building official, police chief or any member of their respective departments (hereinafter referred to collectively as city official) determines that there is a violation of a regulation of the city, such city official shall issue a notice of violation setting forth the provision(s) of the Code that is/are violated, the corrective action that is required, the time allowed for corrective action which shall be reasonable and that the party has the right to a hearing regarding the violation as long as a request is submitted in writing to the city within the time allowed for corrective action. The notice shall also provide that failure to correct the violation(s) could result in the city taking the necessary action to correct the violation(s) and charging the property owner for such action plus the levying of fines.
 - (2) If after the reasonable time for corrective action has elapsed and the violation is still in existence and the property owner has not requested a hearing, the city official is hereby authorized to take the necessary actions, within the legal constraints of the law, to correct the violation.
 - (3) After the corrective action has been performed by the city or its authorized agent(s), the city official shall immediately notify the property owner of the action that was taken and if property was removed from the premises, that the property owner has the right to reclaim the property by paying all fees and costs incurred by the city and the wrecker company in the removal and impoundment of the property and all fines that have been assessed. The notice shall include the name and address of the wrecker company where the property is being stored. If the city has corrected the Code violation(s), such as mowing the property, the property shall be liened for the services rendered, plus all costs incurred in liening the property.
 - (4) Once property is towed at the direction of the city, the property shall become the responsibility of the wrecker company. If the property is not reclaimed by the property owner, such property shall be disposed of by the wrecker company as provided by law and the city shall not be responsible for such property nor the ultimate disposition of such property.
 - (5) If a hearing is requested under this section, the hearing shall be held before the city commission, and the matter shall be placed on the commission's agenda at the next regularly held commission meeting following receipt of the written request for the hearing. The property owner shall be provided written notice of the date, time and place of the hearing. If the city commission determines that a violation exists, the commission has the discretion to allow the property owner additional time for corrective action and shall authorize necessary corrective action.
 - (6)

The term "property owner" as used in this section for purpose of issuance of a notice of violation as provided in subsection (1) shall mean the owner for owner-occupied structures and vacant land and tenant for rental properties. The intent is to provide the notice to the individual in possession and control of the subject premises. If property is removed from the subject premises, i.e., the towing of a vehicle, the notice required in subsection (3), above, shall be given to the same party receiving the notice of violation in subsection (1), above, and to the owner of the property removed.

(Ord. No. 2452, § 1, 2-25-97)

Sec. 3-2. - Abatement of nuisance by demolition.

The city shall have the right to abate a nuisance by demolishing the structure or other property constituting such nuisance pursuant to the following procedure:

- (1) The city official shall provide a written notice to the property owner and tenant setting forth the following:
 - a. The violation(s) that exist on the premises and a cite to the Code section(s) that are in violation;
 - b. The corrective action to be taken;
 - c. A reasonable time for the corrective action to be performed; and
 - d. That if the corrective action is not taken within the time allowed, the city commission will hold a public hearing to determine whether a public nuisance exists and if so, the appropriate remedy to abate the nuisance, including the demolition of the structure or property.
- (2) The city shall also perform a title search on the subject property to determine all lien holder(s) and shall provide the notice in subsection (1), above, to such lien holder(s).
- (3) If the corrective action is not performed within the time allowed, and any extensions thereto, the city official is authorized to request a public hearing before the city commission for a determination as to whether or not a public nuisance exists on the subject property and if so, the remedy that the city official deems appropriate, including the demolition of the structure. The property owner(s), tenant(s) and all lien holders shall receive a copy of the notice of public hearing. At such public hearing, the city commission shall hear testimony and receive other forms of evidence from all interested parties and shall make its determination based on the evidence presented.

(Ord. No. 2452, § 1, 2-25-97)

Sec. 3-3. - Notice requirements.

All notices required by this chapter shall be provided to the required party in one of the following methods:

- (1) By certified mail, return receipt requested, to the last known address of the alleged violator pursuant to the tax rolls;
- (2) By hand delivery by the code inspector, by a city police officer or other person designated by the city;
- (3)

By publishing the notice once a week for four consecutive weeks in a paper of general circulation in the county, with the proof of publication made in compliance with F.S. §§ 50.041 and 50.051, as amended;

- (4) By posting for at least ten days in two locations, one of which shall be the property upon which the violation is alleged to exist and the other of which shall be at City Hall, along with a proof of posting by affidavit which shall include a copy of the notice posted and the date and place of posting;
- (5) Evidence that an attempt has been made to hand deliver or mail the notice as provided in subsections (1) and (2), above, together with proof of publication or posting as provided in subsections (3) and (4), above, shall be sufficient to establish that the notice requirements have been met, without regard to whether or not the party actually received such notice.

(Ord. No. 2452, § 1, 2-25-97)

ORDINANCE NO. 2428

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF HOLLY, HILL, FLORIDA; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

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

Section 1. The Code entitled "Code of Ordinances, City of Holly Hill, Florida" published by Municipal Code Corporation consisting of chapters 1 through 114, each inclusive, is adopted.

Section 2. All ordinances of a general and permanent nature enacted on or before February 27, 1996, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 4. Unless another penalty is expressly provided, every violation of a municipal code is hereby declared to be a misdemeanor and every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished by a fine not to exceed \$500.00

or a term of imprisonment not to exceed 60 days, or both a fine and term of imprisonment. Each act of violation and each day upon which any such violation shall occur shall constitute a separate offense.

The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance.

In addition to the penalty prescribed above, the city may pursue other remedies such as abatement of nuisances, code enforcement, administrative adjudication, injunctive relief and revocation of licenses on permits.

Section 5. Additions on amendments to the Code when passed in the form as to indicate the intention of the City Council to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 6. Ordinances adopted after February 27, 1996, that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 7. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, on application hereof, is for any reason held invalid or unconstitutional by any Court, such portion on application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions on application hereof.

July 1, 2015

Michael Hathaway
415 Golf Blvd
Daytona Beach, FL 32118

VIA: CERTIFIED MAIL

Re: 814 8th Street, Holly Hill, Parcel# 44-14-32-01-07-0101

Dear Michael Hathaway:

The structure located at 814 8th Street (44-14-32-01-07-0101) is in such a rundown hazardous condition that the City of Holly Hill is concerned for the safety of your neighbors.

The structure and premise has fallen into a state of disrepair. Inspections by City Code Officials indicate violations pertaining to building, electrical, plumbing, mechanical systems as well as sanitary nuisances such as overgrown grass and weeds. This property is an eyesore and an attractive nuisance and fire hazard. All of these conditions are in violation of the International Property Maintenance Code, Chapters 1 through 7 and the Holly Hill Code of Ordinances, Article III, Sanitary Nuisances, Section 26-61 (1)(3)(4)(6)(9)(14).

Therefore, this is to inform you that you must take corrective action to bring this property into compliance by eliminating said sanitary nuisances and obtaining a permit to demolish or repair, restore and rehabilitate the structure to comply with the minimum standards set forth in the property maintenance code referenced above. The Chief Building Official, prior to the issuance of a permit will provide a detailed list.

Attachment: 814 8th Street -condemnation letter (1125 : 814 8Th Street Condemnation)

This notice gives you thirty (30) days from receipt to comply with the order.
FAILURE to do so within the time period given will result in a Public Hearing being scheduled before the Holly Hill City Commission to determine if a public nuisance exists, if so, the Commission will order a remedy which may include the demolition of said structure. You will be notified of the date, time and location of the Public Hearing.

Your prompt attention in the matter is requested.

Sincerely,

Larry J. Hites, Jr.
Chief Building Official

Attachment: 814 8th Street -condemnation letter (1125 : 814 8Th Street Condemnation)

July 9, 2015

Surety Bank
Branch 2 Mason/Nova Office
1011 Mason Avenue
Daytona Beach, FL 32117

VIA: CERTIFIED MAIL

Re: 814 8th Street, Holly Hill, Parcel# 44-14-32-01-07-0101

Surety Bank:

The City of Holly Hill has determined through a title search Surety Bank has a lien against 814 8th Street. This letter is to inform you the structure located at 814 8th Street (44-14-32-01-07-0101) is in such a rundown hazardous condition that the City of Holly Hill is concerned for the safety of the neighbors.

The structure and premise has fallen into a state of disrepair. Inspections by City Code Officials indicate violations pertaining to building, electrical, plumbing, mechanical systems as well as sanitary nuisances such as overgrown grass and weeds. This property is an eyesore and an attractive nuisance and fire hazard. All of these conditions are in violation of the International Property Maintenance Code, Chapters 1 through 7 and the Holly Hill Code of Ordinances, Article III, Sanitary Nuisances, Section 26-61 (1)(3)(4)(6)(9)(14).

Therefore, this is to inform you that the property owner(s) were notified via certified mail on July 1, 2015 that corrective action was required to bring this property into compliance by eliminating said sanitary nuisances and obtaining a permit to demolish or repair, restore and rehabilitate the structure to comply with the minimum standards set forth in the property maintenance code referenced above.

FAILURE on the part of the property owner(s) to comply with the previous order within the required time period has resulted in a tentative Public Hearing scheduled before the Holly Hill City Commission on August 11, 2015 at 7:00pm to determine if a public nuisance exists, if so, the Commission will order a remedy which may include the demolition of said structure.

Your prompt attention in the matter is requested.

Sincerely,

Larry J. Hites, Jr.
Chief Building Official















