

CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

AGENDA • SEPTEMBER 22, 2020

City Commission Chamber Second Public Hearing Budget & Millage Rate Mtg

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
Chris Via

District 1 - Commissioner
John Penny

District 3 - Commissioner
John C. Danio

District 2 - Commissioner
Penny Currie

District 4 - Commissioner
Roy Johnson

CITY MANAGER
Joseph Forte

CITY CLERK
Valerie Manning

1. CALL TO ORDER

- a. Roll Call
- b. Invocation by Mayor Chris Via
- c. Pledge of Allegiance

2. PUBLIC HEARINGS - BUDGET & MILLAGE RATE - SECOND AND FINAL READINGS

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 -2020-R-46 A Resolution of the City Commission of the City of Holly Hill, Volusia County, Florida, Adopting the Final Levying of Ad Valorem Taxes for the City of Holly Hill for the Fiscal Year 2020-2021; and Providing for Severability; and Providing for an Effective Date.

(Requested by Stella Gurnee, Finance)

- 2. Resolution -2020-R-47 A Resolution of the City Commission of the City of Holly Hill, Volusia County, Florida, Adopting the Final Budget for the City of Holly Hill for the Fiscal Year 2020 - 2021; and Providing for Severability; and Providing for an Effective Date.

(Requested by Stella Gurnee, Finance)

3. PRESENTATION - HONORING MICHAEL COOMANS RETIREMENT FROM HHPD

- 1. Proclamation Honoring Michael Coomans Retirement from HHPD

(Requested by Valerie Manning, City Clerk)

4. PUBLIC COMMENTS**5. APPROVAL OF MINUTES - NONE****6. CONSENT AGENDA - ITEMS (1 - 10)**

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. Resolution -2020-R-48 A Resolution of the City Commission of the City of Holly Hill, Florida, Approving the Sole Source Purchase of a Body Worn Camera System Including a Cloud Based Evidence.Com Data Storage System for the Police Department, from Axon Enterprise Inc., and Authorizing the City Manager to Execute Any Necessary Purchasing Agreements; Providing for Severability; and Providing an Effective Date.
(Requested by Steve Aldrich, Police)
2. Resolution -2020-R-49 A Resolution of the City Commission of the City of Holly Hill, Florida, Approving the Easement Agreement for 1065 Ridgewood Avenue and Authorizing the City Manager to Sign Said Easement Agreement to Florida Power and Light; Providing for Severability; and Providing for an Effective Date.
(Requested by Antoine Khoury, Public Works)
3. Resolution -2020-R-50 A Resolution of the City Commission of the City of Holly Hill, Florida, Approving Sole Source Purchase of a Drive Shaft for Softener #2 at the Water Treatment Plant from Westech Engineering, Inc., and Authorizing the City Manager to Execute Any Necessary Price Agreements; Providing for Severability; and Providing for an Effective Date.
(Requested by Antoine Khoury, Public Works)
4. Resolution -2020-R-51 A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Modify the Agreement with Mead and Hunt, Inc., to Provide Professional Services for the Birmingham Avenue Water Main Replacement to a Not to Exceed Amount of \$16,703.00; Providing for Severability; and Providing for an Effective Date.
(Requested by Antoine Khoury, Public Works)
5. Uncollectible Utility Account Adjustments
(Requested by Stella Gurnee, Finance)
6. Police Department - Thomson Reuters (CLEAR) Contact 2020-2023
(Requested by Steve Aldrich, Police)
7. Harris System Maintenance Agreements FY2020-2021
(Requested by Valerie Manning, City Clerk)
8. Towing Service Contract RFP 2020-PD-01- Towing Services
(Requested by Steve Aldrich, Police)
9. Authorizing the City Manager to Dispose of the Attached List of Surplus Equipment
(Requested by Antoine Khoury, Public Works)
10. Halifax Humane Society 2020-2021 Renewal Contract
(Requested by Valerie Manning, City Clerk)

7. REGULAR AGENDA

1. Ordinance -2020-O-3031 FIRST READING - an Ordinance Amending Section 10-1, Definitions, and Adding Section 10-51, Cruelty, of Chapter 10, Animals, Article II., Care and Control, of the Code of Ordinances of the City of Holly Hill by Prohibiting the Tethering of Animals; Providing Exceptions and Conditions for the Humane Tethering of Animals; Providing for Enforcement; Providing Penalties for Violators; Repealing All Inconsistent Ordinances or Parts Thereof; and Setting for an Effective Date.

(Requested by Valerie Manning, City Clerk)

8. PUBLIC HEARINGS - NONE

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.

9. COMMUNICATIONS

- A. City Manager & Staff Comments
- B. City Attorney Comments
- C. City Commission Comments
- D. Mayor's Comments

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**

2.1

MEETING DATE: September 22, 2020
FROM: Stella Gurnee
SUBJECT: A Resolution of the City Commission of the City of Holly Hill, Volusia County, Florida, Adopting the Final Levying of Ad Valorem Taxes for the City of Holly Hill for the Fiscal Year 2020-2021; and Providing for Severability; and Providing for an Effective Date.
NUMBER: 2020-R-46
APPLICANT:
PLANNER:

DISCUSSION:

Florida Statute requires the City to hold a Public Hearing to adopt a Final millage rate for the upcoming fiscal year, 2020-2021. The City Commission adopted the tentative millage rate of 6.25 at the tentative public hearing at a meeting on September 9, 2020.

Before the adoption of the final 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 which was approved September 9th. The City is required to provide notice of the final hearing with an advertisement containing the summary budget information along with the final millage rate and the final approved budget. This was published Friday, September 18, 2020 in the Daytona Beach News-Journal.

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 final millage rate at the proposed millage rate of 6.25. The proposed budget for the Fiscal Year 2020-2021 Budget is based on this millage rate which is 5.91% above the rolled back rate of 5.9014 mills.

STAFF RECOMMENDATION:

Approve the Resolution adopting the final millage rate of 6.25 mills.

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 THE RESOLUTION ADOPTING THE FINAL MILLAGE RATE OF 6.25 MILLS.

Resolution No. 2020-46**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2020-2021; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2020-2021; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Holly Hill of Volusia County, Florida, on September 9, 2020, adopted a Fiscal year 2020-2021 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, on September 22, 2020, adopted a Fiscal year 2020-2021 final 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 \$707,177,324.

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

SECTION 1. The FY 2020-2021 final operating millage is 6.25 mills, which is greater than the rolled-back rate of 5.9014 mills by 5.91%.

SECTION 2. The Final Public Hearing was held on September 22, 2020 at 7:00pm.

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 its adoption.

**APPROVED AND AUTHENTICATED on this 22nd day of SEPTEMBER,
2020.**



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

**City Commission
Resolution**

2.2

MEETING DATE: September 22, 2020
FROM: Stella Gurnee
SUBJECT: A Resolution of the City Commission of the City of Holly Hill, Volusia County, Florida, Adopting the Final Budget for the City of Holly Hill for the Fiscal Year 2020 - 2021; and Providing for Severability; and Providing for an Effective Date.
NUMBER: 2020-R-47
APPLICANT:
PLANNER:

DISCUSSION:

Florida Statute requires the City to hold a Public Hearing to adopt a final budget for the upcoming fiscal year, 2020 - 2021. State law requires that two formal public hearings be held in September and the first hearing date cannot conflict with the hearing dates established by the County School Board or the County Commission.

The first hearing to adopt a tentative budget was on September 9, 2020. September 22, 2020 is the second hearing to adopt the Final Budget.

The purpose of the final public hearing is to 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 City Commission action.

STAFF RECOMMENDATION:

Approve the Resolution and the Final budget.

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 THE RESOLUTION ADOPTING THE FINAL BUDGET FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2020 - 2021.

ATTACHMENTS:

- 2021 FINAL BUDGET WORKSHEET (PDF)
- FY 2020-2021 Tentative Budget Exhibit A (PDF)

Resolution No. 2020-47**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2020 - 2021; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2020 - 2021; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Holly Hill of Volusia County, Florida, on September 9, 2020, held a public hearing for the tentative budget as required by Florida Statute 200.065; and

WHEREAS, The City of Holly Hill of Volusia County, Florida, on September 22, 2020, held a public hearing for the final budget 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 2020-2021.

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

SECTION 1. That the City Commission of the City of Holly Hill, Florida pursuant to the Charter of the City of Holly Hill and Chapter 166, Florida Statutes, does hereby adopt the Final General, Enterprise and all other related Fund Budgets, which are attached hereto and incorporated herein as Exhibit "A", which may later be amended by the City Commission.

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 its adoption.

APPROVED AND AUTHENTICATED on this 22nd day of SEPTEMBER, 2020.



FISCAL YEAR 2020/2021 BUDGET

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GENERAL FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND				
001-0000-311.10-00	CURRENT AD-VALOREM TAXES	2,764,478	2,941,793	177,315
	LEVEL TEXT		TEXT AMT	
	21PB JUNE 1ST ESTIMATE TAX VALUE \$707,177,314 @		4,198,866	
	6.25 MILLS PER \$1,000 @ 95% COLLECTION			
	LESS CRA INCREMENT \$211,717,481 @ 95%=\$201,131,607		1,257,073-	
			2,941,793	
001-0000-311.20-00	DELINQUENT AD-VALOREM TAX	5,000	5,000	0
001-0000-312.41-00	1ST LOCAL OPTION FUEL TAX	191,374	165,653	25,721-
	LEVEL TEXT		TEXT AMT	
	21PB STATE REVENUE ESTIMATE 08 20 2020		165,653	
			165,653	
001-0000-312.51-00	FIRE INS/FIRE PENSION	73,746	43,892	29,854-
	LEVEL TEXT		TEXT AMT	
	21PB LOCAL OPTION TAXES / FIRE INS / FIRE PENSION-VALUA		43,892	
			43,892	
001-0000-312.52-00	INS TAX/POLICE PENSION	138,915	129,437	9,478-
	LEVEL TEXT		TEXT AMT	
	21PB LOCAL OPTION TAXES / INS TAX / POLICE PENSION-VALU		129,437	
			129,437	
001-0000-314.10-00	ELECTRICITY	974,000	984,000	10,000
001-0000-314.30-00	WATER UTILITY TAX	281,000	305,290	24,290
	LEVEL TEXT		TEXT AMT	
	21PB WATER UTILITY SERVICE TAXES		295,000	
			295,000	
001-0000-314.40-00	NATURAL GAS UTILITY TAX	16,000	16,000	0
001-0000-314.80-00	PROPANE UTILITY TAX	16,000	16,000	0
001-0000-315.10-00	TELECOMMUNICATIONS	362,000	324,744	37,256-
	LEVEL TEXT		TEXT AMT	
	21PB STATE ESTIMATE 07 27 2020		324,744	
			324,744	
001-0000-316.00-00	LOCAL BUSINESS TAX	198,000	195,000	3,000-
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* TAXES		5,020,513	5,126,809	106,296
001-0000-323.10-00	ELECTRICITY	770,000	560,000	210,000-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND				
001-0000-323.40-00	GAS	20,000	20,000	0
	LEVEL TEXT		TEXT AMT	
	21PB GAS FRANCHISE FEES		20,000	
			20,000	
001-0000-323.91-00	TOWING SERVICE	16,800	16,800	0
	LEVEL TEXT		TEXT AMT	
	21PB TOWING SERVICES FRANCHISE FEES		16,800	
			16,800	
001-0000-329.10-00	OTHER PERMITS AND FEES	4,000	4,000	0
001-0000-329.10-10	GARAGE SALE PERMITS	500	500	0
001-0000-329.10-40	APPLICATION FEE-BTR(OL)	4,500	4,500	0
001-0000-329.10-50	FOOD TRUCK DAILY PERMIT	80	150	70
001-0000-329.20-00	OL FIRE INSPECTION FEES	28,000	28,000	0
001-0000-329.40-10	PROPERTY REGISTRATION FEE	12,000	12,000	0
		-----	-----	-----
*	PERMITS, FEES, SPECL ASSESS	855,880	645,950	209,930-
001-0000-331.24-10	POLICE-JAG GRANT	4,912	0	4,912-
001-0000-331.25-00	US DOT/FL DOT	42,000	0	42,000-
	LEVEL TEXT		TEXT AMT	
	21PB FINANCE ESTIMATE			
001-0000-335.12-00	STATE REVENUE SHARING	450,551	397,587	52,964-
	LEVEL TEXT		TEXT AMT	
	21PB STATE ESTIMATE 08 20 2020		397,587	
			397,587	
001-0000-335.14-00	MOBILE HOME LICENSES	14,500	14,500	0
001-0000-335.15-00	ALCOHOL BEVERAGE TAX	7,700	10,000	2,300
001-0000-335.18-00	LOCAL GOVT 1/2 CENT TAX	709,604	616,208	93,396-
	LEVEL TEXT		TEXT AMT	
	21PB STATE ESTIMATE 07 27 2020		616,208	
			616,208	
001-0000-335.21-00	FIREFIGHTER SUPPL. COMP.	4,400	3,200	1,200-
001-0000-338.20-00	CITY SHARE/COUNTY BUS TAX	8,800	8,800	0
		-----	-----	-----
*	INTERGOVERNMENTAL REVENUE	1,242,467	1,050,295	192,172-
001-0000-341.01-30	CRA	7,416	7,104	312-
001-0000-341.04-00	COST ALLOCATION	808,706	789,802	18,904-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
001-0000-341.04-60		STORMWATER	153,673	155,094	1,421
001-0000-341.04-95		SOLID WASTE	204,251	206,516	2,265
001-0000-341.05-01		IT	1,854	1,776	78-
001-0000-341.05-02		FLEET	5,562	5,328	234-
001-0000-342.10-10		COPIES/POLICE RPTS/OTHER	1,762	2,500	738
001-0000-342.10-20		FINGERPRINTS/FALSE ALARMS	1,000	4,000	3,000
001-0000-342.20-10		FALSE FIRE ALARMS	250	0	250-
001-0000-342.20-20		FIRE PLAN REVIEW FEES	1,500	1,340	160-
001-0000-344.90-10		MEDIAN MAINTENANCE-DOT	25,032	25,032	0
001-0000-344.90-12		TRAFFIC SIGNAL MAINT-DOT	36,976	39,008	2,032
001-0000-344.90-15		HWY LIGHTING MAINT - DOT	34,800	38,022	3,222
001-0000-347.21-00		PROGRAM ACTIVITY FEES	5,000	3,600	1,400-
001-0000-347.43-00		PROMOTIONAL ACTIVITY	750	950	200
001-0000-347.53-00		SICA HALL REVENUES	7,500	6,500	1,000-
001-0000-349.20-00		LAND DEVELOPMENT(BOPA)	15,000	1,500	13,500-
001-0000-349.20-20		REZONING	0	3,200	3,200
001-0000-349.20-71		RESIDENTIAL VARIANCE	450	450	0
001-0000-349.20-72		NON-RESIDENTIAL VARIANCE	500	500	0
001-0000-349.20-80		ZONING VERIFICATION LETTR	825	825	0
001-0000-349.21-00		PASS-THRU LEG.ADS,ADV,LEG	2,000	500	1,500-
001-0000-349.40-00		CERTIFICATN/COPIES/RESRCH	9,000	9,000	0
001-0000-349.50-30		SITE PLAN REVIEW	14,000	14,000	0
001-0000-349.50-40		SPECIAL EXCEPTION	1,000	1,000	0
001-0000-349.50-70		SITE PERMIT	0	8,500	8,500
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* CHARGES FOR SERVICES			1,338,807	1,326,047	12,760-
001-0000-351.20-00		CIRCUIT COURT-CRIMINAL	5,000	3,500	1,500-
001-0000-351.20-30		POLICE EDUCATION	0	150	150
001-0000-351.50-00		TRAFFIC COURT	4,500	4,500	0
001-0000-351.50-30		POLICE EDUCATION	1,000	700	300-
001-0000-354.00-00		LOCAL ORDINANCE VIOLATION	0	275	275
001-0000-354.10-10		FINE/CITATION	12,000	18,000	6,000
001-0000-354.10-20		PER DAY FINES	7,500	1,500	6,000-
001-0000-354.10-30		SPECIAL MASTER FEE	4,500	2,500	2,000-
001-0000-354.10-50		RECORDING FEE REIMBURSMNT	80	250	170
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* FINES AND FORFEITS			34,580	31,375	3,205-
001-0000-361.10-00		INVESTMENTS	75,000	45,000	30,000-
001-0000-362.50-00		RENTS & LEASE	0	4,200	4,200
	LEVEL	TEXT		TEXT	AMT
	21PB	FOUNTAINHEAD PARKING LOT			4,200
					4,200
001-0000-364.41-00		SALE OF FIXED ASSETS	2,500	2,500	0

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND				
001-0000-365.10-00	SURPLUS MATLS/SCRAP SALES	0	7,000	7,000
001-0000-366.90-00	CONTRIB/GRANTS/DONATIONS	900	0	900-
001-0000-366.90-40	SAFETY GRANT-INS SPONSR'D	5,000	5,000	0
	LEVEL TEXT		TEXT AMT	
	21PB SAFETY GRANT-INS SPONSR'D		5,000	
			5,000	
001-0000-367.10-01	DOG TAGS	100	100	0
001-0000-369.20-10	COLLECTIONS ADMIN FEE	5,000	2,000	3,000-
001-0000-369.30-30	INSURANCE	7,430	0	7,430-
001-0000-369.80-10	SUNTRUST P-CARD REBATES	10,000	10,000	0
001-0000-369.90-00	MISC REVENUES	6,000	6,000	0
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* MISC REVENUES		111,930	81,800	30,130-
001-0000-381.01-30	TRANS FRM COMM REDEVELOP	0	26,610	26,610
	LEVEL TEXT		TEXT AMT	
	21PB CRA FUNDING FOR 1/2 CODE ENFORCEMENT OFFICER		26,610	
			26,610	
001-0000-381.04-00	TRANSFER FRM ENTERPRISE	0	67,000	67,000
	LEVEL TEXT		TEXT AMT	
	21PB FINANCE ESTIMATE			
001-0000-389.10-00	PRIOR YR CARRYFORWARD	469,062	342,745	126,317-
	LEVEL TEXT		TEXT AMT	
	21PB RADIO REPLACEMENT		71,000	
	FIRE TRUCK RESERVE		50,000	
	GRANT MATCH FOR FIRE DEPT HARDENING		66,775	
	SICA HALL IMPROVEMENT		75,000	
	BRIDGE SUNRISE PARK NORTH & SOUTH		150,000	
	COMMISSION CHAMBERS REFURBISHMENT		13,500	
	CLUB HOUSE RE-ROOF		11,000	
	POLICE BODY CAMERA SYSTEM		41,045	
	POLICE VEHICLES (3 EA)		135,000	
	CAPITAL PROJECTS FUNDED FROM FY 2021 REVENUES		270,575-	
			342,745	
-----			-----	-----
* OTHER SOURCES		469,062	436,355	32,707-
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** GENERAL FUND		9,073,239	8,698,631	374,608-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

GENERAL FUND EXPENSE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 11 LEGISLATIVE					
001-1101-511.12-00		REGULAR SALARIES	44,000	44,000	0
	LEVEL	TEXT		TEXT	AMT
	21PB	FINANCE ESTIMATE			44,000
		MAYOR			
		COMMISSIONERS (4)		44,000	
*		EXPENDITURE	44,000	44,000	0
-----			-----		
**		Personal Services	44,000	44,000	0
001-1101-511.21-00		FICA/MEDICARE TAXES	3,400	3,400	0
001-1101-511.23-00		LIFE & HEALTH INSURANCE	41,100	42,700	1,600-
001-1101-511.24-00		WORKERS COMP INSURANCE	100	100	0
*		EXPENDITURE	44,600	46,200	1,600-
-----			-----		
**		Benefits	44,600	46,200	1,600-
001-1101-511.40-01		REGULAR TRAVEL	410	4,800	4,390-
001-1101-511.42-00		POSTAGE, FRT, EXPRESS	100	100	0
001-1101-511.45-00		INSURANCE/NON-EMPLOYEE	19,904	19,705	199
	LEVEL	TEXT		TEXT	AMT
	21PB	PROPERTY LIABILITY AND PUBLIC OFFICIALS INSURANCE			19,705
					19,705
001-1101-511.47-00		PRINTING & BINDING	200	500	300-
001-1101-511.49-01		MISC EXPENSE	143	200	57-
	LEVEL	TEXT		TEXT	AMT
	21PB	AWARDS			200
					200
001-1101-511.52-05		MEETING EXPENSE	300	300	0
001-1101-511.52-20		CLOTHING & EQUIPMENT	500	500	0
001-1101-511.54-00		BOOKS/PUBL/SUBSCR/MEMBERS	3,109	6,200	3,091-
	LEVEL	TEXT		TEXT	AMT
	21PB	FLC & FL MAYORS			4,200
		RIVER TO SEA TPO			2,000
				6,200	
001-1101-511.55-01		TRAINING & EDUCATION COST	1,043	5,000	3,957-
	LEVEL	TEXT		TEXT	AMT

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 11 LEGISLATIVE					
21PB		FINANCE ESTIMATE		5,000	
				5,000	
*	EXPENDITURE		25,709	37,305	11,596
			-----	-----	-----
**	Op Expenditures/Expenses		25,709	37,305	11,596
001-1101-511.82-00 GRANTS & AID			40,000	40,000	0
LEVEL		TEXT		TEXT	AMT
21PB		HOMELESS SHELTER			25,000
		HOPE PLACE			15,000
					40,000
*	EXPENDITURE		40,000	40,000	0
			-----	-----	-----
**	Grants and Aids		40,000	40,000	0
001-1101-511.99-10 BUDGET RESVE/CONTINGENCY			15,595	0	15,595
*	EXPENDITURE		15,595	0	15,595
			-----	-----	-----
**	Other Uses		15,595	0	15,595
			-----	-----	-----
***	LEGISLATIVE		169,904	167,505	2,399

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 12 EXECUTIVE					
001-1201-512.12-00 REGULAR SALARIES & WAGE			207,143	214,800	7,657-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		214,800	
		CITY CLERK			
		CITY MANAGER			
				214,800	
001-1201-512.15-10 CELL PHONE ALLOWANCE			600	600	0
001-1201-512.15-20 UNIFORM ALLOWANCE			200	200	0
001-1201-512.15-40 CAR ALLOWANCE			6,000	6,000	0
* EXPENDITURE			213,943	221,600	7,657-

** Personal Services			213,943	221,600	7,657-
001-1201-512.21-00 FICA TAXES			16,472	17,000	528-
001-1201-512.22-00 RETIREMENT CONTRIBUTION			43,408	49,100	5,692-
001-1201-512.23-00 LIFE & HEALTH INSURANCE			19,753	17,700	2,053
001-1201-512.24-00 WORKERS COMP INSURANCE			282	200	82
* EXPENDITURE			79,915	84,000	4,085-

** Benefits			79,915	84,000	4,085-
001-1201-512.31-50 LEGAL/OFFICIAL ADVERTISNG			17,000	17,000	0
001-1201-512.34-00 OTHER SERVICES			18,000	23,400	5,400-
	LEVEL	TEXT		TEXT AMT	
	21PB	MUNICODE		11,400	
		IRON MOUNTAIN		12,000	
				23,400	
001-1201-512.40-01 REGULAR TRAVEL			0	2,300	2,300-
	LEVEL	TEXT		TEXT AMT	
	21PB	FACC GOVT CAREER DEVELOPMENT EXPENSE -CITY CLERK		800	
		FLC CONFERENCE MILEAGE + 3 NIGHTS - CITY MANAGER		800	
		FCCMA EXPENSES		700	
				2,300	
001-1201-512.42-00 POSTAGE, FRT, EXPRESS			500	500	0
001-1201-512.44-00 RENTALS & LEASES			1,000	700	300
	LEVEL	TEXT		TEXT AMT	
	21PB	COPIER LEASE		700	
				700	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 12 EXECUTIVE					
001-1201-512.45-00		INSURANCE/NON-EMPLOYEE	2,538	2,502	36
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		2,502	
				2,502	
001-1201-512.46-00		REPAIRS & MAINTENANCE	0	600	600-
	LEVEL	TEXT		TEXT AMT	
	21PB	SERVICE PITNEY BOWES ENVELOPE MACHINE		600	
				600	
001-1201-512.46-11		MAINTENANCE CONTRACTS	700	700	0
	LEVEL	TEXT		TEXT AMT	
	21PB	COPIER MAINTENANCE		700	
				700	
001-1201-512.47-00		PRINTING & BINDING	1,000	1,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	STATIONARY, ENVELOPES, BUSINESS CARDS, PLANNER		1,000	
				1,000	
001-1201-512.48-00		PROMO.ADVERTISING ACTIV.	0	1,220	1,220-
	LEVEL	TEXT		TEXT AMT	
	21PB	ECONOMIC DEVELOPMENT AD LIVABILITY VOLUSIA		1,220	
				1,220	
001-1201-512.48-10		PROMO ACT.-SPECIAL EVENTS	1,500	1,500	0
	LEVEL	TEXT		TEXT AMT	
	21PB	MISC EVENTS EXPENSES		1,500	
				1,500	
001-1201-512.49-01		MISC EXPENSE	5,000	5,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	EMPLOYEE APPRECIATION		5,000	
				5,000	
001-1201-512.49-60		ELECTION EXPENSE	12,000	0	12,000
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE			

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 12 EXECUTIVE					
001-1201-512.51-00		OFFICE SUPPLIES	2,000	2,000	0
001-1201-512.52-05		MEETING EXPENSE	300	300	0
	LEVEL	TEXT		TEXT AMT	
	21PB	CITY GOVERNMENT WEEK K8 STUDENTS		300	
				300	
001-1201-512.54-00		BOOKS/PUBL/SUBSCR/MEMBERS	1,405	2,025	620-
	LEVEL	TEXT		TEXT AMT	
	21PB	ICMA DUES - CITY MANAGER		1,200	
		FCCMA - CITY MANAGER		400	
		FACC - CITY CLERK		100	
		FLORIDA NOTARY ASSC. - CITY CLERK		100	
		IIMC - CITY CLERK		100	
		NEWS JOURNAL		100	
		HALIFAX ASSC. DUES		25	
				2,025	
001-1201-512.55-01		TRAINING & EDUCATION COST	450	2,640	2,190-
	LEVEL	TEXT		TEXT AMT	
	21PB	VLC/VCARD DINNERS & MISC EVENTS		600	
		FCCMA SYMPOSIUM; FCCMA WINTER INST; DISTRICT CLASS		500	
		FCCMA CONFERENCE		400	
		FLORIDA ASSC. OF CITY CLERK WEBINARS		200	
		IIMC - ONLINE COURSES FOR MCC CERTIFICATION		240	
		FACC GOVTCAREER DEV REGISTRATION		300	
		FLC CONFERENCE REGISTRATION		400	
				2,640	
001-1201-514.31-01		PROFESSIONAL SERVICES	82,654	100,000	17,346-
*		EXPENDITURE	146,047	163,387	17,340-
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**		Op Expenditures/Expenses	146,047	163,387	17,340-
001-1201-512.99-10		BUDGET RESVE/CONTINGENCY	43,198	0	43,198
*		EXPENDITURE	43,198	0	43,198
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**		Other Uses	43,198	0	43,198
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***		EXECUTIVE	483,103	468,987	14,116

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 13 FINANCE					
001-1301-513.12-00 REGULAR SALARIES & WAGE			309,391	295,800	13,591
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		295,800	
		FINANCE DIRECTOR			
		CHIEF ACCOUNTANT			
		PAYROLL COORDINATOR			
		FINANCE CLERK II			
		GRANT WRITER		295,800	
001-1301-513.13-00 OTHER SALARIES & WAGES			20,000	45,300	25,300-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		45,300	
		PART-TIME ACCOUNTANT			
		PART-TIME FINANCE CLERK II		45,300	
001-1301-513.14-00 OVERTIME			600	400	200
001-1301-513.15-10 CELL PHONE ALLOWANCE			600	600	0
001-1301-513.15-20 UNIFORM ALLOWANCE			1,400	1,000	400
* EXPENDITURE			331,991	343,100	11,109-
** Personal Services			331,991	343,100	11,109-
001-1301-513.21-00 FICA/MEDICARE TAXES			24,966	26,300	1,334-
001-1301-513.22-00 RETIREMENT CONTRIBUTION			43,872	48,200	4,328-
001-1301-513.23-00 LIFE & HEALTH INSURANCE			57,800	43,500	14,300
001-1301-513.24-00 WORKERS COMP INSURANCE			500	300	200
* EXPENDITURE			127,138	118,300	8,838
** Benefits			127,138	118,300	8,838
001-1301-513.31-50 RECORDING FEES			100	0	100
001-1301-513.32-00 ACCOUNTING & AUDITING			65,850	63,500	2,350
001-1301-513.34-00 OTHER SERVICES			17,082	67,000	49,918-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE			
001-1301-513.40-01 REGULAR TRAVEL			0	500	500-
001-1301-513.42-00 POSTAGE, FRT, EXPRESS			1,100	1,100	0
001-1301-513.44-00 RENTALS & LEASES			1,950	2,200	250-
	LEVEL	TEXT		TEXT AMT	
	21PB	COPIER LEASE		2,200	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 13 FINANCE				2,200	
001-1301-513.45-00		INSURANCE/CLAIMS	6,977	6,881	96
	LEVEL	TEXT		TEXT AMT	
	21PB	INSURANCE PROPERTY LIABILITY		6,881	
				6,881	
001-1301-513.46-01		REPAIRS & MAINTENANCE	400	0	400
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE			
001-1301-513.46-11		MAINTENANCE CONTRACTS	3,000	2,000	1,000
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		2,000	
				2,000	
001-1301-513.47-00		PRINTING & BINDING	900	900	0
	LEVEL	TEXT		TEXT AMT	
	21PB	AP CHECKS		500	
		ANNUAL FINANCIAL REPORT COVERS		100	
		BUSINESS CARDS		100	
		TAX FORMS		200	
				900	
001-1301-513.49-01		MISC EXPENSE	500	600	100-
001-1301-513.49-59		BAD DEBT EXPENSE	25,000	25,000	0
001-1301-513.51-00		OFFICE SUPPLIES	4,000	3,000	1,000
001-1301-513.52-01		OPERATING SUPPLIES	29	100	71-
001-1301-513.52-02		COMPUTERS	278	0	278
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE			
001-1301-513.52-05		MEETING EXPENSE	200	0	200
	LEVEL	TEXT		TEXT AMT	
	21PB	MEETING EXPENSE			
001-1301-513.54-00		BOOKS/PUBL/SUBSCR/MEMBERS	360	770	410-
	LEVEL	TEXT		TEXT AMT	
	21PB	FGFOA MEMBERSHIP (3)		150	
		GFOA PUBLICATIONS		200	
		GFOA MEMBERSHIP		200	
		VFFGFOA MEMBERSHIP (3)		120	

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 13 FINANCE					
		MISC PUBLICATIONS		100	
				770	
001-1301-513.55-01	TRAINING & EDUCATION COST		100	2,200	2,100-
	LEVEL	TEXT		TEXT AMT	
	21PB	HTE TRAINING		1,500	
		GFOA WEBINAR		500	
		VFFGFOA QTRLY SEMINARS		200	
				2,200	
*	EXPENDITURE		127,826	175,751	47,925-
			-----	-----	-----
**	Op Expenditures/Expenses		127,826	175,751	47,925-
001-1301-513.99-10	BUDGET RESVE/CONTINGENCY		49,909	0	49,909
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE			
*	EXPENDITURE		49,909	0	49,909
			-----	-----	-----
**	Other Uses		49,909	0	49,909
001-1303-513.12-00	REGULAR SALARIES & WAGE		112,453	125,800	13,347-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		125,800	
		CS SUPERVISOR			
		CS CLERK IV			
		CS CLERK I (2)			
				125,800	
001-1303-513.14-00	OVERTIME		480	1,000	520-
001-1303-513.15-20	UNIFORM ALLOWANCE		400	400	0
*	EXPENDITURE		113,333	127,200	13,867-
			-----	-----	-----
**	Personal Services		113,333	127,200	13,867-
001-1303-513.21-00	FICA/MEDICARE TAXES		9,500	9,800	300-
001-1303-513.22-00	RETIREMENT CONTRIBUTION		10,400	13,300	2,900-
001-1303-513.23-00	LIFE & HEALTH INSURANCE		31,573	34,500	2,927-
001-1303-513.24-00	WORKERS COMP INSURANCE		200	200	0
001-1303-513.25-00	UNEMPLOYMENT COMP		747	0	747
*	EXPENDITURE		52,420	57,800	5,380-
			-----	-----	-----
**	Benefits		52,420	57,800	5,380-

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 13 FINANCE					
001-1303-513.34-00 OTHER SERVICES			48,000	30,000	18,000
	LEVEL	TEXT		TEXT AMT	
	21PB	MERCHANT CREDIT CARD FEES		15,800	
		BANKING SERVICE CHARGES		7,200	
		LATE NOTIFICATIONS		7,000	
				30,000	
001-1303-513.42-00 POSTAGE, FRT, EXPRESS			27,000	30,000	3,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	UTILITY BILLING BULK MAIL		25,000	
		CUSTOMER SERVICE MAILING		5,000	
				30,000	
001-1303-513.44-00 RENTALS & LEASES			3,900	3,400	500
	LEVEL	TEXT		TEXT AMT	
	21PB	COPIER LEASE		3,000	
		PO BOX RENTAL		400	
				3,400	
001-1303-513.45-00 INSURANCE/CLAIMS			5,075	5,004	71
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		5,004	
				5,004	
001-1303-513.46-01 REPAIRS & MAINTENANCE			200	200	0
001-1303-513.46-11 MAINTENANCE CONTRACTS			1,016	2,400	1,384-
	LEVEL	TEXT		TEXT AMT	
	21PB	COPIER MAINTENANCE		2,400	
				2,400	
001-1303-513.47-00 PRINTING & BINDING			8,700	8,700	0
	LEVEL	TEXT		TEXT AMT	
	21PB	MCCA UTILITY BILL PRINTING		8,300	
		DOOR KNOCKERS		400	
				8,700	
001-1303-513.51-00 OFFICE SUPPLIES			1,000	1,000	0
001-1303-513.52-20 CLOTHING & EQUIP			904	500	404
	LEVEL	TEXT		TEXT AMT	

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 13 FINANCE					
21PB		UNIFORM SHIRTS (5 EA X 4)		500	
				500	
001-1303-513.55-01 TRAINING & EDUCATION COST			0	600	600-
LEVEL		TEXT		TEXT	AMT
21PB		SUPERVISOR & STAFF TRAINING		600	
				600	
* EXPENDITURE			95,795	81,804	13,991
			-----	-----	-----
** Op Expenditures/Expenses			95,795	81,804	13,991
001-1310-513.12-00 REGULAR SALARIES & WAGE			75,275	80,500	5,225-
LEVEL		TEXT		TEXT	AMT
21PB		HUMAN RESOURCES MANAGER		80,500	
				80,500	
001-1310-513.15-10 CELL PHONE ALLOWANCE			600	600	0
001-1310-513.15-20 UNIFORM ALLOWANCE			200	200	0
* EXPENDITURE			76,075	81,300	5,225-
			-----	-----	-----
** Personal Services			76,075	81,300	5,225-
001-1310-513.21-00 FICA/MEDICARE TAXES			5,900	6,300	400-
001-1310-513.22-00 RETIREMENT CONTRIBUTION			19,650	13,300	6,350
001-1310-513.23-00 LIFE & HEALTH INSURANCE			9,800	8,800	1,000
001-1310-513.24-00 WORKERS COMP INSURANCE			100	100	0
* EXPENDITURE			35,450	28,500	6,950
			-----	-----	-----
** Benefits			35,450	28,500	6,950
001-1310-513.31-01 PROFESSIONAL SERVICES			40,500	47,500	7,000-
LEVEL		TEXT		TEXT	AMT
21PB		CONSULTING FEE		35,000	
		MEDICAL EXAMS		5,000	
		POLICE AND FIRE STRESS EKG TESTS		2,000	
		PD PSYCH EVALUATIONS		3,000	
		DRUG/ALCOHOL TESTS		2,500	
				47,500	
001-1310-513.34-30 EMPLOY ADS/JOB OPPORTUNIT			400	500	100-
LEVEL		TEXT		TEXT	AMT

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 13 FINANCE					
21PB		EMPLOYMENT ADS / JOB POSTINGS		500	
				500	
001-1310-513.42-00		POSTAGE, FRT, EXPRESS	500	500	0
001-1310-513.44-00		RENTALS & LEASES	700	700	0
	LEVEL	TEXT		TEXT AMT	
	21PB	CM COPIER LEASE @ 25%		700	
				700	
001-1310-513.45-00		INSURANCE/CLAIMS	1,269	1,251	18
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		1,251	
				1,251	
001-1310-513.46-11		MAINTENANCE CONTRACTS	400	4,150	3,750-
	LEVEL	TEXT		TEXT AMT	
	21PB	CM COPIER MAINTENANCE FEE @ 25%		650	
		ONLINE APPLICANT TRACKING SOFTWARE ANNUAL MAINTENA		3,500	
				4,150	
001-1310-513.49-29		OTHER PERSONAL SERVICES	650	1,550	900-
	LEVEL	TEXT		TEXT AMT	
	21PB	WELLNESS EVENTS		500	
		EMPLOYEE/CORPORATE/CITIZEN OF THE YEAR PICTURES		750	
		EMPLOYEE/CORPORATE/CITIZEN OF THE YEAR PLAQUES		300	
				1,550	
001-1310-513.52-02		COMPUTERS	8,000	0	8,000
001-1310-513.54-00		BOOKS/PUBL/SUBSCR/MEMBERS	400	200	200
	LEVEL	TEXT		TEXT AMT	
	21PB	IPMA - HR INDIVIDUAL MEMBERSHIP		200	
				200	
001-1310-513.55-01		TRAINING & EDUCATION COST	2,000	2,050	50-
	LEVEL	TEXT		TEXT AMT	
	21PB	TARGET SOLUTIONS ON-LINE TRAINING		2,050	
				2,050	
001-1310-514.31-01		PROFESSIONAL SERVICES	1,750	10,000	8,250-
* EXPENDITURE			56,569	68,401	11,832-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND				
DEPT 13 FINANCE				
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**	Op Expenditures/Expenses	56,569	68,401	11,832-
001-1310-513.99-10 BUDGET RESVE/CONTINGENCY		17,500	0	17,500
*	EXPENDITURE	17,500	0	17,500
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**	Other Uses	17,500	0	17,500
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***	FINANCE	1,084,006	1,082,156	1,850

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 21 LAW ENFORCEMENT					
001-2110-521.12-00 REGULAR SALARIES & WAGE			1,243,954	1,220,000	23,954
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		1,220,000	
		CHIEF			
		DEPUTY CHIEF			
		LIEUTENANT			
		SERGEANT (5)			
		POLICE OFFICER (13)			
		ADMIN ASST			
		EVIDENCE TECH			
		SERVICE CLERK (2)		1,220,000	
001-2110-521.13-00 OTHER SALARIES & WAGES			968	0	968
001-2110-521.14-00 OVERTIME			133,581	113,700	19,881
001-2110-521.15-00 INCENTIVE PAY			14,399	15,000	601
001-2110-521.15-10 CELL PHONE ALLOWANCE			5,000	4,800	200
001-2110-521.15-20 UNIFORM ALLOWANCE			4,152	4,500	348
001-2110-521.15-30 BOOT ALLOWANCE			1,900	1,900	0
	LEVEL	TEXT		TEXT AMT	
	21PB	19 FTE		1,900	
				1,900	
*	EXPENDITURE		1,403,954	1,359,900	44,054
			-----	-----	-----
**	Personal Services		1,403,954	1,359,900	44,054
001-2110-521.21-00 FICA TAXES			106,557	102,900	3,657
001-2110-521.22-00 RETIREMENT CONTRIBUTION			440,106	456,900	16,794
	LEVEL	TEXT		TEXT AMT	
	21PB	POLICE PENSION-CITY		302,385	
		FRS RETIREMENT		15,600	
		POLICE PENSION-STATE		138,915	
				456,900	
001-2110-521.23-00 LIFE & HEALTH INSURANCE			216,870	216,600	270
001-2110-521.24-00 WORKERS COMP INSURANCE			21,340	21,400	60
*	EXPENDITURE		784,873	797,800	12,927
			-----	-----	-----
**	Benefits		784,873	797,800	12,927
001-2110-521.31-01 PROFESSIONAL SERVICES			6,400	6,100	300
	LEVEL	TEXT		TEXT AMT	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 21 LAW ENFORCEMENT					
	21PB	THOMPSON RUETTER (CLEAR CID) LO		4,100	
		SUSTEEN (CELLPHONE FORENSIC) LO		2,000	
				6,100	
001-2110-521.34-00		OTHER SERVICES	3,500	3,300	200
	LEVEL	TEXT		TEXT AMT	
	21PB	BEAST LO		1,000	
		METH LAB CLEAN UP LO		1,000	
		EVIDENCE DESTRUCTION LO		500	
		EVIDENCE REFRIDGERATOR LO		800	
				3,300	
001-2110-521.35-00		INVESTIGATION COSTS	1,500	1,500	0
	LEVEL	TEXT		TEXT AMT	
	21PB	SUBPOENAS LO		1,000	
		CONFIDENTIAL INFORMANTS LO		500	
				1,500	
001-2110-521.40-01		REGULAR TRAVEL	1,000	3,000	2,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	REIMBURSEMENT FOR MEALS AND MILEAGE LO		3,000	
				3,000	
001-2110-521.42-00		POSTAGE, FRT, EXPRESS	500	500	0
001-2110-521.44-00		RENTALS & LEASES	3,600	3,600	0
	LEVEL	TEXT		TEXT AMT	
	21PB	COPIER LEASE LO		2,400	
		PRINTER LO		1,200	
				3,600	
001-2110-521.45-00		INSURANCE/NON-EMPLOYEE	47,665	50,858	3,193-
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		31,002	
		LAW ENFORCEMENT LIABILITY		19,856	
				50,858	
001-2110-521.46-01		REPAIRS & MAINTENANCE	5,400	5,400	0
	LEVEL	TEXT		TEXT AMT	
	21PB	RADAR CALIBRATIONS LO		2,400	
		COMMUNICATIONS INTERNATIONAL & BATTERIES LO		3,000	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 21 LAW ENFORCEMENT				5,400	
001-2110-521.46-11		MAINTENANCE CONTRACTS	8,180	8,650	470-
	LEVEL	TEXT		TEXT AMT	
	21PB	COMMUNICATIONS INTERNATIONAL -RADIO MAINTENANCE LO		7,550	
		MAINTENANCE CONTRACTS LO		1,100	
				8,650	
001-2110-521.46-50		FLEET CHARGES	75,000	97,319	22,319-
001-2110-521.46-59		PORTN OF 4650 REIMB BY EE	8,120-	8,600-	480
001-2110-521.46-60		SMALL EQ REPAIR & MAINT	240	0	240
001-2110-521.47-00		PRINTING & BINDING	1,000	1,000	0
001-2110-521.49-01		MISC EXPENSE	500	500	0
001-2110-521.51-00		OFFICE SUPPLIES	3,000	3,000	0
001-2110-521.52-01		OPERATING SUPPLIES	16,362	9,750	6,612
	LEVEL	TEXT		TEXT AMT	
	21PB	AMMO LO		2,500	
		MISC OPERATING SUPPLIES LO		4,000	
		EVIDENCE SUPPLIES (PACKAGING& DRUG KITS) LO		1,500	
		NATIONAL NIGHT OUT LO		500	
		CHRISTMAS PARADE LO		250	
		CAMERA RECORDERS (5@200) LO		1,000	
				9,750	
001-2110-521.52-02		COMPUTERS	3,200	0	3,200
001-2110-521.52-05		MEETING EXPENSE	900	900	0
	LEVEL	TEXT		TEXT AMT	
	21PB	NEIGHBORHOOD WATCH MEETING LO		800	
		INTERVIEW BOARD MEETING EXPENSE LO		100	
				900	
001-2110-521.52-20		CLOTHING & EQUIP	11,000	22,000	11,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	REPLACEMENT BULLETPROOF VEST 8X410 LO		3,500	
		REPLACEMENT UNIFORMS LO		7,000	
		COMPLETE UNIFORMS FOR NEW HIRES LO		1,500	
		REPLACEMENT EQUIPMENT (LIEU/CLOTHING ALLOWANCE) LO		4,000	
		TASERS (5) @1200		6,000	
				22,000	
001-2110-521.52-21		PROGRAM EXPENSE	514	1,500	986-
	LEVEL	TEXT		TEXT AMT	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 21 LAW ENFORCEMENT					
21PB		EXPLORER CHARTER AND INSURANCE LO		1,500	
				1,500	
001-2110-521.52-50		FUEL & OIL SUPPLIES	62,000	79,000	17,000-
001-2110-521.52-64		MACH/EQUIP CAPITAL-LIKE	7,870	0	7,870
001-2110-521.54-00		BOOKS/PUBL/SUBSCR/MEMBERS	1,600	4,250	2,650-
LEVEL		TEXT		TEXT AMT	
21PB		FBI NATIONAL ACADEMY ASSOC LO		300	
		FLORIDA CHIEFS ASSOCIATION LO		200	
		INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE LO		400	
		NOTARY LO		200	
		VOLUSIA/FLAGLER COUNTY POLICE CHIEFS ASSOC		300	
		FLORIDA EMERGENCY PREPARDNESS LO		100	
		2021 GOVERNORS HURRICANE CONF LO		1,500	
		2021 CJIS CONFERENCE LO		800	
		MEMBERSHIP FOR POLICE ACCREDITATION		450	
				4,250	
001-2110-521.55-01		TRAINING & EDUCATION COST	12,350	11,850	500
LEVEL		TEXT		TEXT AMT	
21PB		PLI LO		3,850	
		MISC TRAINING CLASSES		4,000	
		THI LO		1,100	
		FBI FLORIDA EXECUTIVE LEADERSHIP LO		600	
		TARGET SOLUTIONS LO		1,800	
		TARGET SOLUTIONS MAINTENANCE		200	
		SOFTWARE FOR POLICE ACCREDITATION		300	
				11,850	
001-2110-521.55-20		2ND DOLLAR FUND	3,700	3,700	0
LEVEL		TEXT		TEXT AMT	
21PB		FBI NAA TRAINING LO		1,000	
		SEMINARS AND CLASSES BY STATE FOR POLICE LO		1,300	
		FL POLICE CHIEFS TRAINING LO		900	
		FUTURE POLICE CHIEFS LO		500	
				3,700	
001-2110-521.56-10		VIP PROGRAM EXPENSE	500	500	0
LEVEL		TEXT		TEXT AMT	
21PB		VIPS PROGRAM EXPENSES (CLOTHING AND EQUIPMENT) LO		500	
				500	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

		FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION			
FUND 001 GENERAL FUND				
DEPT 21 LAW ENFORCEMENT				
*	EXPENDITURE	269,361	309,577	40,216-
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**	Op Expenditures/Expenses	269,361	309,577	40,216-
001-2110-521.82-00 PRIVATE ORG.GRANTS/CONTRB		0	1,000	1,000-
	LEVEL TEXT		TEXT AMT	
	21PB CRIME STOPPERS DINNER LO		1,000	
			1,000	
*	EXPENDITURE	0	1,000	1,000-
		-----	-----	-----
**	Grants and Aids	0	1,000	1,000-
001-2110-521.99-10 CONTINGENCY		23,377	0	23,377
*	EXPENDITURE	23,377	0	23,377
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**	Other Uses	23,377	0	23,377
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***	LAW ENFORCEMENT	2,481,565	2,468,277	13,288

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 22 FIRE CONTROL					
001-2210-522.12-00 REGULAR SALARIES & WAGE			653,459	762,400	108,941-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE INCL DROP PAYOUT		733,570	
		FIRE CHIEF			
		LIEUTENANT (3)			
		DRIVER/ENGINEER (3)			
		PARAMEDIC (3)			
		FIREFIGHTER (3)			
		ADMIN ASST			
		FIRE CHIEF			
		PARAMEDIC OTHER WAGES (6)		28,830	
				762,400	
001-2210-522.14-00 OVERTIME			95,596	103,700	8,104-
001-2210-522.15-00 INCENTIVE PAY			4,074	4,500	426-
	LEVEL	TEXT		TEXT AMT	
	21PB	INCENTIVE PAY (5 FTE)		4,500	
				4,500	
001-2210-522.15-10 CELL PHONE ALLOWANCE			600	600	0
001-2210-522.15-20 UNIFORM ALLOWANCE			200	200	0
001-2210-522.15-30 BOOT ALLOWANCE			1,500	1,500	0
* EXPENDITURE			755,429	872,900	117,471-

** Personal Services			755,429	872,900	117,471-
001-2210-522.21-00 FICA TAXES			56,010	66,500	10,490-
001-2210-522.22-00 RETIREMENT CONTRIBUTION			300,023	332,700	32,677-
	LEVEL	TEXT		TEXT AMT	
	21PB	FIRE PENSION-CITY		281,936	
		FIRE PENSION-STATE		47,064	
		FRS RETIREMENT		3,700	
				332,700	
001-2210-522.23-00 LIFE & HEALTH INSURANCE			107,170	112,900	5,730-
001-2210-522.24-00 WORKERS COMP INSURANCE			18,800	19,900	1,100-
* EXPENDITURE			482,003	532,000	49,997-

** Benefits			482,003	532,000	49,997-
001-2210-522.31-01 PROFESSIONAL SERVICES			1,300	2,300	1,000-
	LEVEL	TEXT		TEXT AMT	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 22 FIRE CONTROL					
	21PB	STATE VEHICLE AND BUILDING PERMITS		1,150	
		EMT / PARAMEDIC LICENSING		1,150	
				2,300	
001-2210-522.34-00		OTHER SERVICES	500	500	0
	LEVEL	TEXT		TEXT AMT	
	21PB	BIOHAZARD WASTE DISPOSAL		500	
				500	
001-2210-522.40-01		REGULAR TRAVEL	0	300	300-
	LEVEL	TEXT		TEXT AMT	
	21PB	PER DIEM FOR TRAINING IN SEMINOLE COUNTY		300	
				300	
001-2210-522.42-00		POSTAGE, FRT, EXPRESS	250	250	0
001-2210-522.44-00		RENTALS & LEASES	15,000	16,000	1,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	HYDRANT RENTAL FROM WATER DEPARTMENT		15,000	
		MEDICAL OXYGEN RENTAL AND FILL		1,000	
				16,000	
001-2210-522.45-00		INSURANCE/NON-EMPLOYEE	18,700	18,242	458
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		18,242	
				18,242	
001-2210-522.46-01		REPAIRS & MAINTENANCE	671	0	671
001-2210-522.46-11		MAINTENANCE CONTRACTS	3,200	3,200	0
	LEVEL	TEXT		TEXT AMT	
	21PB	RADIO MAINTENANCE		1,700	
		BREATHING AIR FILL STATION AND TESTING		1,500	
				3,200	
001-2210-522.46-50		FLEET CHARGES	10,500	11,372	872-
001-2210-522.46-70		GENERATOR REPAIR & MAIN	4,855	0	4,855
001-2210-522.47-00		PRINTING & BINDING	500	300	200
001-2210-522.49-01		MISC EXPENSE	434	0	434
001-2210-522.51-00		OFFICE SUPPLIES	500	600	100-
001-2210-522.52-01		OPERATING SUPPLIES	22,283	19,200	3,083
	LEVEL	TEXT		TEXT AMT	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 22 FIRE CONTROL					
	21PB	REPLACEMENT TURNOUT GEAR		5,700	
		STATION OPERATIONS		6,750	
		ENGINE OPERATIONS		6,750	
				19,200	
001-2210-522.52-05		MEETING EXPENSE	0	100	100-
	LEVEL	TEXT		TEXT	AMT
	21PB	YEARLY CHIEFS MEETING		100	
				100	
001-2210-522.52-06		TRAINING SUPPLIES	500	1,000	500-
	LEVEL	TEXT		TEXT	AMT
	21PB	TRAINING EQUIPMENT AND SUPPLIES		1,000	
				1,000	
001-2210-522.52-19		UNIFORM EXPENSE	5,000	5,000	0
	LEVEL	TEXT		TEXT	AMT
	21PB	UNIFORM CLEANING		2,000	
		STATION UNIFORMS		3,000	
				5,000	
001-2210-522.52-50		FUEL & OIL SUPPLIES	9,700	9,000	700
001-2210-522.52-70		EMS SUPPLIES	7,472	9,000	1,528-
001-2210-522.52-90		FIRE PREVENTION SUPPLIES	500	500	0
	LEVEL	TEXT		TEXT	AMT
	21PB	SCHOOL AND COMMUNITY AWARENESS SUPPLIES		500	
				500	
001-2210-522.54-00		BOOKS/PUBL/SUBSCR/MEMBERS	500	500	0
	LEVEL	TEXT		TEXT	AMT
	21PB	FLORIDA FIRE CHIEFS		100	
		NOTARY		100	
		VOLUSIA COUNTY FIRE CHIEFS		100	
		FLORIDA FIRE MARSHALLS		200	
				500	
001-2210-522.55-01		TRAINING & EDUCATION COST	5,200	9,000	3,800-
	LEVEL	TEXT		TEXT	AMT
	21PB	EDUCATIONAL REIMBURSEMENT (IAFF)		7,500	
		TARGET SOLUTIONS		1,500	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

		FISCAL YEAR	FISCAL YEAR	COMPARATIVE
		2019 - 2020	2020 - 2021	19/20 AMENDED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED	PROPOSED BUDGET	20/21 PROPOSED
FUND 001 GENERAL FUND				
DEPT 22 FIRE CONTROL				
			9,000	
*	EXPENDITURE	107,565	106,364	1,201
		-----	-----	-----
**	Op Expenditures/Expenses	107,565	106,364	1,201
001-2210-522.99-10 Contingency		13,003	0	13,003
*	EXPENDITURE	13,003	0	13,003
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**	Other Uses	13,003	0	13,003
		-----	-----	-----
***	FIRE CONTROL	1,358,000	1,511,264	153,264-

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 24 COMMUNITY DEVELOPMENT					
001-2410-515.12-00		REGULAR SALARIES & WAGE	65,400	68,600	3,200-
	LEVEL	TEXT		TEXT AMT	
	21PB	CD DIRECTOR @ 75%		68,600	
				68,600	
001-2410-515.15-10		CELL PHONE ALLOWANCE	600	600	0
001-2410-515.15-20		UNIFORM ALLOWANCE	200	200	0
001-2410-524.12-00		REGULAR SALARIES & WAGE	83,100	75,000	8,100
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		75,000	
		CODE ENFORCEMENT OFFICER			
		CODE ENFORCEMENT OFFICER II			
				75,000	
001-2410-524.13-00		OTHER SALARIES & WAGES	0	6,000	6,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		6,000	
		CLERICAL ASSISTANT (.85) FOR 7 MONTHS			
				6,000	
001-2410-524.14-00		OVERTIME	700	400	300
001-2410-524.15-10		CELL PHONE ALLOWANCE	600	600	0
001-2410-524.15-30		BOOT ALLOWANCE	200	200	0
* EXPENDITURE			150,800	151,600	800-
** Personal Services			150,800	151,600	800-
001-2410-515.21-00		FICA/MEDICARE TAXES	5,100	5,400	300-
001-2410-515.22-00		RETIREMENT CONTRIBUTION	16,700	18,600	1,900-
001-2410-515.23-00		LIFE & HEALTH INSURANCE	7,400	6,700	700
001-2410-515.24-00		WORKERS COMP INSURANCE	100	100	0
001-2410-524.21-00		FICA/MEDICARE TAXES	6,500	6,300	200
001-2410-524.22-00		RETIREMENT CONTRIBUTION	7,200	7,900	700-
001-2410-524.23-00		LIFE & HEALTH INSURANCE	23,900	17,300	6,600
001-2410-524.24-00		WORKERS COMP INSURANCE	900	900	0
* EXPENDITURE			67,800	63,200	4,600
** Benefits			67,800	63,200	4,600
001-2410-515.31-01		PROFESSIONAL SERVICES	18,000	6,000	12,000
001-2410-515.40-01		REGULAR TRAVEL	600	0	600
001-2410-515.42-00		POSTAGE, FRT, EXPRESS	100	25	75
001-2410-515.44-00		RENTALS & LEASES	900	0	900

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND				
DEPT 24 COMMUNITY DEVELOPMENT				
001-2410-515.45-00	PROPERTY LIAB INSURANCE	952	939	13
	LEVEL TEXT		TEXT AMT	
	21PB PROPERTY & LIABILITY INSURANCE		939	
			939	
001-2410-515.46-11	MAINTENANCE CONTRACTS	500	0	500
001-2410-515.51-00	OFFICE SUPPLIES	250	200	50
001-2410-515.54-00	BOOKS/PUBL/SUBSCR/MEMBERS	700	600	100
	LEVEL TEXT		TEXT AMT	
	21PB AICP LICENSE AND MEMBERSHIP, ETC		600	
			600	
001-2410-515.55-01	TRAINING & EDUCATION COST	1,100	0	1,100
001-2410-524.31-01	PROFESSIONAL SERVICES	3,000	3,000	0
	LEVEL TEXT		TEXT AMT	
	21PB SPECIAL MASTER		3,000	
			3,000	
001-2410-524.31-50	LEGAL/OFFICIAL ADVERTISNG	1,200	1,200	0
	LEVEL TEXT		TEXT AMT	
	21PB LIENS, RECORDING, LEGAL		1,200	
			1,200	
001-2410-524.34-00	OTHER SERVICES	10,000	3,000	7,000
	LEVEL TEXT		TEXT AMT	
	21PB LAWN CARE, DEMO, DEBRIS REMOVAL, ETC.		3,000	
			3,000	
001-2410-524.34-90	HUMANE SOCIETY SERVICES	43,000	40,000	3,000
	LEVEL TEXT		TEXT AMT	
	21PB HUMANE SOCIETY		25,000	
			15,000	
			40,000	
001-2410-524.40-01	REGULAR TRAVEL	600	400	200
	LEVEL TEXT		TEXT AMT	
	21PB TRAVEL AND PER DIEM FOR RANDY		400	
			400	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 24 COMMUNITY DEVELOPMENT					
001-2410-524.42-00		POSTAGE, FRT, EXPRESS	1,200	1,100	100
	LEVEL	TEXT		TEXT AMT	
	21PB	MAILINGS OF NOTICES OF VIOLATION, NTA, ETC		1,100	
				1,100	
001-2410-524.44-00		RENTALS & LEASES	900	700	200
001-2410-524.45-00		INSURANCE/NON-EMPLOYEE	4,433	2,988	1,445
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		2,988	
				2,988	
001-2410-524.46-01		REPAIRS & MAINTENANCE	0	700	700
001-2410-524.46-11		MAINTENANCE CONTRACTS	700	0	700
001-2410-524.46-50		FLEET CHARGES	1,500	5,812	4,312
001-2410-524.47-00		PRINTING & BINDING	600	300	300
	LEVEL	TEXT		TEXT AMT	
	21PB	NOTICES, INVOICES, ETC		300	
				300	
001-2410-524.51-00		OFFICE SUPPLIES	350	350	0
001-2410-524.52-02		COMPUTERS	1,400	0	1,400
001-2410-524.52-20		CLOTHING & EQUIP	450	450	0
	LEVEL	TEXT		TEXT AMT	
	21PB	SHIRTS AND PANTS FOR CODE OFFICERS		450	
				450	
001-2410-524.52-50		FUEL & OIL SUPPLIES	2,500	1,700	800
001-2410-524.54-00		BOOKS/PUBL/SUBSCR/MEMBERS	200	100	100
	LEVEL	TEXT		TEXT AMT	
	21PB	CODE ENFORCEMENT MEMBERSHIP, ETC.		100	
				100	
001-2410-524.55-01		TRAINING & EDUCATION COST	1,100	700	400
	LEVEL	TEXT		TEXT AMT	
	21PB	CODE ENFORCEMENT CONTINUING ED FOR CERTIFICATION		700	
				700	
*	EXPENDITURE		96,235	70,264	25,971
			-----	-----	-----
**	Op Expenditures/Expenses		96,235	70,264	25,971

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	COMPARATIVE
		2019 - 2020	2020 - 2021	19/20 AMENDED
		AMENDED	PROPOSED BUDGET	20/21 PROPOSED
FUND 001 GENERAL FUND				
DEPT 24 COMMUNITY DEVELOPMENT				
		-----	-----	-----
***	COMMUNITY DEVELOPMENT	314,835	285,064	29,771

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 41 PUBLIC WORKS					
001-4141-541.12-00		REGULAR SALARIES & WAGE	124,160	126,800	2,640-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		126,800	
		STREETS & DRAINAGE SUPERVISOR @ 50%			
		LEAD EQUIPMENT OPERATORS (3)		126,800	
001-4141-541.14-00		OVERTIME	2,069	1,800	269
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE			
001-4141-541.15-10		CELL PHONE ALLOWANCE	300	300	0
	LEVEL	TEXT		TEXT AMT	
	21PB	CELL PHONE @ 50%		300	
				300	
001-4141-541.15-30		BOOT ALLOWANCE	400	400	0
	LEVEL	TEXT		TEXT AMT	
	21PB	BOOT ALLOWANCE (3 FTE)		400	
				400	
*	EXPENDITURE		126,929	129,300	2,371-
			-----	-----	-----
**	Personal Services		126,929	129,300	2,371-
001-4141-541.21-00		FICA/MEDICARE TAXES	9,656	9,900	244-
001-4141-541.22-00		RETIREMENT CONTRIBUTION	10,667	13,500	2,833-
001-4141-541.23-00		LIFE & HEALTH INSURANCE	31,089	30,300	789
001-4141-541.24-00		WORKERS COMP INSURANCE	4,767	6,000	1,233-
*	EXPENDITURE		56,179	59,700	3,521-
			-----	-----	-----
**	Benefits		56,179	59,700	3,521-
001-4141-541.40-01		REGULAR TRAVEL	400	200	200
001-4141-541.42-00		POSTAGE, FRT, EXPRESS	600	100	500
001-4141-541.44-00		RENTALS & LEASES	1,000	1,500	500-
	LEVEL	TEXT		TEXT AMT	
	21PB	ASPHALT ROLLER, GRINDERS, ETC.		1,500	
				1,500	
001-4141-541.45-00		INSURANCE/NON-EMPLOYEE	6,329	5,973	356
	LEVEL	TEXT		TEXT AMT	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 41 PUBLIC WORKS					
21PB		PROPERTY & LIABILITY INSURANCE		5,973	
				5,973	
001-4141-541.46-01 REPAIRS & MAINTENANCE			11,500	12,000	500-
LEVEL		TEXT		TEXT AMT	
21PB		SIDEWALKS, STREETS, ROW, BRIDGES, ETC.		12,000	
				12,000	
001-4141-541.46-10 TRAFFIC LIGHT REPAIRS			41,000	50,000	9,000-
LEVEL		TEXT		TEXT AMT	
21PB		VOLUSIA COUNTY MAINTENANCE AGREEMENT		15,500	
		FEC XING SIGNAL MAINT #271931L 2ND ST		2,100	
		PEDESTRIAN CROSSING 3RD STREET		4,100	
		FEC XING SIGNAL MAINT #291929K 6TH ST		4,900	
		FEC XING SIGNAL MAINT #273056X 10TH ST		2,100	
		FEC XING SIGNAL MAINT #271925H FLOMICH STREET		4,900	
		FEC XING SIGNAL MAINT #291924B CALLE GRANDE		4,900	
		PEDESTRIAN CROSSING CALLE GRANDE		4,100	
		FEC LICENSE FEE #271924B CALLE GRANDE		4,900	
		FEC XING SIGNAL MAINT #271926P WALKER STREET		2,500	
				50,000	
001-4141-541.46-12 STREET LIGHT REPAIRS			2,600	2,500	100
LEVEL		TEXT		TEXT AMT	
21PB		NOVA STREET LIGHT REPAIRS		2,500	
				2,500	
001-4141-541.46-50 FLEET CHARGES			43,400	43,302	98
001-4141-541.46-60 SMALL EQ REPAIR & MAINT			4,100	4,000	100
LEVEL		TEXT		TEXT AMT	
21PB		SMALL EQUIPMENT REPAIR & MAINTENANCE		4,000	
				4,000	
001-4141-541.49-10 OTHER SPECIAL COSTS			200,000	130,000	70,000
LEVEL		TEXT		TEXT AMT	
21PB		FEC TRACK CROSSING UPGRADE - 6TH STREET		130,000	
				130,000	
001-4141-541.49-20 TREE REMOVAL			9,400	12,400	3,000-
001-4141-541.52-01 OPERATING SUPPLIES			5,300	5,000	300
001-4141-541.52-02 COMPUTERS			0	1,400	1,400-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 41 PUBLIC WORKS					
	LEVEL	TEXT		TEXT AMT	
	21PB	LAPTOP FOR TRUCK #136 - \$2,800 X 50%		1,400	
				1,400	
001-4141-541.52-04		SMALL TOOLS & EQUIPMENT	1,100	1,200	100-
001-4141-541.52-10		SIGNS & MATERIALS	14,400	14,000	400
	LEVEL	TEXT		TEXT AMT	
	21PB	STREET SIGNS & MATERIALS		8,800	
		STREET SIGN ASSEMBLIES		5,200	
				14,000	
001-4141-541.52-19		UNIFORM EXPENSE	1,100	1,100	0
	LEVEL	TEXT		TEXT AMT	
	21PB	UNIFORMS - \$180 EST X 6 EMPLOYEES X 50%		600	
		UNIFORM REPAIRS (ESTIMATED)		300	
		UNIFORMS \$130 EST X 1 EMPLOYEE X 10%		100	
		MISC		100	
				1,100	
001-4141-541.52-50		FUEL & OIL SUPPLIES	8,600	7,500	1,100
001-4141-541.53-00		ROAD MATERIAL & SUPPLIES	6,500	6,000	500
	LEVEL	TEXT		TEXT AMT	
	21PB	SHELL, LIMEROCK, SAND, FILL DIRT, ETC.		6,000	
				6,000	
*	EXPENDITURE		357,329	298,175	59,154
			-----	-----	-----
**	Op Expenditures/Expenses		357,329	298,175	59,154
001-4141-541.99-10		CONTINGENCY	28,692	0	28,692
*	EXPENDITURE		28,692	0	28,692
			-----	-----	-----
**	Other Uses		28,692	0	28,692
001-4172-572.12-00		REGULAR SALARIES & WAGE	208,568	211,000	2,432-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		211,000	
		FACILITIES SUPERVISOR			
		TRADESWORKER			
		EQUIPMENT OPERATOR/MAINTENANCE WORKER			
		CUSTODIAN (3)			

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 41 PUBLIC WORKS					
		PART-TIME CUSTODIAN		211,000	
001-4172-572.13-00		OTHER SALARIES & WAGES	2,272	5,000	2,728-
	LEVEL	TEXT		TEXT AMT	
	21PB	CUSTODIAN (PT) (1)		5,000	
				5,000	
001-4172-572.14-00		OVERTIME	2,908	1,800	1,108
001-4172-572.15-10		CELL PHONE ALLOWANCE	600	600	0
001-4172-572.15-20		UNIFORM ALLOWANCE	200	200	0
001-4172-572.15-30		BOOT ALLOWANCE	600	600	0
* EXPENDITURE			215,148	219,200	4,052-
** Personal Services			215,148	219,200	4,052-
001-4172-572.21-00		FICA/MEDICARE TAXES	16,352	16,800	448-
001-4172-572.22-00		RETIREMENT CONTRIBUTION	18,223	22,000	3,777-
001-4172-572.23-00		LIFE & HEALTH INSURANCE	49,514	51,800	2,286-
001-4172-572.24-00		WORKERS COMP INSURANCE	4,205	4,200	5
* EXPENDITURE			88,294	94,800	6,506-
** Benefits			88,294	94,800	6,506-
001-4172-572.31-01		PROFESSIONAL SERVICES	500	300	200
	LEVEL	TEXT		TEXT AMT	
	21PB	CITY HALL ELEVATOR OPERATING PERMITS		200	
		- LIFT #47895 - \$75.00			
		- ELEVATOR #47665 - \$75.00			
		FDOH FOOD HYGIENE FEES - SICA HALL		100	
				300	
001-4172-572.34-00		OTHER SERVICES	88,900	79,800	9,100
	LEVEL	TEXT		TEXT AMT	
	21PB	YMCA CONTRACT		45,000	
		FERTILIZATION, PEST & LANDSCAPING CONTROL GROUNDS		5,000	
		FL DEPT OF CORRECTIONS (INMATES) \$57,497/2		28,800	
		SECURITY ALARMS (CITY HALL, POLICE DEPT.)		1,000	
				79,800	
001-4172-572.34-20		LANDSCAPING SERVICES	110,941	120,000	9,059-
	LEVEL	TEXT		TEXT AMT	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND				
DEPT 41 PUBLIC WORKS				
21PB	LANDSCAPING OF BUILDINGS & GROUNDS		120,000	
			120,000	
001-4172-572.40-01	REGULAR TRAVEL	0	400	400-
001-4172-572.42-00	POSTAGE, FRT, EXPRESS	250	500	250-
001-4172-572.43-01	UTILITY SERVICES	292,000	292,000	0
	LEVEL TEXT		TEXT AMT	
21PB	FPL AND TECO ALL ACCOUNTS		251,000	
	WATER ALL ACCOUNTS		35,600	
	BOYS & GIRLS CLUB UTILITIES		5,400	
			292,000	
001-4172-572.44-00	RENTALS & LEASES	1,144	1,500	356-
	LEVEL TEXT		TEXT AMT	
21PB	MISC RENTALS (DITCH WITCH, ETC.)		1,500	
			1,500	
001-4172-572.45-00	INSURANCE/NON-EMPLOYEE	10,127	9,785	342
	LEVEL TEXT		TEXT AMT	
21PB	PROPERTY & LIABILITY INSURANCE		9,785	
			9,785	
001-4172-572.46-01	REPAIRS & MAINTENANCE	104,130	88,500	15,630
	LEVEL TEXT		TEXT AMT	
21PB	FIRE DEPARTMENT REPAIR & MAINTENANCE		5,000	
	PARK BUILDINGS & EQUIPMENT		10,000	
	A/C MAINTENANCE ON 48 UNITS		20,000	
	BOYS & GIRLS CLUB MISC REPAIR & MAINTENANCE		5,000	
	CITY HALL REPAIR & MAINTENANCE		8,000	
	PW YARD REPAIR & MAINTENANCE (INCLUDES FLEET)		8,000	
	CITY HALL ANNEX REPAIR & MAINTENANCE		4,000	
	POLICE DEPARTMENT REPAIR & MAINTENANCE		5,000	
	SICA HALL REPAIR & MAINTENANCE		2,000	
	CLUB HOUSE REPAIR & MAINTENANCE		1,000	
	PROGRAMMABLE DOOR LOCKS		3,000	
	FIRE ALARM INSPECTIONS (CH, FD, CHA, SICA)		1,000	
	BURGLAR ALARM INSPECTIONS (PD, BOYS & GIRLS)		1,000	
	YMCA REPAIR & MAINTENANCE (DOORS, FRAMES, ROOF)		5,000	
	CITY HALL LIFT & ELEVATOR REPAIRS		8,000	
	REPLACEMENT TOILETS, SINKS FOR PW ADMIN		2,500	
			88,500	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND				
DEPT 41 PUBLIC WORKS				
001-4172-572.46-11	MAINTENANCE CONTRACTS	0	4,000	4,000-
	LEVEL TEXT		TEXT AMT	
	21PB CITY HALL A/C MAINT AGREEMENT		4,000	
			4,000	
001-4172-572.46-50	FLEET CHARGES	29,933	26,307	3,626
001-4172-572.46-60	SMALL EQ REPAIR & MAINT	6,000	6,000	0
	LEVEL TEXT		TEXT AMT	
	21PB STRING TRIMMERS, EDGERS, POLE SAWS, CHAINSAWS, ETC		6,000	
			6,000	
001-4172-572.46-63	REPAIR/MAINT CAPITAL-LIKE	5,000	10,000	5,000-
	LEVEL TEXT		TEXT AMT	
	21PB IRRIGATION SYSTEM REPAIRS (CITY HALL, SICA HALL)		10,000	
			10,000	
001-4172-572.46-70	GENERATOR REPAIR & MAIN	1,772	5,000	3,228-
	LEVEL TEXT		TEXT AMT	
	21PB GENERATOR REPAIRS - CITY HALL, YMCA, FIRE STATION		5,000	
			5,000	
001-4172-572.48-10	PROMO ACT.-SPECIAL EVENTS	8,288	7,500	788
	LEVEL TEXT		TEXT AMT	
	21PB STAGE AND TENT RENTALS FOR CHRISTMAS PARADE		1,000	
			4,000	
	MISC EXPENSES FOR CHRISTMAS PARADE		1,500	
	OTHER EVENTS (CITY WIDE CLEANUPS, ETC.)		1,000	
	ART FESTIVAL		7,500	
001-4172-572.49-20	TREE REMOVAL	4,000	5,000	1,000-
	LEVEL TEXT		TEXT AMT	
	21PB PARKS, GROUNDS TREE REMOVAL		5,000	
			5,000	
001-4172-572.52-01	OPERATING SUPPLIES	15,000	15,000	0
	LEVEL TEXT		TEXT AMT	
	21PB CLEANING SUPPLIES, GROUNDS SUPPLIES		15,000	
	SMALL TOOLS, BUILDING MAINTENANCE,			
	PERSONAL PROTECTIVE EQUIPMENT			

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 41 PUBLIC WORKS				15,000	
001-4172-572.52-04		SMALL TOOLS & EQUIPMENT	3,700	2,800	900
	LEVEL	TEXT		TEXT AMT	
	21PB	EDGERS - 2 @ \$550		1,100	
		REPLACEMENT TRIMMERS - 2 @ \$325		700	
		MISCELLANEOUS TOOLS - TRADESWORKER		1,000	
				2,800	
001-4172-572.52-10		SIGNS & MATERIALS	1,519	2,000	481-
	LEVEL	TEXT		TEXT AMT	
	21PB	PARKS AND FACILITIES SIGNAGE		2,000	
				2,000	
001-4172-572.52-19		UNIFORM EXPENSE	1,400	1,400	0
	LEVEL	TEXT		TEXT AMT	
	21PB	UNIFORMS - \$210 EST EXPENSE X 5 EMPLOYEES		1,100	
		UNIFORM REPAIRS (ESTIMATED)		100	
		UNIFORMS - \$130 EST EXP X 1 EMPLOYEE		200	
				1,400	
001-4172-572.52-21		PROGRAM EXPENSE	844	5,000	4,156-
	LEVEL	TEXT		TEXT AMT	
	21PB	REPLACEMENT DECORATIONS - CITY HALL		2,500	
		REPLACEMENT BULBS, REPAIRS CHRISTMAS ORNAMENTS		2,500	
				5,000	
001-4172-572.52-50		FUEL & OIL SUPPLIES	4,695	5,000	305-
	LEVEL	TEXT		TEXT AMT	
	21PB	FUEL FOR SMALL EQUIPMENT		4,100	
		ENGINE OIL FOR SMALL EQUIPMENT		500	
		HYDRAULIC OIL FOR SMALL EQUIPMENT		400	
				5,000	
001-4172-572.52-64		MACH/EQUIP CAPITAL-LIKE	4,000	0	4,000
001-4172-572.55-01		TRAINING & EDUCATION COST	1,000	1,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	MISC TRAINING COURSES: PEST, LAWN, SAFETY		1,000	
				1,000	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND				
DEPT 41 PUBLIC WORKS				
* EXPENDITURE		695,143	688,792	6,351
		-----	-----	-----
** Op Expenditures/Expenses		695,143	688,792	6,351
001-4172-572.99-10 CONTINGENCY		61,697	0	61,697
* EXPENDITURE		61,697	0	61,697
		-----	-----	-----
** Other Uses		61,697	0	61,697
*** PUBLIC WORKS		1,629,411	1,489,967	139,444

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 001 GENERAL FUND					
DEPT 81 NON-DEPARTMENTAL					
001-8110-581.03-01 GF CAPITAL PROJECTS			570,000	0	570,000
001-8110-581.10-04 TRANSFER TO PERMITTING			120,098	189,992	69,894-
* EXPENDITURE			690,098	189,992	500,106
			-----	-----	-----
** Personal Services			690,098	189,992	500,106
001-8110-580.45-01 INSURANCE			2,326	0	2,326
001-8110-580.49-30 DIRECT ALLOCATION COST			352,020	422,099	70,079-
		LEVEL			
		21PB	TEXT	TEXT	AMT
			DIRECT COST ALLOCATION IT		349,849
			DIRECT COST ALLOCATION PW ADMIN		72,250
					422,099
* EXPENDITURE			354,346	422,099	67,753-
			-----	-----	-----
** Op Expenditures/Expenses			354,346	422,099	67,753-
001-8110-580.64-00 MACHINERY & EQUIPMENT			329,119	0	329,119
* EXPENDITURE			329,119	0	329,119
			-----	-----	-----
** Capital Outlay			329,119	0	329,119
001-8110-581.91-60 TRANSFER TO CAPITAL PRJCT			0	613,320	613,320-
		LEVEL			
		21PB	TEXT	TEXT	AMT
			RADIO REPLACEMENT		71,000
			FIRE TRUCK RESERVE		50,000
			GRANT MATCH FOR FIRE DEPT HARDENING		66,775
			SICA HALL IMPROVEMENT		75,000
			BRIDGE SUNRISE PARK NORTH & SOUTH		150,000
			COMMISSION CHAMBERS REFURBISHMENT		13,500
			CLUB HOUSE RE-ROOF		11,000
			BODY CAMERA SYSTEM		41,045
			POLICE VEHICLES (3 EA)		135,000
					613,320
001-8110-589.99-10 BUDGET RESVE/CONTINGENCY			178,852	0	178,852
* EXPENDITURE			178,852	613,320	434,468-
			-----	-----	-----
** Other Uses			178,852	613,320	434,468-
			-----	-----	-----
*** NON-DEPARTMENTAL			1,552,415	1,225,411	327,004
			-----	-----	-----
**** GENERAL FUND			9,073,239	8,698,631	374,608

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		FISCAL YEAR	FISCAL YEAR	COMPARATIVE
		2019 - 2020	2020 - 2021	19/20 AMENDED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED	PROPOSED BUDGET	20/21 PROPOSED
FUND 001 GENERAL FUND				
DEPT 81 NON-DEPARTMENTAL				

FUEL TAX FUND REVENUE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 002 LOCAL OPTION FUEL TAX					
002-0000-312.42-10		2ND LOCAL OPTION FUEL TAX	140,403	126,185	14,218-
	LEVEL	TEXT		TEXT AMT	
	21PB	STATE ESTIMATE 08 20 2020		126,185	
				126,185	
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*	TAXES		140,403	126,185	14,218-
-----			-----	-----	-----
002-0000-344.04-95		MOBILITY FEE	0	200,000	200,000
-----			-----	-----	-----
*	CHARGES FOR SERVICES		0	200,000	200,000
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002-0000-361.10-00		INVESTMENTS	0	5,000	5,000
002-0000-361.15-00		STI - SUNTRUST INVESTMENT	3,100	0	3,100-
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*	MISC REVENUES		3,100	5,000	1,900
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002-0000-381.04-95		TRSF FROM 495 FUND	200,000	0	200,000-
002-0000-384.04-95		SOLID WASTE	300,000	0	300,000-
002-0000-389.10-00		PRIOR YR CARRYFORWARD	228,744	0	228,744-
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*	OTHER SOURCES		728,744	0	728,744-
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**	LOCAL OPTION FUEL TAX		872,247	331,185	541,062-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

FUEL TAX FUND EXPENSE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 002	LOCAL OPTION FUEL TAX			
DEPT 81	NON-DEPARTMENTAL			
002-8110-580.46-01	REPAIRS & MAINTENANCE	868,803	331,185	537,618
*	EXPENDITURE	868,803	331,185	537,618
		-----	-----	-----
**	Op Expenditures/Expenses	868,803	331,185	537,618
002-8110-589.99-10	BUDGET RESVE/CONTINGENCY	3,444	0	3,444
*	EXPENDITURE	3,444	0	3,444
		-----	-----	-----
**	Other Uses	3,444	0	3,444
		-----	-----	-----
***	NON-DEPARTMENTAL	872,247	331,185	541,062
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****	LOCAL OPTION FUEL TAX	872,247	331,185	541,062

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

BUILDING PERMITTING FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 004 PERMITTING				
004-0000-322.00-00	BUILDING PERMITS	2,000	3,500	1,500
004-0000-322.10-00	BUILDING	95,300	75,000	20,300-
004-0000-322.11-00	ELECTRIC	13,000	9,000	4,000-
004-0000-322.12-00	PLUMBING	16,000	4,000	12,000-
004-0000-322.13-00	MECHANICAL PERMITS	12,000	10,000	2,000-
004-0000-329.10-00	OTHER PERMITS AND FEES	3,000	2,500	500-
004-0000-329.10-11	APLIC FEE-RES BLDG PERMIT	16,000	16,000	0
004-0000-329.10-12	APLIC FEE-COM BLDG PERMIT	12,700	10,000	2,700-
004-0000-329.20-00	OL FIRE INSPECTION FEES	2,500	2,200	300-
004-0000-329.20-22	SECOND RE-INSPECTION	350	200	150-
004-0000-329.30-31	CHANGE SUB-CONTRACTOR FEE	50	40	10-
004-0000-329.30-32	PLACARD FEE	2,000	2,500	500
004-0000-329.30-33	PLACARD REPLACEMENT FEE	150	0	150-
004-0000-329.30-34	PERMIT RENEWAL (ACTIVE)	1,300	900	400-
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* PERMITS, FEES, SPECL ASSESS		176,350	135,840	40,510-
004-0000-361.10-00	INVESTMENTS	30	150	120
004-0000-369.90-00	MISC REVENUES	400	350	50-
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* MISC REVENUES		430	500	70
004-0000-381.10-01	TRANS FRM GEN FUND	120,098	189,992	69,894
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* OTHER SOURCES		120,098	189,992	69,894
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** PERMITTING		296,878	326,332	29,454

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

BUILDING PERMITTING FUND EXPENSE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 004 PERMITTING					
DEPT 24 COMMUNITY DEVELOPMENT					
004-2415-524.12-00		REGULAR SALARIES & WAGE	195,000	219,900	24,900-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		219,900	
		CHIEF BUILDING OFFICIAL			
		FIRE INSPECTOR			
		PERMIT TECH (1) THROUGH FEBRUARY, (1) FULL-TIME			
		CD DIRECTOR @ 25%		219,900	
004-2415-524.14-00		OVERTIME	900	500	400
004-2415-524.15-10		CELL PHONE ALLOWANCE	900	900	0
004-2415-524.15-20		UNIFORM ALLOWANCE	300	400	100-
004-2415-524.15-30		BOOT ALLOWANCE	200	200	0
*		EXPENDITURE	197,300	221,900	24,600-

**		Personal Services	197,300	221,900	24,600-
004-2415-524.21-00		FICA/MEDICARE TAXES	15,200	17,000	1,800-
004-2415-524.22-00		RETIREMENT CONTRIBUTION	23,200	21,500	1,700
004-2415-524.23-00		LIFE & HEALTH INSURANCE	31,400	40,600	9,200-
004-2415-524.24-00		WORKERS COMP INSURANCE	1,700	1,700	0
*		EXPENDITURE	71,500	80,800	9,300-

**		Benefits	71,500	80,800	9,300-
004-2415-524.31-01		PROFESSIONAL SERVICES	3,926	2,000	1,926
004-2415-524.40-01		REGULAR TRAVEL	1,000	231	769
004-2415-524.42-00		POSTAGE, FRT, EXPRESS	2,000	2,000	0
004-2415-524.44-00		RENTALS & LEASES	900	900	0
004-2415-524.45-00		INSURANCE/NON-EMPLOYEE	5,448	5,239	209
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		5,239	
				5,239	
004-2415-524.46-11		MAINTENANCE CONTRACTS	700	400	300
004-2415-524.46-50		FLEET CHARGES	5,655	5,812	157-
004-2415-524.47-00		PRINTING & BINDING	1,500	500	1,000
004-2415-524.51-00		OFFICE SUPPLIES	500	500	0
004-2415-524.52-01		OPERATING SUPPLIES	500	250	250
004-2415-524.52-20		CLOTHING & EQUIP	300	300	0
	LEVEL	TEXT		TEXT AMT	
	21PB	SHIRTS FOR ELENI AND RICK BEAUREGARD		300	
				300	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 004 PERMITTING				
DEPT 24 COMMUNITY DEVELOPMENT				
004-2415-524.52-50	FUEL & OIL SUPPLIES	2,249	2,100	149
004-2415-524.54-00	BOOKS/PUBL/SUBSCR/MEMBERS	1,400	1,400	0
004-2415-524.55-01	TRAINING & EDUCATION COST	2,000	2,000	0
*	EXPENDITURE	28,078	23,632	4,446
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**	Op Expenditures/Expenses	28,078	23,632	4,446
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***	COMMUNITY DEVELOPMENT	296,878	326,332	29,454-
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****	PERMITTING	296,878	326,332	29,454-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

POLICE IMPACT FEE FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 101	LAW ENFORCEMNT IMPACT FEE			
101-0000-324.11-00	RESIDENTIAL-PUBLIC SAFETY	500	500	0
101-0000-324.12-00	COMMERCIAL-PUBLIC SAFETY	3,500	5,000	1,500

*	PERMITS, FEES, SPECL ASSESS	4,000	5,500	1,500
101-0000-361.10-00	INVESTMENTS	0	600	600

*	MISC REVENUES	0	600	600

**	LAW ENFORCEMNT IMPACT FEE	4,000	6,100	2,100

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

POLICE IMPACT FEE FUND EXPENSE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 101	LAW ENFORCEMNT IMPACT FEE			
DEPT 81	NON-DEPARTMENTAL			
101-8110-589.99-10	BUDGET RESVE/CONTINGENCY	4,000	6,100	2,100-
*	EXPENDITURE	4,000	6,100	2,100-
		-----	-----	-----
**	Other Uses	4,000	6,100	2,100-
		-----	-----	-----
***	NON-DEPARTMENTAL	4,000	6,100	2,100-
		-----	-----	-----
****	LAW ENFORCEMNT IMPACT FEE	4,000	6,100	2,100-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

FIRE IMPACT FEE FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 102	FIRE IMPACT FEE TRST ACCT			
102-0000-324.11-00	RESIDENTIAL-PUBLIC SAFETY	0	500	500
102-0000-324.12-00	COMMERCIAL-PUBLIC SAFETY	0	1,865	1,865

*	PERMITS, FEES, SPECL ASSESS	0	2,365	2,365
102-0000-361.10-00	INVESTMENTS	0	450	450
102-0000-361.15-00	STI - SUNTRUST INVESTMENT	400	0	400-

*	MISC REVENUES	400	450	50

**	FIRE IMPACT FEE TRST ACCT	400	2,815	2,415

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

FIRE IMPACT FEE FUND EXPENSE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 102	FIRE IMPACT FEE TRST ACCT			
DEPT 81	NON-DEPARTMENTAL			
102-8110-589.99-10	BUDGET RESVE/CONTINGENCY	400	2,815	2,415-
*	EXPENDITURE	400	2,815	2,415-
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**	Other Uses	400	2,815	2,415-
-----		-----	-----	-----
***	NON-DEPARTMENTAL	400	2,815	2,415-
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****	FIRE IMPACT FEE TRST ACCT	400	2,815	2,415-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ROAD IMPACT FEE FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 103	ROAD IMPACT FEE TRST ACCT			
103-0000-324.31-00	RESIDENTIAL-ROADS/TRANSP	500	840	340
103-0000-324.32-00	COMMERCIAL-ROADS/TRANSP	10,000	7,500	2,500-

*	PERMITS, FEES, SPECL ASSESS	10,500	8,340	2,160-
103-0000-344.90-20	SIDEWALK FEE	0	780	780

*	CHARGES FOR SERVICES	0	780	780
103-0000-361.10-00	INVESTMENTS	0	950	950
103-0000-361.15-00	STI - SUNTRUST INVESTMENT	750	0	750-
103-0000-369.91-00	ADMINISTRATIVE FEE (1%)	100	85	15-

*	MISC REVENUES	850	1,035	185

**	ROAD IMPACT FEE TRST ACCT	11,350	10,155	1,195-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ROAD IMPACT FEE FUND EXPENSE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 103	ROAD IMPACT FEE TRST ACCT			
DEPT 81	NON-DEPARTMENTAL			
103-8110-589.99-10	BUDGET RESVE/CONTINGENCY	11,350	10,155	1,195
*	EXPENDITURE	11,350	10,155	1,195
		-----	-----	-----
**	Other Uses	11,350	10,155	1,195
		-----	-----	-----
***	NON-DEPARTMENTAL	11,350	10,155	1,195
		-----	-----	-----
****	ROAD IMPACT FEE TRST ACCT	11,350	10,155	1,195

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

PARK IMPACT FEE FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 104	PARK IMPACT FEE TRST ACCT			
104-0000-324.61-00	RESIDENTIAL-PARKS/CULTURAL	1,000	1,500	500
104-0000-324.62-00	COMMERCIAL-PARKS/CULTURAL	1,000	0	1,000-

*	PERMITS, FEES, SPECL ASSESS	2,000	1,500	500-
104-0000-361.10-00	INVESTMENTS	0	200	200
104-0000-361.15-00	STI - SUNTRUST INVESTMENT	500	0	500-

*	MISC REVENUES	500	200	300-
104-0000-380.10-00	APPROPRIATED FUND BAL	44,500	0	44,500-

*	OTHER SOURCES	44,500	0	44,500-

**	PARK IMPACT FEE TRST ACCT	47,000	1,700	45,300-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

PARK IMPACT FEE FUND EXPENSE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 104	PARK IMPACT FEE TRST ACCT			
DEPT 81	NON-DEPARTMENTAL			
104-8110-589.99-10	BUDGET RESVE/CONTINGENCY	47,000	1,700	45,300
*	EXPENDITURE	47,000	1,700	45,300
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**	Other Uses	47,000	1,700	45,300
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***	NON-DEPARTMENTAL	47,000	1,700	45,300
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****	PARK IMPACT FEE TRST ACCT	47,000	1,700	45,300

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

POLICE EXPLORERS FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 115 H H POLICE EXPLORERS				
115-0000-347.21-00	PROGRAM ACTIVITY FEES	2,500	2,100	400-
		-----	-----	-----
* CHARGES FOR SERVICES		2,500	2,100	400-
115-0000-366.90-10	EXPLORERS	900	0	900-
115-0000-366.90-15	DONATIONS FOR 5-0 CLUB	400	600	200
		-----	-----	-----
* MISC REVENUES		1,300	600	700-
115-0000-389.10-00	PRIOR YR CARRYFORWARD	0	1,500	1,500
		-----	-----	-----
* OTHER SOURCES		0	1,500	1,500
		-----	-----	-----
** H H POLICE EXPLORERS		3,800	4,200	400

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

POLICE EXPLORERS FUND EXPENSE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 115 H H POLICE EXPLORERS					
DEPT 21 LAW ENFORCEMENT					
115-2110-521.52-20		CLOTHING & EQUIP	400	800	400-
	LEVEL	TEXT		TEXT AMT	
	21PB	UNIFORMS (20X40) LO		800	
				800	
115-2110-521.52-21		PROGRAM EXPENSE	3,400	3,400	0
	LEVEL	TEXT		TEXT AMT	
	21PB	MISC PROGRAM EXPENSE MEETINGS LO		300	
		ANNUAL FAIR EXPENSE LO		1,000	
		COKE		1,100	
		5-0 CLUB MEETING EXP		1,000	
				3,400	
*		EXPENDITURE	3,800	4,200	400-
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**		Op Expenditures/Expenses	3,800	4,200	400-
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***		LAW ENFORCEMENT	3,800	4,200	400-
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****		H H POLICE EXPLORERS	3,800	4,200	400-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

COMMUNITY REDEVLOPMENT (CRA) FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 130 COMMUNITY REDEVELOPMT				
130-0000-311.10-00	CURRENT AD-VALOREM TAXES	1,181,907	1,257,073	75,166
	LEVEL TEXT		TEXT AMT	
	21PB AT 6.25 MILLAGE RATE AT 95%		1,257,073	
	CITY OF HOLLY HILL TIFF			
	JULY 1 CRA INCREMENT OF \$211,717,481@ 95%		1,257,073	
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*	TAXES	1,181,907	1,257,073	75,166
130-0000-338.30-00	INTERGOVT SHARE OF TIF	1,193,254	1,314,940	121,686
	LEVEL TEXT		TEXT AMT	
	21PB VOLUSIA COUNTY TAX INCREMENT CONTRIBUTION		1,243,618	
	HALIFAX HOSP TAX INCREMENT CONTRIBUTION		71,322	
			1,314,940	
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*	INTERGOVERNMENTAL REVENUE	1,193,254	1,314,940	121,686
130-0000-361.10-00	INVESTMENTS	7,200	10,000	2,800
130-0000-366.90-00	CONTRIB/GRANTS/DONATIONS	100,000	0	100,000-
	LEVEL TEXT		TEXT AMT	
	21PB FINANCE ESTIMATE			
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*	MISC REVENUES	107,200	10,000	97,200-
130-0000-381.01-35	CRA FOUNTAINHEAD	3,130	0	3,130-
130-0000-389.10-00	PRIOR YR CARRYFORWARD	1,289,506	65,000	1,224,506-
	LEVEL TEXT		TEXT AMT	
	21PB FHC GUIDEWELL GRANT		65,000	
			65,000	
-----		-----	-----	-----
*	OTHER SOURCES	1,292,636	65,000	1,227,636-
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**	COMMUNITY REDEVELOPMT	3,774,997	2,647,013	1,127,984-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

COMMUNITY REDEVELOPMENT (CRA) FUND EXPENSE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 130	COMMUNITY REDEVELOPMT			
DEPT 21	LAW ENFORCEMENT			
130-2110-521.12-00	REGULAR SALARIES & WAGE	165,000	135,600	29,400
	LEVEL TEXT		TEXT AMT	
	21PB FINANCE ESTIMATE		135,600	
	SERGEANT			
	OFFICERS (2)		135,600	
130-2110-521.14-00	OVERTIME	11,950	12,000	50-
130-2110-521.15-00	INCENTIVE PAY	1,770	1,800	30-
130-2110-521.15-10	CELL PHONE ALLOWANCE	1,200	600	600
130-2110-521.15-30	BOOT ALLOWANCE	400	300	100
	LEVEL TEXT		TEXT AMT	
	21PB BOOT ALLOWANCE (3 FTE)		300	
			300	
*	EXPENDITURE	180,320	150,300	30,020
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**	Personal Services	180,320	150,300	30,020
130-2110-521.21-00	FICA TAXES	13,991	11,400	2,591
130-2110-521.22-00	RETIREMENT CONTRIBUTION	62,147	42,200	19,947
130-2110-521.23-00	LIFE & HEALTH INSURANCE	35,279	28,600	6,679
130-2110-521.24-00	WORKERS COMP INSURANCE	3,307	2,700	607
*	EXPENDITURE	114,724	84,900	29,824
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**	Benefits	114,724	84,900	29,824
130-2110-521.31-01	PROFESSIONAL SERVICES	1,000	3,500	2,500-
	LEVEL TEXT		TEXT AMT	
	21PB SPECIAL MASTER (CRA AREA) LO		3,500	
			3,500	
130-2110-521.34-00	OTHER SERVICES	0	11,500	11,500-
	LEVEL TEXT		TEXT AMT	
	21PB CODE COMPLIANCE (DEMO) LO		10,000	
	CODE COMPLIANCE (LAWN) LO		1,500	
			11,500	
130-2110-521.40-01	REGULAR TRAVEL	500	500	0
130-2110-521.42-00	POSTAGE, FRT, EXPRESS	1,000	600	400
130-2110-521.45-00	INSURANCE/NON-EMPLOYEE	6,329	5,348	981
	LEVEL TEXT		TEXT AMT	

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 130 COMMUNITY REDEVELOPMT					
DEPT 21 LAW ENFORCEMENT					
21PB		PROPERTY, LIABILITY, & AUTO INSURANCE		5,348	
				5,348	
130-2110-521.46-01 REPAIRS & MAINTENANCE			500	500	0
LEVEL		TEXT		TEXT AMT	
21PB		RADIO REPAIRS AND MAINTENANCE LO		500	
				500	
130-2110-521.46-11 MAINTENANCE CONTRACTS			1,000	1,000	0
LEVEL		TEXT		TEXT AMT	
21PB		COMMUNICATIONS INTERNATIONAL LO		1,000	
				1,000	
130-2110-521.46-50 FLEET CHARGES			8,000	10,400	2,400-
130-2110-521.46-59 PORTN OF 4650 REIMB BY EE			2,000-	1,500-	500-
LEVEL		TEXT		TEXT AMT	
21PB		EE REIMBURSEMENT		1,500-	
				1,500-	
130-2110-521.47-00 PRINTING & BINDING			550	700	150-
130-2110-521.51-00 OFFICE SUPPLIES			300	500	200-
130-2110-521.52-01 OPERATING SUPPLIES			700	1,600	900-
LEVEL		TEXT		TEXT AMT	
21PB		MISC OPERATING SUPPLIES LO		500	
		AMMO LO		300	
		BICYCLE REPAIR AND MAINTENANCE LO		200	
		EVIDENCE SUPPLIES LO		200	
		GLOVES LO		200	
		TRAINING SUPPLIES LO		200	
				1,600	
130-2110-521.52-20 CLOTHING & EQUIP			2,940	3,530	590-
LEVEL		TEXT		TEXT AMT	
21PB		UNIFORM REPLACEMENT LO		1,500	
		EQUIPMENT REPLACEMENT LO		800	
		REPLACEMENT VEST (3)		1,230	
				3,530	
130-2110-521.52-50 FUEL & OIL SUPPLIES			9,000	9,000	0
130-2110-521.55-01 TRAINING & EDUCATION COST			735	2,100	1,365-
LEVEL		TEXT		TEXT AMT	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

		FISCAL YEAR	FISCAL YEAR	COMPARATIVE
		2019 - 2020	2020 - 2021	19/20 AMENDED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED	PROPOSED BUDGET	20/21 PROPOSED
FUND 130 COMMUNITY REDEVELOPMT				
DEPT 21 LAW ENFORCEMENT				
21PB	TRAINING AND EDUCATION LO		1,150	
	TARGET SOLUTIONS (3) LO		300	
	TARGET SOLUTIONS MAINTENANCE LO		200	
	PLI (3)		450	
			2,100	
*	EXPENDITURE	30,554	49,278	18,724-
-----		-----	-----	-----
**	Op Expenditures/Expenses	30,554	49,278	18,724-
130-2110-521.99-10 CONTINGENCY				
*	EXPENDITURE	39,321	0	39,321
-----		-----	-----	-----
**	Other Uses	39,321	0	39,321
-----		-----	-----	-----
***	LAW ENFORCEMENT	364,919	284,478	80,441

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 130 COMMUNITY REDEVELOPMT					
DEPT 41 PUBLIC WORKS					
130-4173-572.34-00		OTHER SERVICES	0	81,832	81,832-
	LEVEL	TEXT		TEXT AMT	
	21PB	CONTRACT MANAGEMENT OF PICTONA		80,832	
		ALARM MONITORING		1,000	
				81,832	
130-4173-572.34-20		LANDSCAPING SERVICES	0	7,200	7,200-
	LEVEL	TEXT		TEXT AMT	
	21PB	MOWING SERVICES		7,200	
				7,200	
130-4173-572.43-01		UTILITY SERVICES	0	12,060	12,060-
	LEVEL	TEXT		TEXT AMT	
	21PB	UTILITY SERVICES		12,060	
				12,060	
130-4173-572.45-00		INSURANCE/NON-EMPLOYEE	0	15,012	15,012-
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		15,012	
				15,012	
130-4173-572.46-01		REPAIRS & MAINTENANCE	0	1,500	1,500-
	LEVEL	TEXT		TEXT AMT	
	21PB	MISC REPAIRS		1,500	
				1,500	
130-4173-572.48-00		PROMO.ADVERTISING ACTIV.	0	500	500-
	LEVEL	TEXT		TEXT AMT	
	21PB	PROMOTIONAL		500	
				500	
130-4173-572.52-01		OPERATING SUPPLIES	0	17,000	17,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	FURNITURE AND FIXTURES		15,000	
		OTHER OPERATING SUPPLIES		2,000	
				17,000	
*	EXPENDITURE		0	135,104	135,104-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

		FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION			
FUND 130	COMMUNITY REDEVELOPMT			
DEPT 41	PUBLIC WORKS			
**	Op Expenditures/Expenses	0	135,104	135,104-

***	PUBLIC WORKS	0	135,104	135,104-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 130 COMMUNITY REDEVELOPMT					
DEPT 55 NON-DEPARTMENTAL					
130-5510-552.12-00		REGULAR SALARIES & WAGE	31,000	70,100	39,100-
	LEVEL	TEXT		TEXT AMT	
	21PB	ECONOMIC DEV COORDINATOR		70,100	
				70,100	
130-5510-552.15-10		CELL PHONE ALLOWANCE	200	600	400-
130-5510-552.15-20		UNIFORM ALLOWANCE	200	200	0
*		EXPENDITURE	31,400	70,900	39,500-

**		Personal Services	31,400	70,900	39,500-
130-5510-552.21-00		FICA/MEDICARE TAXES	2,400	5,500	3,100-
130-5510-552.22-00		RETIREMENT CONTRIBUTION	2,700	7,317	4,617-
130-5510-552.23-00		LIFE & HEALTH INSURANCE	1,500	9,700	8,200-
130-5510-552.24-00		WORKERS COMP INSURANCE	30	100	70-
*		EXPENDITURE	6,630	22,617	15,987-

**		Benefits	6,630	22,617	15,987-
130-5510-514.31-01		PROFESSIONAL SERVICES	56,000	56,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	LEGAL SERVICES		56,000	
				56,000	
130-5510-552.31-50		LEGAL/OFFICIAL ADVERTISNG	800	1,200	400-
	LEVEL	TEXT		TEXT AMT	
	21PB	CRA ANNUAL REPORT LEGAL ADVERTISEMENT		1,200	
				1,200	
130-5510-552.34-20		LANDSCAPING SERVICES	95,000	102,000	7,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	US1 MEDIAN LANDSCAPING/MAINTENANCE		92,000	
		MISC PLANT REPLACEMENT, IRRGATION REPAIR		4,000	
		FERTILIZATION & PEST CONTROL		3,000	
		224 RIVERSIDE DR LANDSCAPING		3,000	
				102,000	
130-5510-552.40-01		REGULAR TRAVEL	1,000	1,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	MEAL ALLOWANCE; LODGING; MILEAGE		1,000	
				1,000	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 130 COMMUNITY REDEVELOPMT					
DEPT 55 NON-DEPARTMENTAL					
130-5510-552.42-00		POSTAGE, FRT, EXPRESS	1,000	200	800
	LEVEL	TEXT		TEXT AMT	
	21PB	INCLUDES SPECIAL EVENT MAILINGS		200	
				200	
130-5510-552.43-01		UTILITY SERVICES	13,500	4,000	9,500
	LEVEL	TEXT		TEXT AMT	
	21PB	WELCOME & OTHER SIGNS		4,000	
				4,000	
130-5510-552.44-00		RENTALS & LEASES	700	700	0
	LEVEL	TEXT		TEXT AMT	
	21PB	COPIER LEASE @ 25%		700	
				700	
130-5510-552.45-00		INSURANCE/NON-EMPLOYEE	1,269	1,251	18
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY, LIABILITY, & AUTO INSURANCE		1,251	
				1,251	
130-5510-552.46-01		REPAIRS & MAINTENANCE	16,100	16,000	100
	LEVEL	TEXT		TEXT AMT	
	21PB	1200 CENTER AVE, RIVERSIDE PARK REPAIRS		4,000	
		US1 BUS SHELTER REPAIRS/MAINT		6,000	
		US1 MEDIAN TREES		6,000	
				16,000	
130-5510-552.46-11		MAINTENANCE CONTRACTS	400	600	200-
	LEVEL	TEXT		TEXT AMT	
	21PB	COPIER MAINTENANCE @ 25%		600	
				600	
130-5510-552.47-00		PRINTING & BINDING	300	100	200
130-5510-552.48-00		PROMO.ADVERTISING ACTIV.	3,000	3,220	220-
	LEVEL	TEXT		TEXT AMT	
	21PB	VIDEO FOR PROMO. ADVERTISING		2,000	
		ECONOMIC DEVELOPMENT AD LIVABILITY VOLUSIA		1,220	
				3,220	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 130 COMMUNITY REDEVELOPMT					
DEPT 55 NON-DEPARTMENTAL					
130-5510-552.48-10		SPECIAL EVENTS	5,500	9,500	4,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	TRUNK OR TREAT		3,000	
		EASTER EGG HUNT		2,500	
		NATIONAL NIGHT OUT		3,000	
		CRUISIN THE HILL		1,000	
				9,500	
130-5510-552.49-01		MISC EXPENSE	200	200	0
	LEVEL	TEXT		TEXT AMT	
	21PB	STATE SPECIAL DISTRICT FEE		200	
				200	
130-5510-552.49-20		TREE REMOVAL	1,500	3,000	1,500-
130-5510-552.49-30		DIRECT ALLOCATION COST	14,100	15,434	1,334-
	LEVEL	TEXT		TEXT AMT	
	21PB	DIRECT COST ALLOCATION		7,104	
		DIRECT COST ALLOCATION IT		8,330	
				15,434	
130-5510-552.51-00		OFFICE SUPPLIES	500	0	500
130-5510-552.52-01		OPERATING SUPPLIES	500	0	500
130-5510-552.52-10		SIGNS & MATERIALS	500	500	0
	LEVEL	TEXT		TEXT AMT	
	21PB	CRA DECORATIVE STREET SIGNAGE REPLACEMENT		500	
				500	
130-5510-552.54-00		BOOKS/PUBL/SUBSCR/MEMBERS	5,000	7,000	2,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	TEAM VOLUSIA		6,000	
		FL DEVELOPMENT ASSOC MEMBERSHIP		1,000	
				7,000	
130-5510-552.55-01		TRAINING & EDUCATION COST	200-	800	1,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	FL REDEVELOPMENT CONFERENCE		800	
				800	
*	EXPENDITURE		216,669	222,705	6,036-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 130 COMMUNITY REDEVELOPMT					
DEPT 55 NON-DEPARTMENTAL					
			-----	-----	-----
**	Op Expenditures/Expenses		216,669	222,705	6,036-
130-5510-552.82-01 PROPERTY IMPROVMNT GRANTS			100,000	150,000	50,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY IMP REIMBURSEMENT GRANTS		100,000	
		PAINTING GRANTS		50,000	
				150,000	
*	EXPENDITURE		100,000	150,000	50,000-
			-----	-----	-----
**	Grants and Aids		100,000	150,000	50,000-
			-----	-----	-----
***	NON-DEPARTMENTAL		354,699	466,222	111,523-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

		FISCAL YEAR	FISCAL YEAR	COMPARATIVE
		2019 - 2020	2020 - 2021	19/20 AMENDED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED	PROPOSED BUDGET	20/21 PROPOSED
FUND 130 COMMUNITY REDEVELOPMT				
DEPT 81 NON-DEPARTMENTAL				
130-8110-581.01-39	CRA CAPITAL PROJECTS	1,489,506	700,000	789,506
	LEVEL TEXT		TEXT AMT	
	21PB TRANSFER TO 139 FUND FOR PICKLE BALL PROJ		100,000	
			100,000	
130-8110-581.10-01	TRANSFER TO GENERAL FUND	0	26,610	26,610-
	LEVEL TEXT		TEXT AMT	
	21PB FUND 1/2 OF CODE ENFORCEMENT OFFICER		26,610	
			26,610	
*	EXPENDITURE	1,489,506	726,610	762,896
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**	Personal Services	1,489,506	726,610	762,896
130-8110-580.64-00	MACHINERY & EQUIPMENT	86,384	0	86,384
*	EXPENDITURE	86,384	0	86,384
-----		-----	-----	-----
**	Capital Outlay	86,384	0	86,384
130-8110-517.71-31	CRA DEBT 2012	350,000	355,000	5,000-
130-8110-517.71-32	CRA DEBT 2013	380,000	390,000	10,000-
130-8110-517.72-31	CRA DEBT 2012	62,283	53,369	8,914
130-8110-517.72-32	CRA DEBT 2013	64,891	55,978	8,913
*	EXPENDITURE	857,174	854,347	2,827
-----		-----	-----	-----
**	Debt Service	857,174	854,347	2,827
130-8110-589.99-10	BUDGET RESVE/CONTINGENCY	547,315	180,252	367,063
130-8110-589.99-30	RESERVE FOR EVENT COORDIN	75,000	0	75,000
*	EXPENDITURE	622,315	180,252	442,063
-----		-----	-----	-----
**	Other Uses	622,315	180,252	442,063
-----		-----	-----	-----
***	NON-DEPARTMENTAL	3,055,379	1,761,209	1,294,170
-----		-----	-----	-----
****	COMMUNITY REDEVELOPMT	3,774,997	2,647,013	1,127,984

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

COMMUNITY REDEVELOPMENT (CRA) FOUNTAINHEAD INCENTIVE REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 135 CRA FOUNTNHD INCENT-LAND				
135-0000-389.10-00	PRIOR YR CARRYFORWARD	552,120	552,120	0
		-----	-----	-----
*	OTHER SOURCES	552,120	552,120	0
		-----	-----	-----
**	CRA FOUNTNHD INCENT-LAND	552,120	552,120	0

COMMUNITY REDEVELOPMENT (CRA) FOUNTAINHEAD INCENTIVE EXPENSE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 135 CRA FOUNTNHD INCENT-LAND				
DEPT 81 NON-DEPARTMENTAL				
135-8110-581.01-30 CRA		3,130	0	3,130
* EXPENDITURE		3,130	0	3,130
		-----	-----	-----
** Personal Services		3,130	0	3,130
135-8110-589.99-10 BUDGET RESVE/CONTINGENCY		548,990	552,120	3,130-
* EXPENDITURE		548,990	552,120	3,130-
		-----	-----	-----
** Other Uses		548,990	552,120	3,130-
		-----	-----	-----
*** NON-DEPARTMENTAL		552,120	552,120	0
		-----	-----	-----
**** CRA FOUNTNHD INCENT-LAND		552,120	552,120	0

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

COMMUNITY REDEVELOPMENT (CRA) CAPITAL PROJECTS FUND REVENUE

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

COMMUNITY REDEVELOPMENT (CRA) CAPITAL PROJECTS FUND EXPENSE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 139 CRA PROJECTS FUND					
DEPT 81 NON-DEPARTMENTAL					
139-8110-580.63-00 INFRASTRUCTURE			1,445,756	700,000	745,756
	LEVEL	TEXT		TEXT AMT	
	21PB	PICKLEBALL PROJECT		100,000	
		CAPITAL PROJECTS		600,000	
				700,000	
*	EXPENDITURE		1,445,756	700,000	745,756
			-----	-----	-----
**	Capital Outlay		1,445,756	700,000	745,756
139-8110-589.99-10 BUDGET RESVE/CONTINGENCY					
*	EXPENDITURE		43,950	0	43,950
			43,950	0	43,950
			-----	-----	-----
**	Other Uses		43,950	0	43,950
			-----	-----	-----
***	NON-DEPARTMENTAL		1,489,706	700,000	789,706
			-----	-----	-----
****	CRA PROJECTS FUND		1,489,706	700,000	789,706

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

GENERAL CAPITAL PROJECTS FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 301 CAPITAL PROJECTS				
301-0000-334.75-30	FIND GRANT	237,407	0	237,407-
301-0000-337.71-10	ECHO GRANT	327,600	0	327,600-
		-----	-----	-----
*	INTERGOVERNMENTAL REVENUE	565,007	0	565,007-
301-0000-361.10-00	INVESTMENTS	0	14,500	14,500
		-----	-----	-----
*	MISC REVENUES	0	14,500	14,500
301-0000-381.10-01	TRANS FRM GEN FUND	570,000	613,320	43,320
301-0000-389.10-00	PRIOR YR CARRYFORWARD	1,969,828	0	1,969,828-
		-----	-----	-----
*	OTHER SOURCES	2,539,828	613,320	1,926,508-
**	CAPITAL PROJECTS	3,104,835	627,820	2,477,015-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

GENERAL CAPITAL PROJECTS FUND EXPENSE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 301 CAPITAL PROJECTS					
DEPT 81 NON-DEPARTMENTAL					
301-8110-580.62-00 BUILDINGS			391,002	166,275	224,727
	LEVEL	TEXT		TEXT AMT	
	21PB	FIRE STATION HARDENING FDEO GRANT MATCH		66,775	
		SICA HALL IMPROVEMENTS		75,000	
		COMMISSION CHAMBERS REFURBISHMENT		13,500	
		CLUB HOUSE RE-ROOF		11,000	
				166,275	
301-8110-580.63-00 INFRASTRUCTURE			2,270,431	150,000	2,120,431
	LEVEL	TEXT		TEXT AMT	
	21PB	BRIDGE SUNRISE PARK NORTH & SOUTH		150,000	
				150,000	
301-8110-580.64-00 MACHINERY & EQUIPMENT			443,402	297,045	146,357
	LEVEL	TEXT		TEXT AMT	
	21PB	RADIO REPLACEMENT		71,000	
		FIRE TRUCK RESERVE		50,000	
		POLICE VEHICLES (3 EA)		135,000	
		POLICE BODY CAMERA SYSTEM		41,045	
				297,045	
*	EXPENDITURE		3,104,835	613,320	2,491,515
			-----	-----	-----
**	Capital Outlay		3,104,835	613,320	2,491,515
301-8110-589.99-10 BUDGET RESVE/CONTINGENCY			0	14,500	14,500
*	EXPENDITURE		0	14,500	14,500
			-----	-----	-----
**	Other Uses		0	14,500	14,500
			-----	-----	-----
***	NON-DEPARTMENTAL		3,104,835	627,820	2,477,015
			-----	-----	-----
****	CAPITAL PROJECTS		3,104,835	627,820	2,477,015

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

WATER SEWER FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND				
400-0000-334.35-00	FDEP SEWER	349,448	0	349,448-
-----		-----	-----	-----
* INTERGOVERNMENTAL REVENUE		349,448	0	349,448-
400-0000-341.04-60	STORMWATER	61,771	61,771	0
LEVEL	TEXT		TEXT AMT	
21PB	COST ALLOCATION PUBLIC WORKS		61,771	
			61,771	
400-0000-341.04-95	SOLID WASTE	15,443	15,443	0
LEVEL	TEXT		TEXT AMT	
21PB	COST ALLOCATION PUBLIC WORKS		15,443	
			15,443	
400-0000-341.10-01	GENERAL FUND	30,886	30,886	0
LEVEL	TEXT		TEXT AMT	
21PB	COST ALLOCATION PUBLIC WORKS		30,886	
			30,886	
400-0000-343.30-07	WATER CHARGES	2,797,333	3,321,394	524,061
LEVEL	TEXT		TEXT AMT	
21PB	5.5% RATE INCREASE		3,321,394	
			3,321,394	
400-0000-343.30-92	WATER METER CONNECTION	10,000	5,000	5,000-
LEVEL	TEXT		TEXT AMT	
21PB	FINANCE ESTIMATE		5,000	
			5,000	
400-0000-343.30-93	WATER SERVICE CHARGES	16,000	20,375	4,375
400-0000-343.30-94	WATER CUT-OFF CHARGES	64,600	82,000	17,400
LEVEL	TEXT		TEXT AMT	
21PB	FINANCE ESTIMATE		71,000	
			71,000	
400-0000-343.30-95	WATER HYDRANT RENTAL	12,800	14,382	1,582
400-0000-343.50-57	SEWER CHARGES	2,831,304	3,275,000	443,696
LEVEL	TEXT		TEXT AMT	
21PB	5.5% RATE INCREASE		3,275,000	
			3,275,000	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
400-0000-343.50-72		SEWER, REUSE, COMMERCIAL	3,600	3,600	0
	LEVEL 21PB	TEXT FINANCE ESTIMATE		TEXT AMT 3,600 3,600	
400-0000-343.50-97		SEWER CONNECTION	2,000	300	1,700-
	LEVEL 21PB	TEXT FINANCE ESTIMATE		TEXT AMT 300 300	
-----				-----	-----
* CHARGES FOR SERVICES			5,845,737	6,830,151	984,414
400-0000-361.10-00		INVESTMENTS	70,000	45,000	25,000-
400-0000-362.21-10		T-MOBILE	17,490	17,490	0
	LEVEL 21PB	TEXT FINANCE ESTIMATE		TEXT AMT 17,490 17,490	
400-0000-362.21-20		SPRINT PCS	15,209	15,209	0
	LEVEL 21PB	TEXT FINANCE ESTIMATE		TEXT AMT 15,209 15,209	
400-0000-369.30-00		SETTLEMENTS	13,000	0	13,000-
400-0000-369.70-00		PENALTY REVENUES	200,000	200,000	0
	LEVEL 21PB	TEXT FINANCE ESTIMATE		TEXT AMT 200,000 200,000	
400-0000-369.90-00		MISC REVENUES	7,400	7,400	0
	LEVEL 21PB	TEXT FINANCE ESTIMATE		TEXT AMT 7,400 7,400	
-----				-----	-----
* MISC REVENUES			323,099	285,099	38,000-
400-0000-381.04-01		TRANSFER FRM W&S FUND	40,000	0	40,000-
400-0000-381.04-02		TRANSFER FRM W&S FUND	100,000	0	100,000-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

		FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION			
FUND 400 WATER & SEWER FUND				
400-0000-381.04-60	TRANSFER FRM STORMWATER	30,462	30,462	0
	LEVEL TEXT		TEXT AMT	
	21PB DEBT PAYMENT FOR VACCON FROM STORM WATER FUND		30,462	
			30,462	
400-0000-389.10-00	PRIOR YR CARRYFORWARD	817,225	0	817,225-
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*	OTHER SOURCES	987,687	30,462	957,225-
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**	WATER & SEWER FUND	7,505,971	7,145,712	360,259-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

WATER SEWER FUND EXPENSE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
400-3001-536.12-00		REGULAR SALARIES & WAGE	190,701	228,600	37,899-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		228,600	
		PW DIRECTOR			
		DEPUTY DIRECTOR			
		ADMIN ASSISTANT		228,600	
400-3001-536.14-00		OVERTIME	679	500	179
400-3001-536.15-10		CELL PHONE ALLOWANCE	1,200	1,200	0
	LEVEL	TEXT		TEXT AMT	
	21PB	CELL PHONE ALLOWANCE 2 FTE		1,200	
				1,200	
400-3001-536.15-20		UNIFORM ALLOWANCE	600	600	0
	LEVEL	TEXT		TEXT AMT	
	21PB	CLOTHING ALLOWANCE 2 FTE		600	
				600	
*	EXPENDITURE		193,180	230,900	37,720-
			-----	-----	-----
**	Personal Services		193,180	230,900	37,720-
400-3001-536.21-00		FICA/MEDICARE TAXES	14,641	17,700	3,059-
400-3001-536.22-00		RETIREMENT CONTRIBUTION	34,662	42,600	7,938-
400-3001-536.23-00		LIFE & HEALTH INSURANCE	21,481	28,900	7,419-
400-3001-536.24-00		WORKERS COMP INSURANCE	1,731	2,200	469-
*	EXPENDITURE		72,515	91,400	18,885-
			-----	-----	-----
**	Benefits		72,515	91,400	18,885-
400-3001-536.40-01		REGULAR TRAVEL	0	500	500-
	LEVEL	TEXT		TEXT AMT	
	21PB	MEAL ALLOWANCE AND MILEAGE		500	
				500	
400-3001-536.42-00		POSTAGE, FRT, EXPRESS	50	100	50-
400-3001-536.44-00		RENTALS & LEASES	700	700	0
	LEVEL	TEXT		TEXT AMT	
	21PB	PW COPIER LEASE		700	
				700	

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
400-3001-536.45-00		INSURANCE/NON-EMPLOYEE	4,119	3,995	124
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		3,995	
				3,995	
400-3001-536.46-01		REPAIRS & MAINTENANCE	800	1,000	200-
	LEVEL	TEXT		TEXT AMT	
	21PB	RADIO REPAIRS FOR PW RADIOS		1,000	
				1,000	
400-3001-536.46-11		MAINTENANCE CONTRACTS	3,500	3,500	0
	LEVEL	TEXT		TEXT AMT	
	21PB	RADIO SYSTEM MAINTENANCE		3,000	
		PW COPIER MAINTENANCE		500	
				3,500	
400-3001-536.46-50		FLEET CHARGES	1,524	3,000	1,476-
	LEVEL	TEXT		TEXT AMT	
	21PB	VEHICLE REPAIR AND MAINTENANCE		3,000	
				3,000	
400-3001-536.47-00		PRINTING & BINDING	50	300	250-
400-3001-536.51-00		OFFICE SUPPLIES	500	2,000	1,500-
	LEVEL	TEXT		TEXT AMT	
	21PB	PW ADMINISTRATION		1,000	
		FACILITIES DIVISION		500	
		STREETS DIVISION		500	
				2,000	
400-3001-536.52-01		OPERATING SUPPLIES	150	500	350-
	LEVEL	TEXT		TEXT AMT	
	21PB	SAFETY VESTS, RAIN GEAR, BOOTS, ETC.		500	
				500	
400-3001-536.52-50		FUEL & OIL SUPPLIES	2,000	2,500	500-
400-3001-536.54-00		BOOKS/PUBL/SUBSCR/MEMBERS	600	450	150
	LEVEL	TEXT		TEXT AMT	
	21PB	AMERICAN SOCIETY OF CIVIL ENGINEERS		350	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
PE LICENSE RENEWAL				100	
				450	
*	EXPENDITURE		13,993	18,545	4,552-
			-----	-----	-----
**	Op Expenditures/Expenses		13,993	18,545	4,552-
400-3001-536.99-10 CONTINGENCY			45,931	0	45,931
*	EXPENDITURE		45,931	0	45,931
			-----	-----	-----
**	Other Uses		45,931	0	45,931
400-3010-533.12-00 REGULAR SALARIES & WAGE			401,204	491,600	90,396-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		491,600	
		CHIEF WATER PLANT OPERATOR			
		WATER DIST TRAINEE			
		UTILITIES MNT WORKER IV			
		UTILITIES MNT WORKER III (0.5 FTE)			
		UTILITIES MNT WORKER II (2.5 FTE)			
		UTILITIES MNT WORKER 1			
		WATER PLANT OPERATOR II (0.5 FTE)			
		WATER PLANT OPERATOR C (2 FTE)			
		WATER PLANT OPERATOR B			
		WATER PLANT OPERATOR A			
				491,600	
400-3010-533.13-00 OTHER SALARIES & WAGES			24,109	21,300	2,809
	LEVEL	TEXT		TEXT AMT	
	21PB	PT WATER PLANT OPERATOR (.5 FTE)		21,300	
				21,300	
400-3010-533.14-00 OVERTIME			27,783	18,700	9,083
400-3010-533.15-10 CELL PHONE ALLOWANCE			600	600	0
	LEVEL	TEXT		TEXT AMT	
	21PB	CELL PHONE ALLOWANCE 1 FTE		600	
				600	
400-3010-533.15-30 BOOT ALLOWANCE			1,300	1,100	200
	LEVEL	TEXT		TEXT AMT	
	21PB	BOOT ALLOWANCE (11 FTE)		1,100	
				1,100	

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
*	EXPENDITURE		454,996	533,300	78,304-
			-----	-----	-----
**	Personal Services		454,996	533,300	78,304-
400-3010-533.21-00 FICA/MEDICARE TAXES			34,662	40,800	6,138-
400-3010-533.22-00 RETIREMENT CONTRIBUTION			41,329	50,600	9,271-
400-3010-533.23-00 LIFE & HEALTH INSURANCE			101,134	104,500	3,366-
400-3010-533.24-00 WORKERS COMP INSURANCE			8,603	9,800	1,197-
*	EXPENDITURE		185,728	205,700	19,972-
			-----	-----	-----
**	Benefits		185,728	205,700	19,972-
400-3010-533.31-01 PROFESSIONAL SERVICES			41,700	39,200	2,500
	LEVEL	TEXT		TEXT AMT	
	21PB	LAB ANALYSES AND MONITORING		14,000	
		OPERATIONS LICENSING & CERTIFICATIONS		12,900	
		MISCELLANEOUS ENGINEERING SERVICES		1,500	
		HACH REGULATORY QUARTERLY CALIBRATIONS @ 50%		4,500	
		ANNUAL HOIST INSPECTION & CERTIFICATION @ 50%		500	
		DOH LAB CERTIFICATION FEE @ 50%		800	
		CERTIFIED THERMOMETER CALIBRATIONS @ 50%		400	
		LAB PROFICIENCY TESTING @ 50%		2,000	
		LAB THIRD PARTY INSPECTION @ 50%		2,500	
		RISK MANAGEMENT PLAN REGISTRATION @ 50%		100	
				39,200	
400-3010-533.31-50 LEGAL.OFFICIAL ADVERTISNG			3,000	3,000	0
400-3010-533.34-00 OTHER SERVICES			90,910	91,500	590-
	LEVEL	TEXT		TEXT AMT	
	21PB	SLUDGE HAULING AND LAP APP @ 50%		80,800	
		ORION GATEWAY BACKHAUL CHARGES		3,400	
		ORION LAPTOP KIT SOFTWARE SUPPORT		2,900	
		READ CENTER ANALYTICS SOFTWARE		2,800	
		COLLECTION FEES		100	
		A/C MAINTENANCE @ WATER PLANT		1,500	
				91,500	
400-3010-533.40-01 REGULAR TRAVEL			100	0	100
400-3010-533.41-00 COMMUNICATION SERVICES			0	1,300	1,300-
	LEVEL	TEXT		TEXT AMT	
	21PB	PHONE AND INTERNET SERVICE		1,200	
		PLANT ON DUTY CELL PHONE @ 50%		100	

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
				1,300	
400-3010-533.42-00		POSTAGE, FRT, EXPRESS	500	300	200
	LEVEL	TEXT		TEXT AMT	
	21PB	POSTAGE, FREIGHT & EXPRESS, MAILING OF CCR REPORT		300	
				300	
400-3010-533.43-01		UTILITY SERVICES	156,000	148,000	8,000
	LEVEL	TEXT		TEXT AMT	
	21PB	FPL		145,000	
		TELCO		1,800	
		WATER		1,200	
				148,000	
400-3010-533.44-00		RENTALS & LEASES	3,000	2,850	150
	LEVEL	TEXT		TEXT AMT	
	21PB	MISC EQUIPMENT RENTALS		150	
		PW PLOTTER LEASE \$6000 X 33%		2,000	
		PW COPIER LEASE \$2800 X 25%		700	
				2,850	
400-3010-533.45-00		INSURANCE/NON-EMPLOYEE	23,155	18,099	5,056
	LEVEL	TEXT		TEXT AMT	
	21PB	STORAGE TANK AND POLLUTION		2,500	
		PROPERTY & LIABILITY		15,599	
				18,099	
400-3010-533.46-01		REPAIRS & MAINTENANCE	75,000	105,500	30,500-
	LEVEL	TEXT		TEXT AMT	
	21PB	DISTRIBUTION SYSTEM MAINTENANCE		25,000	
		WATER PLANT & WELLS ELECTRICAL REPAIRS		18,000	
		WATER PLANT & WELLS PUMP MAINTENANCE		15,000	
		LIME SOFTENING CLEANING		6,000	
		OTHER MISCELLANEOUS WATER PLANT REPAIRS		10,000	
		WATER PLANT & WELL GENERATOR REPAIRS		9,200	
		BACKFLOW PREVENTER MAINTENANCE		2,000	
		WATER TREATMENT PLANT & CONTROLS \$12,500 X 50%		6,300	
		PIPE PRESERVATION PAINTING PROGRAM		1,000	
		FEC BLANKET UTILITY CROSSING		3,900	
		RADIO REPAIRS FOR ALL WATER RADIOS		1,000	
		TRIMBLE RANGER CE SERVICE RENEWAL		600	

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND				
DEPT 30 PHYSICAL ENVIRONMENT				
	WATER METER TESTER CALIBRATION		200	
	AMMONIA STORAGE TANK REGISTRATION		100	
	DISTILLED WATER \$1,300 @ 50%		700	
	VALUE EXERCISE PROGRAM		6,500	
			105,500	
400-3010-533.46-11	MAINTENANCE CONTRACTS	15,400	15,400	0
	LEVEL TEXT		TEXT AMT	
	21PB ELEVATED STORAGE TANK MAINTENANCE CONTRACT		12,500	
	RADIO SYSTEM MAINTENANCE		1,700	
	PW PLOTTER PRINTER MAINTENANCE \$2,028 @ 33%		700	
	PW COPIER/MAINTENANCE FEES		500	
			15,400	
400-3010-533.46-50	FLEET CHARGES	30,000	30,000	0
	LEVEL TEXT		TEXT AMT	
	21PB MISC WATER VEHICLE/GENERATOR MAINTENANCE		30,000	
			30,000	
400-3010-533.46-60	SMALL EQ REPAIR & MAINT	1,092	1,500	408-
400-3010-533.46-63	REPAIR/MAINT CAPITAL-LIKE	20,000	0	20,000
400-3010-533.46-70	GENERATOR REPAIR & MAIN	1,211	2,000	789-
400-3010-533.47-00	PRINTING & BINDING	1,000	850	150
	LEVEL TEXT		TEXT AMT	
	21PB CUSTOMER NOTICE DOOR HANGERS		500	
	ANNUAL CCR REPORT		100	
	FREE CHLORINE BURN NOTICE		250	
			850	
400-3010-533.49-30	DIRECT ALLOCATION COST	425,425	421,140	4,285
	LEVEL TEXT		TEXT AMT	
	21PB DIRECT COST ALLOCATION		394,901	
	IT COST ALLOCATION		26,239	
			421,140	
400-3010-533.49-59	BAD DEBT EXPENSE	10,000	25,000	15,000-
400-3010-533.51-00	OFFICE SUPPLIES	1,000	1,000	0
	LEVEL TEXT		TEXT AMT	
	21PB PAPER, ENVELOPES, ETC.		400	
	PW PLOTTER SUPPLIES		600	
			1,000	

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
400-3010-533.52-01 OPERATING SUPPLIES			238,370	227,400	10,970
LEVEL		TEXT		TEXT AMT	
21PB		WATER TREATMENT PLANT CHEMICALS		153,400	
		- AQUA GOLD \$26,400			
		- FLUORIDE \$3,500			
		- HIGH CALCIUM QUICK LIME \$74,800			
		- LIQUID ANHYDROUS AMMONIA \$4,900			
		- LIQUID CARBON DIOXIDE \$17,200			
		- LIQUID CHLORINE \$28,000 @ 50%			
		- POLYMER \$1,600			
		WATER DISTRIBUTION PARTS, FITTINGS, VALVES		23,000	
		WATER METER BOXES, TRANSPONDERS, PARTS		17,000	
		BUILDING MATERIALS FOR REPAIRS		5,000	
		LAB SUPPLIES		7,000	
		WTP INSTITUTIONAL SUPPLIES (CLEANING)		4,000	
		SAFETY GEAR, RAIN GEAR, TOOLS, ETC.		3,000	
		CELLULAR RETROFITS TO EXISTING BADGER METERS		15,000	
				227,400	
400-3010-533.52-02 SOFTWARE/COMPUTER SUPPLIE			6,530	0	6,530
400-3010-533.52-04 SMALL TOOLS & EQUIPMENT			500	600	100-
LEVEL		TEXT		TEXT AMT	
21PB		MISC TOOLS PLANT MECHANIC		500	
		OTHER TOOLS		100	
				600	
400-3010-533.52-19 UNIFORM EXPENSE			2,900	2,800	100
LEVEL		TEXT		TEXT AMT	
21PB		UNIFORMS - \$200 EST X 12 EMPLOYEES		2,400	
		UNIFORM REPAIRS (ESTIMATED)		200	
		UNIFORMS - \$130 EST EXP X 1 X 30%		100	
		UNIFORMS - \$250 EST EXP X 1 X 33%		100	
				2,800	
400-3010-533.52-50 FUEL & OIL SUPPLIES			14,000	8,000	6,000
400-3010-533.52-64 MACH/EQUIP CAPITAL-LIKE			9,000	17,100	8,100-
LEVEL		TEXT		TEXT AMT	
21PB		(2 BASE UNITS AND (5) PORTABLE RADIOS		17,100	
				17,100	
400-3010-533.54-00 BOOKS/PUBL/SUBSCR/MEMBERS			2,000	2,000	0

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
	LEVEL	TEXT		TEXT AMT	
	21PB	FLORIDA RURAL WATER ASSOCIATION MEMBERSHIP		600	
		SUNSHINE STATE ONE CALL \$2,054.28 @ 33%		700	
		FDEP PLANT/DIST OPERATOR LICENSES		700	
				2,000	
400-3010-533.55-01		TRAINING & EDUCATION COST	2,000	3,300	1,300-
	LEVEL	TEXT		TEXT AMT	
	21PB	DIST CERTIFICATION @ CEU PROGRAMS (3 OPERATORS)		900	
		MOT CERTIFICATIONS 3 @ \$400		1,200	
		PLANT OPERATOR CERT CEU PROGRAMS		1,200	
				3,300	
*	EXPENDITURE		1,173,793	1,167,839	5,954
			-----	-----	-----
**	Op Expenditures/Expenses		1,173,793	1,167,839	5,954
400-3010-533.99-10		CONTINGENCY	40,463	0	40,463
*	EXPENDITURE		40,463	0	40,463
			-----	-----	-----
**	Other Uses		40,463	0	40,463
400-3020-535.12-00		REGULAR SALARIES & WAGE	488,500	496,300	7,800-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		496,300	
		CHIEF WASTEWATER PLANT OPERATOR			
		UTILITIES MNT WORKER III (2.5 FTE)			
		UTILITIES MNT WORKER II (2.5 FTE)			
		WASTEWATER PLAN OPERATOR C (4 FTE)			
		WASTEWATER PLANT OPERATOR B			
		WASTEWATER PLANT OPERATOR A			
				496,300	
400-3020-535.14-00		OVERTIME	37,800	47,800	10,000-
400-3020-535.15-10		CELL PHONE ALLOWANCE	600	600	0
	LEVEL	TEXT		TEXT AMT	
	21PB	CELL PHONE 1 FTE		600	
				600	
400-3020-535.15-30		BOOT ALLOWANCE	1,300	1,300	0
	LEVEL	TEXT		TEXT AMT	

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
21PB		BOOT ALLOWANCE (13 FTE)		1,300	
				1,300	
*	EXPENDITURE		528,200	546,000	17,800-
			-----	-----	-----
**	Personal Services		528,200	546,000	17,800-
400-3020-535.21-00 FICA/MEDICARE TAXES			40,400	41,800	1,400-
400-3020-535.22-00 RETIREMENT CONTRIBUTION			44,600	56,700	12,100-
400-3020-535.23-00 LIFE & HEALTH INSURANCE			114,600	113,900	700
400-3020-535.24-00 WORKERS COMP INSURANCE			8,600	7,200	1,400
*	EXPENDITURE		208,200	219,600	11,400-
			-----	-----	-----
**	Benefits		208,200	219,600	11,400-
400-3020-535.31-01 PROFESSIONAL SERVICES			72,070	72,200	130-
LEVEL		TEXT		TEXT	AMT
21PB		WEEKLY ANALYSIS AND MONITORING			4,500
		ZINC AND NICKEL TESTING			4,500
		BIO-ASSAY			10,000
		RECLAIMED/EFFLUENT WATER ANALYSIS			2,200
		PRIORITY POLLUTANT			3,000
		SLUDGE ANALYSIS			5,400
		CRYPTOSPORIDIUM/GIARDIA (EVEN YEARS ONLY)			1,500
		WELL MONITORING			1,000
		ENVIRONMENTAL IMPACT TESTING FEES			4,000
		EXPANDED/MISC TESTING REQUIREMENT			11,700
		HACH REGULATORY QUARTERLY CALIBRATIONS \$9,000@ 50%			4,800
		ANNUAL HOIST INSPECTIONS&CERTIFICATIONS \$1,000@50%			500
		DOH LAB CERTIFICATION FEE \$1,500 @ 50%			800
		CERT THERMOMETER CALIBRATIONS \$700 @ 50%			400
		LAB PROFICIENCY TESTING \$3,900 @ 50%			2,000
		LAB THIRD PARTY INSPECTION \$5,000 @ 50%			2,500
		RISK MANAGEMENT PLAN REGISTRATION \$200 @ 50%			100
		NPDES WW ANNUAL REGULATORY PROGRAM			6,500
		ANNUAL CONTINUOUS METER CALIBRATIONS - CFC			1,200
		ANNUAL METTLER BALANCE			600
		RECOMMEND SEWER PLAN REVIEW - M&H			5,000
					72,200
400-3020-535.34-00 OTHER SERVICES			420,048	139,800	280,248
LEVEL		TEXT		TEXT	AMT
21PB		SLUDGE HAULING AND LAND APP \$162,000 @ 50%			80,800
		COLLECTIONS FEES (EST) \$3,300 @ 33%			1,100

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ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
		DATA FLOW SYSTEM FEE		54,900	
		A/C SEMI ANNUAL MAINTENANCE		3,000	
				139,800	
400-3020-535.40-01 REGULAR TRAVEL			75	0	75
400-3020-535.41-00 COMMUNICATION SERVICES			0	3,300	3,300-
LEVEL		TEXT		TEXT AMT	
21PB		PHONE & INTERNET SERVICES		2,000	
		CELL PHONE ALLOWANCE - 1 @ \$600 X 20% = \$120		200	
		CELL PHONE ALLOWANCE - 1 @ \$600 X 30% = \$180		200	
		CELL PHONE ALLOWANCE - 1 @ \$600		600	
		PLANT ON DUTY CELL PHONE		100	
		ON CALL CELL ALLOWANCE - \$600 X 33%		200	
				3,300	
400-3020-535.42-00 POSTAGE, FRT, EXPRESS			50	500	450-
400-3020-535.43-01 UTILITY SERVICES			145,000	130,000	15,000
LEVEL		TEXT		TEXT AMT	
21PB		FPL		125,000	
		GAS		3,800	
		WATER		1,200	
				130,000	
400-3020-535.44-00 RENTALS & LEASES			3,500	5,000	1,500-
LEVEL		TEXT		TEXT AMT	
21PB		MISC EQUIPMENT RENTALS		2,300	
		PW PLOTTER LEASE \$6000 X 33%		2,000	
		PW COPIER LEASE \$2800 X 25%		700	
				5,000	
400-3020-535.45-00 INSURANCE/NON-EMPLOYEE			45,417	19,310	26,107
LEVEL		TEXT		TEXT AMT	
21PB		STORAGE TANK AND POLLUTION		2,600	
		PROPERTY & LIABILITY		16,710	
				19,310	
400-3020-535.46-01 REPAIRS & MAINTENANCE			298,000	205,800	92,200
LEVEL		TEXT		TEXT AMT	
21PB		LIFT STATION GENERAL MAINTENANCE		35,000	
		SEWER MAINS, MANHOLES, CLEANOUTS, ETC.		35,000	
		WTR TREATMENT & CONTROLS \$12,500 @ 50%		6,500	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
		GENERAL REPAIRS (PAINT, PARTS)		6,500	
		ELECTRICAL REPAIRS		20,000	
		INSTRUMENTATION MAINTENANCE		3,000	
		OTHER MISC. REPAIRS		15,000	
		OTHER MISC. PUMP REPAIRS		15,000	
		OTHER MISC. FACILITY EQUIPMENT REPAIRS		20,000	
		HACH SERVICES (INFLUENT, EFFLUENT, BIOASSAYS)		2,300	
		REPLACEMENT PARTS FOR CHEMICAL FEED PUMP		6,000	
		REPLACEMENT PARTS FOR POLYMER FEED EQUIPMENT		3,000	
		HACH SC200 CONTROLLER		2,000	
		FLAGLER DEVELOPMENT GROUP		3,500	
		REPLACEMENT PARTS FOR DAF UNIT		3,000	
		REPLACEMENT DISSOLVED OXYGEN METER		6,000	
		SE5 SERIES CHLORINE ANALYZER REPLACES CL17		6,000	
		HIGH MAST LIGHTING - REPAIR/MAINTENANCE		15,000	
		REPLACEMENT PARTS - INFLUENT/EFFLUENT PUMPS		3,000	
				205,800	
400-3020-535.46-11		MAINTENANCE CONTRACTS	2,600	2,600	0
	LEVEL	TEXT		TEXT	AMT
	21PB	ANNUAL RADIO SYSTEM MAINTENANCE			1,000
		COPIER AND PRINTER MAINTENANCE CONTRACT			900
		PW PLOTTER PRINTER MAINTENANCE \$2,028 @ 33%			700
					2,600
400-3020-535.46-50		FLEET CHARGES	30,000	60,000	30,000-
	LEVEL	TEXT		TEXT	AMT
	21PB	SEWER VEHICLE REPAIR/MAINTENANCE			60,000
					60,000
400-3020-535.46-60		SMALL EQ REPAIR & MAINT	99	0	99
400-3020-535.46-63		REPAIR/MAINT CAPITAL-LIKE	20,400	0	20,400
	LEVEL	TEXT		TEXT	AMT
	21PB	EST			
400-3020-535.46-70		GENERATOR REPAIR & MAIN	2,100	7,500	5,400-
400-3020-535.47-00		PRINTING & BINDING	500	250	250
400-3020-535.49-30		DIRECT ALLOCATION COST	425,425	421,140	4,285
	LEVEL	TEXT		TEXT	AMT
	21PB	DIRECT COST ALLOCATION			394,901
		IT COST ALLOCATION			26,239
					421,140

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 400 WATER & SEWER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
400-3020-535.49-59		BAD DEBT EXPENSE	10,000	25,000	15,000-
400-3020-535.51-00		OFFICE SUPPLIES	200	1,500	1,300-
400-3020-535.52-01		OPERATING SUPPLIES	291,700	285,800	5,900
	LEVEL	TEXT		TEXT AMT	
	21PB	WTF SUPPLIES (BULBS, SOAP, MOPS, ETC.)		5,000	
		BUILDING MATERIALS (REPAIR, PAINT, ETC.)		5,000	
		MICROC GLYCERIN		63,000	
		SULFUR DIOXIDE		21,500	
		POLYMER (S.H.B. PRESSES)		31,400	
		POLYMER (D.A.F. UNIT)		39,000	
		LIQUID ALUMINUM SULFATE		33,000	
		LIQUID CHLORINE @ 50%		15,700	
		GRANULAR CHLORINE		3,500	
		DISTILLED WATER \$1,300 \$ 50%		700	
		HARDY DIAGNOSTIC WATER		3,000	
		MISC WWTP PROCESS CONTROL SUPPLIES		15,000	
		MISC LABORATORY SUPPLIES		15,000	
		SWR COLLECTIONS, PARTS, SAFETY GEAR, BOOTS		35,000	
				285,800	
400-3020-535.52-02		COMPUTERS	2,551	4,000	1,449-
	LEVEL	TEXT		TEXT AMT	
	21PB	REPLACE NON COMPATIBLE PRINTERS FOR SCADA SYSTEM		1,000	
		LAPTOP COMPUTER/STAND FOR AFTER HOURS VAN		3,000	
				4,000	
400-3020-535.52-04		SMALL TOOLS & EQUIPMENT	1,500	2,000	500-
400-3020-535.52-19		UNIFORM EXPENSE	2,400	2,600	200-
	LEVEL	TEXT		TEXT AMT	
	21PB	UNIFORMS - \$200 EST EXP X 11 EMPLOYEES		2,200	
		UNIFORM REPAIRS (ESTIMATED)		200	
		CLOTHING ALLOWANCE 1 @ \$200 X 20% AIK		100	
		CLOTHING ALLOWANCE 1 @ \$200 X 50% DEPUTY		100	
				2,600	
400-3020-535.52-50		FUEL & OIL SUPPLIES	11,080	11,000	80
400-3020-535.52-64		MACH/EQUIP CAPITAL-LIKE	0	16,100	16,100-
	LEVEL	TEXT		TEXT AMT	
	21PB	(1) BASE UNIT AND (6) PORTABLE RADIOS		16,100	
				16,100	
400-3020-535.54-00		BOOKS/PUBL/SUBSCR/MEMBERS	2,100	1,900	200

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	COMPARATIVE
		2019 - 2020	2020 - 2021	19/20 AMENDED
		AMENDED	PROPOSED BUDGET	20/21 PROPOSED

FUND 400 WATER & SEWER FUND
DEPT 30 PHYSICAL ENVIRONMENT

	LEVEL	TEXT		TEXT	AMT	
	21PB	DBPR OPERATOR CERTIFICATES 7 @ \$100			700	
		FL INDUSTRIAL PRETREATMENT ASSOCIATION 2 @ \$50			100	
		FW & PCOA MEMBERSHIP 11 @ \$36			400	
		SUNSHINE STATE ONE CALL \$2,054.28 @ 33%			700	
					1,900	
400-3020-535.55-01		TRAINING & EDUCATION COST	2,000	5,000		3,000-
	LEVEL	TEXT		TEXT	AMT	
	21PB	MISC TRAINING: SAFETY, COLLECTIONS, ETC.			2,500	
		OPERATOR CERTIFICATION PROGRAMS			2,500	
					5,000	
*	EXPENDITURE		1,788,815	1,422,300		366,515
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**	Op Expenditures/Expenses		1,788,815	1,422,300		366,515
400-3020-535.99-10		CONTINGENCY	2,576	0		2,576
*	EXPENDITURE		2,576	0		2,576
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**	Other Uses		2,576	0		2,576
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***	PHYSICAL ENVIRONMENT		4,708,390	4,435,584		272,806

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

		FISCAL YEAR	FISCAL YEAR	COMPARATIVE
		2019 - 2020	2020 - 2021	19/20 AMENDED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED	PROPOSED BUDGET	20/21 PROPOSED
FUND 400 WATER & SEWER FUND				
DEPT 81 NON-DEPARTMENTAL				
400-8110-581.04-07	TRANS TO WATER & SEWER	265,000	433,000	168,000-
400-8110-581.10-01	TRANSFER TO GENERAL FUND	0	67,000	67,000-
*	EXPENDITURE	265,000	500,000	235,000-
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**	Personal Services	265,000	500,000	235,000-
400-8110-580.64-00	MACHINERY & EQUIPMENT	164,092	32,200	131,892
	LEVEL TEXT		TEXT AMT	
	21PB LS#18 - REPLACE GENERATOR GAS TANK		10,000	
	SPARE 7.5 HP PUMP (LS7,LS16, LS20 OR LS21)		10,800	
	SPARE 10 HP PUMP (LS11 OR LS19)		11,400	
			32,200	
*	EXPENDITURE	164,092	32,200	131,892
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**	Capital Outlay	164,092	32,200	131,892
400-8110-517.71-40	VACUUM TRUCK-SUNTRUST EQ	49,200	51,942	2,742-
400-8110-517.71-71	W&S SERIES 2012 BONDS	870,000	885,000	15,000-
400-8110-517.71-72	W&S SERIES 1998	152,012	156,776	4,764-
400-8110-517.71-74	W&S SERIES 2005	85,000	85,000	0
400-8110-517.71-75	W&S SERIES SRF 2005	34,990	35,736	746-
400-8110-517.71-76	W&S SERIES SRF 2007	269,677	275,561	5,884-
400-8110-517.71-77	2011 W&S R&R BOND	225,000	225,000	0
400-8110-517.71-78	SERIES 2013 WTR MTR BOND	155,000	160,000	5,000-
400-8110-517.72-40	VACUUM TRUCK-SUNTRUST EQ	10,600	8,887	1,713
400-8110-517.72-71	W&S SERIES 2012 BONDS	84,964	53,859	31,105
400-8110-517.72-72	W&S SERIES 1998	8,431	3,667	4,764
400-8110-517.72-74	W&S SERIES 2005	25,369	22,137	3,232
400-8110-517.72-75	W&S SERIES SRF 2005	5,780	5,034	746
400-8110-517.72-76	W&S SERIES SRF 2007	59,586	53,702	5,884
400-8110-517.72-77	2011 W&S R&R BOND	120,795	120,795	0
400-8110-517.72-78	SERIES 2013 WTR MTR BOND	14,211	11,155	3,056
*	EXPENDITURE	2,170,615	2,154,251	16,364
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**	Debt Service	2,170,615	2,154,251	16,364
400-8110-589.99-10	BUDGET RESVE/CONTINGENCY	197,874	23,677	174,197
*	EXPENDITURE	197,874	23,677	174,197
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**	Other Uses	197,874	23,677	174,197
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***	NON-DEPARTMENTAL	2,797,581	2,710,128	87,453
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Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	COMPARATIVE
		2019 - 2020 AMENDED	2020 - 2021 PROPOSED BUDGET	19/20 AMENDED 20/21 PROPOSED
FUND 400	WATER & SEWER FUND			
DEPT 81	NON-DEPARTMENTAL			
****	WATER & SEWER FUND	7,505,971	7,145,712	360,259

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

WATER IMPACT FEE FUND REVENUE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 401 WATER IMPACT FEES					
401-0000-324.21-00		RESIDENTIAL-PHYSICAL ENVN	50,000	1,500	48,500-
	LEVEL	TEXT		TEXT	AMT
	21PB	ESTIMATE PER FINANCE			1,500
					1,500
401-0000-324.22-00		COMMERCIAL-PHYSICAL ENVIR	1,500	8,000	6,500
	LEVEL	TEXT		TEXT	AMT
	21PB	FINANCE ESTIMATE			8,000
					8,000
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*	PERMITS, FEES, SPECL ASSESS		51,500	9,500	42,000-
401-0000-361.10-00		INVESTMENTS	89	200	111
	LEVEL	TEXT		TEXT	AMT
	21PB	FINANCE ESTIMATE			200
					200
401-0000-361.15-00		STI - SUNTRUST INVESTMENT	2,500	0	2,500-
	LEVEL	TEXT		TEXT	AMT
	21PB	FINANCE ESTIMATE			
-----			-----	-----	-----
*	MISC REVENUES		2,589	200	2,389-
-----			-----	-----	-----
**	WATER IMPACT FEES		54,089	9,700	44,389-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

WATER IMPACT FEE FUND EXPENSE

		FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION			
FUND 401 WATER IMPACT FEES				
DEPT 81 NON-DEPARTMENTAL				
401-8110-581.04-00	TRANS TO ENTERPRISE	40,000	0	40,000
* EXPENDITURE		40,000	0	40,000
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** Personal Services		40,000	0	40,000
401-8110-589.99-10	BUDGET RESVE/CONTINGENCY	14,089	0	14,089
401-8110-590.99-01	BUDGET RESVE/CONTINGENCY	0	9,700	9,700-
			TEXT AMT	
LEVEL TEXT			9,700	
21PB CONTINGENCY RESERVE			9,700	
* EXPENDITURE		14,089	9,700	4,389
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** Other Uses		14,089	9,700	4,389
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*** NON-DEPARTMENTAL		54,089	9,700	44,389
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**** WATER IMPACT FEES		54,089	9,700	44,389

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

SEWER IMPACT FEE FUND REVENUE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 402 SEWER IMPACT FEES					
402-0000-324.21-00		RESIDENTIAL-PHYSICAL ENVN	70,000	4,500	65,500-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		4,500	
				4,500	
402-0000-324.22-00		COMMERCIAL-PHYSICAL ENVIR	2,000	500	1,500-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		500	
				500	
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*		PERMITS, FEES, SPECL ASSESS	72,000	5,000	67,000-
402-0000-361.10-00		INVESTMENTS	7,500	2,500	5,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		2,500	
				2,500	
-----			-----		
*		MISC REVENUES	7,500	2,500	5,000-
402-0000-389.10-00		PRIOR YR CARRYFORWARD	260,500	0	260,500-
	LEVEL	TEXT		TEXT AMT	
	21PB	PRIOR YEAR RESERVES			
-----			-----		
*		OTHER SOURCES	260,500	0	260,500-
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**		SEWER IMPACT FEES	340,000	7,500	332,500-

SEWER IMPACT FEE FUND EXPENSE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 402 SEWER IMPACT FEES					
DEPT 81 NON-DEPARTMENTAL					
402-8110-581.04-00		TRANS TO ENTERPRISE	100,000	0	100,000
402-8110-581.04-07		TRANS TO WATER & SEWER	240,000	0	240,000
*		EXPENDITURE	340,000	0	340,000
			-----	-----	-----
**		Personal Services	340,000	0	340,000
402-8110-589.99-10		BUDGET RESVE/CONTINGENCY	0	7,500	7,500-
		LEVEL		TEXT	AMT
		21PB		CONTINGENCY RESERVE	7,500
					7,500
*		EXPENDITURE	0	7,500	7,500-
			-----	-----	-----
**		Other Uses	0	7,500	7,500-
			-----	-----	-----
***		NON-DEPARTMENTAL	340,000	7,500	332,500
			-----	-----	-----
****		SEWER IMPACT FEES	340,000	7,500	332,500

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

WATER/SEWER R&R FUND REVENUE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 407 PROPRIETARY R&R FUND					
407-0000-331.50-10		CDBG	0	100,000	100,000
	LEVEL	TEXT		TEXT AMT	
	21PB	LIFT STATION 17B		100,000	
				100,000	

* INTERGOVERNMENTAL REVENUE			0	100,000	100,000
407-0000-343.31-01		INSIDE CITY LIMITS	295,000	280,000	15,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		280,000	
				280,000	
407-0000-343.31-10		OUTSIDE CITY LIMITS	5,000	5,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		5,000	
				5,000	
407-0000-343.51-50		INSIDE CITY LIMITS	295,000	290,000	5,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		290,000	
				290,000	
407-0000-343.51-60		OUTSIDE CITY LIMITS	5,000	5,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		5,000	
				5,000	

* CHARGES FOR SERVICES			600,000	580,000	20,000-
407-0000-361.10-00		INVESTMENTS	0	18,000	18,000
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		8,000	
				8,000	

* MISC REVENUES			0	18,000	18,000
407-0000-381.04-00		TRANSFER FRM ENTERPRISE	265,000	433,000	168,000
	LEVEL	TEXT		TEXT AMT	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

		FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION			
FUND 407 PROPRIETARY R&R FUND				
21PB	FINANCE ESTIMATE			
407-0000-381.04-02	TRANSFER FRM W&S FUND	240,000	0	240,000-
LEVEL	TEXT		TEXT AMT	
21PB	FINANCE ESTIMATE			
407-0000-389.10-00	PRIOR YR CARRYFORWARD	1,305,569	0	1,305,569-
		-----	-----	-----
*	OTHER SOURCES	1,810,569	433,000	1,377,569-
		-----	-----	-----
**	PROPRIETARY R&R FUND	2,410,569	1,131,000	1,279,569-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

WATER/SEWER R&R FUND EXPENSE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	FISCAL YEAR	COMPARATIVE
		2019 - 2020 AMENDED	2020 - 2021 PROPOSED BUDGET	19/20 AMENDED 20/21 PROPOSED
FUND 407 PROPRIETARY R&R FUND				
DEPT 81 NON-DEPARTMENTAL				
407-8110-580.62-00	BUILDINGS	122,550	0	122,550
407-8110-580.63-00	INFRASTRUCTURE	2,288,019	1,131,000	1,157,019

	LEVEL	TEXT	TEXT	AMT	
	21PB				
		WTR MAIN RPL BIRMINGHAM & KANSAS		285,000	
		LIFT STATION 17B REHAB (CDBG ELIGIBLE)		390,000	
		LIFT STATION 5 REHAB		456,000	
				1,131,000	
*	EXPENDITURE		2,410,569	1,131,000	1,279,569
		-----	-----	-----	-----
**	Capital Outlay		2,410,569	1,131,000	1,279,569
		-----	-----	-----	-----
***	NON-DEPARTMENTAL		2,410,569	1,131,000	1,279,569
		-----	-----	-----	-----
****	PROPRIETARY R&R FUND		2,410,569	1,131,000	1,279,569

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

STORM WATER FUND REVENUE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 460 STORMWATER FUND					
460-0000-325.20-80		NON AD-VALOREM STORMWATER	0	1,002,000	1,002,000
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		1,002,000	
				1,002,000	
			-----	-----	-----
*	PERMITS, FEES, SPECL ASSESS		0	1,002,000	1,002,000
460-0000-343.90-80		NON AD-VALOREM STORMWATER	1,002,000	0	1,002,000-
460-0000-343.90-81		STORMWATER, APARTMENT	21,500	0	21,500-
460-0000-343.90-82		STORMWATER, COMMERCIAL	10,000	0	10,000-
460-0000-343.90-84		STORMWATER, GOVERNMENT	2,500	0	2,500-
460-0000-343.90-85		STORMWATER, MULTI-FAMILY	17,000	0	17,000-
			-----	-----	-----
*	CHARGES FOR SERVICES		1,053,000	0	1,053,000-
460-0000-361.10-00		INVESTMENTS	30,000	20,000	10,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		20,000	
				20,000	
			-----	-----	-----
*	MISC REVENUES		30,000	20,000	10,000-
460-0000-389.10-00		PRIOR YR CARRYFORWARD	869,590	0	869,590-
			-----	-----	-----
*	OTHER SOURCES		869,590	0	869,590-
			-----	-----	-----
**	STORMWATER FUND		1,952,590	1,022,000	930,590-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

STORM WATER FUND EXPENSE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 460 STORMWATER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
460-3080-538.12-00		REGULAR SALARIES & WAGE	117,842	121,400	3,558-
LEVEL 21PB		TEXT FINANCE ESTIMATE STREETS & DRAINAGE SUPV 50% LEAD EQ OPERATOR EQUIPMENT OPERATOR/MAINTENANCE WORKER I (2)		TEXT AMT 121,400 121,400	
460-3080-538.14-00		OVERTIME	552	900	348-
LEVEL 21PB		TEXT FINANCE ESTIMATE		TEXT AMT 900 900	
460-3080-538.15-10		CELL PHONE ALLOWANCE	300	300	0
LEVEL 21PB		TEXT CELL PHONE @ 50%		TEXT AMT 300 300	
460-3080-538.15-30		BOOT ALLOWANCE	400	400	0
LEVEL 21PB		TEXT FINANCE ESTIMATE		TEXT AMT 400 400	
*	EXPENDITURE		119,094	123,000	3,906-
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**	Personal Services		119,094	123,000	3,906-
460-3080-538.21-00		FICA/MEDICARE TAXES	9,111	9,400	289-
LEVEL 21PB		TEXT FINANCE ESTIMATE		TEXT AMT 9,400 9,400	
460-3080-538.22-00		RETIREMENT CONTRIBUTION	12,662	16,200	3,538-
LEVEL 21PB		TEXT FINANCE ESTIMATE		TEXT AMT 16,200 16,200	
460-3080-538.23-00		LIFE & HEALTH INSURANCE	31,340	33,200	1,860-
LEVEL		TEXT		TEXT AMT	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 460 STORMWATER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
21PB		FINANCE ESTIMATE		33,200	
				33,200	
460-3080-538.24-00 WORKERS COMP INSURANCE			5,345	5,700	355-
LEVEL		TEXT		TEXT AMT	
21PB		FINANCE ESTIMATE		5,700	
				5,700	
* EXPENDITURE			58,458	64,500	6,042-
** Benefits			58,458	64,500	6,042-
460-3080-538.34-00 OTHER SERVICES			79,300	80,800	1,500-
LEVEL		TEXT		TEXT AMT	
21PB		STREET SWEEPING CONTRACT		44,000	
		FLORIDA DEPT OF CORRECTIONS (INMATES) @ 50%		28,800	
		RETENTION POND MAINTENANCE		8,000	
				80,800	
460-3080-538.34-20 LANDSCAPING SERVICES			17,000	17,000	0
LEVEL		TEXT		TEXT AMT	
21PB		LANDSCAPING OF STORMWATER PROPERTIES		17,000	
				17,000	
460-3080-538.40-01 REGULAR TRAVEL			0	200	200-
LEVEL		TEXT		TEXT AMT	
21PB		MEAL ALLOWANCE AND MILEAGE		200	
				200	
460-3080-538.42-00 POSTAGE, FRT, EXPRESS			100	100	0
LEVEL		TEXT		TEXT AMT	
21PB		POSTAGE, FREIGHT & EXPRESS		100	
				100	
460-3080-538.43-01 UTILITY SERVICES			24,000	24,000	0
LEVEL		TEXT		TEXT AMT	
21PB		UTILITY SERVICES		24,000	
				24,000	
460-3080-538.44-00 RENTALS & LEASES			1,700	2,700	1,000-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 460 STORMWATER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
	LEVEL	TEXT		TEXT AMT	
	21PB	PW PLOTTER LEASE \$6000 @ 33%		2,000	
		PW COPIER LEASE @ 25%		700	
				2,700	
460-3080-538.45-00		INSURANCE/NON-EMPLOYEE	11,621	16,467	4,846-
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		16,467	
				16,467	
460-3080-538.46-01		REPAIRS & MAINTENANCE	20,100	20,000	100
	LEVEL	TEXT		TEXT AMT	
	21PB	SW PIPE REPAIR, LINING, REPLACEMENT		7,000	
		CATCH BASIN & STORMWATER MANHOLE REPAIRS		4,000	
		FOUNTAIN PUMPS & CONTROLS		3,800	
		FEC BLANKET UTILITY CROSSING FEES		4,000	
		RADIO REPAIRS FOR ALL STORMWATER RADIOS		1,200	
				20,000	
460-3080-538.46-11		MAINTENANCE CONTRACTS	2,300	2,300	0
	LEVEL	TEXT		TEXT AMT	
	21PB	ANNUAL RADIO SYSTEM MAINTENANCE		1,000	
		COPIER AND PRINTER MAINTENANCE		600	
		PW PLOTTER PRINTER MAINTENANCE		700	
				2,300	
460-3080-538.46-50		FLEET CHARGES	20,000	20,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	STORMWATER VEHICLES, HEAVY EQUIPMENT, PUMPS		20,000	
				20,000	
460-3080-538.46-60		SMALL EQ REPAIR & MAINT	2,089	4,000	1,911-
	LEVEL	TEXT		TEXT AMT	
	21PB	SMALL EQUIPMENT REPAIR & MAINTENANCE		4,000	
				4,000	
460-3080-538.47-00		PRINTING & BINDING	250	0	250
460-3080-538.49-30		DIRECT ALLOCATION COST	226,208	163,840	62,368
	LEVEL	TEXT		TEXT AMT	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 460 STORMWATER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
	21PB	DIRECT COST ALLOCATION GEN FUND		155,094	
		DIRECT COST ALLOCATION IT		8,746	
				163,840	
460-3080-538.49-59		BAD DEBT EXPENSE	5,000	0	5,000
460-3080-538.51-00		OFFICE SUPPLIES	999	700	299
	LEVEL	TEXT		TEXT AMT	
	21PB	PAPER, ENVELOPES, ETC.		100	
		PW PLOTTER SUPPLIES		600	
				700	
460-3080-538.52-01		OPERATING SUPPLIES	8,000	5,000	3,000
	LEVEL	TEXT		TEXT AMT	
	21PB	PIPES, MANHOLE COVERS, BASIN GRATES, ETC.		5,000	
				5,000	
460-3080-538.52-02		COMPUTERS	0	1,400	1,400-
	LEVEL	TEXT		TEXT AMT	
	21PB	LAPTOP FOR TRUCK #136 - \$2,800 X 50%		1,400	
				1,400	
460-3080-538.52-04		SMALL TOOLS & EQUIPMENT	1,000	800	200
	LEVEL	TEXT		TEXT AMT	
	21PB	MISC TOOLS		800	
				800	
460-3080-538.52-19		UNIFORM EXPENSE	1,300	1,300	0
	LEVEL	TEXT		TEXT AMT	
	21PB	UNIFORMS - \$200 EST X 11 EMPLOYEES X 50%		700	
		UNIFORM REPAIRS (ESTIMATED)		300	
		TOOL ALLOWANCE		100	
		UNIFORMS \$130 EST X 1 EMPLOYEE X 10%		100	
		UNIFORMS \$250 EST X 1 EMPLOYEE X 33%		100	
				1,300	
460-3080-538.52-50		FUEL & OIL SUPPLIES	15,000	17,000	2,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	GASOLINE & DIESEL, MOTOR OIL, ETC.		17,000	
				17,000	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 460 STORMWATER FUND					
DEPT 30 PHYSICAL ENVIRONMENT					
460-3080-538.52-64	MACH/EQUIP	CAPITAL-LIKE	0	2,300	2,300-
	LEVEL	TEXT		TEXT AMT	
	21PB	(1) HANDHELD MOBILE RADIO		2,300	
				2,300	
460-3080-538.53-00	ROAD MATERIAL &	SUPPLIES	3,000	2,000	1,000
	LEVEL	TEXT		TEXT AMT	
	21PB	SHELL, LIMEROCK, SAND, FILL DIRT, ETC.		2,000	
				2,000	
460-3080-538.54-00	BOOKS/PUBL/SUBSCR/MEMBERS		1,600	1,300	300
	LEVEL	TEXT		TEXT AMT	
	21PB	FLORIDA SUNSHINE ONE CALL \$2,054.28 @ 33%		700	
		FL STORMWATER ASSOCIATION MEMBERSHIP		600	
				1,300	
460-3080-538.55-01	TRAINING & EDUCATION COST		600	1,000	400-
	LEVEL	TEXT		TEXT AMT	
	21PB	MISC TRAINING COURSES: SAFETY, ETC.		1,000	
				1,000	
*	EXPENDITURE		441,167	384,207	56,960
			-----	-----	-----
**	Op Expenditures/Expenses		441,167	384,207	56,960
460-3080-538.99-10	CONTINGENCY		18,410	0	18,410
*	EXPENDITURE		18,410	0	18,410
			-----	-----	-----
**	Other Uses		18,410	0	18,410
			-----	-----	-----
***	PHYSICAL ENVIRONMENT		637,129	571,707	65,422

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 460 STORMWATER FUND					
DEPT 81 NON-DEPARTMENTAL					
460-8110-581.04-00 TRANS TO ENTERPRISE			30,462	0	30,462
460-8110-581.04-61 STORMWATER CAPITAL PROJ			894,493	0	894,493
* EXPENDITURE			924,955	0	924,955
			-----	-----	-----
** Personal Services			924,955	0	924,955
460-8110-517.71-61 SRF 2003 STRMWTR DEBT			324,287	331,852	7,565-
		LEVEL TEXT		TEXT AMT	
		21PB PER AMORTIZATION SCHEDULE		331,852	
				331,852	
460-8110-517.72-61 SRF 2003 STRMWTR DEBT			29,331	21,766	7,565
		LEVEL TEXT		TEXT AMT	
		21PB PER AMORTIZATION SCHEDULE		21,766	
				21,766	
* EXPENDITURE			353,618	353,618	0
			-----	-----	-----
** Debt Service			353,618	353,618	0
460-8110-589.99-10 BUDGET RESVE/CONTINGENCY			36,888	96,675	59,787-
* EXPENDITURE			36,888	96,675	59,787-
			-----	-----	-----
** Other Uses			36,888	96,675	59,787-
			-----	-----	-----
*** NON-DEPARTMENTAL			1,315,461	450,293	865,168
			-----	-----	-----
**** STORMWATER FUND			1,952,590	1,022,000	930,590

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

STORM WATER CAPITAL FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 461 STORMWTR CAPITAL PROJECTS				
461-0000-331.52-00	FEMA - REIMBURSEMENT	1,575,172	0	1,575,172-
-----		-----	-----	-----
*	INTERGOVERNMENTAL REVENUE	1,575,172	0	1,575,172-
461-0000-381.04-60	TRANSFER FRM STORMWATER	894,493	0	894,493-
461-0000-389.10-00	PRIOR YR CARRYFORWARD	525,058	0	525,058-
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*	OTHER SOURCES	1,419,551	0	1,419,551-
-----		-----	-----	-----
**	STORMWTR CAPITAL PROJECTS	2,994,723	0	2,994,723-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

STORM WATER CAPITAL FUND EXPENSE

		FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION			
FUND 461	STORMWTR CAPITAL PROJECTS			
DEPT 81	NON-DEPARTMENTAL			
461-8110-580.63-00	INFRASTRUCTURE	2,994,723	0	2,994,723
*	EXPENDITURE	2,994,723	0	2,994,723
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**	Capital Outlay	2,994,723	0	2,994,723
-----		-----	-----	-----
***	NON-DEPARTMENTAL	2,994,723	0	2,994,723
-----		-----	-----	-----
****	STORMWTR CAPITAL PROJECTS	2,994,723	0	2,994,723

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

SOLID WASTE FUND REVENUE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 495 SOLID WASTE ENTERPRISE					
495-0000-343.40-40		REFUSE	305,000	305,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		305,000	
				305,000	
495-0000-343.40-41		REFUSE, APARTMENT	145,000	145,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		145,000	
				145,000	
495-0000-343.40-42		REFUSE, COMMERCIAL	886,000	886,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		886,000	
				886,000	
495-0000-343.40-43		REFUSE, CHURCH	16,000	16,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		16,000	
				16,000	
495-0000-343.40-44		REFUSE, GOVERNMENT	13,000	13,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		13,000	
				13,000	
495-0000-343.40-45		REFUSE, MULTI-FAMILY	108,600	108,600	0
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		108,600	
				108,600	
495-0000-343.40-46		REFUSE, MOBILE HOME	35,000	35,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		35,000	
				35,000	
495-0000-343.40-47		REFUSE, RESIDENTIAL	1,017,000	1,017,000	0
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		1,017,000	
				1,017,000	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 495 SOLID WASTE ENTERPRISE					
495-0000-343.40-48		REFUSE, RESIDENT-COMMERCL	32,000	32,000	0
	LEVEL 21PB	TEXT FINANCE ESTIMATE		TEXT AMT 32,000 32,000	
*	CHARGES FOR SERVICES		2,557,600	2,557,600	0
495-0000-361.10-00		INVESTMENTS	10,000	10,000	0
	LEVEL 21PB	TEXT FINANCE ESTIMATE		TEXT AMT 10,000 10,000	
495-0000-369.95-00		RECYCLING REVENUES	2,000	0	2,000-
	LEVEL 21PB	TEXT FINANCE ESTIMATE		TEXT AMT	
*	MISC REVENUES		12,000	10,000	2,000-
495-0000-389.10-00		PRIOR YR CARRYFORWARD	5,610	0	5,610-
	LEVEL 21PB	TEXT FINANCE ESTIMATE		TEXT AMT	
*	OTHER SOURCES		5,610	0	5,610-
**	SOLID WASTE ENTERPRISE		2,575,210	2,567,600	7,610-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

SOLID WASTE FUND EXPENSE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 495 SOLID WASTE ENTERPRISE					
DEPT 30 PHYSICAL ENVIRONMENT					
495-3040-534.34-00 OTHER SERVICES			2,010,610	2,045,100	34,490-
	LEVEL	TEXT		TEXT AMT	
	21PB	REDMAN CONSULTING CONTRACT		20,000	
		TIPPING FEES DEBRIS		5,500	
		WASTE PRO CONTRACT		2,019,600	
				2,045,100	
495-3040-534.45-00 INSURANCE/NON-EMPLOYEE			0	3,754	3,754-
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		3,754	
				3,754	
495-3040-534.49-30 DIRECT ALLOCATION COST			255,720	255,760	40-
	LEVEL	TEXT		TEXT AMT	
	21PB	DIRECT COST ALLOCATION GEN FUND		206,516	
		DIRECT COST ALLOCATION IT		13,119	
		DIRECT COST PW ADMIN		36,125	
				255,760	
495-3040-534.49-50 MOBILITY FEE EXPENSE			0	200,000	200,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	PAVING MOBILITY FEE		200,000	
				200,000	
495-3040-534.49-59 BAD DEBT EXPENSE			10,000	15,000	5,000-
	LEVEL	TEXT		TEXT AMT	
	21PB	ESTIMATE		15,000	
				15,000	
*	EXPENDITURE		2,276,330	2,519,614	243,284-
			-----	-----	-----
**	Op Expenditures/Expenses		2,276,330	2,519,614	243,284-
			-----	-----	-----
***	PHYSICAL ENVIRONMENT		2,276,330	2,519,614	243,284-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 495	SOLID WASTE ENTERPRISE			
DEPT 81	NON-DEPARTMENTAL			
495-8110-581.10-02		200,000	0	200,000
* EXPENDITURE		200,000	0	200,000
		-----	-----	-----
** Personal Services		200,000	0	200,000
495-8110-580.45-01	INSURANCE	25,000	0	25,000
495-8110-580.45-10	GENERAL LIABILITY	2,352	0	2,352
* EXPENDITURE		27,352	0	27,352
		-----	-----	-----
** Op Expenditures/Expenses		27,352	0	27,352
495-8110-589.99-10	BUDGET RESVE/CONTINGENCY	71,528	47,986	23,542
* EXPENDITURE		71,528	47,986	23,542
		-----	-----	-----
** Other Uses		71,528	47,986	23,542
		-----	-----	-----
*** NON-DEPARTMENTAL		298,880	47,986	250,894
		-----	-----	-----
**** SOLID WASTE ENTERPRISE		2,575,210	2,567,600	7,610

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

INFORMATION TECHNOLOGY FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 501 INFORMATION TECHNOLOGY				
501-0000-341.01-30	CRA	6,684	8,330	1,646
501-0000-341.04-00	COST ALLOCATION	42,144	57,683	15,539
501-0000-341.04-60	STORMWATER	10,764	8,330	2,434-
501-0000-341.04-95	SOLID WASTE	35,636	13,119	22,517-
501-0000-341.10-01	GENERAL FUND	321,134	349,849	28,715
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* CHARGES FOR SERVICES		416,362	437,311	20,949
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** INFORMATION TECHNOLOGY		416,362	437,311	20,949

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

INFORMATION TECHNOLOGY FUND EXPENSE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 501 INFORMATION TECHNOLOGY					
DEPT 13 FINANCE					
501-1306-516.12-00		REGULAR SALARIES & WAGE	81,200	82,400	1,200-
	LEVEL	TEXT		TEXT	AMT
	21PB	FINANCE ESTIMATE			82,400
		IT MANAGER			82,400
501-1306-516.15-10		CELL PHONE ALLOWANCE	600	600	0
501-1306-516.15-20		UNIFORM ALLOWANCE	200	200	0
*		EXPENDITURE	82,000	83,200	1,200-
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**		Personal Services	82,000	83,200	1,200-
501-1306-516.21-00		FICA/MEDICARE TAXES	6,263	6,400	137-
501-1306-516.22-00		RETIREMENT CONTRIBUTION	6,800	8,500	1,700-
501-1306-516.23-00		LIFE & HEALTH INSURANCE	8,131	9,700	1,569-
501-1306-516.24-00		WORKERS COMP INSURANCE	100	100	0
*		EXPENDITURE	21,294	24,700	3,406-
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**		Benefits	21,294	24,700	3,406-
501-1306-516.34-00		OTHER SERVICES	54,763	73,825	19,062-
	LEVEL	TEXT		TEXT	AMT
	21PB	ACCELA			6,700
		ADOBE CREATIVE CLOUD			1,500
		AMAZON WEB SERVICES			3,600
		BACKUP EXEC			1,500
		EXAGRID (DISC BACKUP APPLIANCE HW MAINT.)			3,300
		CISCO HW /SW SUPPORT			5,000
		CODEJOCK			200
		DISKEEPER			500
		ESRL-ARCVIEW			1,200
		EXPERTS EXCHANGE			200
		GO DADDY			600
		GOOGLE APPS			12,600
		HOSTGATOR WEB HOSTING			300
		IMAGE ONE			7,000
		INDIGO ROSE			200
		IPAD RMS MAINTENANCE			225
		MINDGATE PRINTCHEF			200
		PORTER LEE CORPORATION			1,000
		RMS			8,500
		RUCKUS WIRELESS			1,200
		SOFTWARE HOUSE INTERNATIONAL(SHI)			15,000
		TIG			500

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 501 INFORMATION TECHNOLOGY					
DEPT 13 FINANCE					
		VISUAL STUDIO MSDN PRO		300	
		ANTIVIRUS SOFTWARE		2,500	
				73,825	
501-1306-516.40-01		REGULAR TRAVEL	2,300	0	2,300
501-1306-516.41-00		COMMUNICATION SERVICES	38,300	38,600	300-
	LEVEL	TEXT		TEXT AMT	
	21PB	COMMUNICATIONS EXP NEW PHONE SYS SPECTRUM		20,000	
		WIRELESS		15,600	
		DMS PHONES		3,000	
				38,600	
501-1306-516.42-00		POSTAGE, FRT, EXPRESS	200	0	200
501-1306-516.44-00		RENTALS & LEASES	1,200	1,200	0
501-1306-516.44-20		OPERATING LEASE EXP	45,000	40,000	5,000
	LEVEL	TEXT		TEXT AMT	
	21PB	PHONE SYSTEM LEASE		40,000	
				40,000	
501-1306-516.45-00		PROPERTY LIAB INSURANCE	1,269	1,251	18
	LEVEL	TEXT		TEXT AMT	
	21PB	PROPERTY & LIABILITY INSURANCE		1,251	
				1,251	
501-1306-516.46-01		REPAIRS & MAINTENANCE	3,500	6,000	2,500-
	LEVEL	TEXT		TEXT AMT	
	21PB	MISC REPAIRS		6,000	
				6,000	
501-1306-516.46-02		COMPUTERS	2,000	0	2,000
	LEVEL	TEXT		TEXT AMT	
	21PB	COMPUTERS			
501-1306-516.46-11		MAINTENANCE CONTRACTS	110,382	116,460	6,078-
	LEVEL	TEXT		TEXT AMT	
	21PB	CENTRAL SQ ANNUAL MAINTENANCE		99,496	
		SOFTWARE HOUSE INT'L		3,100	
		JBT & ASSC		2,277	
		QUATRED		2,472	
		IMAGE ONE		2,500	
		GRANCIUS		6,615	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

		FISCAL YEAR	FISCAL YEAR	COMPARATIVE
		2019 - 2020	2020 - 2021	19/20 AMENDED
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMENDED	PROPOSED BUDGET	20/21 PROPOSED
FUND 501 INFORMATION TECHNOLOGY				
DEPT 13 FINANCE				
			116,460	
501-1306-516.49-30	DIRECT ALLOCATION COST	1,854	1,776	78
501-1306-516.51-00	OFFICE SUPPLIES	500	250	250
501-1306-516.52-01	OPERATING SUPPLIES	100	249	149-
501-1306-516.52-02	COMPUTERS	18,600	14,200	4,400
	LEVEL		TEXT	AMT
	21PB		UPS BATTERIES	3,000
			UPS	2,500
			NEW SOFTWARE	4,000
			MONITORS, MISC COMPUTER SUPPLIES	3,000
			SCANNERS	1,000
			PD PRINTER	700
			14,200	
501-1306-516.52-19	UNIFORM EXPENSE	200	0	200
501-1306-516.52-64	MACH/EQUIP CAPITAL-LIKE	17,800	0	17,800
501-1306-516.54-00	BOOKS/PUBL/SUBSCR/MEMBERS	300	200	100
501-1306-516.55-01	TRAINING & EDUCATION COST	600	0	600
*	EXPENDITURE	298,868	294,011	4,857
		-----	-----	-----
**	Op Expenditures/Expenses	298,868	294,011	4,857
		-----	-----	-----
***	FINANCE	402,162	401,911	251

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 501 INFORMATION TECHNOLOGY					
DEPT 81 NON-DEPARTMENTAL					
501-8110-580.64-00		MACHINERY & EQUIPMENT	14,200	35,400	21,200-
	LEVEL	TEXT		TEXT AMT	
	21PB	PC REPLACEMENT (16)		14,400	
		PD LAPTOPS(2) W/ACCESSIONS		7,000	
		FIBER REPLACEMENT FIRE DEPARTMENT		14,000	
				35,400	
*		EXPENDITURE	14,200	35,400	21,200-
-----			-----	-----	-----
**		Capital Outlay	14,200	35,400	21,200-
-----			-----	-----	-----
***		NON-DEPARTMENTAL	14,200	35,400	21,200-
-----			-----	-----	-----
****		INFORMATION TECHNOLOGY	416,362	437,311	20,949-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

FLEET FUND REVENUE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 502 FLEET				
502-0000-341.20-11	FLEET PARTS & LABOR	344,396	343,878	518-
		-----	-----	-----
*	CHARGES FOR SERVICES	344,396	343,878	518-
		-----	-----	-----
**	FLEET	344,396	343,878	518-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

FLEET FUND EXPENSE

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 502 FLEET					
DEPT 41 PUBLIC WORKS					
502-4160-519.12-00		REGULAR SALARIES & WAGE	146,900	151,200	4,300-
	LEVEL	TEXT		TEXT AMT	
	21PB	FINANCE ESTIMATE		151,200	
		FLEET SUPERVISOR			
		SENIOR MECHANIC			
		MECHANIC (2)		151,200	
502-4160-519.14-00		OVERTIME	800	600	200
502-4160-519.15-10		CELL PHONE ALLOWANCE	600	600	0
502-4160-519.15-30		BOOT ALLOWANCE	400	400	0
502-4160-519.15-50		TOOL ALLOWANCE	900	900	0
*		EXPENDITURE	149,600	153,700	4,100-

**		Personal Services	149,600	153,700	4,100-
502-4160-519.21-00		FICA/MEDICARE TAXES	11,700	11,800	100-
502-4160-519.22-00		RETIREMENT CONTRIBUTION	12,600	15,900	3,300-
502-4160-519.23-00		LIFE & HEALTH INSURANCE	35,200	37,900	2,700-
502-4160-519.24-00		WORKERS COMP INSURANCE	2,700	2,200	500
*		EXPENDITURE	62,200	67,800	5,600-

**		Benefits	62,200	67,800	5,600-
502-4160-519.34-00		OTHER SERVICES	900	1,000	100-
	LEVEL	TEXT		TEXT AMT	
	21PB	SCAN TOOL UPDATE		1,000	
				1,000	
502-4160-519.40-01		REGULAR TRAVEL	800	0	800
502-4160-519.42-00		POSTAGE, FRT, EXPRESS	100	100	0
	LEVEL	TEXT		TEXT AMT	
	21PB	POSTAGE, FREIGHT & EXPRESS		200	
				200	
502-4160-519.44-00		RENTALS & LEASES	1,900	2,100	200-
	LEVEL	TEXT		TEXT AMT	
	21PB	CYLINDER TANK RENTALS		1,200	
		OTHER MISCELLANEOUS RENTALS		900	
				2,100	
502-4160-519.45-00		INSURANCE/NON-EMPLOYEE	6,956	6,458	498

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
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FUND 502 FLEET
DEPT 41 PUBLIC WORKS

	LEVEL 21PB	TEXT PROPERTY & LIABILITY INSURANCE		TEXT AMT 6,458 6,458	
502-4160-519.46-01		REPAIRS & MAINTENANCE	2,300	2,100	200
	LEVEL 21PB	TEXT MISCELLANEOUS SHOP EQUIPMENT REPAIRS GARAGE LIFT MAINTENANCE RADIO REPAIRS		TEXT AMT 1,000 700 400 2,100	
502-4160-519.46-50		FLEET CHARGES	5,200	3,800	1,400
	LEVEL 21PB	TEXT FLEET VEHICLE REPAIR AND MAINTENANCE BUCKET TRUCK ANNUAL CERTIFICATION		TEXT AMT 3,000 800 3,800	
502-4160-519.49-30		DIRECT ALLOCATION COST	5,562	5,328	234
	LEVEL 21PB	TEXT DIRECT COST ALLOCATION		TEXT AMT 5,328 5,328	
502-4160-519.51-00		OFFICE SUPPLIES	500	600	100-
	LEVEL 21PB	TEXT PRINTER INK OTHER MISCELLANEOUS SUPPLIES		TEXT AMT 500 100 600	
502-4160-519.52-01		OPERATING SUPPLIES	6,200	7,100	900-
	LEVEL 21PB	TEXT BRAKE CLEANER, CARB CLEANER, DEGREASER ELECTRICAL CONNECTORS, CABLE, WIRE WIPER RAG CLEANING/REPLACEMENT SERVICES BOLTS, NUTS CAR WASH SOAP SAFETY VESTS, RAIN GEAR, BOOTS, ETC. REPLACEMENT AIR HOSES WASP SPRAY REPLACEMENT FIRE EXTINGUISHERS		TEXT AMT 1,800 1,800 1,400 500 400 400 300 200 300 7,100	

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER		ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 502 FLEET					
DEPT 41 PUBLIC WORKS					
502-4160-519.52-02 COMPUTERS			5,100	6,950	1,850-
	LEVEL	TEXT		TEXT AMT	
	21PB	FLEET ONLINE SOFTWARE		3,200	
		(3) LAPTOP COMPUTERS FOR GARAGE		3,750	
				6,950	
502-4160-519.52-04 SMALL TOOLS & EQUIPMENT			2,200	1,700	500
	LEVEL	TEXT		TEXT AMT	
	21PB	MISCELLANEOUS SHOP TOOLS		1,700	
				1,700	
502-4160-519.52-19 UNIFORM EXPENSE			1,800	1,700	100
	LEVEL	TEXT		TEXT AMT	
	21PB	UNIFORMS - \$260 EST X 3 EMPLOYEES		900	
		TOOL ALLOWANCE - 4 @ \$200		800	
				1,700	
502-4160-519.52-50 FUEL & OIL SUPPLIES			5,000	4,900	100
502-4160-519.54-00 BOOKS/PUBL/SUBSCR/MEMBERS			600	0	600
502-4160-519.55-01 TRAINING & EDUCATION COST			3,200	0	3,200
* EXPENDITURE			48,318	43,836	4,482

** Op Expenditures/Expenses			48,318	43,836	4,482

*** PUBLIC WORKS			260,118	265,336	5,218-

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2019 - 2020 AMENDED	FISCAL YEAR 2020 - 2021 PROPOSED BUDGET	COMPARATIVE 19/20 AMENDED 20/21 PROPOSED
FUND 502 FLEET				
DEPT 81 NON-DEPARTMENTAL				
502-8110-580.45-35	INLAND MARINE/ENVIRON LIB	246	0	246
502-8110-580.52-90	COGS PARTS	84,032	78,542	5,490
*	EXPENDITURE	84,278	78,542	5,736
		-----	-----	-----
**	Op Expenditures/Expenses	84,278	78,542	5,736
		-----	-----	-----
***	NON-DEPARTMENTAL	84,278	78,542	5,736
		-----	-----	-----
****	FLEET	344,396	343,878	518
		37,824,482	26,572,772	11,251,710

Attachment: 2021 FINAL BUDGET WORKSHEET (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)

Exhibit "A"

PROPOSED FY 2020 - 2021 BUDGET

REVENUES AND EXPENSES FY 2020 - 2021	REVENUES	EXPENSES
001 - GENERAL FUND	\$ 8,698,631	\$ 8,698,631
002 - LOGT 2nd	\$ 331,185	\$ 331,185
004 - BUILDING AND ZONING	\$ 326,332	\$ 326,332
101 - POLICE IMPACT FEES	\$ 6,100	\$ 6,100
102 - FIRE IMPACT FEES	\$ 2,815	\$ 2,815
103 - ROAD IMPACT FEES	\$ 10,155	\$ 10,155
104 - PARK IMPACT FEES	\$ 1,700	\$ 1,700
115 - EXPLORERS	\$ 4,200	\$ 4,200
130 - CRA	\$ 2,647,013	\$ 2,647,013
135 - CRA FOUNTAIN HEAD	\$ 552,120	\$ 552,120
139 - CRA CAPITAL PROJECTS	\$ 700,000	\$ 700,000
301 - GENERAL CAPITAL PROJECTS	\$ 627,820	\$ 627,820
400 - WATER & SEWER	\$ 7,145,712	\$ 7,145,712
401 - WATER IMPACT FEES	\$ 9,700	\$ 9,700
402 - SEWER IMPACT FEES	\$ 7,500	\$ 7,500
407 - WATER & SEWER R & R	\$ 1,131,000	\$ 1,131,000
460 - STORMWATER	\$ 1,022,000	\$ 1,022,000
461 - STORMWATER CAPITAL	\$ -	\$ -
495 - SOLID WASTE	\$ 2,567,600	\$ 2,567,600
501 - INFORMATION TECHNOLOGY	\$ 437,311	\$ 437,311
502 - FLEET	\$ 343,878	\$ 343,878
TOTAL ALL FUNDS	\$ 26,572,772	\$ 26,572,772

Attachment: FY 2020-2021 Tentative Budget Exhibit A (2020-R-47 : Final Budget Fiscal Year 2020 - 2021)



City Commission

1065 Ridgewood Ave
Holly Hill, FL 32117

SCHEDULED

PRESENTATION (ID # 3057)

3.1

Meeting: 09/22/20 07:00 PM
Department: City Clerk
Category: Proclamation
Prepared By: Valerie Manning
Initiator: Valerie Manning
Sponsors:

DOC ID: 3057

Proclamation Honoring Michael Coomans Retirement from HHPD



**A RESOLUTION OF THE CITY OF HOLLY HILL,
FLORIDA, RECOGNIZING MICHAEL COOMANS
FOR HIS 22 YEARS OF SERVICE TO THE CITY OF
HOLLY HILL AND ITS CITIZENS.**

WHEREAS, Michael Coomans began his career with the City of Holly Hill on September 10, 1998, as a part-time Police Officer in the Holly Hill Police Department; and

WHEREAS, Michael Coomans was promoted to a full-time Police Officer position on October 25, 1999 and served in the Patrol Division answering calls for service and enforcing traffic laws; and

WHEREAS, Michael Coomans was not just an average Police Officer, he sought out additional training related to traffic enforcement and Traffic Crash investigations to increase his knowledge and provide the citizens of Holly Hill with the highest level of professional traffic enforcement; and

WHEREAS, Michael Coomans obtained certifications for Basic Traffic Homicide Investigations, Advanced Traffic Homicide Investigations, and Traffic Crash Reconstruction. With an increased knowledge of Traffic Crash investigations, Mike served as our agency's senior Traffic Crash Investigator for over 10 years. Through his relentless efforts to reconstruct Traffic Crashes and thoroughly investigate crash scenes, Mike was able to solve many hit and run crashes that brought closure to grieving family members; and

WHEREAS, Michael Coomans was a certified Field Training Officer, he helped train many of our newest officers on traffic enforcement operations and traffic crash investigations; and

WHEREAS, Michael Coomans was recognized as a Master Police Officer in October 2019 for his advanced level of training and years of experience within the Police Department; and

WHEREAS, Michael Coomans retired from the Holly Hill Police Department on August 30, 2020 as a dedicated public servant with 22 years of service to the citizens of Holly Hill.

NOW, THEREFORE, BE IT RESOLVED, THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, HEREBY ACKNOWLEDGES ITS GRATEFUL APPRECIATION OF MICHAEL COOMANS FOR HIS 22 YEARS OF OUTSTANDING SERVICE AND DEDICATION TO THE CITY OF HOLLY AND WISH HIM WELL IN HIS RETIREMENT AND THROUGH HIS FUTURE ENDEAVORS.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed this 22nd day of September, 2020.

City of Holly Hill, Florida

Chris Via, Mayor





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

**City Commission
Resolution**

6.1

MEETING DATE: September 22, 2020
FROM: Steve Aldrich
SUBJECT: A Resolution of the City Commission of the City of Holly Hill, Florida, Approving the Sole Source Purchase of a Body Worn Camera System Including a Cloud Based Evidence.Com Data Storage System for the Police Department, from Axon Enterprise Inc., and Authorizing the City Manager to Execute Any Necessary Purchasing Agreements; Providing for Severability; and Providing an Effective Date.
NUMBER: 2020-R-48
APPLICANT:
PLANNER:

DISCUSSION:

The City of Holly Hill Police Department is seeking to equip each sworn officer with a Body Worn Camera (BWC) and utilize a cloud-based video storage system for the archive storage and retrieval of video footage. To fulfill the needs of the Holly Hill Police Department, AXON has been identified as the sole source provider of the AXON (BWC) and EVIDENCE.COM cloud based video storage system.

The City attempted to piggyback this contract with a contract from the Ormond Beach with AXON Enterprise Inc., but the vendor could not provide this due to the fact that the equipment and services provided to the City of Ormond Beach Police Department was not identical. It should be noted that AXON Enterprise Inc. provides the Body Worn cameras and video storage for most all Volusia County Law Enforcement Agencies. The State Attorney's Office is also already familiar with the evidence quality obtained by the AXON Body Worn Camera systems.

Current City of Holly Hill Purchasing Manual:

SECTION F - SOLE SOURCE AND STANDARDIZATION

PROCUREMENT POLICY 2.25 EXEMPTION FROM BIDDING PROCEDURE

Sole source or Standardization procurement is exempt from bidding procedures. The user department must submit the request to the Finance Department in writing for his/her approval, the attempts made, or the data collected to substantiate declaring a product or service "sole source". The City Commission must approve the award of the contract if the dollar amount exceeds \$25,000.

SOLE SOURCE

The following criteria must be met in order to satisfy the sole source or proprietary source requirements:

- It is the only item that will produce the desired results (or fulfill the specific need? ... or
- The item is available from only one source of supply ... or
- The item is available from more than one vendor but due to extreme circumstances, only one vendor is suited to provide the goods or service.

Sole source and proprietary source purchases are exempt from competitive requirements. However, all sole source requisitions exceeding \$10,000 in value will be electronically advertised for a period of at least five (5) business days. The steps to follow for sole source and proprietary source purchases are as follows:

The User Department/Department and the Finance Department shall attempt to locate a competition. Staff will also check for piggyback contracts. If no other sources are found, the User Department/Department shall submit to the Finance Department a completed sole source/proprietary source form, indicating the requisition number.

A sole source or proprietary source form shall be used to justify and document the requirement. The form shall state why only one source can produce the desired results (or fulfill the specific need).

The Finance department will electronically post on the City website a description of all requisitions meeting the requirements for competitive pricing per Florida State Statue for a period of at least seven (7) business days after the receipt of a completed sole source from the Department.

The Finance Director shall review and approve or disapprove, in writing; sole source/proprietary source designation.

The user Department/Department shall be notified of the disapproved request and the purchase shall be made in accordance with the standard procedures.

When the Finance Director approves a sole or proprietary source, staff shall conduct negotiations on price, delivery, and terms. The price must be determined fair and reasonable.

The Finance Department shall keep a log of sole/proprietary source purchases, which includes the vendor name, the amount, item description, justification, and the purchase order number.

For those instance that services are needed involving multiple years (i.e. maintenance of equipment, warranty, etc.) the request must be combined to capture the project, as a whole, the proper approval must be obtained.

STANDARDIZATION

Standardization is the process of examining characteristic and need for items of similar end usage and developing a single specification that will satisfy the need for most or all purchases for

that purpose. Proprietary purchases (usually components) maintain a degree of continuity to the original or existing décor, equipment, or programs.

Where standardization is determining to be desirable by the City, the purchase of materials, supplies, equipment and certain contractual services may be made by negotiation. Compatibility to existing equipment will be an acceptable justification for waiver of bidding procedures provided the item meets the other criteria within the definition of sole source item (i.e.; available from only one source and only item that will produce the desired results).

FISCAL ANALYSIS:

AXON Body Worn Cameras were identified as a capital project for the FY 20-21 Budget. The total cost for the first year of a five-year contract with AXON Enterprise, Inc., is \$41,044.70. This is a five-year contract with AXON Enterprises, Inc., with annual maintenance and data storage cost of \$16,902.00 for each of the additional four (4) years of the contract. The annual cost is contingent upon appropriation of budget funding. The grand total for the entire five-year contract is \$108,662.70.

STAFF RECOMMENDATION:

Approval to enter into five-year contract with AXON Enterprise, Inc. to a body worn camera system and supporting cloud-based storage through EVIDENCE.COM

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 THE RESOLUTION TO AUTHORIZE ENTERING INTO A FIVE-YEAR CONTRACT WITH AXON ENTERPRISE, INC., UNDER A SOLE SOURCE PURCHASE TO PROVIDE A COMPREHENSIVE BODY WORN CAMERA SYSTEM, INCLUDING DATA STORAGE, AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE NECESSARY AGREEMENTS.

ATTACHMENTS:

- Holly Hill Sole Source verification (PDF)
- Holly Hill Updated AXON BWC Quote 10-30-2020 (PDF)

Resolution No. 2020-48

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE SOLE SOURCE PURCHASE OF A BODY WORN CAMERA SYSTEM INCLUDING A CLOUD BASED EVIDENCE.COM DATA STORAGE SYSTEM FOR THE POLICE DEPARTMENT, FROM AXON ENTERPRISE INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY NECESSARY PURCHASING AGREEMENTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE SOLE SOURCE PURCHASE OF A BODY WORN CAMERA SYSTEM INCLUDING A CLOUD BASED EVIDENCE.COM DATA STORAGE SYSTEM FOR THE POLICE DEPARTMENT, FROM AXON ENTERPRISE INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY NECESSARY PURCHASING AGREEMENTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill Police Department has identified a need for a comprehensive Body Worn Camera System with cloud-based data storage; and

WHEREAS, AXON Enterprise Inc., manufactures and offers a comprehensive complete Body Worm Camera System including a cloud-based data storage system; and

WHEREAS, this is a capital project identified in the FY 20-21 budget cycle; and

WHEREAS, this is a five-year contract contingent upon yearly appropriation of funds (\$16,902.00 years 2-5), for a total of \$108,652.70 over the entire contract; and

WHEREAS, the requested amount for initial authorization is \$41,044.70.

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

SECTION 1. That the City Commission of the City of Holly Hill approve the sole source purchase of a comprehensive Body Worn Camera system, including cloud-based data storage, from AXON Enterprise, Inc.

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 impar the validity, force, or effect of any other section of part of this Resolution.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon the beginning of the FY 20-21 budget cycle.

APPROVED AND AUTHENTICATED on this 22nd day of SEPTEMBER, 2020.



17800 N 85TH STREET
SCOTTSDALE, ARIZONA 85255

AXON.COM

9/9/2020

To: *Holly Hill Police Department*

Re: **Sole Source Letter for Axon Enterprise, Inc.'s TASER Conducted Energy Weapons, Axon brand products, and Axon Evidence (Evidence.com) Data Management Solutions**

A sole source justification exists because the following goods and services required to satisfy the agency's needs are only manufactured and available for purchase from Axon Enterprise. Axon is also the sole distributor and retailer of all TASER brand products for the agency identified in this letter.

TASER CEW Descriptions



TASER 7 CEW

- Multiple-shot CEW
- High-efficiency flashlight
- Close Quarter and Standoff cartridges
- Green LASER and dual red LASERs that adjust for cartridge angle
- Arc switch enables drive-stun with or without a Smart Cartridge installed
- Central Information Display (CID): Displays mission critical data such as remaining battery energy, burst time, and cartridge status.
- Weapon logs
- TASER 7 Dock connected to Axon Evidence (Evidence.com) services
- Onboard self-diagnostic and system status monitoring and reporting
- Real-time clock updated when the battery pack is plugged into the TASER 7 Dock
- Ambidextrous safety switch
- Can be configured by the agency to alert Axon camera systems
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (unless configured by the agency to stop at five seconds). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with TASER 7 Cartridges only

TASER 7 CQ CEW

- Multiple-shot CEW for agencies that deploy CEWs mostly at close quarters (CQ)
- High-efficiency flashlight
- Close Quarter cartridges
- Arc switch enables drive-stun with or without a Smart Cartridge installed
- Central Information Display (CID): Displays mission critical data such as remaining battery energy, burst time, and cartridge status.
- Weapon logs
- TASER 7 Dock connected to Axon Evidence (Evidence.com) services



17800 N 85TH STREET
SCOTTSDALE, ARIZONA 85255

AXON.COM

- Onboard self-diagnostic and system status monitoring and reporting
- Real-time clock updated when the battery pack is plugged into the TASER 7 Dock
- Ambidextrous safety switch
- Can be configured by the agency to alert Axon camera systems
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (unless configured by the agency to stop at five seconds). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.
- Compatible with 12-degree TASER 7 Cartridges only

X2 CEW

- Multiple-shot CEW
- High efficiency flashlight
- Static dual LASERs (used for target acquisition)
- ARC switch enables drive-stun with or without a Smart Cartridge installed
- Central Information Display (CID): Displays mission-critical data such as remaining battery energy, burst time, operating mode, and user menu to change settings and view data on a yellow-on-black display
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position
- Compatible with TASER Smart Cartridges only

X26P CEW

- High efficiency flashlight
- Red LASER (used for target acquisition)
- Central Information Display (CID): Displays data such as calculated remaining energy, burst time, and notifications
- The Trilogy log system records information from a variety of sensors into three data logs: Event log, Pulse log, and Engineering log. Data can be downloaded using a universal serial bus (USB) data interface module connected to a personal computer (PC). Data may be transferred to Evidence.com services.
- Real-time clock with back-up battery
- Onboard self-diagnostic and system status monitoring and reporting
- Ambidextrous safety switch
- Capable of audio/video recording with optional TASER CAM HD recorder
- The trigger activates a single cycle (approximately five seconds). Holding the trigger down will continue the discharge beyond the standard cycle (except when used with



17800 N 85TH STREET
SCOTTSDALE, ARIZONA 85255

AXON.COM

an APPM or TASER CAM HD AS). The CEW cycle can be stopped by placing the safety switch in the down (SAFE) position.

- Compatible with TASER standard series cartridges

Axon Signal Performance Power Magazine (SPPM)

- Battery pack for the X2 and X26P conducted energy weapons
- Shifting the safety switch from the down (SAFE) to the up (ARMED) positions sends a signal from the SPPM. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode. Axon Signal technology only works with Axon cameras.

TASER Brand CEW Model Numbers

1. Conducted Energy Weapons (CEWs):
 - TASER 7 Models: 20008, 20009, 20010, and 20011
 - TASER 7 CQ Models 20213, 20214
 -
 - TASER X2 Models: 22002 and 22003
 - TASER X26P Models: 11002 and 11003
2. Optional Extended Warranties for CEWs:
 - TASER 7 – 4-year extended warranty, item number 20040
 - X2 – 4-year extended warranty, item number 22014
 - X26P – 2-year extended warranty, item number 11008
 - X26P – 4-year extended warranty, item number 11004
3. TASER 7 Cartridges (compatible with the TASER 7; required for this CEW to function in the probe deployment mode)
 - Standoff cartridge, 3.5 degrees, Model 20012
 - Close Quarter cartridge, 12 degrees, Model 20013
4. TASER standard cartridges (compatible with the X26P; required for this CEW to function in the probe deployment mode):
 - 15-foot Model: 34200
 - 21-foot Model: 44200
 - 21-foot non-conductive Model: 44205
 - 25-foot Model: 44203
 - 35-foot Model: 44206
5. TASER Smart cartridges (compatible with the X2; required for this CEW to function in the probe deployment mode):
 - 15-foot Model: 22150
 - 25-foot Model: 22151
 - 25-foot inert simulation Model: 22155
 - 25-foot non-conductive Model: 22157
 - 35-foot Model: 22152
6. TASER CAM HD recorder Model: 26810 (full HD video and audio) and TASER CAM HD with AS (automatic shut-down feature) Model: 26820. The TASER CAM HD is compatible



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- with both the X26P and X2 CEWs.
 - TASER CAM HD replacement battery Model: 26764
 - TASER CAM HD Download Kit Model: 26762
 - TASER CAM HD optional 4-year extended warranty, item number 26763
- 7. Power Modules (Battery Packs) for TASER 7 CEWs:
 - Tactical battery pack Model 22018
 - Compact battery pack Model 22019
- 8. Battery Packs for X26P and X2 CEWs:
 - Performance Power Magazine (PPM) Model: 22010
 - Tactical Performance Power Magazine (TPPM) Model: 22012
 - Automatic Shut-Down Performance Power Magazine (APPM) Model: 22011
 - eXtended Performance Power Magazine (XPPM) Model: 11010
 - eXtended Automatic Shut-Down Performance Power Magazine (XAPPM) Model: 11015
 - Axon Signal Performance Power Magazine (SPPM) Model: 70116
- 9. TASER 7 Dock:
 - TASER 7 Dock Core and Multi-bay Module: 74200
- 10. TASER Dataport Download Kits:
 - Dataport Download Kit for the X2 and X26P Model: 22013
- 11. TASER Blast Door Repair Kit Model 44019 and TASER Blast Door Replenishment Kit Model 44023
- 12. CEW Holsters:
 - Right-hand TASER 7 holster by Safariland Model: 20063
 - Left-hand TASER 7 holster by Safariland Model: 20068
 - Right-hand X2 holster by BLACKHAWK Model: 22501
 - Left-hand X2 holster by BLACKHAWK Model: 22504
 - Right-hand X26P holster by BLACKHAWK Model: 11501
 - Left-hand X26P holster by BLACKHAWK Model: 11504
- 13. TASER Simulation Suit II Model 44550
- 14. TASER 7 conductive target Model: 80087
- 15. Blue X26P Demonstrator/LASER Pointer Model: 11023

Axon Digital Evidence Solution Description

Axon Body 3 Video Camera (DVR)

- Improved video quality with reduced motion blur and better low-light performance
- Multi-mic audio—four built-in microphones
- Wireless upload option
- Gunshot detection and alerts
- Streaming audio and video capability



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- “Find my camera” feature
- Verbal transcription with Axon Records (coming soon)
- End-to-end encryption
- Twelve-hour battery
- Up to 120-second buffering period to record footage before pressing record button

Axon Flex 2 Video Camera

- Video playback on mobile devices in the field via Bluetooth pairing
- Retina Low Light capability sensitive to less than 0.1 lux
- Audio tones to alert user of usage
- Low SD, high SD, low HD, and high HD resolution (customizable by the agency)
- Up to 120-second buffering period to record footage before pressing record button
- Multiple mounting options using magnetic attachment: head, collar, shoulder, helmet, ball cap, car dash, and Oakley sunglass mounts available
- 120-degree diagonal field of view camera lens, 102-degree horizontal field of view, and 55-degree vertical field of view

Axon Flex 2 Controller

- 12+ hours of battery operation per shift (even in recording mode)
- LED lights to show current battery level and operating mode
- Haptic notification available
- Tactical beveled button design for use in pocket
- Compatible with Axon Signal technology

Axon Air System

- Purpose-built solution for law enforcement UAV programs
- Supported applications on iOS and Android
- Automated tracking of pilot, aircraft, and flight logs
- Unlimited Storage of UAV data in Axon Evidence (Evidence.com)
- In application ingestion of data in Axon Evidence (Evidence.com)
- Axon Aware integration for live streaming and situational awareness

Axon Body 2 Video Camera

- Video playback on mobile devices in the field via Bluetooth pairing
- Retina Low Light capability sensitive to less than 1 lux
- Audio tones and haptic (vibration) notification to alert user of usage
- Audio mute during event option
- Wi-Fi capability
- High, medium, and low quality recording available (customizable by the agency)
- Up to 2-minute buffering period to record footage before pressing record button
- Multiple mounting options using holster attachment: shirt, vest, belt, and dash mounts available
- 12+ hours of battery operation per shift (even in recording mode)
- LED lights to show current battery level and operating mode
- 143-degree lens
- Includes Axon Signal technology

Axon Fleet 2 Camera



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- Fully integrated with Axon Evidence services and Axon devices
- Automatic time synchronization with other Axon Fleet and Axon on-officer cameras allows for multi-camera playback on Axon Evidence.
- Immediate upload to Axon Evidence of critical event videos via 4G/LTE
- Wireless alerts from the TASER CEW Signal Performance Power Magazine (SPPM).
- Automatic transition from BUFFERING to EVENT mode in an emergency vehicle equipped with the Axon Signal Unit
- Decentralized system architecture without a central digital video recorder (DVR).
- Cameras that function independently and communicate wirelessly with the computer in the vehicle (MDT, MDC, MDU) for reviewing, tagging and uploading video.
- Wireless record alert based on Bluetooth communication from Axon Signal Vehicle when a configured input is enabled (e.g. emergency light, siren, weapon rack, etc.).
- Receives alerts from Axon Signal Sidearm.
- Plug-And-Play design allowing for cameras to be easily replaced and upgraded.
- Ability for an unlimited number of agency vehicles recording in the same vicinity with an Axon Fleet system to be automatically associated with one another when reviewing video in the video management platform. This feature is also supported across body cameras.

Axon Signal Unit (ASU)

- Communications device that can be installed in emergency vehicles.
- With emergency vehicle light bar activation, or other activation triggers, the Axon Signal Unit sends a signal. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode.

Axon Signal Performance Power Magazine (SPPM)

- Battery pack for the TASER X2 and X26P conducted electrical weapons
- Shifting the safety switch from the down (SAFE) to the up (ARMED) positions sends a signal from the SPPM. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode. Axon Signal technology only works with Axon cameras.

Axon Signal Sidearm Sensor

- Can be installed on common duty holsters
- Drawing a service handgun from the holster sends a signal from the Axon Signal Sidearm sensor. Upon processing the signal, an Axon system equipped with Axon Signal technology transitions from the BUFFERING to EVENT mode.

Axon Interview Solution

- High-definition cameras and microphones for interview rooms
- Covert or overt camera installations
- Touch-screen user interface
- Motion-based activation
- Up to 7-minute pre- and post-event buffering period
- Full hardware and software integration
- Upload to Axon Evidence services
- Interview room files can be managed under the same case umbrella as files from Axon on-officer cameras and Axon Fleet cameras; i.e., Axon video of an arrest and interview room video are managed as part of the same case in Axon Evidence



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- Dual integration of on-officer camera and interview room camera with Axon Evidence digital evidence solution

Axon Signal Technology

- Sends a broadcast of status that compatible devices recognize when certain status changes are detected
- Only compatible with TASER and Axon products

Axon Dock

- Automated docking station uploads to Axon Evidence services through Internet connection
- No computer necessary for secure upload to Axon Evidence
- Charges and uploads simultaneously
- The Axon Dock is tested and certified by TUV Rheinland to be in compliance with UL 60950-1: 2007 R10.14 and CAN/ CSA-C22.2 N0.60950-I-07+A1:2011+A2:2014 Information Technology Equipment safety standards.

Axon Evidence Data Management System

- Software as a Service (SaaS) delivery model that allows agencies to manage and share digital evidence without local storage infrastructure or software needed
- SaaS model reduces security and administration by local IT staff: no local installation required
- Automatic, timely security upgrades and enhancements deployed to application without the need for any local IT staff involvement
- Securely share digital evidence with other agencies or prosecutors without creating copies or requiring the data to leave your agency's domain of control
- Controlled access to evidence based on pre-defined roles and permissions and pre-defined individuals
- Password authentication includes customizable security parameters: customizable password complexity, IP-based access restrictions, and multi-factor authentication support
- Automated category-based evidence retention policies assists with efficient database management
- Ability to recover deleted evidence within seven days of deletion
- Stores and supports all major digital file types: .mpeg, .doc, .pdf, .jpeg, etc.
- Requires NO proprietary file formats
- Ability to upload files directly from the computer to Axon Evidence via an Internet browser
- Data Security: Robust Transport Layer Security (TLS) implementation for data in transit and 256-bit AES encryption for data in storage
- Security Testing: Independent security firms perform in-depth security and penetration testing
- Reliability: Fault- and disaster-tolerant infrastructure in at least 4 redundant data centers in both the East and West regions of the United States
- Chain-of-Custody: Audit logs automatically track all system and user activity. These logs cannot be edited or deleted, even by account administrators and IT staff
- Protection: With no on-site application, critical evidence stored in Axon Evidence is protected from local malware that may penetrate agency infrastructure
- Stability: Axon Enterprise is a publicly traded company with stable finances and



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- funding, reducing concerns of loss of application support or commercial viability
- Application and data protected by a CJIS and ISO 27001 compliant information security program
- Dedicated information security department that protects Axon Evidence and data with security monitoring, centralized event log analysis and correlation, advanced threat and intrusion protection, and incident response capabilities
- Redact videos easily within the system, create tags, markers and clips, search 7 fields in addition to 5 category-based fields, create cases for multiple evidence files

Axon Evidence for Prosecutors

- All the benefits of the standard Axon Evidence services
- Ability to share information during the discovery process
- Standard licenses available for free to prosecutors working with agencies already using Axon Evidence services
- Unlimited storage for data collected by Axon cameras and Axon Capture

Axon Capture Application

- Free app for iOS and Android mobile devices
- Allows users to capture videos, audio recordings, and photos and upload these files to their Axon Evidence account from the field
- Allows adding metadata to these files, such as: Category, Title, Case ID, and GPS data

Axon Commander Services

- On-premises data management platform
- Chain of custody reports with extensive audit trail
- Automated workflows, access control, storage, and retention
- Compatible with multiple file formats

Axon View Application

- Free app for iOS and Android mobile devices
- Allows user to view the camera feed from a paired Axon Body, Axon Body 2, Axon Flex, or Axon Flex 2 camera in real-time
- Allows for playback of videos stored on a paired Axon Body, Axon Body 2, Axon Flex, or Axon Flex 2 system
- Allows adding meta-data to videos, such as: Category, Title, Case ID, and GPS data

Axon Records

- Continuously improving automated report writing by leveraging AI and ML on officer recorded video, photo, and audio from BWC, In-Car, Mobile App (Axon Capture), or other digital media
- Collaborative report writing through instantly synced workspaces allowing officers to delegate information gathering on scene
- Instant access to records allowing detectives to begin their investigation and records clerks to update information exchanges on things like missing people or stolen property as soon as possible
- Complete leveraging of Axon Evidence sharing to allow fast, efficient, digital, and secure sharing of records and cases to DAs and Prosecutors
- Robust API and SDK allows data to be easily ingested and pushed out to other



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- systems—preventing data silos
- Deep integration with Axon Evidence putting video at the heart of the record and automating the process of tagging and categorizing digital evidence stored in Axon Evidence
- Automatic association of digital evidence to the record and incident through Axon Evidence integration
- In context search of master indexes (people, vehicles, locations, charges)—promoting efficient report writing through prefilling of existing data which promotes clean and deduped data in the system
- Quick views for users to track calls for service and reports in draft, ready for review, kicked back for further information, or submitted to Records for archiving.
- Federal and State IBRS fields are captured and validated—ensuring the officer knows what fields to fill and what information needs to be captured
- Intuitive validation ensures officers know what information to submit without being burdened by understanding the mapping of NIBRS to state or local crime codes
- Ability to create custom forms and add custom fields to incident reports—allowing your agency to gather the information you find valuable
- Software as a Service (SaaS) delivery model that allows agencies to write, manage, and share digital incident reports without local storage infrastructure or software needed
- SaaS model reduces security and administration by local IT staff: no local installation required
- Automatic, timely security upgrades and enhancements deployed to application without the need for any local IT staff involvement
- Securely share records and cases with other agencies or prosecutors without creating copies or requiring the data to leave your agency's domain of control
- Controlled access based on pre-defined users, groups, and permissions
- Password authentication includes customizable security parameters: customizable password complexity, IP-based access restrictions, and multi-factor authentication support
- Security Testing: Independent security firms perform in-depth security and penetration testing
- Reliability: Fault- and disaster-tolerant infrastructure in at least 4 redundant data centers in both the East and West regions of the United States
- Chain-of-Custody: Audit logs automatically track all system and user activity. These logs cannot be edited or deleted, even by account administrators and IT staff

Axon Standards

- Internal affairs and professional standards reporting
- Customizable information display, including custom forms
- Customizable workflows and user groups
- Automated alerts
- Compatible with digital documents, photos, and videos
- Connection with Transcription (beta)
- Shared Index with evidence.com and Records
- Data Warehouse allowing custom summary reports and integration into 3rd party analytic tools.
- Workflow analytics to provide SLA on throughputs



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- Integration with the TASER 7 CEW for automatically pulling firing logs (alpha)
- Available as an option for Axon Records
- Automatically bundled with Officer Safety Plan 7+

Axon Professional Services

- Dedicated implementation team
- Project management and deployment best practices aid
- Training and train-the-trainer sessions
- Integration services with other systems

Axon Support Engineer:

- Dedicated Axon Regional/Resident Support Engineer Services
- Quarterly onsite visits
- Solution and Process Guidance custom to your agency
- White-Glove RMA and TAP (if applicable) Service for devices
- Monthly Product Usage Analysis
- Resident Support Engineer also includes onsite product maintenance, troubleshooting, and beta testing assistance

Axon Customer Support

- Online and email-based support available 24/7
- Human phone-based support available Monday–Friday 7:00 AM–5:00 PM MST; support is located in Scottsdale, AZ, USA
- Library of webinars available 24/7
- Remote-location troubleshooting



Axon Brand Model Numbers

1. Axon Body 3 Camera Model: 73202
2. Axon Flex 2 Cameras:
 - Axon Flex 2 Camera (online) Model: 11528
 - Axon Flex 2 Camera (offline) Model: 11529
3. Axon Flex 2 Controller Model: 11532
4. Axon Flex 2 USB Sync Cable Model: 11534
5. Axon Flex 2 Coiled Cable, Straight to Right Angle, 48" (1.2 m)
6. Axon Flex 2 Camera Mounts:
 - Oakley Flak Jacket Kit Model: 11544
 - Collar Mount Model: 11545
 - Oakley Clip Model: 11554



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- Epaulette Mount Model: 11546
 - Ballcap Mount Model: 11547
 - Ballistic Vest Mount Model: 11555
7. Universal Helmet Mount Model: 11548
 8. Axon Air System with Axon Evidence (Evidence.com) 5-Year License Model: 12332
 9. Axon Body 2 Camera Model: 74001
 10. Axon Flex 2 Controller and Axon Body 2 Camera Mounts:
 - Z-Bracket, Men's, Axon RapidLock Model: 74018
 - Z-Bracket, Women's Axon RapidLock Model: 74019
 - Magnet, Flexible, Axon RapidLock Model: 74020
 - Magnet, Outerwear, Axon RapidLock Model: 74021
 - Small Pocket, 4" (10.1 cm), Axon RapidLock Model: 74022
 - Large Pocket, 6" (15.2 cm), Axon RapidLock Model: 74023
 - MOLLE Mount, Single, Axon RapidLock Model: 11507
 - MOLLE Mount, Double, Axon RapidLock Model: 11508
 - Belt Clip Mount, Axon RapidLock Model: 11509
 11. Axon Fleet Camera
 - Axon Fleet 2 Front Camera: 71079
 - Axon Fleet 2 Front Camera Mount: 71080
 - Axon Fleet 2 Rear Camera: 71081
 - Axon Fleet 2 Rear Camera Controller: 71082
 - Axon Fleet 2 Rear Camera Controller Mount: 71083
 - Axon Fleet Battery System: 74024
 - Axon Fleet Bluetooth Dongle: 74027
 12. Axon Signal Unit Model: 70112
 13. Axon Dock Models:
 - Axon Dock – Individual Bay and Core for Axon Flex 2
 - Axon Dock – 6-Bay and Core for Axon Flex 2
 - Individual Bay for Axon Flex 2 Model: 11538
 - Core (compatible with all Individual Bays and 6-Bays) Model: 70027
 - Wall Mount Bracket Assembly for Axon Dock: 70033
 - Axon Dock – Individual Bay and Core for Axon Body 2 and Axon Fleet Model 74009
 - Axon Dock – 6-Bay and Core for Axon Body 2 and Axon Fleet Model 74008
 - Individual Bay for Axon Body 2 and Axon Fleet Model: 74011
 - Axon Signal Performance Power Magazine (SPPM) Model: 70116



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Axon Brand Model Numbers

1. Axon Body 3 Camera Model: 73202
2. Axon Flex 2 Cameras:
 - Axon Flex 2 Camera (online) Model: 11528
 - Axon Flex 2 Camera (offline) Model: 11529
3. Axon Flex 2 Controller Model: 11532
4. Axon Flex 2 USB Sync Cable Model: 11534
5. Axon Flex 2 Coiled Cable, Straight to Right Angle, 48" (1.2 m)
6. Axon Flex 2 Camera Mounts:
 - Oakley Flak Jacket Kit Model: 11544
 - Collar Mount Model: 11545
 - Oakley Clip Model: 11554
 - Epaulette Mount Model: 11546
 - Ballcap Mount Model: 11547
 - Ballistic Vest Mount Model: 11555
 - Universal Helmet Mount Model: 11548
7. Axon Body 2 Camera Model: 74001
8. Axon Flex 2 Controller and Axon Body 2 Camera Mounts:
 - Z-Bracket, Men's, Axon RapidLock Model: 74018
 - Z-Bracket, Women's Axon RapidLock Model: 74019
 - Magnet, Flexible, Axon RapidLock Model: 74020
 - Magnet, Outerwear, Axon RapidLock Model: 74021
 - Small Pocket, 4" (10.1 cm), Axon RapidLock Model: 74022
 - Large Pocket, 6" (15.2 cm), Axon RapidLock Model: 74023
 - MOLLE Mount, Single, Axon RapidLock Model: 11507
 - MOLLE Mount, Double, Axon RapidLock Model: 11508
 - Belt Clip Mount, Axon RapidLock Model: 11509
9. Axon Air System with Axon Evidence (Evidence.com) 5-Year License Model: 12332
10. Axon Fleet 2 Camera
 - Axon Fleet 2 Front Camera: 71079
 - Axon Fleet 2 Front Camera Mount: 71080
 - Axon Fleet 2 Rear Camera: 71081
 - Axon Fleet 2 Rear Camera Controller: 71082
 - Axon Fleet 2 Rear Camera Controller Mount: 71083
 - Axon Fleet Battery System: 74024



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- Axon Fleet Bluetooth Dongle: 74027

11. Axon Signal Unit Model: 70112

12. Axon Dock Models:

- Axon Dock – Individual Bay and Core for Axon Flex 2
- Axon Dock – 6-Bay and Core for Axon Flex 2
- Individual Bay for Axon Flex 2 Model: 11538
- Core (compatible with all Individual Bays and 6-Bays) Model: 70027
- Wall Mount Bracket Assembly for Axon Dock: 70033
- Axon Dock – Individual Bay and Core for Axon Body 2 and Axon Fleet Model 74009
- Axon Dock – 6-Bay and Core for Axon Body 2 and Axon Fleet Model 74008
- Individual Bay for Axon Body 2 and Axon Fleet Model: 74011

Axon Product Packages

1. **Officer Safety Plan:** includes an X2 or X26P CEW, Axon camera and Dock upgrade, and Axon Evidence (Evidence.com) license and storage. See your Sales Representative for further details and Model numbers.
2. **Officer Safety Plan 7** Includes a TASER 7 conducted electrical weapon (CEW), Axon Body 3 camera, Axon Dock, Axon Camera and Dock upgrade, Axon Evidence (Evidence.com) licenses and storage, and Axon Aware, and Axon Records Core.
3. **Officer Safety Plan 7 Plus:** Includes a TASER 7 conducted energy weapon (CEW), Axon Body 3 camera, Axon Evidence (Evidence.com) licenses and storage, Axon Records Core, Axon Aware +, Axon Auto-Tagging Services, Axon Performance, Axon Citizen for Communities, Axon Redaction Assistant, and Axon Signal Sidearm.
4. **TASER 7 Certification:** Pays for TASER 7 program in installments over 5 years including access to Evidence.com for CEW program management, annual training cartridges, unlimited duty cartridges and online training content.
5. **TASER Certification Add-On:** Allows the agency to pay an annual fee to receive an annual allotment of training cartridges, unlimited duty cartridges and online training content.
6. **TASER Assurance Plan (TAP):** Hardware extended warranty coverage, Spare Products, and Upgrade Models available for the X2 and X26P CEWs, and the TASER CAM HD recorder. (The TAP is available only through Axon Enterprise, Inc.)
7. **TASER 60:** Pay for X2 and X26P CEWs and Spare Products in installments over 5 years.
8. **Unlimited Cartridge Plan:** Allows agency to pay an annual fee to receive annual training cartridges, unlimited duty cartridges and unlimited batteries for the X2 and X26P.
9. **TASER 60 Unlimited:** Pay for X2 and X26P CEWs and Spare Products in installments over 5 years and receive unlimited cartridges and batteries.



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SOLE AUTHORIZED DISTRIBUTOR FOR AXON BRAND CAMERAS AND TASER BRAND CEW PRODUCTS	SOLE AUTHORIZED REPAIR FACILITY FOR AXON BRAND CAMERAS AND TASER BRAND CEW PRODUCTS
Axon Enterprise, Inc. 17800 N. 85th Street, Scottsdale, AZ 85255 Phone: 800-978-2737 Fax: 480-991-0791	Axon Enterprise, Inc. 17800 N. 85th Street, Scottsdale, AZ 85255 Phone: 800-978-2737 Fax: 480-991-0791

Please contact your local Axon sales representative or call us at 1-800-978-2737 with any questions.

Sincerely,

Josh Isner
Chief Revenue Officer
Axon Enterprise, Inc.

Android is a trademark of Google, Inc, BLACKHAWK! is a trademark of the Blackhawk Products Group, Bluetooth is a trademark of the Bluetooth SIG, Flak Jacket is a trademark of Oakley, Inc, iPod touch is a trademark of Apple Inc., IOS is a trademark of Cisco, LTE is a trademark of the European Telecommunications Standards Institute, Safariland is a trademark of Safariland, LLC, Shoei is a trademark of Shoei Co., Ltd., VELCRO is a trademark of Velcro Industries, B.V., and Wi-Fi is a trademark of the Wi-Fi Alliance.

The Delta Logo, the Axon + Delta Logo, Axon, Axon Aware, Axon Citizen, Axon EvidenceAxon Flex, Axon Interview, Axon Records, Fleet, TASER CAM, X2, X26, TASER 7, TASER, and the Lightning Bolt in Circle Logo are trademarks of Axon Enterprise, Inc., some of which are registered in the US and other countries. For more information, visit www.axon.com/legal. All rights reserved. © 2020 Axon Enterprise, Inc.

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Delivery Method: Fedex - Ground

SALES REPRESENTATIVE

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1065 Ridgewood Ave.
Holly Hill, FL 32117
US

BILL TO

Holly Hill Police Dept. - FL
1065 Ridgewood Ave.
Holly Hill, FL 32117
US

Year 1

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages						
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	60	20	0.00	0.00	0.00
73840	EVIDENCE.COM BASIC ACCESS LICENSE	60	20	0.00	0.00	0.00
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	60	12	0.00	0.00	0.00
73746	PROFESSIONAL EVIDENCE.COM LICENSE	60	4	0.00	0.00	0.00
73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	60	480	0.00	0.00	0.00
Hardware						
73202	AXON BODY 3 - NA10		24	699.00	699.00	16,776.00
71026	MAGNET MOUNT, FLEXIBLE REINFORCED, RAPIDLOCK		26	0.00	0.00	0.00
11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2		24	0.00	0.00	0.00
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	24	336.00	336.00	8,064.00
74210	AXON BODY 3 - 8 BAY DOCK		3	1,495.00	1,495.00	4,485.00
70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK		3	43.90	43.90	131.70
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	3	354.00	354.00	1,062.00
Other						
73827	AB3 CAMERA TAP WARRANTY	60	24	0.00	0.00	0.00

Attachment: Holly Hill Updated AXON BWC Quote 10-30-2020 (2020-R-48 : Purchase of AXON Body Worn Camera (BWC) System)

Year 1 (Continued)

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other (Continued)						
71019	NORTH AMER POWER CORD FOR AB3 8-BAY, AB2 1-BAY / 6-BAY DOCK		3	0.00	0.00	0.00
73828	AB3 8 BAY DOCK TAP WARRANTY	60	3	0.00	0.00	0.00
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	20	180.00	180.00	3,600.00
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	4	468.00	468.00	1,872.00
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	480	4.80	4.80	2,304.00
Services						
85144	AXON STARTER		1	2,750.00	2,750.00	2,750.00
					Subtotal	41,044.70
					Estimated Shipping	0.00
					Estimated Tax	0.00
					Total	41,044.70

Year 2

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	24	336.00	336.00	8,064.00
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	3	354.00	354.00	1,062.00
Other						
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	20	180.00	180.00	3,600.00
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	4	468.00	468.00	1,872.00
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	480	4.80	4.80	2,304.00
					Subtotal	16,902.00
					Estimated Tax	0.00
					Total	16,902.00

Attachment: Holly Hill Updated AXON BWC Quote 10-30-2020 (2020-R-48 : Purchase of AXON Body Worn Camera (BWC) System)

Year 3

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	24	336.00	336.00	8,064.00
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	3	354.00	354.00	1,062.00
Other						
73309	AXON BODY CAMERA REFRESH ONE		24	0.00	0.00	0.00
73689	MULTI-BAY BWC DOCK MID REFRESH		3	0.00	0.00	0.00
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	20	180.00	180.00	3,600.00
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	4	468.00	468.00	1,872.00
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	480	4.80	4.80	2,304.00
Subtotal						16,902.00
Estimated Tax						0.00
Total						16,902.00

Year 4

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	24	336.00	336.00	8,064.00
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	3	354.00	354.00	1,062.00
Other						
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	20	180.00	180.00	3,600.00
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	4	468.00	468.00	1,872.00
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	480	4.80	4.80	2,304.00
Subtotal						16,902.00
Estimated Tax						0.00
Total						16,902.00

Attachment: Holly Hill Updated AXON BWC Quote 10-30-2020 (2020-R-48 : Purchase of AXON Body Worn Camera (BWC) System)

Year 5

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware						
87063	TECH ASSURANCE PLAN BODY 3 CAMERA PAYMENT	12	24	336.00	336.00	8,064.00
87062	TECH ASSURANCE PLAN 8-BAY BODY 3 DOCK PAYMENT	12	3	354.00	354.00	1,062.00
Other						
73310	AXON BODY CAMERA REFRESH TWO		24	0.00	0.00	0.00
73688	MULTI-BAY BWC DOCK FINAL REFRESH		3	0.00	0.00	0.00
73841	EVIDENCE.COM BASIC LICENSE PAYMENT	12	20	180.00	180.00	3,600.00
73837	EVIDENCE.COM PROFESSIONAL LICENSE PAYMENT	12	4	468.00	468.00	1,872.00
73831	10 GB EVIDENCE.COM A-LA-CART STORAGE PAYMENT	12	480	4.80	4.80	2,304.00
Subtotal						16,902.00
Estimated Tax						0.00
Total						16,902.00
Grand Total						108,652.70

Attachment: Holly Hill Updated AXON BWC Quote 10-30-2020 (2020-R-48 : Purchase of AXON Body Worn Camera (BWC) System)

Summary of Payments

Payment	Amount (USD)
Year 1	41,044.70
Year 2	16,902.00
Year 3	16,902.00
Year 4	16,902.00
Year 5	16,902.00
Grand Total	108,652.70

Tax is subject to change at order processing with valid exemption.

Axon's Sales Terms and Conditions

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature: _____

Date: _____

Name (Print): _____

Title: _____

PO# (Or write
N/A): _____

Please sign and email to Shawn Montagna at smontagna@axon.com or fax to

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store buy.axon.com

The trademarks referenced above are the property of their respective owners.

Axon Internal Use Only

		SFDC Contract #: Order Type: RMA #: Address Used: SO #:
Review 1	Review 2	
Comments:		



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

**City Commission
Resolution**

6.2

MEETING DATE: September 22, 2020
FROM: Antoine Khoury
SUBJECT: A Resolution of the City Commission of the City of Holly Hill, Florida, Approving the Easement Agreement for 1065 Ridgewood Avenue and Authorizing the City Manager to Sign Said Easement Agreement to Florida Power and Light; Providing for Severability; and Providing for an Effective Date.
NUMBER: 2020-R-49
APPLICANT:
PLANNER:

DISCUSSION:

TECO Energy will require an easement on city of Holly Hill property located at 1065 Ridgewood Avenue (City Hall) to construct and maintain a gas service line to the new generator that will be installed at City Hall in the same existing generator location. The easement exact location will be established upon completion of the construction and will be centered on the service line extending 5 feet to each side of the service line.

FISCAL ANALYSIS:

The City of Holly Hill will not receive any compensation for the easement from TECO Energy.

STAFF RECOMMENDATION:

Staff recommends approval of this underground easement.

COMMISSION GOAL:

Goal #2: 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:

APPROVE THE RESOLUTION FOR THE EASEMENT AGREEMENTS AND

AUTHORIZE THE CITY MANAGER TO SIGN SAID EASEMENT TO FLORIDA POWER AND LIGHT.

ATTACHMENTS:

- 20-9-11 Town of Holly Hill (1) (PDF)

Resolution No. 2020-49**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE EASEMENT AGREEMENT FOR 1065 RIDGEWOOD AVENUE AND AUTHORIZING THE CITY MANAGER TO SIGN SAID EASEMENT AGREEMENT TO FLORIDA POWER AND LIGHT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE EASEMENT AGREEMENT FOR 1065 RIDGEWOOD AVENUE AND AUTHORIZING THE CITY MANAGER TO SIGN SAID EASEMENT AGREEMENT TO FLORIDA POWER AND LIGHT; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, TECO Energy will require an easement at 1065 Ridgewood Avenue to construct and maintain a gas service line; and

WHEREAS, this easement will be for the new generator to be installed at City Hall.

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

SECTION 1. That the City Commission of the City of Holly Hill approve the easement for TECO Energy to construct and maintain a gas service line for the new generator to be installed at City Hall.

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 its adoption.

APPROVED AND AUTHENTICATED on this 22nd day of September, 2020.

SEC. 44 TWP. 14 S. RGE. 32 E.
 FOLIO/PARCEL ID NO. 424401020010
 PROJECT NO. D0012049

PREPARED BY
 AND RETURN TO:

Taylor J. Leggatt
 Real Estate Department
 Peoples Gas System
 P.O. Box 2562
 Tampa, FL 33601

EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that **TOWN OF HOLLY HILL**, a municipal corporation (“Grantor”), in consideration of One Dollar and other valuable considerations paid to Grantor by **PEOPLES GAS SYSTEM**, A DIVISION OF TAMPA ELECTRIC COMPANY, a Florida corporation, P.O. Box 2562, Tampa, Florida 33601 (“Company”), receipt whereof is hereby acknowledged, has given and granted unto the Company, its successors and assigns, a perpetual easement over and the right to enter upon the land in Volusia County, Florida, described as follows:

See Exhibit “A” attached hereto and by reference made a part hereof (“Easement Parcel”)

together with the right of ingress and egress to and from the same, and all rights therein and all privileges thereon which are or may be necessary or convenient for the full use and enjoyment of such easement, which is for the purposes of placing, constructing, operating, maintaining, repairing, replacing on and removing from said land, installations described as follows:

Underground gas line and aboveground and underground necessary appurtenances thereto (“Facilities”).

The width of the Easement (the “Easement Area”) shall be ten (10) feet lying five (5) feet on each side of the centerline of the Facilities as installed or to be constructed.

The aforesaid rights and privileges granted shall include the right and privilege to root prune or remove any and all deep rooted vegetation upon said Easement Area and upon the Grantor’s lands adjacent to said land, wherever the Company may deem it necessary or desirable to do so for the protection of said installations.

Company shall promptly repair any damage to the Easement Area, or any other property not owned by Company, caused by Company exercising its rights under this agreement, including ground cover, planting, roadways, driveways, sidewalks, and parking areas.

Grantor reserves the right to install minor landscaping, irrigation and/or fencing within the Easement parcel provided that it does not and will not directly interfere with the Company’s Facilities, does not change grade, and does not cause water impoundment. Grantor further acknowledges that under the “Underground Facility Damage Prevention and Safety Act” (ch. 556 Fla. Stat.), that Grantor is obligated to notify “Sunshine State One-Call of Florida, Inc.” of its intent to engage in excavation or demolition prior to commencing any work and that this notification system shall provide member operations an opportunity to identify and locate, if applicable, their underground Facilities prior to said excavation or demolition. In the event Grantor fails to notify as set forth above, Grantor may be held responsible for costs and expenses incurred due to damage of Company’s Facilities.

The Company agrees, at the sole expense of Grantor, to relocate its Facilities, over, under and upon subject parcel

upon the request of Grantor, and the vacated portion of this easement being released and conveyed back to Grantor and the site of the relocated Facilities being conveyed and included in this easement grant as though it had been included ab initio.

The Company agrees to amend the Easement Area at such time as Grantor provides to Company a survey of the natural gas facilities contemplated herein and a specific legal description of the revised easement area acceptable to the Company.

The terms "Grantor" and "Company" herein employed shall be construed to include the words "heirs, executors, administrators and assigns" and "successors and assigns" of the respective parties hereto, wherever the context so admits or requires. This Grant of Easement constitutes the entire agreement and understanding between the parties with respect to the subject matter hereof. This Grant of Easement may not be changed, altered or modified except by an instrument in writing signed by the party against whom enforcement of such change would be sought. This Grant of Easement shall be binding upon the parties hereto and their respective successors and assigns.

Grantor warrants to Company that it is duly formed, validly existing and in good standing under the laws of its state of formation, and Grantor has all requisite right, power, and authority to enter into this Easement, Grantor owns the Easement Parcel, and no consent of any other person is required to render this Easement a valid and binding instrument.

IN WITNESS WHEREOF, the Grantor has executed this Grant of Easement this ____ day of _____, 20__.

Signed, Sealed and Delivered
in the presence of:

GRANTOR:

TOWN OF HOLLY HILL,
a municipal corporation,

WITNESS: _____
Print Name: _____

By: _____
Name: _____
Title: _____

WITNESS: _____
Print Name: _____

(CORPORATE SEAL)

STATE OF _____
COUNTY OF _____

The forgoing instrument was acknowledged before me this ____ day of _____ 20__ by _____ as _____ of **TOWN OF HOLLY HILL**, a municipal corporation on behalf of the corporation by means of ☐ physical presence or ☐ online notarization. She/He personally appeared before me, is personally known to me or has produced _____ as identification and who did (did not) take an oath.

(SEAL)

Notary Public

Print Name

Commission Expires:

EXHIBIT "A"

All of Lots one (1) and Seven (7) except the Canal right-of-way of the Halifax Drainage District Canal, and all of lots Eight (8) Nine (9) Ten (10) Sixteen (16) Seventeen (17) and the South Fifty five (55) feet of Lot Eighteen (18) all in the re-sub of Block Two (2) Mason & Carswell's Holly Hill, according to plat of record in Plat book 2, page 113. Said property by this conveyance, is dedicated to the public for use as a municipal or public park, and this conveyance is made under a mutual agreement between the parties hereto, that said property shall forever be used as such and be known and designated as "CARSWELL PARK".

Attachment: 20-9-11 Town of Holly Hill (1) (2020-R-49 : Approval of Granting TECO Energy an Easement Over 1065 Ridgewood Ave)



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

**City Commission
Resolution**

6.3

MEETING DATE: September 22, 2020
FROM: Antoine Khoury
SUBJECT: A Resolution of the City Commission of the City of Holly Hill, Florida, Approving Sole Source Purchase of a Drive Shaft for Softener #2 at the Water Treatment Plant from Westech Engineering, Inc., and Authorizing the City Manager to Execute Any Necessary Price Agreements; Providing for Severability; and Providing for an Effective Date.
NUMBER: 2020-R-50
APPLICANT:
PLANNER:

DISCUSSION:

The City of Holly Hill Water Treatment Plant has a drive shaft unit on softener #2 that is in need of replacement. The existing drive shaft needing replacement was installed in 2008. This drive shaft is manufactured by WesTech Engineering, Inc., and is a sole source unit.

Current City of Holly Hill Purchasing Manual

SECTION F - SOLE SOURCE AND STANDARIZATON

PROCUREMENT POLICY 2.25 EXEMPTION FROM

BIDDING PROCEDURE

Sole source or Standardization procurement is exempt from bidding procedures. The using department must submit to the Finance Department in writing for his/her approval the attempts made, or the data collected to substantiate declaring a product or service "sole source". The City Commission must approve the award of the contract if the dollar amount exceeds \$25,000.

SOLE SOURCE

The following criteria must be met in order to satisfy the sole source or proprietary source requirement:

- ✓ It is the only item that will produce the desired results (or fulfill the specific need) ... or
- ✓ The item is available from only one source of supply ... or

- ✓ The item is available from more than one vendor but due to extreme circumstances, only one vendor is suited to provide the goods or services.

Sole source and proprietary source purchases are exempt from competitive requirements. However, all sole source requisitions exceeding \$10,000 in value will be electronically advertised for a period of at least 5 business days. The steps to follow for sole source and proprietary source purchases are as follows:

- a. The User Department/Department and the Finance Department shall attempt to locate competition. Staff will also check for piggyback contracts. If no other sources are found, the User Department/Department shall submit to the Finance Department a completed sole source/proprietary source form, indicating the requisition number.
- b. A sole source or proprietary source form shall be used to justify and document the requirement. The form shall state why only one source can produce the desired results (or fulfill the specific need).
- c. The Finance Department will electronically post on the City website a description of all requisitions meeting the requirements for competitive pricing per Florida Statute for a period of at least seven (7) business days after the receipt of a completed sole source form from the department.
- d. The Finance Director shall review and approve or disapprove, in writing; sole source/proprietary source designation.
- e. The User Department/Department shall be notified of disapproved requests and the purchase shall be made in accordance with standard procedures.
- f. When the Finance Director approves a sole or proprietary source, staff shall conduct negotiations on price, delivery, and terms. The price must be determined fair and reasonable.
- g. The Finance Department shall keep a log of sole/proprietary source purchases, which includes the vendor name, the amount, item description, justification, and the purchase order number.
- h. For those instance that services are needed involving multiple years (i.e. maintenance of equipment, warranty, etc.) the request must be combined to capture the project, as a whole, and the proper approval must be obtained.

STANDARDIZATION

Standardization is the process of examining characteristics and needs for items of similar end usage and developing a single specification that will satisfy the need for most or all purchases for that purpose. Proprietary purchases (usually components) maintain a degree of continuity to the original or existing decor, equipment, or programs.

Where standardization is determined to be desirable by the City, the purchase of materials, supplies and equipment and certain contractual services may be made by negotiation. Compatibility to existing equipment will be an acceptable justification for waiver of bidding procedures provided the item meets the other criteria within the definition of sole source item (i.e.; available from only one source and only item that will produce the desired results).

FISCAL ANALYSIS:

Birmingham Avenue Water Main Replacement # 20WA02 was identified as a Capital Project for FY 19-20 but due to the need for detailed plans, expanded scope and the shortfall of funding of fuel tank replacement for the generator at Public Works, a Budget Adjustment was done to ensure the completion of the tank replacement that was ongoing.

Birmingham Avenue expanded scope has been identified as a new Capital Project for FY 20-21.

The replacement and installation of the shaft at softener #2 will be used to replace the existing Birmingham Avenue Capital Project #20WA02 and the funding in the project will be sufficient to complete the shaft replacement at a cost of \$113,067.00.

STAFF RECOMMENDATION:

Approval to replace drive shaft unit with its installation under sole source purchasing and authorize the City Manager to execute the necessary price agreements.

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 #2: 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.

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 THE RESOLUTION FOR THE DRIVE SHAFT PURCHASE AND

**INSTALLATION WITH WESTECH UNDER SOLE SOURCE PURCHASE AND
AUTHORIZE CITY MANAGER TO EXECUTE THE NECESSARY AGREEMENTS.**

ATTACHMENTS:

- WesTechSole Source Letter Holly Hiil WWTP (PDF)
- Proposal_2099021-2_Shaft_Replacement-DS43 (PDF)

Resolution No. 2020-50

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING SOLE SOURCE PURCHASE OF A DRIVE SHAFT FOR SOFTENER #2 AT THE WATER TREATMENT PLANT FROM WESTECH ENGINEERING, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY NECESSARY PRICE AGREEMENTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING SOLE SOURCE PURCHASE OF A DRIVE SHAFT FOR SOFTENER #2 AT THE WATER TREATMENT PLANT FROM WESTECH ENGINEERING, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY NECESSARY PRICE AGREEMENTS; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City has a drive shaft unit for softener #2 at the Water Treatment Plant that needs replacing; and

WHEREAS, this drive shaft unit is manufactured by WesTech Engineering, Inc., who is a sole source provider; and

WHEREAS, there is budget available in the Capital Project; and

WHEREAS, the requested amount for this authorization is \$113,067.00.

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

SECTION 1. That the City Commission of the City of Holly Hill approve the sole source purchase of a drive shaft unit for softener #2 at the Water Treatment Plant from WesTech Engineering, Inc.

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 its adoption.

**APPROVED AND AUTHENTICATED on this 22nd day of SEPTEMBER,
2020.**



1 September 2020

Mr. Mark Smith
WTP Mechanic
453 LPGA Blvd.
Holly Hill, Florida 32117

Dear Mr. Mark Smith,

This letter is to advise you that the WestTech DS43 Dual Shaft drive unit, Serial No. 107410, is designed and manufactured by WestTech Engineering, Inc., in Salt Lake City, UT. No other manufacturer or parts distributor can supply this equipment. Moss-Kelley, Inc. is the WestTech municipal representative in your area for WestTech equipment and parts.

Should you require any additional information please contact me.

Best Regards,

DavidFMortensen

David F. Mortensen

Project Manager

Aftermarket Sales & Service | T: 801.290.1877

dmortensen@westech-inc.com | westech-inc.com

Attachment: WestTechSole Source Letter Holly Hill WWTP (2020-R-50 : Drive Shaft Replacement at WTP by Sole Source Purchase)





6.3.b

Holly Hill Water Treatment Plant

Holly Hill, Florida

Equipment Furnished by
WesTech Engineering, Inc.
3665 South West Temple
Salt Lake City, UT 84115
801.265.1000
801.265.1080 fax

Quote Furnished by
Chris Perry
801.290.6448
cperry@westech-inc.com

David Mortensen
801.290.1877
dmortensen@westech-inc.com

WesTech Represented by
Moss Kelley Inc.
Cameron Young
725 Primera Boulevard, Suite 155
Lake Mary, FL 32746
407.805.006
cjy@mosskelley.com

Scope of Supply
Replacement WesTech DS43 Dual Shaft Drive

WesTech Proposal: 2099021.2
Date: 9 September 2020

WESTECH



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Technical Proposal

Overview of WesTech Drive Units

Item A – Replacement WesTech DS43 Dual Shaft Drive

Item B – Turnkey Installation

Commercial Proposal

Terms & Conditions

Technical Proposal

Overview of WesTech Drive Units

WesTech shaft drive units are delivered to the job site as a single, completely assembled and shop-tested unit, ready to be installed on the clarifier bridge and connected to the clarifier rake shaft. The result of a thorough design and meticulous component selection is a strong, reliable, high-quality drive that will provide a long service life with minimum maintenance.

Direct Coupling

Direct coupling of motor, reducer, and pinion shaft eliminates chain or belt drive transmissions, thus increasing efficiency and operator safety. This arrangement also allows for direct and accurate torque monitoring with WesTech's Torkmatic™ torque control.

Electric Motor

The electric motor, direct coupled to a speed reducer, rotates the internal gear by means of a pinion fastened to the output shaft of the speed reducer. The drive control pointer indicates the torque loading in percentages. The electric motor is totally enclosed, suitable for outdoor service, but other commercially available motors to suit environment or service, such as explosion proof, can be furnished. When required, a variable speed drive can be added to vary the output speed of the drive. This allows optimization of the process, which can result in long term savings.

Input Speed Reducer

The speed reducer, driven by the motor, is a completely sealed oil or grease lubricated unit. It is of the cycloidal type, which combines extremely high ratios with high efficiency and low wear in a compact unit. Torque transmitting elements roll rather than grinding or sliding, thus achieving efficiencies of 90 percent. Virtually no wear failures have occurred in properly sized WesTech drives. Even after 30 years of operation, many WesTech reducers are still in use.

Torkmatic™ Drive Control

The Torkmatic drive control indicates and senses the output torque of the drive main gear. At excessively high torques, an alarm will sound or the motor will stop, thus protecting the drive unit and mechanism. For an additional fee, a 4-20 mA signal output and torque transmitter can be provided for convenience and ease in monitoring the process from a remote location.

Precision Bearing Advantages

Precision Manufacturing Tolerances

The bearings utilized are acceptable for high load, high speed applications and are manufactured by recognized bearing companies. The use of these precision bearings is widespread among larger and more heavily loaded clarifier and thickener mechanisms common to the metallurgical industries.

Exceptional long life and load capacities

Instead of applying the bearing load in four points on the bearing balls as with old-style strip lined bearings, the precision bearing utilizes a full band contact race with hardness equal to that of the strip liners. Calculated bearing life is at least five times that for strip liners of the same ball size and diameter. The need for splitting gears and housings is eliminated because of the superior service life.

Overturning Load Capacity

Strip lined bearings have no inherent overturning load capacity and must rely on the mechanism weight alone to hold the bearing race together. This capacity of the precision bearing makes possible tank settling, misalignment, and lack of precision leveling of the drive during installation and operation a far less determining factor in premature bearing failure.

Main Bearing Protection

WesTech gear housings protect from dirt and contamination using designed neoprene seals and gaskets, whereas strip lined bearings can only use a loose felt seal. WesTech precision gears also allow the bearing to run in a separate sealed grease cavity, which achieves additional protection from contamination.

Item A – Replacement WesTech DS43 Dual Shaft Drive

WesTech shall supply a replacement WesTech DS43 Dual Shaft Drive, Model No. DV8026, to replace the existing WesTech drive unit (serial number 4142A) on a clarifier at Holly Hill WTP in Holly Hill, Florida. This will be a virtual duplicate the WesTech drive purchased through McMahan Construction in 2008 (serial number 107410).

Drive Unit Furnished Complete with the Following Components:

- A WesTech Shaft Drive Unit for:
 - ✓ 15,000 AGMA 20-year Continuous Torque (ft•lbs)
 - ✓ 30,000 Momentary Peak Torque (ft•lbs)
 - ✓ 0.046 Rake Output Speed (RPM)
 - ✓ Clockwise Direction of Rake Rotation
 - ✓ 2.6 – 13.0 Impeller Output Speed (RPM)
 - ✓ Counterclockwise Direction of Impeller Rotation
 - ✓ 255,448 Overturning Moment of Main Bearing (ft•lbs)
- An epoxy-coated steel drive base. The steel surface preparation shall be a SSPC-SP6/NACE 3 commercial blast; the primer coat shall be Tnemec® Pota-Pox Plus N140F, Beige 1255 Polymidoamine Epoxy, 3 to 9 mils DFT; the finish coat shall be Tnemec® Endura-Shield II 1074U, Dark Blue B5712 Aliphatic Acrylic Polyurethane, 2 to 5 mils DFT; with a total dry film thickness of 5-14 mils.
- Forged alloy steel, contoured-race, locked-ring precision main bearing.
- Oil lubrication of the main gear and pinion; grease lubrication of the main bearing.
- A direct-coupled rake cycloidal speed reducer.
- A 1.5 HP TEFC rake motor, suitable for 230/460 volt, 3-phase, 60-hertz supply power.
- A 7.5 HP TEFC impeller motor, suitable for 230/460 volt, 3-phase, 60-hertz supply power.
- Bridge mounting adapter and output shaft adapters and flanges, all designed and manufactured according to measurements recorded by WesTech.
- All fasteners necessary to attach the drive to the center shaft and the bridge.
- Stainless steel weatherproof WesTech Torkmatic® torque control with a stainless-steel enclosure, visual indicator dial, and two limit switches set at:

Alarm Torque: 100 % Motor Cutout Torque: 125 %

Warranty

Five (5) years.

Clarifications/Comments

- This proposed drive unit will be fabricated using the OEM specification, and thus, WesTech will not provide a submittal for this project.
- Installation of the drive unit is to be done by others, unless purchased as part of this proposal.
- One (1) electronic copy (USB drive) of the Owners & Maintenance Manual for the drive unit is included.
- This proposal, including all terms and conditions contained herein, shall become part of any resulting contract or purchase order. Changes to any terms and conditions, including but not limited to submittal and shipment days, payment terms, and escalation clause shall be negotiated at order placement, otherwise the proposal terms and conditions contained herein shall apply.
- All field surface preparation, field paint, touch-up, and repair to shop painted surfaces are not by WesTech.

Item B – Turnkey Installation Service

WesTech will provide the manpower, supervision, and tools to remove the existing drive unit and install the WesTech DS43 Shaft drive unit. The scope of this service includes:

- Site mobilization and demobilization including– personnel, equipment (as needed), and travel time to and from the job site.
- Cranes, mats, rigging equipment as needed.
- Support of super structure as needed.
- Removal of the existing shaft drive unit.
- Installation of the new WesTech shaft drive unit.
- Leveling of drive unit and rake arms.
- Startup Service from a WesTech technician.

Scope does not include:

- Overtime premiums or weekend work.
- Draining and cleaning of the tank.
- Standby time while draining and cleaning the tank.
- Electrical disconnect or connect.
- Offloading and storage of drive units.
- Bypass pumping.
- Disposing of old debris/parts.
- Grease or oil for maintenance lubrication.
- Grout or civil work.

Installation Clarifications

Special Requirements:

- Dehumidification equipment allowances are not included nor anticipated.
- Special considerations for breathing apparatus, air quality monitoring, vacuum evacuation of weld fumes, and fans have not been included.
- Special paint testing (spark, holiday) is not included.

Labor:

1. Price is based on open shop labor practices and rates.

2. WesTech's Project Manager/Representative will be on site at mobilization, at completion, and will make periodic site visits during installation to monitor progress.
3. Price is based on free and easy access to and around tank foundations and tank shell for no less than 12 hours during the daytime for 7 days per week. Although pricing may not include working during all the access time, we require access during these times to maintain schedule due to events that cannot be foreseen.
4. Price is based on one (1) move-in to the jobsite with clear and continuous access to and from the jobsite. If another move-in is required due to purchaser's delays or if foundations are not complete and stand-by time is required, the costs incurred by WesTech shall be to the purchaser's account and completion date will be delayed, without penalty to WesTech, by the number of days until WesTech crews remobilize on site.
5. Price does not include personnel or equipment (blankets, tenting, hose, etc.) assigned exclusively for the purpose of safety and/or fire watch/protection and/or security and/or quality/inspection unless specifically noted above. OSHA does not require a hole watch and we have assumed the tank is a non-permit-required confined space which does not require a hole watch.
6. We assume the construction parking lot to be close enough to the work site that bussing is not required. If bussing is required, all associated costs shall be for the purchaser's account.
7. If field delays are caused due to non-WesTech errors, standard T&M rates apply to the delay.

General Conditions:

1. Arbitration -Any controversy or claim arising out of or relating to this proposal or breach thereof, shall be settled by binding arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association, and judgment upon the award rendered by the Arbitrator(s) may be entered in any court having jurisdiction.
2. A normal outside work site free of overhead obstructions with reasonably clear access around tanks for crane and equipment is required. Site must be drained and adequately maintained by purchaser. Should conditions at site dictate other than a normal site with reasonably clear access, our price will be adjusted accordingly.
3. All necessary materials for the installation that are to be furnished by others but installed by WesTech shall be unloaded within fifty (50) feet of the applicable area of installation. Any materials received during our erection schedule and installed by WesTech will be unloaded by WesTech.
4. All electrical power for small tools and welding machines (460 v, 3 ph, 200 amps and 110v, 1 ph, 100 amps) along with connection and disconnection to be furnished by others at no cost to

WesTech.

5. Work points, center lines, elevations, etc. to be provided by others prior to start of work.
6. WesTech does not take responsibility for damage to concrete floors, roadways, paved surfaces, or landscaping which may occur during normal erection work.
7. WesTech shall not be liable for incidental or consequential damages for any reason whatsoever.
8. No welding is permitted below the minimum metal preheat temperature per API code. WesTech has not included for preheating of the base metal for cold weather conditions nor associated weather delays.
9. WesTech standard inspections apply. Third party inspection and weld maps are not included unless specifically stated in this document.

Taxes, Codes, and Permits:

1. Although it is our intent to comply with all state and local laws, ordinances, codes, and regulations, due to the large marketing area we service, it is not feasible for us to attempt to research all these requirements. We are not aware of any special state or local codes that would require changes in this proposal design, however, the associated costs would be for the purchaser's account.
2. Federal, state, and local permits to be by others at no cost to WesTech.
3. Unless otherwise stated in this proposal, all sales and/or use taxes are excluded from this proposal.

Responsibilities of the Purchaser:

The following items are listed to clearly define the responsibilities of the Purchaser/General Contractor (P/GC) and are not the responsibilities of WesTech Engineering, Inc.

1. Special construction procedures or devices may be required to protect WesTech's employees from the work of others or to protect employees of others from the work of WesTech, in order to comply with applicable safety and health laws. The cost of providing such special construction procedures or devices will be borne by the P/GC.
2. Provide a clear, well-drained, and open space adjacent to the proposed tank location adequate for receiving and storing materials and construction equipment. If dewatering and/or stabilizing materials are required, they are the sole responsibility of the P/GC.
3. Provide and maintain an unobstructed roadway to, and access around the construction site and

foundation of the tank, suitable for heavy trucks and construction equipment. If dewatering and/or stabilizing materials are required, they are the sole responsibility of the P/GC.

4. Provide access to facilities for emergency medical assistance in the event of a job accident.
5. Provide all lubricants.
6. Before construction is started and without cost to WesTech, the P/GC shall remove or make safe any conditions at the construction site which present a safety hazard to workmen or equipment including, but not limited to electric or telephone wires, pipe lines, flames, smoke, flammable gases, fumes, steam, poison, noxious chemicals, and hazards from other contractors working above or below the construction work. The P/GC shall have the sole responsibility for replacement and protection of all underground piping and facilities.
7. The PURCHASER shall be responsible for responsibilities outlined for the controlling entity within OSHA 29 CFR 1926.1400 (Cranes And Derricks). WesTech acknowledges the revised OSHA Crane and Derrick Standards but does not consider itself the controlling entity as defined in Section 1926.1401.
8. PURCHASER is to provide a dedicated spotter that is in contact with our crane operator if there are power lines within our crane's operating radius per OSHA 29 CFR 1926.1408. WesTech can provide the dedicated spotter at an additional cost if the owner does not provide one. As a safety precaution, WesTech's construction forces do not operate hoisting equipment or install rigging within 15 feet of live electric power lines of 220 volts or greater.
9. All the terms and conditions of this proposal become an integral part of a resultant order.

Note: Any Item Not Listed Above to Be Furnished by Others.

Items Not by WesTech:

Electrical wiring, conduit or electrical equipment, piping, valves, or fittings, lubricating oil or grease, field painting or touch painting, field welding, erection, detailed shop fabrication drawings, performance testing, unloading, storage, concrete work, field service, (except as specifically noted).

This proposal has been reviewed for accuracy and is approved for issue:

By: **DavidFMortensen**

Date: 1 September 2020

Commercial Firm Proposal

Quote Name: Holly Hill WTP

Proposal Number: 2099021.1

Date: 1 September 2020

WesTech Reference Project #: 107410

1. Bidder's Contact Information

Company Name	WesTech Engineering, Inc.
Contact Name	David Mortensen
Phone	801.290.1877
Email	dmortensen@westech-inc.com
Address: Number/Street	3665 S West Temple
Address: City, State, Zip	Salt Lake City, UT 84115

2. Pricing

Currency US Dollars

Scope of Supply

Item A – Replacement WesTech DS43 Shaft Drive	\$ 79,159.00
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Item B – Turnkey Installation	\$ 33,908.00
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Prices are for a period not to exceed 30 days from date of proposal.

Taxes (sales, use, VAT, IVA, IGV, duties, import fees, etc.)	Not Included
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3. Payment Terms

Net due 30 days after shipment	100%
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All payments are net 30 days. Partial shipments are allowed. Other terms per WesTech proforma invoice.

4. Schedule

The estimated time to shipment after a purchase order is received.	14 weeks
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5. Freight

FOB Shipping Point, with the freight cost to the jobsite included in the price.

Attachment: Proposal_2099021-2_Shaft_Replacement-DS43 (2020-R-50 : Drive Shaft Replacement at WTP by Sole Source Purchase)

Terms & Conditions

Terms and Conditions appearing in any order based on this proposal which are inconsistent herewith shall not be binding on WesTech Engineering Inc. The sale and purchase of equipment described herein shall be governed exclusively by the foregoing proposal and the following provisions:

1. Specifications: WesTech Engineering Inc. is furnishing its standard equipment as outlined in the proposal and as will be covered by final approved drawings. The equipment may not be in strict compliance with the Engineer's/Owner's plans, specifications, or addenda as there may be deviations. The equipment will, however, meet the general intention of the mechanical specifications of these documents.

2. Items Included: This proposal includes only the equipment specified herein and does not include erection, installation, accessories, nor associated materials such as controls, piping, etc., unless specifically listed.

3. Parties to Contract: WesTech Engineering Inc. is not a party to or bound by the terms of any contract between WesTech Engineering Inc.'s customer and any other party. WesTech Engineering Inc.'s undertakings are limited to those defined in the contract between WesTech Engineering Inc. and its direct customers.

4. Price and Delivery: All selling prices quoted are subject to change without notice after 30 days from the date of this proposal unless specified otherwise. Unless otherwise stated, all prices are F.O.B. WesTech Engineering Inc. or its supplier's shipping points. All claims for damage, delay or shortage arising from such equipment shall be made by Purchaser directly against the carrier. When shipments are quoted F.O.B. job site or other designation, Purchaser shall inspect the equipment shipped, notifying WesTech Engineering Inc. of any damage or shortage within forty-eight hours of receipt, and failure to so notify WesTech Engineering Inc. shall constitute acceptance by Purchaser, relieving WesTech Engineering Inc. of any liability for shipping damages or shortages.

5. Payments: All invoices are net 30 days. Delinquencies are subject to a 1.5 percent service charge per month or the maximum permitted by law, whichever is less on all past due accounts. Pro rata payments are due as shipments are made. If shipments are delayed by the Purchaser, invoices shall be sent on the date when WesTech Engineering Inc. is prepared to make shipment and payment shall become due under standard invoicing terms. If the work to be performed hereunder is delayed by the Purchaser, payments shall be based on the purchase price and percentage of completion. Products held for the Purchaser shall be at the risk and expense of the Purchaser. Unless specifically stated otherwise, prices quoted are for equipment only. These terms are independent of and not contingent upon the time and manner in which the Purchaser receives payment from the owner.

6. Payment Terms: Credit is subject to acceptance by WesTech Engineering Inc.'s Credit Department. If the financial condition of the Purchaser at any time is such as to give WesTech Engineering Inc., in its judgment, doubt concerning the Purchaser's ability to pay, WesTech Engineering Inc. may require full or partial payment in advance or may suspend any further deliveries or continuance of the work to be performed by the WesTech Engineering Inc. until such payment has been received.

7. Escalation: If shipment is, for any reason, deferred by the Purchaser beyond the normal shipment date, or if material price increases are greater than 5% from proposal date to material procurement date, stated prices set forth herein are subject to escalation. The escalation shall be based upon increases in labor and material and other costs to WesTech Engineering Inc. that occur in the time period between quotation and shipment by WesTech Engineering Inc. Purchaser agrees to this potential escalation regardless of contradicting terms in the contract, except when an agreed upon escalation adder is included in the price.

(a) The total quoted revised price is based upon changes in the indices published by the United States Department of Labor, Bureau of Labor Statistics. Labor will be related to the

Average Hourly Earnings indices found in the Employment and Earnings publication. Material will be related to the Metal and Metal Products Indices published in Wholesale Prices and Prices Indices.

(b) Price revision for items furnished to, and not manufactured by WesTech Engineering Inc., which exceed the above escalation calculation, will be passed along by WesTech Engineering Inc. to Purchaser based upon the actual increase in price to WesTech Engineering Inc. for the period from the date of quotation to the date of shipment by WesTech Engineering Inc. Any item that is so revised will be excluded from the index escalation calculations set forth in subparagraph (a) above.

8. Approval: If approval of equipment submittals by Purchaser or others is required, a condition precedent to WesTech Engineering Inc. supplying any equipment shall be such complete approval.

9. Installation Supervision: Prices quoted for equipment do not include installation supervision. WesTech Engineering Inc. recommends and will, upon request, make available, at WesTech Engineering Inc.'s then current rate, an experienced installation supervisor to act as the Purchaser's employee and agent to supervise installation of the equipment. Purchaser shall at its sole expense furnish all necessary labor equipment, and materials needed for installation.

Responsibility for proper operation of equipment, if not installed by WesTech Engineering Inc. or installed in accordance with WesTech Engineering Inc.'s instructions, and inspect and accepted in writing by WesTech Engineering Inc., rests entirely with Purchaser; and any work performed by WesTech Engineering Inc. personnel in making adjustment or changes must be paid for at WesTech Engineering Inc.'s then current per diem rates plus living and traveling expenses.

WesTech Engineering Inc. will supply the safety devices described in this proposal or shown in WesTech Engineering Inc.'s drawings furnished as part of this order but excepting these, WesTech Engineering Inc. shall not be required to supply or install any safety devices whether required by law or otherwise. The Purchaser hereby agrees to indemnify and hold harmless WesTech Engineering Inc. from any claims or losses arising due to alleged or actual insufficiency or inadequacy of the safety devices offered or supplied hereunder, whether specified by WesTech Engineering Inc. or Purchaser, and from any damage resulting from the use of the equipment supplied hereunder.

10. Acceptance of Products: Products will be deemed accepted without any claim by Purchaser unless written notice of non-acceptance is received by WesTech Engineering Inc. within 30 days of delivery if shipped F.O.B. point of shipment, or 48 hours of delivery if shipped F.O.B. point of destination. Such written notice shall not be considered received by WesTech Engineering Inc. unless it is accompanied by all freight bills for said shipment, with Purchaser's notations as to damages, shortages and conditions of equipment, containers, and seals. Non-accepted products are subject to the return policy stated below.

11. Taxes: Any federal, state, or local sales, use or other taxes applicable to this transaction, unless specifically included in the price, shall be for Purchaser's account.

12. Title: The equipment specified herein, and any replacements or substitutes thereof shall, regardless of the manner in which affixed to or used in connection with realty, remain the sole and personal property of WesTech Engineering Inc. until the full purchase price has been paid. Purchaser agrees to do all things necessary to protect and maintain WesTech Engineering Inc.'s title and interest in and to such equipment; and upon Purchaser's default, WesTech Engineering Inc. may retain as liquidated damages any and all partial payments made and shall be free to enter the premises where such equipment is located and remove the same as its property without prejudice to any further claims or account of damages or loss which WesTech Engineering Inc. may suffer from any cause.

13. Insurance: From date of shipment until the invoice is paid in full, Purchaser agrees to provide and maintain at its expense, but for WesTech Engineering Inc.'s benefit, adequate insurance including, but not limited to, builders risk insurance on the equipment against any loss of any nature whatsoever.

14. Shipments: Any shipment of delivery dates recited represent WesTech Engineering Inc.'s best estimate but no liability, direct or indirect, is assumed by WesTech Engineering Inc. for failure to ship or deliver on such dates.

WesTech Engineering Inc. shall have the right to make partial shipments; and invoices covering the same shall be due and payable by Purchaser in accordance with the payment terms thereof. If Purchaser defaults in any payment when due hereunder, WesTech Engineering Inc. may, without incurring any liability therefore to Purchaser or Purchaser's customers, declare all payments immediately due and payable with maximum legal interest thereon from due date of said payment, and at its option, stop all further work and shipments until all past due payments have been made, and/or require that any further deliveries be paid for prior to shipment.

If Purchaser requests postponements of shipments, the purchase price shall be due and payable upon notice from WesTech Engineering Inc. that the equipment is ready for shipment; and thereafter any storage or other charge WesTech Engineering Inc. incurs on account of the equipment shall be for the Purchaser's account.

If delivery is specified at a point other than WesTech Engineering Inc. or its supplier's shipping points, and delivery is postponed or prevented by strike, accident, embargo, or other cause beyond WesTech Engineering Inc.'s reasonable control and occurring at a location other than WesTech Engineering Inc. or its supplier's shipping points, WesTech Engineering Inc. assumes no liability in delivery delay. If Purchaser refuses such delivery, WesTech Engineering Inc. may store the equipment at Purchaser's expense. For all purposes of this agreement such tender of delivery or storage shall constitute delivery.

15. Warranty: WESTECH ENGINEERING INC. WARRANTS EQUIPMENT IT SUPPLIES ONLY IN ACCORDANCE WITH THE WARRANTY EXPRESSED IN THE ATTACHED COPY OF "WESTECH WARRANTY" AGAINST DEFECTS IN WORKMANSHIP AND MATERIALS WHICH IS MADE A PART HEREOF. SUCH WARRANTY IN LIEU OF ALL OTHER WARRANTIES, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE, WHETHER WRITTEN, ORAL, EXPRESSED, IMPLIED OR STATUTORY, WESTECH ENGINEERING INC. SHALL NOT BE LIABLE ANY CONTINGENT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES FOR ANY REASON WHATSOEVER.

16. Patents: WesTech Engineering Inc. agrees that it will, at its own expense, defend all suits or proceedings instituted against Purchaser and pay any award of damages assessed against it in such suits or proceedings, so far as the same are based on any claim that the said equipment or any part thereof constitutes an infringement of any apparatus patent of the United States issued at the date of this Agreement, provided WesTech Engineering Inc. is given prompt notice in writing of the institution or threatened institution of any suit or proceeding and is given full control of the defense, settlement, or compromise of any such action; and Purchaser agrees to give WesTech Engineering Inc. needed information, assistance, and authority to enable WesTech Engineering Inc. so to do. In the event said equipment is held or conceded to infringe such a patent, WesTech Engineering Inc. shall have the right at its sole option and expense to a) modify the equipment to be non-infringing, b) obtain for Purchaser the license to continue using said equipment, or c) accept return of the equipment and refund to the Purchaser the purchase price thereof less a reasonable charge for the use thereof. WesTech Engineering Inc. will reimburse Purchaser for actual out-of-pocket expenses, exclusive of legal fees, incurred in preparing such information and rendering such assistance at WesTech Engineering Inc.'s request. The foregoing states the entire liability of WesTech Engineering Inc., with respect to patent infringement; and except as otherwise agreed to in writing, WesTech Engineering Inc. assumes no responsibility for process patent infringement.

17. Surface Preparation and Painting: If furnished, shop primer paint is intended to serve only as minimal protective finish. WesTech Engineering Inc. will not be responsible for the condition of primed or finish painted surfaces after equipment leaves its shops. Purchasers are invited to inspect paint in shops for proper preparation and application prior to shipment. WesTech Engineering Inc. assumes no responsibility for field surface preparation or touch-up of shipping damage to paint. Painting of fasteners and other

touch-up to painted surfaces will be by Purchaser's painting contractor after mechanism installation.

Motors, gear motors, and other components not manufactured by WesTech Engineering Inc. will be painted with that manufacturer's standard paint system. It is WesTech Engineering Inc.'s intention to ship major steel components as soon as fabricated, often before drive, motors, and other manufactured components. Unless Purchaser can ensure that shop primed steel shall be field painted within thirty (30) days after arrival at the job site, WesTech Engineering Inc. encourages the Purchaser to order these components without primer.

WesTech Engineering Inc.'s prices are based on paints and surface preparations as outlined in the main body of this proposal. In the event that an alternate paint system is selected, WesTech Engineering Inc. requests that Purchaser's order advise of the paint selection. WesTech Engineering Inc. will then either adjust the price as may be necessary to comply or ship the material unpainted if compliance is not possible due to application problems or environmental controls.

18. Cancellation, Suspension, or Delay: After acceptance by WesTech Engineering Inc., this proposal, or Purchaser's order based on this proposal, shall be a firm agreement and is not subject to cancellation, suspension, or delay except upon payment by Purchaser of appropriate charges which shall include all costs incurred by WesTech Engineering Inc. at date of cancellation, suspension, or delay plus a reasonable profit. Additionally, all charges related to storage and/or resumption of work, at WesTech Engineering Inc.'s plant or elsewhere, shall be for Purchaser's sole account; and all risks incidental to storage shall be assumed by Purchaser.

19. Return of Products: No products may be returned to WesTech Engineering Inc. without WesTech Engineering Inc.'s prior written permission. Said permission may be withheld by WesTech Engineering Inc. at its sole discretion.

20. Backcharges: WesTech Engineering Inc. will not approve or accept backcharges for labor, materials, or other costs incurred by Purchaser or others in modification, adjustment, service, or repair of WesTech Engineering Inc.-furnished materials unless such back charge has been authorized in advance in writing by a WesTech Engineering Inc. employee, by a WesTech Engineering Inc. purchase order, or work requisition signed by WesTech Engineering Inc.

21. Indemnification: Purchaser agrees to indemnify WesTech Engineering Inc. from all costs incurred, including but not limited to court costs and reasonable attorney fees, from enforcing any provisions of this contract, including but not limited to breach of contract or costs incurred in collecting monies owed on this contract.

22. Entire Agreement: This proposal expresses the entire agreement between the parties hereto superseding any prior understandings, and is not subject to modification except by a writing signed by an authorized officer of each party.

23. Motors and Motor Drives: In order to avoid shipment delays of WesTech Engineering Inc. equipment, the motor drives may be sent directly to the job site for installation by the equipment installer. Minor fit-up may be required.

24. Extended Storage: Extended storage instructions will be part of information provided to shipment. If equipment installation and start-up is delayed more than 30 days, the provisions of the storage instructions must be followed to keep WARRANTY in force.

25. Liability: Professional liability insurance, including but not limited to, errors and omissions insurance, is not included. In any event, liability for errors and omissions shall be limited to the lesser of \$100,000USD or the value of the particular piece of equipment (not the value of the entire order) supplied by WesTech Engineering Inc. against which a claim is sought.

26. Arbitration Negotiation: Any controversy or claim arising out of or relating to the performance of any contract resulting from this proposal or contract issued, or the breach thereof, shall be settled by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association, and judgment upon the award rendered by the arbitrator(s) may be entered to any court having jurisdiction.

ACCEPTED BY PURCHASER

Customer Name: _____

Customer Address: _____

Contact Name: _____

Contact Phone: _____

Contact Email: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____



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

**City Commission
Resolution**

6.4

MEETING DATE: September 22, 2020
FROM: Antoine Khoury
SUBJECT: A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Modify the Agreement with Mead and Hunt, Inc., to Provide Professional Services for the Birmingham Avenue Water Main Replacement to a Not to Exceed Amount of \$16,703.00; Providing for Severability; and Providing for an Effective Date.
NUMBER: 2020-R-51
APPLICANT:
PLANNER:

DISCUSSION:

Purchase Order 200070 was issued by the City of Holly Hill for Birmingham Avenue water main replacement that excluded the bidding services and analysis of the bids received as it was supposed to an emergency repair and only 3 quotes were to be required. Staff were able to complete a patch to the leaky pipe that eliminated the need for an emergency repair. That repair was able to allow for the plans to be advertised for open bids.

This Change Order will authorize Mead and Hunt to complete the bid preparation, attend pre-bid meetings and bid opening, respond to all questions during the bid process, answer plan clarification, issue addendum as needed and finally evaluate the bidders, checking bidders references and make final recommendations on the award. These additional services will require a Change Order to be issued to M&H to complete the bidding services for Birmingham Avenue and Kansas Street water main replacement.

FISCAL ANALYSIS:

The City entered into a Continuing Services Contract with Mead & Hunt (formerly Quentin L. Hampton) in December 2015. The initial term of this contract is five (5) years with options for two renewals for one year each .

Funding for this project has been included in Fiscal Year budget 2019/2020. The Project Code is 20WA02.

This will increase the Purchase Order for this project from \$11,019.00 to \$16,703.00 and the funds are available in account number 407-8110-580.63-00.

STAFF RECOMMENDATION:

Authorize the City Manager to modify the agreement with Mead and Hunt, Inc., to provide professional services to facilitate the replacement of the Birmingham Avenue water main replacements to \$16,703.00.

COMMISSION GOALS:

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 THE RESOLUTION AUTHORIZING THE CITY MANAGER TO MODIFY THE AGREEMENT WITH MEAD AND HUNT, INC., TO PROVIDE PROFESSIONAL SERVICES FOR BIRMINGHAM AVENUE WATER MAIN REPLACEMENT TO A NOT TO EXCEED AMOUNT OF \$16,703.00.

ATTACHMENTS:

- Birmingham Ave Water Main Replacement Engineering Scope Change (PDF)

Resolution No. 2020-51

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO MODIFY THE AGREEMENT WITH MEAD AND HUNT, INC., TO PROVIDE PROFESSIONAL SERVICES FOR THE BIRMINGHAM AVENUE WATER MAIN REPLACEMENT TO A NOT TO EXCEED AMOUNT OF \$16,703.00; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO MODIFY THE AGREEMENT WITH MEAD AND HUNT, INC., TO PROVIDE PROFESSIONAL SERVICES FOR THE BIRMINGHAM AVENUE WATER MAIN REPLACEMENT TO A NOT TO EXCEED AMOUNT OF \$16,703.00; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City has issued a purchase order for the Birmingham Avenue water main replacement that excluded bidding services and analysis of the bids received; and

WHEREAS, the City staff were able to patch the leaky pipe eliminating the need for an emergency repair which will allow for the plans to be advertised for open bids; and

WHEREAS, the Change Order will authorize Mead and Hunt to complete bidding services and the analysis of the bids received and make final recommendations on the award; and

WHEREAS, these additional services will require a Change Order to be issued to Mead and Hunt to complete bidding services in the amount of \$5,684.00.

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

SECTION 1. That the City Commission of the City of Holly Hill approve a Change Order to be issued to Mead and Hunt to complete bidding services in the amount of \$5,684.00 for a total purchase order amount not to exceed \$16,703.00.

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 its adoption.

APPROVED AND AUTHENTICATED on this 22nd day of SEPTEMBER, 2020.



Scope change

6.4.a

Project Name: Birmingham Ave/Kansas St WM
Replacement

Client: CITY OF HOLLY HILL

Project Location: Holly Hill, FL

Client representative: Antoine Khoury, P.E.

Project number: 1000710-200116.01

Mead & Hunt Manager: Kevin A. Lee, P.E.

Date: 9/4/2020

Mead & Hunt, Inc. phone: (386) 761-6810

1. Client hereby authorizes the following changes in the scope of work:
The original task authorization did not include bidding phase services. The following outlines the Bidding Phase Services:

The City will be responsible for managing the bid process, i.e., advertisement, distribution of bid packages, receipt and opening of bids. Mead & Hunt will provide the following bid-phase services:

Pre-Bid Meeting Mead & Hunt will attend and lead a pre-bid meeting at City offices to review the project details before bids are submitted.

Addenda and Bidder Questions Mead & Hunt will respond to bidder questions during the bid period. All requests and responses will be documented and submitted to the City for distribution to potential bidders. Mead & Hunt will prepare and submit addenda to the City for distribution to potential bidders.

Bid Tabulation and Recommendation of Award Mead & Hunt will complete a review of the bids for completeness and conformance with the bidding and contract requirements. Mead & Hunt will evaluate the low bidder(s) submitted qualifications information and contact provided references to inquire about bidders' experience. Based on that review, Mead & Hunt will submit to the City a bid tabulation and a recommendation of award.

Deliverables

1. Addenda to bid documents
 2. Final bid tabulation
 3. Recommendation of award
3. The reasons for these changes in the scope of work are as follows:
The original scope included design and construction phase services only. The City was going to bid the project internally and not require Mead & Hunt services for that phase. The design is complete, and the City has decided to formally bid the project with Mead & Hunt providing bidding phase services.
 4. Additional or reduction in Mead & Hunt fees: \$5,684.00

Mead & Hunt, Inc. shall commence work on this change as soon as it receives this signed document by delivery, regular mail, fax or e-mail.

This change in work or scope change is subject to the terms and conditions of the contract executed for this project dated November 27, 2019

For: MEAD & HUNT, INC.

By:

Name:

Title:

Brad T. Blais, P.E.

Vice President/Market Leader

For:

CITY OF HOLLY HILL

By:

Name:

Title:

*The above person is authorized to sign for
Client and bind the Client to the terms hereof.*

Date: September 4, 2020

Approval:

Antoine I Khoury
*required if signature above is not authorized to
sign contracts*

Date:

9-4-2020

Approval

Antoine I Khoury



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

**City Commission
Agenda Item**

6.5

MEETING DATE: September 22, 2020
FROM: Stella Gurnee
SUBJECT: Uncollectible Utility Account Adjustments
NUMBER: (ID # 3055)
APPLICANT:
PLANNER:

DISCUSSION:

Finance staff is requesting that the City Commission approve to adjust the accumulated Utilities uncollectible accounts through August 31, 2020. These accounts are all inactivated with terminated utility services over 4 years old or older. Florida Statue 95.11 limits the amount of time for action to recovering utility debt. None of the accounts are under the current property owner's name. Both, internal and external collection efforts have been made on these accounts. If the account holder attempts to open future utility accounts the City will required payment of these debts.

FISCAL ANALYSIS:

The entry is to adjust utility accounts receivable to properly reflect the matching of revenues and expenditures. Utility accounts will be adjusted in the amount of \$13,946.69.

STAFF RECOMMENDATION:

Authorize the Finance Director to adjust the accumulated utilities uncollectible accounts.

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:

AUTHORIZE THE FINANCE DEPARTMENT TO MAKE AN ADJUSTING ENTRY FOR UNCOLLECTIBLE ACCOUNTS IN THE AMOUNT OF \$13,946.69.

- 2020 Uncollectible Utility Account write off (PDF)

Fiscal Year 2020					
Uncollectible Utility Account Write Offs					
Cust #	Location	Address	Last Activity Date	Amount	Customer
49501	10402	511 WALKER ST	2/16/2015	118.89	ACREE II, ARTHUR LEE
47343	3790	1626 SELMA AVE	12/9/2014	208.37	APONTE, PAULINE
44355	440	821 RIDGEWOOD AVE #B	2/16/2015	340.51	ATLANTIC PROP MAIN GP (VCT),
49107	1334	1529 ESPANOLA AVE	12/9/2014	248.77	AULT, STEVE
49507	7584	606 1/2 DAHLIA AVE	1/20/2015	98.14	BALLARD (VACANT), LONA E
48827	7584	606 1/2 DAHLIA AVE	12/9/2014	255.13	BALLARD, LONA
48801	6658	702 UNABELLE AVE	6/13/2014	44.66	BANK OF NEW YORK MELLON (VCT)
33977	1860	172 HIGHLAND AVE	12/9/2014	16.83	BASILE (VACANT), LAURIE
46257	7910	716 N FLAMINGO DR	12/9/2014	155.77	BETHEL (VACANT), MICHAEL A
45461	13644	1317 POWERS AVE	2/16/2015	130.01	BLACK, JERMAINE R
46797	5518	634 LPGA BLVD #A	12/9/2014	138.29	BLAKELY III, BOBBY R
49063	9398	950 8TH ST	1/20/2015	122.20	BROWN, RONALD GEORGE
46371	1888	145 2ND ST	12/9/2014	118.39	CHEMERO, CHRISTOPHER P
44971	2556	1536 FRANKLIN CIR	12/9/2014	124.94	CHICHKAN, ELENA
48959	14324	627 UNABELLE AVE	1/20/2015	16.51	COLLERAN (VACANT), PETER J
42327	7518	637 ASH AVE	1/20/2015	190.68	COLWILL, NAOMI B
46151	5516	826 AVONDALE AVE	12/9/2014	148.91	CURRY, BRIAN M
47385	5554	634 LPGA BLVD #B	1/20/2015	82.33	DANIELS, LISA
49487	1002	1588 PINE AVE	2/16/2015	170.14	DAYTONA CYCLE & ATV
45517	2986	1575 BIRMINGHAM AVE	12/9/2014	17.59	DORMEVIL, WISGUERE
44521	10492	1608 TUSCALOOSA AVE	12/9/2014	71.94	FISHER(VACANT), FREDERIQUE L
39191	6648	633 UNABELLE AVE	1/20/2015	68.91	FOWLER, JESSICA D
49329	10242	624 VIRGINIA AVE	1/20/2015	140.11	FRANKS, MARK A
47291	448	841 RIDGEWOOD AVE	1/20/2015	3,373.33	FREEDOM CYCLES & DAYTONA LLC
48623	216	433 SILVER BEACH DR	2/16/2015	354.71	FUNDERBURK, APRIL
43953	2550	1534 FRANKLIN CIR	4/26/2016	38.79	GALLUCCIO, ALICIA J
47835	1120	1507 STATE AVE #Z	1/20/2015	73.88	GILLIS, WINDY
48739	6522	706 WALKER ST	1/20/2015	190.09	GILMER, GEORGE
48617	9764	1327 JARECKI AVE	12/9/2014	609.80	GORMAN, DAVID
48991	8528	640 8TH ST #232	12/9/2014	69.29	GUEST, TREVOR
48513	14832	845 CARSWELL AVE	1/20/2015	91.79	HANKS (VCT), JEFFERY& STEPHANE
47571	8838	532 CENTER AVE	2/16/2015	140.27	HIPWELL, NICHOLAS A
8851	7770	944 ALABAMA AVE	2/16/2015	169.01	HUMBERGER, GEORGE D 32130
48345	2164	581 FLOMICH ST	1/20/2015	125.50	JOHNSON, RODDRICK
44951	11520	944 HIBISCUS AVE	1/20/2015	110.72	KNIGHT, ESSENCE A
42405	3134	158 FLOMICH ST	6/20/2011	35.48	LACY, MARVIN L
49301	2110	103 PARK CIR	2/16/2015	165.80	LEWIS, JEFFRY KEVIN
9813	6888	312 3RD ST	12/9/2014	186.55	LUCAS, GRETA L
47073	3172	205 FLOMICH ST	12/9/2014	128.18	MASI, DARIN S
48543	8590	660 8TH ST #113	2/16/2015	240.94	MCCRAY, NORDICA
45437	7648	616 FERN AVE	2/16/2015	120.90	MOBILE MECHANIC
40487	11688	15 WILLIAM DR	12/9/2014	286.99	MYERS III, LEONARD
28365	6608	613 UNABELLE AVE	2/16/2015	119.51	ONTIVEROS, NICOLE JOY
47679	14252	1103 FLOMICH ST	2/16/2015	181.37	PEAVY, IKIA
48647	4688	1503 HAMMOCK DR #B	1/20/2015	205.19	RANDLE, SHENEEKA

Attachment: 2020 Uncollectible Utility Account write off (3055 : Uncollectible Utility Account Adjustments)

Fiscal Year 2020					
Uncollectible Utility Account Write Offs					
Cust #	Location	Address	Last Activity Date	Amount	Customer
41631	8268	456 CARD AVE	12/9/2014	189.83	ROUNDTREE, LATESHA
41327	4772	1541 DAYTONA AVE	12/9/2014	109.75	SALICRUP, ISRAEL
25549	7418	622 6TH ST	12/9/2014	432.35	SANTIAGO (VACANT), LINETTE
44893	3692	1542 CORDOVA AVE	1/20/2015	418.74	SHANNON, JACOB
46979	2216	1582 MEGAN BAY CIR	1/20/2015	165.46	SHORTER, KAYLA
49389	6658	702 UNABELLE AVE	9/30/2015	139.78	SMITH, LETICIA
48101	4472	1561 SUNSET LN #B	2/16/2015	399.07	SOWERS, CRYSTAL ANN
22987	352	460 RIDGEWOOD AVE	2/16/2015	995.55	TAR EAGLE, LLC(JEFF CLOAR)
22987	410	240 7TH ST	2/16/2015	131.09	TAR EAGLE, LLC(JEFF CLOAR)
48867	4008	218 GRANADA ST	1/20/2015	142.73	WHITAKER, MARY A
42789	8576	612 3RD ST #A2	12/9/2014	383.65	WILLIAMS JR, THEODORE V
45077	3678	1532 CORDOVA AVE	5/6/2014	45.24	WILLIAMS, DONALD F
43859	5648	646 LPGA BLVD #B	12/9/2014	24.36	WILLIAMS, STEVEN
44635	14288	1025 N NOVA RD #111	1/20/2015	126.31	WINGMAN TRADING, INC.
43321	13968	1834 RIDGEWOOD AVE	12/9/2014	97.42	WIRELESS WORLDWIDE INC.
49191	2156	991 FLOMICH ST	2/16/2015	99.25	ZERMENO, JORGE
			Total	13,946.69	

Attachment: 2020 Uncollectible Utility Account write off (3055 : Uncollectible Utility Account Adjustments)



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

6.6

**City Commission
Agenda Item**

MEETING DATE: September 22, 2020
FROM: Steve Aldrich
SUBJECT: Police Department - Thomson Reuters (CLEAR) Contact 2020-2023
NUMBER: (ID # 3051)
APPLICANT:
PLANNER:

DISCUSSION:

"CLEAR for Law Enforcement Plus" is a computer database system that is frequently utilized by the Police Department while conducting criminal investigations. The system allows our officers a vast array of data that can be utilized during the course of an investigation to identify suspects, past and present address's of subjects, phone numbers, and related persons. This wealth of information often produces investigative leads that can be used to identify suspects and witnesses to criminal activities.

The Police Department has used the CLEAR for Law Enforcement database system for several years and it continues to be an industry standard for Investigative Unit for many agencies. This contract, like the prior contract, is suitable for 0-85 individual users access accounts to the database system with no additional charge. This allows more of our officers and/or supervisors the ability to conduct more thorough preliminary investigations at the time of the initial report. This increases the likelihood of identifying potential suspects and increasing the safety for all Holly Hill citizens and visitors.

This contract is a multi-year contract that will be \$323.87 per month, \$3,886.44 total for the first year. The contract has built-in 2% increases for the second (\$3,964.18) and third year (\$4,043.45) of the contract. The increased cost for the subsequent years of the contract will need to be budgeted for in the following years of the contract.

FISCAL

ANALYSIS:

This is a budgeted expense from account #001-2110-521-3101. Current City of Holly Hill Purchasing Policies and Procedures, per Resolution 2018-R-30 POLICY 2.25 EXEMPTION FROM BIDDING PROCEDURE, Sole source or Standardization procurement is exempt from bidding procedures. This would be a sole source procurement due to the type of sensitive information obtained from the database that is unique to this database. This is a proprietary database for law enforcement.

STAFF

RECOMMENDATION:

Approve the acceptance of the multi-year contract with Thomson Reuters for the CLEAR Law Enforcement Plus information system database.

COMMISSION**GOAL:**

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

MOTION:

AUTHORIZE THE CITY MANAGER OR DESIGNEE TO EXECUTE THE MULTI-YEAR SOLE SOURCE CONTRACT WITH THOMSON REUTERS FOR THE CLEAR LAW ENFORCEMENT PLUS INFORMATION SYSTEM DATABASE CONTINGENT UPON FUTURE BUDGET APPROPRIATIONS.

- Thomson Reuters - CLEAR database usage agreement Oct. 1, 2020 to September 30, 2023 (PDF)



THOMSON REUTERS™

Order Form**Order ID:Q-00891163**

Contact your representative tyler.murray@thomsonreuters.com with any questions.
Thank you.

Subscriber Information**Account Address**

Account #: 1004341705
HOLLY HILL POLICE DEPT
1065 RIDGEWOOD AVE
HOLLY HILL FL 32117-2807 US

Shipping Address

Account #: 1004341705
HOLLY HILL POLICE DEPT
1065 RIDGEWOOD AVE
HOLLY HILL FL 32117-2807 US

Billing Address

Account #: 1004341705
HOLLY HILL POLICE DEPT
1065 RIDGEWOOD AVE
HOLLY HILL, FL 32117-2807 US

This Order Form is a legal document between West Publishing Corporation and Subscriber. West Publishing Corporation also means "West", "we" or "our" and Subscriber means "you", "my" or "I". Subscription terms, if any, follow the ordering grids below

CLEAR / ProFlex Renewals

Svc Mat#	Renewed Product (s)	Agreement #	Deal ID	*Current Monthly Rate	Renewal Term (Months)	First Year Renewal Term Increase	Year Over Year Renewal Term Increase
41882302	CLEAR for Law Enforcement Plus			\$317.52	36	2%	2%

Renewal Terms

*I am aware that the Renewal Term Monthly Charges will be based on the Monthly Charges in effect the month before the Renewal Term starts. This amount may be different from the Current Monthly Rate shown above

For Online/Practice Solutions/Software/Proflex Products Renewal Term Monthly Charges will be based on the Monthly Charges in effect at the end of the month before the Renewal Term starts. Renewal Term Monthly Charges begin at the end of your Minimum Term or current Renewal Term. The Renewal Term will continue for the number of complete calendar months identified in the Renewal Term column above. The annual percent increases will be as stated in the grid above.

You are also responsible for all Excluded Charges. Excluded Charges are charges for accessing data or services that are not included in your subscription. Excluded Charges may change after 30 days written or online notice.

For Window Products Renewal Term Monthly Charges are due regardless of the level of your usage. The Monthly Window will remain unchanged. Transactional usage charges that exceed the Monthly Charges are waived up to the Monthly Window. You are responsible for transactional usage charges in excess of the Monthly Window. Transactional charges are calculated based upon our then-current Schedule A rate. You are also responsible for all Excluded Charges. Schedule A rates may change upon at least 30 days written or online notice.

Post Renewal Terms

For Online/Practice Solutions/Software/Proflex Products: At the end of the Renewal Term, your Monthly Charges will increase by 7%. Thereafter, the Monthly Charges will increase 7% every 12 months unless we notify you of a different rate at least 90 days before the annual increase. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN 55123-1803.

For Window Products At the end of the Minimum Term or Renewal Term as applicable your subscription will automatically renew and your Monthly Charges will be billed at up to our then current rate. Thereafter, we may modify the Monthly Charges after at least 90 days notice. The Monthly Window will remain unchanged. Schedule A rates may change after at least 30 days written or online notice. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may the Post-Minimum or Post Renewal subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

Federal Government Subscribers Optional Renewal Term Federal government subscribers that chose a 24 or 36 month Minimum Term, those additional months will be implemented at your option pursuant to federal law.

Miscellaneous

Charges, Payments & Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

Settling a Disputed Balance. Payments marked "paid in full", or with any other restrictive language, will not operate as an accord and satisfaction without our prior written approval. We reserve our right to collect any remaining amount due to us on your account. Partial payments intended to settle an outstanding balance in full must be sent to: Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN 55123-1803, along with a written explanation of the disagreement or dispute. This address is different from the address you use to make account payments.

eBilling Contact. All invoices for this account will be emailed to your e-Billing Contact(s) unless you have notified us that you would like to be exempt from e-Billing.

Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms. You may authorize us to automatically charge a credit card, debit card or electronic fund transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you have previously authorized us to bill a credit card, debit card or make electronic fund transfers for West subscriptions on an ongoing basis, or authorizing the same as part of this order, no further action is needed.

Returns and Refunds. You may return a print product to us within 45 days of the original shipment date if you are not completely satisfied. Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack, WestPack, Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS, Peer Monitor and Data Privacy Advisor charges are not refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

Applicable Law. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a non-governmental entity, this Order Form will be interpreted under Minnesota state law and any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

Excluded Charges and Schedule A rates. If you access CLEAR services that are not included in your subscription you will be charged our then current rate. Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located at <http://static.legalsolutions.thomsonreuters.com/static/agreement/schedule-a-clear.pdf> Excluded Charges may change after at least 30 days written or online notice. Modification of Excluded Charges or Schedule A rates is not a basis for termination under Term, Termination of the General Terms and Conditions.

The General Terms and Conditions, apply to all products ordered, except print and is located at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions.pdf>.

The General Terms and Conditions for Federal Subscribers are located at <https://static.legalsolutions.thomsonreuters.com/static/Federal-ThomsonReuters-General-Terms-Conditions.pdf>. In the event that there is a conflict of terms between the General Terms and Conditions and this Order Form, the terms of this Order Form control. This Order Form is subject to our approval.

CLEAR Fixed Rate Usage : If the transactional value of your CLEAR fixed rate usage exceeds your then-current Monthly Charges by more than 10 times in any month (or by 20 times in any month for Enterprise Law Enforcement subscribers), we may limit access to live gateways and request that the parties enter into good faith renegotiation or terminate upon 10 days written notice. Transactional value of your CLEAR usage is calculated based upon our then-current Schedule A rate. Schedule A rates may change upon at least 30 days written or online notice.

Batch Usage : If you have a fixed rate batch and/or batch alerts subscription and the total of your batch inputs or batch alerts exceeds your annual fixed rate batch or total batch alerts allotment, we may: 1) request the parties enter into good faith negotiations regarding a superseding agreement, 2) terminate your subscription upon 10 days written notice or 3) limit your access to your fixed rate batch subscription for the remainder of the then-current 12 month period, during which time you will continue to be billed your Monthly Charges. If your access to your fixed rate batch subscription has been limited, your access will be reinstated on the first day of the following 12 month period.

If the trial includes Batch Services, you may submit up to 1,000 input lines at no cost. We reserve the right to invoice you for input lines in excess of 1,000. You will pay our then current Schedule A rate. Schedule A rates are located at <http://legalsolutions.com/schedule-a-clear>.

Existing Vigilant Subscribers: We may terminate your License Plate Recognition (LPR) subscription if you are an existing Vigilant LEARN subscriber whose LPR pricing is based upon your existing Vigilant LEARN agreement, and you cancel your Vigilant LEARN agreement.

Enterprise Law Enforcement Subscribers: You certify that you have up to the number of sworn officers in your employ at this location identified in the QTY Column above. Our pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater, we reserve the right to increase your charges as applicable.

Regulated Data. Due to the regulated or private nature of some data in our information products such as credit header data, motor vehicle data, driver license data and voter registration data, you may need to complete a credentialing process which will include certifying what your legally permissible use of the data will be. You agree to immediately notify us if any of the information you provided in your ordering document or during the credentialing process changes. You agree to and warrant that you are the end user of this data and that you will only use it for your own internal business purposes. You also warrant that you will strictly limit the access, use and distribution of this data to user permitted under applicable laws, rules and regulations and as permitted by the third party additional terms. You will keep the data confidential. You will use industry standard administrative, physical and technical safeguards to protect the data. You will not disclose it to anyone except as necessary to carry out your permissible use. You will immediately report any misuse, abuse or compromise of the data. You agree to cooperate with any resulting inquiry. If we reasonably believe that the data has been misused, abused or compromised, we may block access without additional notice. You are responsible for all damages caused by misuse, abuse or compromise of the data by you, your employees and any person or entity with whom you shared the data. We will be responsible for damages caused by us. We are not a consumer reporting agency. You may use information product data to support your own processes and decisions but you may not deny any service or access to a service to a consumer based solely upon the information product data. Examples of types of service include eligibility for credit or insurance, employment decisions and any other purpose described in the Fair Credit Reporting Act (15 U.S.C.A. 1681b). If the Financial Industry Regulatory Authority regulations apply to you, you may use our information products to verify the accuracy and completeness of information submitted to you by each applicant for registration on Form U4 or Form U5 in compliance with the requirements of FINRA Rule 3110. You may use the information products in this manner only in furtherance of written policies and procedures that are designed to achieve your compliance with FINRA Rule 3110 or as otherwise allowed by the General Terms and Conditions.

CLEAR Subscribers via an Alliance Partner. In limited circumstances we may allow you to access CLEAR through a third party's ("Service Provider") software or service (together with CLEAR, the "Integrated System"). In the event that you enter into a license agreement to access an Integrated System, you agree as follows:

We have no obligation to Service Provider with regard to the functionality or non-functionality of CLEAR during or after the integration. Service Provider will have access to CLEAR on your behalf and you will ensure Service Provider's compliance with the terms and conditions of the Thomson Reuters General Terms and Conditions located in the General Terms and Conditions paragraph above. Except as otherwise provided in your agreement with us, Data may not (i) be distributed or transferred in whole or in part via the Integrated System or otherwise to any third party, (ii) be stored in bulk or in a searchable database, and (iii) not be used in any way to replace or to substitute for CLEAR or as a component of any material offered for sale, license or distribution to third parties. No party will use any means to discern the source code of our products and product data. You are responsible for Service Provider's access to CLEAR on your behalf. You are responsible for all damages caused by misuse, abuse or compromise of the data by Service Provider, you, your employees and any person or entity with which you shared the data. We will be responsible for damages caused by us.

For Law Enforcement Agencies and Correctional Facilities Only – No Inmate Westlaw or CLEAR Access (direct or indirect)

I certify, on behalf of Subscriber, that I understand and accept the security limits of Westlaw or CLEAR; Subscriber's responsibility for controlling Westlaw, CLEAR, internet and network access; and, how Subscriber will be using Westlaw or CLEAR. I acknowledge Subscriber's responsibility for providing West with prompt written notice if Subscriber's type of use changes.

Only non-inmates/administrative staff will access Westlaw or CLEAR with no direct Westlaw research results provided to inmates (including work product created as part of inmates' legal representation). In no event shall anyone other than Subscriber's approved employees be provided access to or control of any terminal with access to Westlaw or Westlaw Data.

Functionality of Westlaw or CLEAR cannot and does not limit access to non-West internet sites. It is Subscriber's responsibility to control access to the internet.

Subscriber will provide its own firewall, proxy servers or other security technologies as well as desktop security to limit access to the Westlaw or CLEAR URL and West software (including CD-ROM orders). Subscriber will design, configure and implement its own security configuration.

Subscriber will not use any data nor distribute any data to a third party for use, in a manner contrary to or in violation of any applicable federal, state, or local law, rule or regulation or in any manner inconsistent with the General Terms and Conditions.

Subscriber will maintain the most current version of the West software to access CD-ROM Products for security purposes.

Signature for Order ID: Q-00891163

ACKNOWLEDGEMENT Q-00891163

I have read all pages and attachments to this Order Form and I accept the terms on behalf of Subscriber. I warrant that I am authorized to sign this Order Form on behalf of the Subscriber.

Signature of Authorized Representative for order

Title

Printed Name

Date

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This Order Form will expire and will not be accepted after 11/3/2020 CT.

 THOMSON REUTERS™	Attachment Order ID:Q-00891163 Contact your representative tyler.murray@thomsonreuters.com with any questions. Thank you.
---	--

Order ID: Q-00891163

Payment and Shipping Information

Payment Method:

Payment Method: Bill to Account
Account Number: 1004341705

Order Confirmation Contact (#28)

Contact Name:Aldrich, Stephen
Email:saldrich@hollyhillfl.org

Account Contacts		
Contact Name	Email Address	Customer Type Description

IP Address Information



STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

6.7

MEETING DATE: September 22, 2020
FROM: Valerie Manning
SUBJECT: Harris System Maintenance Agreements FY2020-2021
NUMBER: (ID # 3049)
APPLICANT:
PLANNER:

DISCUSSION:

Annual Harris System Maintenance Agreements for FY2020-2021 are for Police, Fire and Public Works Departments radios. Total agreement \$12,972 annually.

FISCAL

ANALYSIS:

Funding for these agreements are included in the proposed fiscal year 2021 budget. Final approval contingent upon Commission approval of the Fiscal year 2021 budget appropriation.

STAFF

RECOMMENDATION:

Recommend approval of maintenance agreement for Police, Fire and Public Works Departments radios with Harris System.

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:

AUTHORIZING A MAINTENANCE CONTRACT FOR RADIOS FOR POLICE, FIRE AND PUBLIC WORKS WITH HARRIS MAINTENANCE SERVICES; PROVIDING FOR IMPLEMENTING ADMINISTRATIVE ACTIONS.

- Police Department Harris System Maint. Agreement (PDF)
- Fire Department Harris System Maint. Agreement (PDF)

- Public Works Harris System Maint. Agreement (PDF)



SYSTEM MAINTENANCE AGREEMENT AMENDMENT NO. 2020-2021

Harris Account Number:	TA384	Contact Name:	Lisa O'Neal
Customer Name:	Holly Hill Police Department	E-Mail:	Lisa.oneal@hollyhillfl.org
Address:	1065 Ridgewood Avenue	Phone#:	386-248-9491
City/State/Zip:	Holly Hill, Florida 32117		

By System Maintenance Agreement ("Agreement") dated December 1, 2009 and Amendments which extended the term through September 30, 2020, updated the Equipment List and charges, as applicable, with Amendment No. 2017-2018 modifying the Agreement by deleting the Sections of the Agreement and replacing with Attachment A: Terms and Conditions, Attachment B: Definitions, and Attachment C Service Description and Statement of Work as well as Addendum II, Equipment List, **L3HARRIS TECHNOLOGIES** ("L3Harris", formerly Harris Corporation), a Delaware Corporation acting through its Communication Systems Segment, with its principal place of business located at 221 Jefferson Ridge Parkway, Lynchburg, VA 24501, and **HOLLY HILL POLICE DEPARTMENT** ("Customer"), located at the address indicated above, entered into the Agreement.

Pursuant to Section 13. General d. of Attachment A: Terms and Conditions of the Agreement, the Parties agree to amend the Agreement and Amendments as specifically set forth in this Amendment No. 2020-2021 made and entered into as of the last date below.

For and in consideration of the mutual promises of the Parties to this Amendment No. 2020-2021 and other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree that this Amendment No. 2020-2021 created to the Agreement and Amendments hereby modifies the Agreement and Amendments with the following changes:

- I. **Term-** The Term of the Agreement is hereby extended for a one (1) year term, effective October 1, 2020 through September 30, 2021. Customer shall be billed quarterly in advance in the amount of \$1,596.00 (\$6,384.00 annual charges) with no purchase order required prior to Customer being invoiced.
- II. **Sections-** The following sections of Attachment A: Terms and Conditions of the Agreement shall be modified accordingly:
 1. Section 13. General c. is hereby deleted in its entirety and replaced with the following 13.c.:
 - (a) L3Harris shall not be responsible for delays or failures in performance under this Agreement that are due to causes beyond its reasonable control including, but not limited to a Force Majeure Event as defined in this Force Majeure section. In the event such delays or failures interrupt L3Harris' Services to Customer, L3Harris shall promptly notify Customer of the circumstances and the anticipated delay. Subject to L3Harris promptly notifying Customer in writing of the reason for and likely duration of the delay, the performance of L3Harris' obligations, to the extent affected by the delay, shall be suspended during the period that the cause persists provided that L3Harris shall use all reasonable efforts to avoid the effect of that cause provided that if performance is not resumed within ninety (90) days of that Notice the Customer may at any time thereafter, but in any event before resumption of obligations by L3Harris, by Notice, terminate the affected portion of this Agreement.
 - (b) Force Majeure Event. Means any event or circumstance or combination of events or circumstances that: (i) is beyond the reasonable control of the affected Party; (ii) could not have been mitigated, avoided, or prevented through the exercise of reasonable care and precautions; and (iii) materially and adversely affects the performance by such Party of all or a part of its obligations under or



pursuant to this Agreement. Force Majeure Events include but are not limited to acts of God, acts of government, war (declared or undeclared), insurrection, acts of terrorism, fires, severe weather, floods, earthquakes, epidemics, pandemics (including but not limited to COVID-19), quarantines, strikes, labor disputes, blackouts, embargoes, natural disaster, emergency conditions incompatible with safety or good quality workmanship, invasion, armed conflict or act of foreign enemy, blockade, revolution, rebellion, riot, civil commotion, or sabotage; radioactive contamination or ionizing radiation; labor or material shortages that could not have been reasonably foreseen; any changes in law, including changes in tax laws, any lightning, hurricane, drought, tsunami, monsoon, tempest, storm, cyclone, volcano, mudslide, typhoon, tornado, or other unusually severe weather or act of nature; explosion or chemical contamination; any blight, famine, plague; any transportation accidents; suspension of flight operations due to inclement weather; delays of suppliers at any tier arising from unforeseeable causes beyond the control and without the fault or negligence of both L3Harris and its supplier, or any similar unforeseen event that renders performance commercially implausible.

2. Under Section 13. General of the Agreement, Notice to L3Harris is updated with the following:

Notice to L3Harris:

Steve Williams, Sr. Director of Field Services
L3Harris Technologies
7022 TPC Dr., Suite 500
Orlando, FL 32822

With a copy to:

Mike Boyet, Sr. Regional Service Mgr.
L3Harris Technologies
12860 E Lynchburg Salem Turnpike
Forest, VA 24551

3. The following Section 15. Parts, Substitution, End of Production in this Amendment No. 2020-2021 is hereby incorporated and made part of the Agreement:

- (a) L3Harris will generally support provisioning of its Equipment for a period of five (5) years after final production. L3Harris will endeavor to provide six (6) months advance notification of the final production date. Advance notification may be provided by L3Harris through any manner L3Harris deems appropriate. This may include notification through a(n): end-of-life notice, customer mailing, Tech-Link notice, letter, memo, or Amendment. L3Harris will utilize commercially reasonable efforts to assure its Equipment availability and shall not be liable to Customer for Equipment obsolescence or Equipment unavailability under this Agreement beyond L3Harris' commercially reasonable efforts. L3Harris may replace or repair Equipment with new or substitute products or parts, at its sole discretion, based on L3Harris' business needs.
- (b) Third-Party Equipment and Third-Party Support Agreements (relative to the Third-Party Hardware) will be supported in accordance with the individual manufacturer's provisioning policy. L3Harris will utilize commercially reasonable efforts to assure Third-Party Spare Parts, Third-Party Equipment, and/or Third-Party Support Agreements are available for sale to Customer (at Customer's expense) to support its Services under this Agreement. L3Harris shall not be liable to Customer for Third-Party Spare Parts and Third-Party Equipment obsolescence or Third-Party Spare Parts and Third-Party Equipment and/or Third-Party Support Agreements unavailability under this Agreement beyond L3Harris' commercially reasonable efforts.
- (c) At Customer's request, L3Harris shall provide to Customer an estimate of all charges for any required Third-Party Support Agreements; replacement parts or replacement equipment of any Spare Part or Equipment that has become obsolete or unavailable.

Except for those terms of the Agreement and Amendments amended herein, all other terms of the Agreement and Amendments shall remain unchanged and in full force and effect. In the event of any inconsistencies or conflicts within the Agreement and Amendments, precedence shall be given to the documents in the following order:



1. Amendment No. 2020-2021
2. Amendment No. 2017-2018
3. Attachment A: Terms and Conditions
4. Attachment B: Definitions
5. Attachment C: Service Description and Statement of Work
6. Addendum II, Equipment List

Ratification- The terms of the Agreement are fully ratified and incorporated by reference into this Amendment No. 2020-2021 with the same effect as if they were completely restated in their entirety in this Amendment No. 2020-2021. The terms of the Agreement, as ratified, shall apply throughout the Term of the amended Agreement set forth in this Amendment No. 2020-2021.

Intending to be bound hereby, the Parties hereto have caused this Amendment No. 2020-2021 to be executed, as of the latest date below, by the Parties' duly authorized representatives.

L3HARRIS TECHNOLOGIES

By: Andrew Wilson
 Name: Andrew Wilson
 Title: Contracts Manager
 Date: 9/2/20

Digitally signed by Andrew Wilson
 DN: cn=Andrew Wilson, o=L3 Harris
 Technologies, Inc., ou,
 email=Drew.Wilson@L3Harris.com, c=US
 Date: 2020.09.02 13:49:27 -0400

HOLLY HILL POLICE DEPARTMENT

By: [Signature]
 Name: STEPHEN K. ALURICH
 Title: CHIEF
 Date: 09/02/2020

Return Signed Amendment to L3Harris Technologies at 221 Jefferson Ridge Parkway, Lynchburg, VA 24501
 Attn: Ivette Matos-Serrano, Senior Specialist, Contracts or via email to Ivette.Matos-Serrano@L3Harris.com



SYSTEM MAINTENANCE AGREEMENT **AMENDMENT NO. 2020-2021**

Harris Account Number: TA384	Contact Name: Chief Bland
Customer Name: Holly Hill Fire Department	E-Mail: jbland@hollyhillfl.org
Address: 1065 Ridgewood Avenue	Phone#: 386-248-9473
City/State/Zip: Holly Hill, Florida 32117	

By System Maintenance Agreement ("Agreement") dated December 1, 2009 and Amendments which extended the term through September 30, 2020, updated the Equipment List and charges, as applicable, with Amendment No. 2017-2018 modifying the Agreement by deleting the Sections of the Agreement and replacing with Attachment A: Terms and Conditions, Attachment B: Definitions, and Attachment C Service Description and Statement of Work as well as Addendum II, Equipment List, **L3HARRIS TECHNOLOGIES** ("L3Harris", formerly Harris Corporation), a Delaware Corporation acting through its Communication Systems Segment, with its principal place of business located at 221 Jefferson Ridge Parkway, Lynchburg, VA 24501, and **HOLLY HILL FIRE DEPARTMENT** ("Customer"), located at the address indicated above, entered into the Agreement.

Pursuant to Section 13. General d. of Attachment A: Terms and Conditions of the Agreement, the Parties agree to amend the Agreement and Amendments as specifically set forth in this Amendment No. 2020-2021 made and entered into as of the last date below.

For and in consideration of the mutual promises of the Parties to this Amendment No. 2020-2021 and other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree that this Amendment No. 2020-2021 created to the Agreement and Amendments hereby modifies the Agreement and Amendments with the following changes:

- I. **Term-** The Term of the Agreement is hereby extended for a one (1) year term, effective October 1, 2020 through September 30, 2021. Customer shall be billed annually in advance in the amount of \$1,236.00 annual charges with no purchase order required prior to Customer being invoiced.
- II. **Addendums-** Addendum II, Equipment List, of the Agreement shall be deleted in its entirety and replaced with the Equipment List attached to this Amendment No. 2020-2021.
- III. **Sections-** The following sections of Attachment A: Terms and Conditions of the Agreement shall be modified accordingly:
 - I. Section 13. General c. is hereby deleted in its entirety and replaced with the following 13.c.:
 - (a) L3Harris shall not be responsible for delays or failures in performance under this Agreement that are due to causes beyond its reasonable control including, but not limited to a Force Majeure Event as defined in this Force Majeure section. In the event such delays or failures interrupt L3Harris' Services to Customer, L3Harris shall promptly notify Customer of the circumstances and the anticipated delay. Subject to L3Harris promptly notifying Customer in writing of the reason for and likely duration of the delay, the performance of L3Harris' obligations, to the extent affected by the delay, shall be suspended during the period that the cause persists provided that L3Harris shall use all reasonable efforts to avoid the effect of that cause provided that if performance is not resumed within ninety (90) days of that Notice the Customer may at any time thereafter, but in any event before resumption of obligations by L3Harris, by Notice, terminate the affected portion of this Agreement.



- (b) Force Majeure Event. Means any event or circumstance or combination of events or circumstances that: (i) is beyond the reasonable control of the affected Party; (ii) could not have been mitigated, avoided, or prevented through the exercise of reasonable care and precautions; and (iii) materially and adversely affects the performance by such Party of all or a part of its obligations under or pursuant to this Agreement. Force Majeure Events include but are not limited to acts of God, acts of government, war (declared or undeclared), insurrection, acts of terrorism, fires, severe weather, floods, earthquakes, epidemics, pandemics (including but not limited to COVID-19), quarantines, strikes, labor disputes, blackouts, embargoes, natural disaster, emergency conditions incompatible with safety or good quality workmanship, invasion, armed conflict or act of foreign enemy, blockade, revolution, rebellion, riot, civil commotion, or sabotage; radioactive contamination or ionizing radiation; labor or material shortages that could not have been reasonably foreseen; any changes in law, including changes in tax laws, any lightning, hurricane, drought, tsunami, monsoon, tempest, storm, cyclone, volcano, mudslide, typhoon, tornado, or other unusually severe weather or act of nature; explosion or chemical contamination; any blight, famine, plague; any transportation accidents; suspension of flight operations due to inclement weather; delays of suppliers at any tier arising from unforeseeable causes beyond the control and without the fault or negligence of both L3Harris and its supplier, or any similar unforeseen event that renders performance commercially implausible.

2. Under Section 13. General of the Agreement, Notice to L3Harris is updated with the following:

Notice to L3Harris:

Steve Williams, Sr. Director of Field Services
L3Harris Technologies
7022 TPC Dr., Suite 500
Orlando, FL 32822

With a copy to:

Mike Boyet, Sr. Regional Service Mgr.
L3Harris Technologies
12860 E Lynchburg Salem Turnpike
Forest, VA 24551

3. The following Section 15. Parts, Substitution, End of Production in this Amendment No. 2020-2021 is hereby incorporated and made part of the Agreement:

- (a) L3Harris will generally support provisioning of its Equipment for a period of five (5) years after final production. L3Harris will endeavor to provide six (6) months advance notification of the final production date. Advance notification may be provided by L3Harris through any manner L3Harris deems appropriate. This may include notification through a(n): end-of-life notice, customer mailing, Tech-Link notice, letter, memo, or Amendment. L3Harris will utilize commercially reasonable efforts to assure its Equipment availability and shall not be liable to Customer for Equipment obsolescence or Equipment unavailability under this Agreement beyond L3Harris' commercially reasonable efforts. L3Harris may replace or repair Equipment with new or substitute products or parts, at its sole discretion, based on L3Harris' business needs.
- (b) Third-Party Equipment and Third-Party Support Agreements (relative to the Third-Party Hardware) will be supported in accordance with the individual manufacturer's provisioning policy. L3Harris will utilize commercially reasonable efforts to assure Third-Party Spare Parts, Third-Party Equipment, and/or Third-Party Support Agreements are available for sale to Customer (at Customer's expense) to support its Services under this Agreement. L3Harris shall not be liable to Customer for Third-Party Spare Parts and Third-Party Equipment obsolescence or Third-Party Spare Parts and Third-Party Equipment and/or Third-Party Support Agreements unavailability under this Agreement beyond L3Harris' commercially reasonable efforts.
- (c) At Customer's request, L3Harris shall provide to Customer an estimate of all charges for any required Third-Party Support Agreements; replacement parts or replacement equipment of any Spare Part or Equipment that has become obsolete or unavailable.



Except for those terms of the Agreement and Amendments amended herein, all other terms of the Agreement and Amendments shall remain unchanged and in full force and effect. In the event of any inconsistencies or conflicts within the Agreement and Amendments, precedence shall be given to the documents in the following order:

1. Amendment No. 2020-2021
2. Amendment No. 2017-2018
3. Attachment A: Terms and Conditions
4. Attachment B: Definitions
5. Attachment C: Service Description and Statement of Work
6. Addendum II, Equipment List

Ratification- The terms of the Agreement are fully ratified and incorporated by reference into this Amendment No. 2020-2021 with the same effect as if they were completely restated in their entirety in this Amendment No. 2020-2021. The terms of the Agreement, as ratified, shall apply throughout the Term of the amended Agreement set forth in this Amendment No. 2020-2021.

Intending to be bound hereby, the Parties hereto have caused this Amendment No. 2020-2021 to be executed, as of the latest date below, by the Parties' duly authorized representatives.

L3HARRIS TECHNOLOGIES

Andrew
By: Wilson
Name: Andrew Wilson
Title: Contracts Manager
Date: 9/1/20

Digitally signed by Andrew Wilson
DN: cn=Andrew Wilson, o=L3 Harris
Technologies, Inc., ou,
email=Drew.Wilson@L3Harris.com, c=US
Date: 2020.09.01 14:18:03 -0400

HOLLY HILL FIRE DEPARTMENT

By: J. R. Bland
Name: JAMES R. BLAND
Title: FIRE CHIEF
Date: 9/1/2020

Return Signed Amendment to L3Harris Technologies at 221 Jefferson Ridge Parkway, Lynchburg, VA 24501
Attn: Ivette Matos-Serrano, Senior Specialist, Contracts or via email to Ivette.Matos-Serrano@L3Harris.com



ADDENDUM II **EQUIPMENT LIST**

SERVICE ITEMS

This Equipment List includes the items to be Serviced. Items not included on the Equipment List are excluded from the Services to be provided under this Agreement. If Customer purchases additional Equipment, the additional Equipment may be added to this Agreement via an Amendment and will be billed at the applicable rates.

LID	SERIAL	EQUIPMENT DESC.
6458	A4011E065885	M7300
6459	9155211	P7170
6460	9155334	P7170
6461	9155337	P7170
6462	9155371	P7170
6463	9155375	P7170
6464	9157943	P7170
6466	9157982	P7170
6467	9157983	P7170
6468	9157986	P7170
6488	9202906	M7100 Base

EXCLUDED ITEMS

The below listed items are excluded from Services. Customer may request that L3Harris perform services on the below listed items and L3Harris will prepare a Demand Services quote to provide those services.

- Batteries
- Microwave or data transport system components including microwave, fiber, and mux/routers
- Logging recorder or derivative equipment
- Timing receiving and generation systems, or derivative equipment
- Civil maintenance on Towers, Tower Top Amplifiers, Shelters, Fences, Landscaping, Dehydrators, Fuel Tanks, AC and DC Power Systems (UPS, monitors, inverters, converters, generators, and feeds), HVAC, Fire Suppression, and/or other Environmental monitoring or affecting Systems
- Spares not in active, continually powered service.
- Installation of or Services related to Software
- Hardware or Software procurement, installation or services due to compatibility.
- Any other existing network or system infrastructure or equipment not provided by L3Harris.



SYSTEM MAINTENANCE AGREEMENT AMENDMENT NO. 2020-2021

Harris Account Number:	TA384	Contact Name:	Beth Wrenn
Customer Name:	City of Holly Hill-Public Works	E-Mail:	ewrenn@hollyhillfl.org
Address:	1065 Ridgewood Avenue	Phone#:	386-248-9463
City/State/Zip:	Holly Hill, Florida 32117		

By System Maintenance Agreement ("Agreement") dated December 1, 2009 and Amendments which extended the term through September 30, 2020, updated the Equipment List and charges, as applicable, with Amendment No. 2017-2018 modifying the Agreement by deleting the Sections of the Agreement and replacing with Attachment A: Terms and Conditions, Attachment B: Definitions, and Attachment C Service Description and Statement of Work as well as Addendum II, Equipment List, **L3HARRIS TECHNOLOGIES** ("L3Harris", formerly Harris Corporation), a Delaware Corporation acting through its Communication Systems Segment, with its principal place of business located at 221 Jefferson Ridge Parkway, Lynchburg, VA 24501, and **CITY OF HOLLY HILL-PUBLIC WORKS** ("Customer"), located at the address indicated above, entered into the Agreement.

Pursuant to Section 13. General d. of Attachment A: Terms and Conditions of the Agreement, the Parties agree to amend the Agreement and Amendments as specifically set forth in this Amendment No. 2020-2021 made and entered into as of the last date below.

For and in consideration of the mutual promises of the Parties to this Amendment No. 2020-2021 and other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree that this Amendment No. 2020-2021 created to the Agreement and Amendments hereby modifies the Agreement and Amendments with the following changes:

- I. **Term-** The Term of the Agreement is hereby extended for a one (1) year term, effective October 1, 2020 through September 30, 2021. Customer shall be billed quarterly in advance in the amount of \$1,338.00 (\$5,352.00 annual charges) with no purchase order required prior to Customer being invoiced.
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- before resumption of obligations by L3Harris, by Notice, terminate the affected portion of this Agreement.
- (b) Force Majeure Event. Means any event or circumstance or combination of events or circumstances that: (i) is beyond the reasonable control of the affected Party; (ii) could not have been mitigated, avoided, or prevented through the exercise of reasonable care and precautions; and (iii) materially and adversely affects the performance by such Party of all or a part of its obligations under or pursuant to this Agreement. Force Majeure Events include but are not limited to acts of God, acts of government, war (declared or undeclared), insurrection, acts of terrorism, fires, severe weather, floods, earthquakes, epidemics, pandemics (including but not limited to COVID-19), quarantines, strikes, labor disputes, blackouts, embargoes, natural disaster, emergency conditions incompatible with safety or good quality workmanship, invasion, armed conflict or act of foreign enemy, blockade, revolution, rebellion, riot, civil commotion, or sabotage; radioactive contamination or ionizing radiation; labor or material shortages that could not have been reasonably foreseen; any changes in law, including changes in tax laws, any lightning, hurricane, drought, tsunami, monsoon, tempest, storm, cyclone, volcano, mudslide, typhoon, tornado, or other unusually severe weather or act of nature; explosion or chemical contamination; any blight, famine, plague; any transportation accidents; suspension of flight operations due to inclement weather; delays of suppliers at any tier arising from unforeseeable causes beyond the control and without the fault or negligence of both L3Harris and its supplier, or any similar unforeseen event that renders performance commercially implausible.

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Notice to L3Harris:

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L3Harris Technologies
7022 TPC Dr., Suite 500
Orlando, FL 32822

With a copy to:

Mike Boyet, Sr. Regional Service Mgr.
L3Harris Technologies
12860 E Lynchburg Salem Turnpike
Forest, VA 24551

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- (c) At Customer's request, L3Harris shall provide to Customer an estimate of all charges for any required Third-Party Support Agreements; replacement parts or replacement equipment of any Spare Part or Equipment that has become obsolete or unavailable.



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2. Amendment No. 2017-2018
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4. Attachment B: Definitions
5. Attachment C: Service Description and Statement of Work
6. Addendum II, Equipment List

Ratification- The terms of the Agreement are fully ratified and incorporated by reference into this Amendment No. 2020-2021 with the same effect as if they were completely restated in their entirety in this Amendment No. 2020-2021. The terms of the Agreement, as ratified, shall apply throughout the Term of the amended Agreement set forth in this Amendment No. 2020-2021.

Intending to be bound hereby, the Parties hereto have caused this Amendment No. 2020-2021 to be executed, as of the latest date below, by the Parties' duly authorized representatives.

L3HARRIS TECHNOLOGIES

By: Andrew Wilson
 Name: Andrew Wilson
 Title: Contracts Manager
 Date: 8/24/20

Digitally signed by Andrew Wilson
 DN: cn=Andrew Wilson, o=L3 Harris
 Technologies, Inc, ou,
 email=Andrew.Wilson@L3Harris.com, c=US
 Date: 2020.08.24 14:04:13 -0400

CITY OF HOLLY HILL-PUBLIC WORKS

By: Antoine Khoury
 Name: ANTOINE KHOURY
 Title: CITY ENGINEER/PW DIRECTOR
 Date: 8-21-2020

Return Signed Amendment to L3Harris Technologies at 221 Jefferson Ridge Parkway, Lynchburg, VA 24501
 Attn: Ivette Matos-Serrano, Senior Specialist, Contracts or via email to Ivette.Matos-Serrano@L3Harris.com



ADDENDUM II EQUIPMENT LIST

SERVICE ITEMS

This Equipment List includes the items to be Serviced. Items not included on the Equipment List are excluded from the Services to be provided under this Agreement. If Customer purchases additional Equipment, the additional Equipment may be added to this Agreement via an Amendment and will be billed at the applicable rates.

LID	SERIAL	EQUIPMENT DESC.
6447	A40121007560	P7350 P25
6448	9225111	P5150
6487	A4011E059300	M7300 P25
6500	A40122003ABA	P7370 P25
6501	A40121007561	P7350 P25
6502	9204103	M7100
6503	413955	500M
6504	1371802	ORION
6505	9224185A	P5150
6507	9221648	P5150
6508	9224175A	P5150
6511	A40121007562	P7350 P25
6513	9224162	P5150
6514	9225179	P5150
6515	9224160	P5150
6518	A4011E059296	M7300 P25
6521	A40122003B02	P7370 P25
6522	A4012100755C	P7350 P25
6523	9224267	P5150
6524	A40121007564	P7350 P25
6525	A40121007565	P7350 P25
6526	A4012100755D	P7350 P25
6528	9224136	P5150
6529	9224194	P5150
6530	9224141	P5150
6531	9224092	P5150
6532	A40121007511	P7350 P25
6533	A40121007512	P7350 P25
6534	A40121007513	P7350 P25
6537	9218742	P5150
6538	9222810	P5150
6539	A4011E059298	M7300 P25
6540	A4011E059299	M7300 P25

Amendment No. 2020-2021
City of Holly Hill-Public Works
System Maintenance Agreement
Effective October 1, 2020 – September 30, 2021

Page 4 of 5

Attachment: Public Works Harris System Maint. Agreement (3049 : Harris System Maintenance Agreements FY2020-2021)



6541	A40121007514	P7350 P25
6542	9224743	P5150
6543	9224091	P5150
6545	A40121007515	P7350 P25
6546	A40121007500	P7350 P25
6547	A4012100750D	P7350 P25
6548	A4012100750E	P7350 P25
6549	A4012100755E	P7350 P25
6550	9219015	P5150
6551	A4012100750F	P7350 P25
6552	A4012100755F	P7350 P25
6553	9218898	P5150
6554	A40121007510	P7350 P25
6555	A40121007554	P7350 P25
6556	A401210073B8	P7350 P25

EXCLUDED ITEMS

The below listed items are excluded from Services. Customer may request that L3Harris perform services on the below listed items and L3Harris will prepare a Demand Services quote to provide those services.

- Batteries
- Microwave or data transport system components including microwave, fiber, and mux/routers
- Logging recorder or derivative equipment
- Timing receiving and generation systems, or derivative equipment
- Civil maintenance on Towers, Tower Top Amplifiers, Shelters, Fences, Landscaping, Dehydrators, Fuel Tanks, AC and DC Power Systems (UPS, monitors, inverters, converters, generators, and feeds), HVAC, Fire Suppression, and/or other Environmental monitoring or affecting Systems
- Spares not in active, continually powered service.
- Installation of or Services related to Software
- Hardware or Software procurement, installation or services due to compatibility.
- Any other existing network or system infrastructure or equipment not provided by L3Harris.



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

**City Commission
Agenda Item**

6.8

MEETING DATE: September 22, 2020
FROM: Steve Aldrich
SUBJECT: Towing Service Contract RFP 2020-PD-01- Towing Services
NUMBER: (ID # 3045)
APPLICANT:
PLANNER:

DISCUSSION:

The Towing Service Agreement provides the City with an exclusive towing service provider that professionally and timely removes inoperable vehicles from roadways, crash sites, and other locations as authorized by City representatives. The service agreement also allows for the towing of City owned vehicles and storage of vehicles seized as evidence in criminal investigations.

The City of Holly Hill announced the Request for Proposals (RFP) for Wrecker Service Agreement, on August 10, 2020, via VendorLink (An online solicitation company used to secure professional services).

There were two (2) Towing Service providers that submitted bids on this contract. The contract that was bid was provided by the city and did not allow individual vendors to vary required service levels or fees charged to patrons.

On August 28, 2020, at 2:00 pm, the sealed bids that had been submitted to the city were opened and documented. Two (2) Towing Service providers submitted bids on the city's proposed contract. (Daytona Wrecker Service and Universal Towing).

On September 1, 2020, at 10:00 am, the Towing Service contract review committee ranked the vendors that submitted bids.

Daytona Wrecker Service was the highest bidder at \$2,500.00 per month for a total of \$90,000.00 for the duration of the 36 month contract, which also allowed for two consecutive 12 month extensions. Daytona Wrecker Service's facilities have been inspected to ensure that they meet the city's required insurances, towing vehicle fleet, vehicle storage capacity, and proximity to the City. Daytona Wrecker Services has met all of the city's contract requirements.

Universal Towing was second at \$1,752.00 per month for a total of \$63,072.00 for the duration of the 36 month contract, which also allows for two 12 month extensions. Universal Towing facilities have been inspected to ensure that they meet the city's required insurances, towing vehicle fleet, vehicle storage capacity, and proximity to the City. Universal Towing has met all of the city's contract requirements.

FISCAL**ANALYSIS:**

This is a revenue generating contact that would provide benefit to the city each year the contact is in effect.

STAFF**RECOMMENDATION:**

Accept and approve entering into the Towing Service contract with Daytona Wrecker Service.

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 THE CITY'S ENTRY INTO A TOWING SERVICE CONTACT WITH DAYTONA WRECKER SERVICE AND ALLOW THE CITY MANAGER TO SIGN AND EXECUTE THE AGREEMENT.

- 2020 Tow Bid Ranking (PDF)
- Holly Hill Towing contract 2020- Daytona Wrecker (PDF)
- Holly Hill Towing contract 2020 - Universal (PDF)

**RFP 2020-PD-01- Towing Services
Committee Summary Ranking Sheet
9/1/2020 @ 10:00am**

	Member 1	Member 2	Member 3
Daytona Wrecker	1	1	1
Universal Towing	2	2	2

Catherine Colwell CM Colwell
 Printed Name Signature

Individual Ranking Sheet

Rank Order

Company Name

1=highest rank

Daytona Wrecker	1
Universal Towing	2

DECLARATION OF CONFIDENTIALITY, NON-DISCLOSURE, AND NO CONFLICT OF INTEREST

I acknowledge the importance of confidentiality, non-disclosure and no conflict of interest in the abovementioned procurement. I affirm that I will maintain confidentiality and not divulge any information concerning this procurement to any person who has not similarly executed a declaration, including number of Proposals received, the names of proposers and all evaluation discussions, until after the award of contract.

DECLARATION

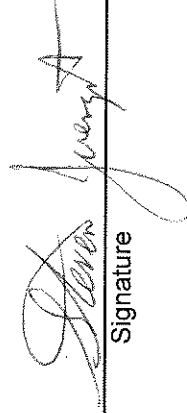
I understand that a copy of this Declaration will be placed in the Procurement file. I also certify that, to the best of my knowledge, I do not have a conflict of interest, as:

- No member of my immediate family, including my spouse/partner, has any substantial direct or indirect financial interest in the Contract or any of the proposers (listed above).
- I have not sought employment by nor am I being considered for employment by the proposers or its affiliates or subcontractors.
- I will not solicit or accept gifts, gratuities, favors or anything of monetary value from the proposers, its affiliates or subcontractors.

Evaluator: Steven Juengst

Printed Name

Signature



RFP 2020-PD-01- Towing Services
 9/1/2020 @ 10:00am
 Individual Ranking Sheet

Rank Order

Company Name	1=highest rank
Daytona Wrecker	1
Universal Towing	2

DECLARATION OF CONFIDENTIALITY, NON-DISCLOSURE, AND NO CONFLICT OF INTEREST

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DECLARATION

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- No member of my immediate family, including my spouse/partner, has any substantial direct or indirect financial interest in the Contract or any of the proposers (listed above).
- I have not sought employment by nor am I being considered for employment by the proposers or its affiliates or subcontractors.
- I will not solicit or accept gifts, gratuities, favors or anything of monetary value from the proposers, its affiliates or subcontractors.

Evaluator: Randy Ast
 Printed Name
[Signature]
 Signature

Rank Order

Company Name	1=highest rank
Daytona Wrecker	1
Universal Towing	2

DECLARATION OF CONFIDENTIALITY, NON-DISCLOSURE, AND NO CONFLICT OF INTEREST

I acknowledge the importance of confidentiality, non-disclosure and no conflict of interest in the abovementioned procurement. I affirm that I will maintain confidentiality and not divulge any information concerning this procurement to any person who has not similarly executed a declaration, including number of Proposals received, the names of proposers and all evaluation discussions, until after the award of contract.

DECLARATION

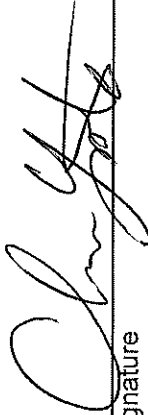
I understand that a copy of this Declaration will be placed in the Procurement file. I also certify that, to the best of my knowledge, I do not have a conflict of interest, as:

- No member of my immediate family, including my spouse/partner, has any substantial direct or indirect financial interest in the Contract or any of the proposers (listed above).
- I have not sought employment by nor am I being considered for employment by the proposers or its affiliates or subcontractors.
- I will not solicit or accept gifts, gratuities, favors or anything of monetary value from the proposers, its affiliates or subcontractors.

Evaluator:

Chris Yates

Printed Name



Signature

Towing Company Agreement

Bid # 2020-PD-01

Daytona Wrecker Services LLC

Attn: Mark McNamara

628 Railway Street

Daytona Beach, FL 32114

P: (386)255-7800 F: (386)255-5858

Tracy@daytonawrecker.com

Bid Date : August 28, 2020 @2:00 PM

Attachment: Holly Hill Towing contract 2020- Daytona Wrecker (3045 : Towing Service Contract)

Tables of Contents

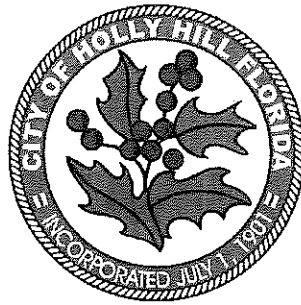
Technical Requirements	Page 3
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Technical Qualifications	Page 5,6
Fee Proposal	Page 7
Insurance Certificates	Page 8,9
City, County Licenses.....	Page 10,11,12

Technical Proposal

1. **Independence** – Daytona Wrecker Services LLC is affirming that the towing company is independent of the City of Holly ill. Also, Daytona Wrecker Services LLC has no relationships involving the City Of Holly Hill for the past 5 years.
- 2 **License to Practice in the State of Florida** – Daytona Wrecker Services LLC is affirming that the towing company and all assigned staff are properly licensed to tow vehicles in the state of Florida.
- 3 **Conflict of Interest** – Daytona Wrecker Services LLC does not currently or in the past 5 years had any relationships – professional, financial or otherwise, with the City of Holly Hill, its elected or appointed officials, employees, agents or any of its agencies.
- 4 **Towing Company Qualifications & Experience** – Daytona Wrecker Services LLC is located at 628 Railway Street, Daytona Beach, Florida 32114. All daily operations take place at that location and serves as a private entity with no other locations or affiliates. Daytona Wrecker Services LLC has in excess of all required storage, wreckers and insurance stated by the contract.

City of Holly Hill

1065 Ridgewood Ave
Holly Hill, Florida 32117 Telephone (386) 248-9426
Fax (386) 248-9458



REQUEST FOR BIDS

BID TITLE: Towing Company Agreement

BID NUMBER: 2020-PD-01

BID DUE DATE & TIME: August 28, 2020 at 2:00pm

BID OPENING LOCATION: City of Holly Hill, Commission Chambers
1065 Ridgewood Avenue, Holly Hill, Florida 32117

QUESTION DEADLINE: August 17, 2020, at 5:00pm

Attachment: Holly Hill Towing contract 2020- Daytona Wrecker (3045 : Towing Service Contract)

PROPOSER ACKNOWLEDGEMENT FORM*THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID*

BID TITLE: Towing Company Agreement

BID NUMBER: 2020-PD-01

BID DUE DATE & TIME: August 28, 2020 at 2:00pm

BID OPENING LOCATION: City of Holly Hill, Commission Chambers
1065 Ridgewood Avenue, Holly Hill, Florida 32117

QUESTION DEADLINE: August 17, 2020, at 5:00pm

Bids Received After The Above Date And Time Will Not Be Accepted.

BIDDER'S NAME: DAYTONA WRECKER SERVICES LLC

BIDDER'S MAILING ADDRESS: 628 RAILWAY STREET

CITY-STATE-ZIP: DAYTONA BEACH, FLORIDA 32114

F.E.I.N.: 82-4859693

PHONE NUMBER: 386-255-7800 **FAX NUMBER:** 386-255-5858

If returning as a "No Bid", please state reason (s):

I certify that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same materials, supplies, or equipment, and is in all respects fair and made without collusion or fraud. I agree to abide by all conditions of this Bid and certify that I am authorized to sign this Bid for the Proposer. In submitting a Bid to the City of Holly Hill, the Proposer offers and agrees that if the Bid is accepted, the Proposer

will convey, assign or transfer to the City of Holly Hill all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the Antitrust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the City of Holly Hill. At the City's discretion, such assignment shall be made and become effective at the

time the City tenders final payment to the Bidder.

X 
AUTHORIZED SIGNATURE (MANUAL)

Mark McNamara

NAME (TYPED)

Operations Manager

TITLE

AUGUST 28, 2020

DATE

GENERAL CONDITIONS

PUBLIC ENTITY CRIMES: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a Bid on a contract to provide any goods or services to a public entity, may not submit a Bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit Bids on leases or real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

CRIMINAL CONVICTIONS AND PENDING CHARGES: No owner, partner, employee, or agent of the Towing Company shall have been convicted, entered a plea of "no contest", entered into a "Differed Prosecution Agreement" with the State Attorney's Office, or have any pending criminal charges, of any felony or a misdemeanor directly relating to the business or operation of a Towing Company – regardless of whether civil rights have been restored.

DISCRIMINATION: Pursuant to Section 287.134(2)(a), Florida Statutes, an entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid or Bid on a contract to provide any goods or services to a public entity, may not submit a bid or Bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bid or Bid on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity.

PUBLIC RECORDS/NON-CONFIDENTIALITY OF BIDS AND/OR BIDS. The City of Holly Hill cannot and does not warrant the confidentiality of any information submitted in response to this solicitation. Florida law provides that municipal records shall at all times be open for personal inspection by any person, Section 119.01, F.S., The Public Records Law. Information and materials received by the City of Holly Hill in connection with all Proposers' response shall be deemed to be public records subject to public inspection upon award, recommendation for award, or 30 days after bid opening, whichever occurs first. Section 119.071, F.S.

DISTRIBUTION OF BIDS: The City uses the services of Vendorlink (www.myvendorlink.com) to distribute its Bid's on the Internet. If you have received a copy of this BID from any source other than Vendorlink, please be aware that you may not have received the latest version of the Bid or any related addendums.

SUBMISSION OF RESPONSES: All Submittals shall be delivered in a sealed envelope. The Bid number, title, and opening date shall be clearly displayed on the outside of the sealed envelope (and on the outside of any express shipping package). The delivery of said submittal to the City Clerk's Office on or before the specified opening date and time is solely and strictly the responsibility of the Bidder. Any submittal received by the City Clerk's Office after the specified date and time will not be accepted. Submittals must be presented on forms provided by the City. No other forms will be

accepted. Telephone, telefax and telegraph Submittals will not be considered. No Submittal may be modified after opening. No Submittal may be withdrawn after opening for a period of ninety (90) days unless otherwise specified.

EXECUTION OF SUBMITTAL: Submittals must contain a manual signature of authorized representative in the space(s) provided. Submittals must be typed or printed in ink. Use of erasable ink is not permitted. All corrections made by Bidder to any Submittal entry must be initialed. The company name and Federal Employer Identification Number (F.E.I.N.) shall appear in the space(s) provided.

BID OPENING: Submittals shall be opened and the name of the submitters shall be read publicly. No discussion of the Submittals will occur at this time.

SUBMITTAL TABULATION: Any bidder wishing to receive a copy of the tabulation is required to enclose a stamped, self-addressed envelope with their Submittal response.

CLARIFICATION/CORRECTION OF BID ENTRY: The City of Holly Hill reserves the right to allow for the clarification of questionable entries and for the correction of obvious mistakes.

INTERPRETATION: Any questions concerning conditions and specifications shall be directed to the Deputy Police Chief. Those interpretations which may affect the eventual outcome of this Submittal will be furnished in writing to all prospective bidders through Vendorlink. No interpretation shall be considered binding unless provided in writing by the City of Holly Hill.

LICENSES AND PERMITS: The Towing Company is responsible for obtaining all necessary permits and licenses to comply with all Federal, State, local laws, rules and regulations required to perform work in accordance with the specifications.

ADDITIONAL TERMS AND CONDITIONS: The City of Holly Hill reserves the right to reject Submittals containing any additional terms or conditions not specifically requested in the original conditions and specifications. **This is a firm Bid and changes to the Towing Company Agreement will not be allowed.**

TAXES: The City of Holly Hill is exempt from Federal Excise Taxes and all sales taxes.

SILENCE OF SPECIFICATIONS: The apparent silence of any specification and any supplemental specifications as to any details or the omission from same of any detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only materials of first quality and correct type, size, and design are to be used. All workmanship is to be first quality. All interpretations of the specifications shall be made upon the basis of this statement.

ASSIGNMENT: Any purchase order or contract issued pursuant to a Submittal and the monies which may become due hereunder are not assignable except with the prior written approval of the City Commission, which shall authorized the Towing Company Agreement.

LIABILITY: The Towing Company shall hold and save the City of Holly Hill, its officers, agents, and employees harmless against claims by third parties resulting from the Towing Company's or supplier's breach of contract or negligence, including all attorney's fees and costs, and shall pay any and all damages, fees, and costs assessed on behalf of the City. The City expressly reserves all rights, privileges and benefits of sovereign immunity.

PATENTS AND ROYALTIES: The Towing Company, without exception, shall indemnify and hold harmless the City of Holly Hill and its employees from liability of any kind, including cost and expenses for, or on account of, any copyrighted, patented, or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by the City of Holly Hill. If the Towing Company uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the Submittal prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

NON-APPROPRIATION OF FUNDS: In the event sufficient budget funds are not available for a new fiscal period, the CITY shall notify the Towing Company of such occurrence and the contract shall terminate on the last day of the current fiscal period, without any penalty or expense to the CITY of any kind whatsoever.

AWARDS: The CITY reserves the right, in its sole discretion, as the best interest of the CITY may require, to make award(s) by individual item, group of items, all or none, or a combination thereof; on a geographical basis and/or with one or more vendors, contractors, consultants or specialists; or to reject any and all Submittals or waive any minor irregularity or technicality in the Submittals received.

OTHER AGENCIES: All Bidder(s) awarded contracts from this Bid may permit any municipality or other government agency to participate in the contract under the same prices, terms, and conditions, if agreed to by both parties.

It is understood that at no time will any city, municipality, or other agency be obligated for placing an order for any other city, municipality, or agency; nor will any city, municipality, or agency be obligated for any bills incurred by any other city, municipality, or agency. Further, it is understood that each agency will issue its own purchase orders to the awarded bidder(s).

COMPLIANCE WITH FLORIDA PUBLIC RECORDS LAW: The Towing Company expressly agrees that it shall comply with the public records law provided in Florida Statutes, Chapter 119, and specifically to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the contracted service.
- (b) Provide the public with access to public records on the same terms and conditions that the City would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided bylaw.
- (c) Ensure that public records that are exempt or confidential and exempt from public

records disclosure requirements are not disclosed except as authorized by law.

- (d) Meet all requirements for retaining public records and transfer, at no cost, to the City all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the City in a format that is compatible with the information technology systems of the City.
- (e) Failure of the Towing Company to comply with Public Records Law as provided by Florida Statutes, Chapter 119, shall subject the Agreement to termination for cause by the City.

THE CITY OF HOLLY HILL RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS, AND TO WAIVE INFORMALITIES AS MAY BE DEEMED TO BE IN THE BEST INTEREST OF THE CITY.

TERMS AND CONDITIONS

- A. The City of Holly Hill reserves the right without prejudice to reject any or all Bids, to request clarification of information submitted, and to request additional information of one or more bidders.
- B. The City reserves the right to award the contract to the next most qualified Towing Company if the successful Towing Company fails to execute a contract within two weeks after the award of the Contract by the City Commission.
- C. In accordance with federal, state, and local regulations, the Towing Company shall not discriminate under the contract against any person.
- D. The Towing Company shall not assign or transfer any interest in the contract without prior approval of the City Commission.
- E. Submission of a Bid indicates acceptance by the Towing Company of the conditions contained in this Request for Bids.
- F. A copy of the City of Holly Hill's Towing Company Agreement is included in this Request for Bid for review and acceptance by the qualified Towing Company.
- G. Submittals should include a copy of the Towing Company's insurance certificate, Non-Conflict of Interest Statement/Litigation Statement, and Drug Free Workplace Certificate.

**CITY OF HOLLY HILL, FLORIDA
REQUEST FOR BIDS
TOWING COMPANY AGREEMENT BID
NUMBER 2020-PD-01**

I. INTRODUCTION

The City of Holly Hill is requesting Bids from qualified Towing Companies to provide exclusive towing services within the City of Holly Hill when requested and authorized by a representative of the City.

TERM OF AGREEMENT

The term of this Agreement shall be for a thirty-six (36) months period beginning October 1, 2020, and ending September 30, 2023, based upon satisfactory performance by the Towing Company. The City shall have the option of extending the contract for two additional twelve month periods. The first beginning on October 1, 2023 ending on September 30, 2024, and the second beginning on October 1, 2024 and ending on September 30, 2025. Any adjustments in the maximum wrecker fees allowed and monthly payments to the City may also be considered at these times. The option for the extension(s) is solely for the benefit of and at the sole desecration of the City. The Towing Company shall not have any right to an extension.

SUBMITTAL INSTRUCTIONS.

Please check the contents of your Bid package carefully to ensure that you have in your possession all the necessary and required documents, as referenced with this Bid, including any addenda. All pertinent documents will be maintained on the Vendorlink website.

Submission of a Bid pursuant to this Bid Request shall constitute acknowledgement and acceptance of the terms and conditions set forth herein. Portions of this Bid and the contents of the Bid submitted by the successful bidder may become contractual obligations if an Agreement is awarded. Failure of the successful bidder to accept these obligations may result in cancellation of the award of contract.

The City reserves the right to withdraw this Bid at any time without prior notice. All Bids submitted in response to this Bid become the property of the City of Holly Hill.

Bid Delivery: Submit one (1) signed original of the complete Bid packet along with one (1) electronic fully complete copy in PDF format on a flash drive, by the closing date and time. Both versions must be included in the sealed envelope or package. Submit Bids to: Valerie Manning, City Clerk, City of Holly Hill, 1065 Ridgewood Avenue, Holly Hill, Florida, 32117. The Bid title and number shall be plainly marked on the outside of the delivery envelope or package. It is solely the responsibility of the bidder to ensure that the Bid is delivered on or before the specified due date and time. **Late BIDS will not be accepted.**

Deadline for Submission: To be considered, BIDS must be received no later than August 28, 2020, at 2:00pm.

Inquiries: Technical questions may arise as Towing Companies are preparing their Bids. The City will accept written inquiries regarding this Bids until August 17, 2020, at 5:00pm. Questions received after that time will not be responded to. Answers to questions that warrant attention will be distributed on Vendorlink. Please direct written inquiries to:

Stella Gurnee, Finance Director
City of Holly Hill
1065 Ridgewood Ave Holly Hill, FL 32117
Telephone: (386) 248-9426
FAX: (386) 248-9458
sgurnee@hollyhillfl.org

Contact: All prospective bidders are hereby instructed not to contact any member of the City of Holly Hill Commission, City Manager, or City of Holly Hill staff members other than the noted contact person regarding this bid/Bid or their bid at any time prior to the posting on the website of the final evaluation and recommended ranking by the City staff for this engagement. Any such contact shall be cause for rejection of your bid/Bid.

Signature Requirements: Bids must be signed by a duly authorized official(s) of the proposing Towing Company. Consortiums, joint ventures, or teams submitting Bids, although permitted and encouraged, will not be considered responsive unless it is established that all contractual responsibility rests solely with the Towing Company or legal entity which shall not be a subsidiary or affiliate with limited resources. Each Bid shall indicate the entity responsible for execution on behalf of the Bid team.

Rejection Rights: The City of Holly Hill reserves the right, at any time, to modify, waive or otherwise vary the terms and conditions of this Bid, including, but not limited to, the deadlines for submission and submission requirements. The City further reserves the right to reject any or all submittals, to cancel or withdraw this Bid at any time and to negotiate with any party prior to or after submittal of Bids.

Cost of Bid Preparation: No reimbursement will be made by the City of Holly Hill for any costs incurred in the preparation of the Bid.

Bids to be in Effect: Each Bid shall state that it is valid for a period of not less than ninety (90) days from the date of receipt.

II. NATURE OF SERVICES REQUIRED

A. General

The City of Holly Hill is requesting Bids from qualified towing companies to provide an exclusive towing service within the City of Holly Hill, when requested by an authorized representative of the City.

B. Scope of Work to be Performed

The City of Holly Hill desires the Towing Company to provide exclusive towing service of motor vehicles and trailers from the public and private property when authorized by a representative of the City of Holy Hill. (For the period of January 1, 2019 through December 31, 2019, a city audit revealed that approximately 250 vehicles were towed pursuant to the prior agreement.) This is not a guarantee or representation of the number or volume of future towed vehicles, as the future number of towed vehicles is subject to variations and fluctuations.

III. DESCRIPTION OF THE CITY

A. Background

The City of Holly Hill is a municipal corporation created by the laws of Florida, located in Volusia County. The City operates under a Commission- City Manager form of government. The City Commission is comprised of a mayor and four Commission members. The City Manager is appointed by the City Commission and serves as the Chief Executive Officer.

The City of Holly Hill has an estimated population of 12,316 living within an area of approximately 4.5 square miles.

B. Contact Person

The Towing Company's principal contact with the City of Holly Hill will be Jeffrey Miller, Deputy Police Chief, or a designee, who will coordinate the assistance to be provided by the City to the towing company.

IV. BID REQUIREMENTS

A. Submission of Bids

To ensure consistency, Bids must conform to the following format and must be received no later than 2:00 p.m. on August 19, 2020, to be considered:

1. Title Page: Show the Bid subject, the name of the Towing Company, the name, address, telephone number and email address of a contact

person, and the date of the Bid.

2. Table of Contents: Include a clear identification of the material included in the Bid by page number.
3. Detailed Bid: This detailed Bid should follow the order set forth in Section IV. (B). of this Request for Bids.
4. Bid Response Form which includes the bidder's certification of compliance with all terms and conditions of the bid, its attachments and any addendums.

B. Technical Bid General Requirements

The purpose of the technical Bid is to demonstrate the qualifications, competence and capacity of the Bidder's seeking to undertake the towing services for the City of Holly Hill in conformity with the requirements of this Request for Bids. As such, the substance of Bids will carry more weight than their form or manner of presentation. The technical Bid should demonstrate the qualifications of the Towing Company and of the particular staff to be assigned to this engagement.

Although additional data may be included, the following items must be presented as they represent the criteria against which the Bid will be evaluated:

1. Independence

The Towing Company should provide an affirmative statement that it is independent of the City of Holly Hill. The Towing Company should also list and describe any relationships involving the City of Holly Hill for the past five (5) years.

2. License to Practice in the State of Florida

An affirmative statement should be included indicating that the Towing Company and all assigned staff are properly licensed to tow vehicles in the State of Florida.

3. Conflict of Interest

The Towing Company shall list, and describe any relationships – professional, financial or otherwise – that the Towing Company, any of its principals or employees, or any affiliate or subcontractor, may have with the City of Holly Hill, its elected or appointed officials, its employees or agents or any of its agencies or component units for the past five (5) years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to performing the services sought in this Bid. Failure to disclose any such contractual or personal

relationships will be cause for disqualification of the Bid.

Additionally, the Towing Company shall give the City written notice of any other relationships – professional, financial or otherwise – that the Towing Company, any of its principals or employees, or any affiliate or subcontractor, enters into with the City, its elected or appointed officials, its employees or agents or any of its agencies or component

4. Towing Company Qualifications and Experience

The Bid should state the size of the Towing Company, the location of the office from which the work is to be performed.

If the Bid is a joint venture or consortium, the qualifications of each Towing Company comprising the joint venture or consortium should be separately identified and the Towing Company that is to serve as the principal should be noted.

The Towing Company shall provide information on the nature, magnitude, and outcome of all litigation and proceedings for the previous three (3) years, where a court or administrative agency has ruled for or against the Towing Company in any matter related to the Towing Company's professional activities.

V. BID EVALUATION

The City Staff will evaluate the Bids. The City Commission will have the final vote to select a Towing Company service provider for the City. Bids will be evaluated on the following criteria:

A. Generally

1. The Towing Company is independent and licensed to practice in the State of Florida.
2. The Towing Company meets all the minimum requirements for bidders, listed in the technical qualifications.
3. The Towing Company has no conflict of interest with regard to any other work performed by the Towing Company for the City of Holly Hill.
4. The Towing Company is accepting responsibility for providing exclusive towing services for the City of Holly Hill, when requested by an authorized representative of the City.
5. The Towing Company adheres to the instructions in this Request for Bids in preparing and submitting the Bid.

B. Technical Qualifications

1. The Towing Company's past experience and performance on government engagements of comparable size and complexity.
2. The Towing Company's storage facilities must be located within 7 miles of the City of Holly Hill city limits.
3. The Towing Company's response time must be within 20 minutes, 95% of the time and the other 5% must be no longer than 30 minutes. Response time starts from the time the towing service receives the request to dispatch a wrecker. Response time compliance will be calculated on a calendar month basis. The city reserves the right to bill the wrecker company for the cost of city services incurred as a result of delayed response.
4. The Towing Company's primary storage facility must be open, or an employee on immediate call 24 hours a day, seven days a week, including holidays.
5. The Towing Company must comply with the Volusia County tow rate structure.
6. The Towing Company must supply a storage facility with a minimum of 200 spaces, with each space measuring 9' by 19' and be completely fenced. Two (2) spaces will be provided inside an enclosed building for police processing.
7. The Towing Company must own or lease at least 4 wreckers, which must include 2 class "A" wreckers, 1 class "C" wrecker and 1 Roll Back car carrier.
8. The Towing Company must carry minimum insurance requirements as follows:
 - Workers' Compensation Insurance, which complies with the Florida Workers' Compensation Law, including Employers Liability Insurance with Limits of at least \$500,000 per occurrence.
 - General and Automobile Liability Insurance of at least \$500,000 per person, \$1,000,000 per occurrence and \$250,000 property damage insurance. In the alternative, a \$1,000,000 combined single limit for bodily injury and property damage and a general aggregate of at least \$2,000,000.

- Garage Keepers legal liability Insurance.

9. The Towing Company must have 1/12th of the annual contract amount in cash or check to be placed with the City upon award of contract.
10. No owner, partner, employee, or agent of the Towing Company shall have been convicted, entered a plea of "no contest", entered into a "Differed Prosecution Agreement" with the State Attorney's Office, or have any pending criminal charges, or any felony or a misdemeanor regardless of whether civil rights have been restored.

C. Fee Bid

Total all-inclusive maximum fee for the duration of the Towing Company Agreement. Please note that the price will be the sole factor in the selection of the Contractor if all minimum requirements are met.

D. Local Vendor Preference

The City follows its local bidder preference ordinance as applicable. Please see the City code of ordinances pertaining to local bidder preference for further clarification.

**TOWING COMPANY AGREEMENT
BID NUMBER 20-PD-01
REGISTRATION AND INSURANCE REQUIREMENTS**

Registration Requirements

Towing Company's doing business within the City Limits must be registered with the City. Requirements for registering a business are as follows:

Copy of City Business Tax Receipt (where your business is located).

Certificate of Insurance showing General Liability and Workers' Comp (or State Workers' Comp Exemption form).

For further information please contact the city's building and zoning department at 386-248-9442.

State Certified/Registered Towing Company's

All towing companies, if required, must be registered with Volusia County. Volusia County Contractor Licensing, 123 W. Indiana Ave., Rm 203, Deland, FL 32720 (386) 736-5938 Option 0.

If you have any questions regarding the above requirements, please contact the business tax receipt official at (386) 248-9442.

ATTACHMENT

TOWING COMPANY AGREEMENT

This agreement entered into this 1st day of October 2020 by and between the City of Holly Hill, Florida, a Municipal Corporation, hereinafter referred to as "City" and

Daytona Wrecker Services LLC

, hereinafter referred to as "Towing Company", in consideration of the mutual covenants contained herein, and subject to the terms and conditions listed below.

WITNESSETH:

1. AGREEMENT The terms of this Agreement, together with the incorporation of the terms and conditions of the Request for Proposal (RFP 20-PD-01), and any exhibits, schedules and attachments hereto, and any and all amendments relating to same, and any and all submittals from CONTRACTOR, constitute the entire Agreement between the CITY and CONTRACTOR. This Agreement is the final complete and exclusive expression of the terms and conditions of the parties' Agreement. Any and all prior agreements, representations, negotiations, and understandings made by the parties, oral or written, expressed or implied, are hereby superseded and merged herein.

2. SERVICES TO BE PERFORMED BY TOWING COMPANY: The Towing Company shall provide the following services:

- a) The Towing Company shall provide for the towing and storage when required, of motor vehicles and trailers from public or private property lying within the City of Holly Hill when so authorized by a representative of the City, at a rate not greater than the applicable maximum rates specified herein.
- b) When authorized by a representative of the City, the Towing Company shall, at a rate not greater than the applicable maximum rate specified herein, provide for the towing and storage of any motor vehicle, trailer, motorcycle, or motor scooter which is towed under the provisions of the Code of the City of Holly Hill covering the removal and/or impounding of illegally parked or disabled vehicles, applicable Florida Statutes, or which is otherwise impounded or required to be moved by or at the direction of a police officer, from the point of origin to the place of business of the Towing Company. The Towing Company shall, at a rate not greater than the applicable maximum rate specified herein, provide for the towing and storage of any vehicle or trailer from the scene of an accident to a location within the area, as designated by the owner, other than the place of business of the Towing Company.
- c) When authorized by a representative of the City, the Towing Company shall, at no charge, provide towing services for all disabled city vehicles, whether owned or leased (excluding vehicles leased by the City where the lessor is responsible for the towing service). The no charge towing service shall be for city vehicles located within a 50-mile radius of Holly Hill City Hall. For city vehicles located beyond the 50 mile radius, the loaded per mile charge for each mile beyond the 50 mile radius shall be as follows:

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Class A	\$1.50
Class B	\$2.50
Class C	\$3.50

- d) The Towing Company shall, at no cost to the City, promptly clean all debris off the public streets, ways, sidewalks, parks, avenues, and property of the City, and remove the same to a proper place away from the scene of any motor vehicle accident if the accident scene is to be, is being, or has been serviced by the Towing Company, or the agent, servants, or employees of the Towing Company.
- e) The Towing Company guarantees that wrecker service shall be rendered at any and all times, as required by this Agreement, twenty-four (24) hours a day, seven (7) days a week, including holidays, and that personnel will be subject to call at any and all times. The Towing Company further guarantees that, for at least 95% of all calls, it will be at the requested location within the City limits within twenty (20) minutes from the time the Towing Company receives a call requesting that a wrecker be dispatched. It further guarantees that in the remaining 5% of calls, a wrecker will be at the location within thirty (30) minutes. Compliance with this requirement will be calculated on a calendar month basis. Further, the City reserves the right to charge the towing company for the cost of city services incurred as a result of the delayed response.
- f) The Towing Company shall answer expeditiously all calls from the Holly Hill Police Department, or other City representative, for on-scene service at accidents and shall immediately remove all obstructions caused by accidents even if actual towing is not required (cleanups). In this event, the City shall pay the Towing Company \$25.00 for this service.
- g) Upon request, the Towing Company shall provide the Holly Hill Police Department with reasonable assistance in the examination of vehicles stored by the Towing Company. Such assistance shall include the availability and use of a wrecker at the storage site for the moving of vehicles to be examined by the Police. Any vehicles towed by the Police Department, within a 50-mile radius of Holly Hill City Hall, marked as evidence in a criminal case or marked as "pending seizure" in a civil case shall be towed at no charge. For these types of vehicles beyond the 50 mile radius, the loaded per mile charge for each mile beyond the 50 mile radius shall be as follows:

Class A	\$1.50
Class B	\$2.50
Class C	\$3.50

- h) Definitions: As used in this article, the following words and terms shall have the meaning respectively ascribed:

1. **Immobilization** shall mean the installation of a boot or similar device on a vehicle on private property for the purpose of making it unmovable.

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2. **Consensual towing** shall mean the property owner is consenting to the towing of the vehicle by the Towing Company.
3. **Nonconsensual towing** shall mean the removal and storage of wrecked or disabled vehicles from an accident scene or the removal and storage of a vehicle in the event the owner or operator is incapacitated, unavailable, or otherwise does not consent to the removal of the vehicle, excepting, however, all incidents of "trespass towing" as herein below defined.
4. **Property owner** shall mean that person who exercises dominion and control over a parcel of real property, including but not limited to the legal title holder, lessee, a resident manager, a property manager or other agent who has legal authority to bind the owner. A person providing a towing service may not be appointed as an agent for a property owner.
5. **Tow** shall mean to haul, carry, pull along, or otherwise transport or remove a vehicle by means of another vehicle.
6. **Trespass towing** shall mean towing or removal of a vehicle, without the consent of the vehicle's owner or operator, as such is authorized by F.S. § 715.07, when that vehicle is parked on private real property.
7. **Wrecker** shall mean any truck or other vehicle which is used to carry, tow or otherwise transport vehicles and which is equipped for that purpose with a boom, winch, car carrier, or similar equipment. "Wrecker" shall include the person or firm owning, operating, and/or controlling the wrecker vehicles.

3. PAYMENT TO THE CITY

In consideration of the Towing Company being called by the City for the term as provided in Section 3 below, the Towing Company shall pay to the City, beginning October 1, 2020 the sum of \$ 90,000, payable in equal monthly installments of \$ 2500.00 for a period of thirty-six (36) months so long as this Agreement is in effect.

4. TERM

- a) The term of this Agreement shall be for a thirty-six (36) month period beginning October 1, 2020 and ending September 30, 2023. Extension - the City shall have the option of extending this contract, based upon satisfactory performance by the Towing Company, for two additional twelve-month periods: The first of these two additional twelve-month periods to be given consideration beginning on October 1, 2023 and ending on September 30, 2024, and the second beginning on October 1, 2024 and ending on September 30, 2025. Any adjustments in the maximum wrecker fees allowed and monthly payments to the City may also be considered at these times. The option for an extension(s) is solely for the benefit of and at the sole discretion of the City. Towing Company shall not have any right to an extension.

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- b) It is further understood by the parties to this Agreement that in the event the Towing Company is unable to respond to a call during the term of this contract, with one of its own wreckers, it is still responsible for providing a wrecker. It may utilize a wrecker from any other wrecker company in the County, in such cases; the substitute wrecker must comply with the terms agreed upon herein.

5. RATE CHARGED OWNERS

- a) In consideration for the services to be provided by the Towing Company under the terms of this Agreement, the Towing Company may charge the owner of the vehicle being towed or stored the rates listed below, provided that:

1. The City shall not be liable in the event of nonpayment by the owner of the vehicle being towed.
2. The towing/servicing of City owned/leased vehicles follows the specifications outlined previously in 1 (c).

- b) The maximum rates for towing a vehicle, for the storage of a towed vehicle or for the rendition of other services involving the use of a wrecker or other customary towing services when the point of origin of the tow or such services is within the boundaries of Holly Hill shall be as follows:

1. Class A vehicles (gross vehicle weight rating at 9,999 pounds or less or a vehicle carrying a vessel 15 feet or less in length):

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| a. Trespass tow (flat rate): | \$125.00 |
| b. Consensual/Nonconsensual tow: | \$125.00 |
| c. Consensual/Nonconsensual tow, per mile over initial ten miles, per full extra mile: | \$3.00 |
| d. Consensual/Nonconsensual tow, time beyond initial 30 minutes at scene, 15-minute block: | \$25.00 |
| e. Trespass or consensual/nonconsensual tow daily storage per day, inside storage | \$25.00 |
| f. Immobilization: | \$75.00 |
| g. Outside storage, per day: | \$20.00 |

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2. *Class B vehicles (gross vehicle weight rating at 10,000 pounds or more, but less than 19,500 pounds or vehicle carrying a vessel more than 15 feet, but less than 22 feet in length):*

a. Trespass tow (flat rate):	\$250.00
b. Consensual/Nonconsensual tow:	\$250.00
c. Consensual/Nonconsensual tow, per mile over initial ten miles, per full extra mile:	\$4.00
d. Consensual/Nonconsensual tow, time beyond initial 30 minutes at scene, per 15-minute block:	\$50.00
e. Trespass or consensual/nonconsensual tow daily storage per day, inside storage:	\$30.00
f. Immobilization:	\$75.00
g. Outside storage, per day	\$25.00

3. *Class C vehicles (gross vehicle weight rating at 19,500 or more pounds, but less than 25,000 pounds or vehicle carrying a vessel more than 22 feet in length):*

a. Trespass tow (flat rate):	\$375.00
b. Consensual/Nonconsensual tow:	\$375.00
c. Consensual/Nonconsensual tow, per mile over initial ten miles, per full extra mile:	\$5.00
d. Consensual/Nonconsensual tow, time beyond initial 30 minutes at scene, per 15-minute block:	\$75.00
e. Trespass or consensual/nonconsensual tow daily storage per day, inside storage:	\$60.00
f. Outside storage, per day:	\$55.00

4. *Class D vehicles (gross vehicle weight rating at more than 25,000 pounds):*

a. Trespass tow (flat rate):	\$500.00
b. Consensual/Nonconsensual tow:	\$500.00

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| c. | Consensual/Nonconsensual tow, per mile over initial ten miles, per full extra mile: | \$6.00 |
| d. | Consensual/Nonconsensual tow, time beyond initial 30 minutes at scene, per 15-minute block: | \$100.00 |
| e. | Trespass or consensual/nonconsensual tow daily storage per day, inside storage: | \$60.00 |
| f. | Outside storage, per day: | \$55.00 |
- c) An additional daily storage fee, as set forth above, may be charged for any vessel, trailer or other mobile item, whether motorized or not, which is mounted on wheels and attached to a towed vehicle.
- d) The maximum rates established in subsection 4 b) 1, 2, 3, and 4, listed above shall be a flat fee which shall be all-inclusive and, by way of illustration, no additional charges shall be made for:
1. Any fees for special equipment or services such as double hook-up, vehicle entry when locked, dropping transmission linkage, axle or drive shaft removal, dollies, trailer or flat bed, lifts, slim jims, go jacks, removing bumpers, airing up brakes, and mileage, other than those specified in the rate schedule;
 2. Time spent at the scene of the tow, other than those specified in the rate schedule;
 3. Release fees during normal business hours (Monday—Friday, 8:00 a.m.—6:00 p.m.);
 4. Access fees to allow the owner or the owner's representative to remove personal property or examine the vehicle;
 5. Yard fees, set-out fees, or gate fees for allowing the owner or any tow company designated by the owner or his insurance company to take custody of and remove the vehicle from the impound area;
 6. Fuel surcharge fees;
 7. Storage for the first twelve hours.
- e) No other fees of whatever kind may be charged for services rendered during the first 12 hours that the vehicle is in the possession of the wrecker, beginning from the time the vehicle is delivered to the storage facility, except as specifically provided herein.

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An administrative fee for compliance with statutory notice requirements may be charged after the first 48 hours so long as the wrecker service has actually complied with the requirements of F.S. § 713.78, including execution and mailing of the lien notice. The fee must be based on actual costs for such compliance. Further, a "tarpaulin fee" in the amount of \$15.00 may be assessed when the towing service reasonably finds it necessary to install and maintain tarpaulin coverage on any class A stored vehicle in order to protect the interior accessories or upholstery of such vehicle from damage by inclement weather. Tarpaulin fees for coverage of any other class vehicle must be reasonable and based on actual costs.

- f) An after-hours (Monday—Friday, 6:00 p.m.—8:00 a.m., Saturday and Sunday and national holidays) release fee not to exceed \$35.00 may be charged.
- g) The above rates shall remain consistent with Volusia County Ordinance 118-98 for the duration of this agreement to include any extensions. Additionally, if the Volusia County Ordinance is modified, the City and Towing Company agree to follow the modified County Ordinance. Item 4. e) of this Agreement varies from County Ordinance 118-98 and shall remain at 12 hours for the duration of this Agreement even if the County modifies Ordinance 118-98.
- h) The Towing Company agrees to tow abandoned or lost vehicles at no charge to the City and City shall surrender all salvage rights, if any, to the vehicle to Towing Company and shall retain no liens upon the vehicle.
- i) No other charges or fees, other than those specified and authorized in this schedule, and applicable sales tax are allowed for towing or storage services provided under this Agreement.

6. RATES CHARGED THE CITY

In consideration for the services to be provided by the Towing Company under the terms of this Agreement, the Towing Company will provide the City with wrecker services for City vehicles as outlined previously in 1(c).

7. PROHIBITED CHARGES

The services called for in Section 1 of this Agreement entitled SERVICES TO BE PERFORMED BY TOWING COMPANY shall be provided at no cost to the owner of the towed vehicle or City whenever the City determines that the vehicle was towed in error at the request of the City.

8. SALVAGE RIGHTS

In consideration for the services to be provided by the Towing Company, under the terms of this Agreement, the City hereby grants the Towing Company all salvage rights that may be permitted by law on any vehicle which may be towed pursuant to this Agreement and as specifically outlined

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in 3(b), excluding those vehicles seized and held for possible forfeiture by the City. The City does not guarantee that the City has any salvage rights nor that by this grant the City is transferring any salvage rights to the Towing Company. The City will not be charged towing charges or storage fees for temporary storage in cases of vehicles seized for forfeiture. Prior to releasing a seized vehicle to the owner, the owner must pay the Towing Company for the towing and/or storage fees and present the City with a paid receipt from Towing Company.

9. STORAGE FACILITIES

The Towing Company shall maintain a primary storage garage and/or outside storage facility complying with applicable city code ordinances, including all related building and zoning regulations. Such storage facility shall:

- a) Contain a minimum of two hundred (200) spaces, measuring 9 feet by 19 feet each, in an area, which is completely fenced.
- b) Have available a minimum of two (2) spaces inside a building for the storing of vehicles which require police processing. These spaces shall be maintained to provide protection from the weather and security from the general public for vehicles, which require police processing.
- c) Be located within seven (7) miles of Holly Hill city limits.
 1. The Towing Company shall have an employee on duty at said primary storage facility, or upon immediate call to the facility, twenty-four (24) hours a day, seven (7) days a week, including holidays.
 2. Said storage facilities shall be subject to inspection and shall be approved by the City prior to the award of any contract. Storage facilities shall be subject to periodic inspections at any time during the term of this Agreement when deemed necessary by the City to insure compliance with this contract. Notice of any discrepancies or deficiencies in contract compliance found by the City shall be submitted to the Towing Company in writing, and the Towing Company shall remedy the same within fifteen (15) days of receipt of such notice. Upon failure of the Towing Company to remedy the deficiencies in contract compliance, action may be taken by the City pursuant to Section 24 herein.
 3. Vehicles, which have been marked "HOLD" for investigative purposes by the Police Department, shall be held at the storage facility, unless indicated otherwise, for whatever period of time necessary to properly process the vehicle and finish the investigation, at no charge to the City. Personnel of the Holly Hill Police Department shall be permitted access to such vehicles at any time.

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Vehicles stored in enclosed areas shall be secured from access by unauthorized persons. The Towing Company shall take reasonable steps to protect all stored vehicles and their contents from theft and damage.

10. WRECKER EQUIPMENT AND WRECKER COMPANY PERSONNEL

- a) The Towing Company shall, during the term of this Agreement, own or lease a minimum of four (4) wreckers to provide the services called for by this Agreement. The wreckers must include: two (2) Class "A" wreckers; one (1) Class "C" wrecker; and one (1) rollback. The wreckers of the Towing Company shall meet the requirements and specifications established and set forth in the current Florida Highway Patrol Rules and Regulations for Wreckers.
- b) Said wreckers shall be of a recognized commercial make and shall have a wrecker winch (chassis) and truck towing capacity suitable for the removal and transportation of the various types of motor vehicles contemplated by this Agreement without damage to such vehicles and without undue interference with the flow of traffic.
- c) No owner, partner, employee, or agent of the Towing Company shall have been convicted, entered a plea of "no contest", entered into a "Differed Prosecution Agreement" with the State Attorney's Office, or have any pending criminal charges, of any felony or a misdemeanor directly relating to the business or operation of a Towing Company – regardless of whether civil rights have been restored.
- d) The Towing Company shall not hire or retain any wrecker driver, permanently or temporarily, who has been convicted of the offense of driving under the influence of alcohol or any controlled substance or chemical substance to the extent that normal faculties are impaired or driving with an unlawful blood alcohol level, or of any criminal traffic offense.

11. RADIO AND TELEPHONE COMMUNICATIONS

The Towing Company shall provide a two-way radio communications system between their office and all tow trucks operated by the Towing Company. The Towing Company shall maintain a direct telephone line for incoming Police calls.

12. NON-EXCLUSIVENESS OF SERVICE

The Towing Company agrees that the owner or person in possession of any vehicle which has been incapacitated shall have the opportunity of contacting a wrecker or tow company of his or her own choice if the disabled vehicle does not create a hazardous condition and a reasonable response time

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can be expected. Said person, at the accident or place of incapacity, shall be given the opportunity of having such vehicle towed to a location other than the storage facility of the Towing Company.

13. BENEFITS FROM REPAIRS PROHIBITED

The Towing Company shall not benefit directly or indirectly, without the express written consent of the owner of the vehicle, or the owner's designated representative, from any motor vehicle repair or painting with respect to vehicles towed and/or stored by the Towing Company under the terms and provisions of any agreement between the City and the Towing Company. Any such agreement between the Towing Company and the owner shall state the repairs/painting to be done as well as the price and terms of payment therefore.

14. LIABILITY OF TOWING COMPANY

The liability of the Towing Company for any towed vehicle and all property contained therein shall commence at the time a wrecker is hooked to any vehicle to be towed. The Towing Company or its employee, representative, or agent shall inventory all personal property contained in the vehicle to be towed or endorse the inventory prepared by the Police Officer in charge.

15. PERSONAL PROPERTY IN VEHICLES

To the extent provided by law, the Towing Company shall be accountable and liable for damage or loss to all personal property in the vehicles towed and for all vehicle accessories. Personal property situated in a vehicle stored by the Towing Company shall not be disposed of to defray any charges for storage or towing of the vehicle, except as provided by law. All such personal property must be returned at once, unless directed otherwise by the City, to the owner or person entitled to legal possession thereof upon proper proof of ownership or right to possession. The determination of the owner or person entitled to legal possession shall be made by the Towing Company. Should the Towing Company release any personal property, the owner or person entitled to possession thereof shall receipt the Towing Company for the same.

16. RELEASE OF THE VEHICLE

The Towing Company agrees to release any vehicle, which has not been marked "HOLD" to the proper owner, or person entitled to possession of the vehicle. The tow company will release the vehicle to the owner of the vehicle or the person that was in custody of the vehicle at the time of the tow. It will be presumed that said person was in custody of the vehicle if the person has the car key for said vehicle. Any vehicle, which has been marked "HOLD" by the Holly Hill Police Department, cannot be released without prior authority from the Police Department. The Towing Company shall require proper proof of ownership or right to possession before releasing a vehicle, and the Towing Company shall be given a receipt for the vehicle.

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17. POSTING CHARGES AND ACCEPTANCE OF CREDIT CARDS

The Towing Company shall prominently post a sign at the storage facility in such a manner that it is conspicuous to the public, which lists the charges to be imposed upon persons whose vehicles are towed pursuant to this Agreement. As to such persons, the Towing Company shall not impose any charges that exceed such posted or listed amounts. If the tow company accepts payment by credit card in any aspect of its business operations, then the tow company must accept credit cards as payment for city authorized tows and storage. The credit card payment must be accepted for every item charged for the release of the vehicle.

18. ITEMIZED STATEMENTS

Should any owner or person entitled to possession of a towed and/or stored vehicle seek to reclaim the same from the Towing Company, the Towing Company shall provide such owner or such person offering title to possession with an itemized statement of all charges relating to the towing and storage of such vehicle.

19. INDEMNIFICATION

The Towing Company shall indemnify and hold harmless the City of Holly Hill and its agents, officers and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees arising out of or resulting from the work provided that the claim, damage, loss and expense is caused in whole or in part by any negligent act or omission of the City, the Towing Company, any subcontractor, anyone directly or indirectly employed by any one of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

20. INSURANCE

a) Required Insurance:

The Towing Company shall purchase and maintain, at its own expense, the following types and amounts of insurance, in form and companies satisfactory to the City:

1. Workers' Compensation Insurance:

Workers' Compensation Insurance for all employees of the Towing Company connected with the work, which is the subject of this Agreement. The insurance required by this provision shall comply fully with the Florida Workers' Compensation Law and include Employers Liability Insurance with limits of not less than \$500,000 per occurrence. No class of employee, including the Towing Company itself, if an individual, shall be excluded from the Workers' Compensation coverage.

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2. Liability Insurance:

General Liability Insurance, including coverage for operations, products - completed operations, and personal injury insuring the Towing Company and any other interests, including but not limited to any associated or subsidiary companies involved in the work.

Automobile Liability Insurance which shall insure claims for damages because of bodily injury or death of a person or property damage arising out of the ownership, maintenance or use of any motor vehicle used by the Towing Company for the work which is the subject of this Agreement. The Liability Insurance shall include contractual liability insurance applicable to the Towing Company's obligations under Paragraph 18 of this Agreement.

The Liability Insurance shall name the City of Holly Hill as an additional insured. The General and Automobile Liability Insurance shall each have a limit of liability of no less than \$500,000 for injury or death and no less than \$1,000,000 for injury or death to two or more persons as a result of any one occurrence and no less than \$250,000 for property damage to one or more persons as a result of any one occurrence, or in lieu thereof, a combined single limit for bodily injury and property damage of no less than \$1,000,000. If insurance coverage is provided with a general aggregate, then the aggregate shall be in an amount of no less than \$2,000,000. The limit of liability for personal injury shall be no less than \$1,000,000 and the limit of liability for contractual liability shall be no less than \$1,000,000.

3. Garage Keepers Legal Liability Insurance:

Garage Keepers Legal Liability Insurance in an amount reasonably sufficient to protect the owners of any and all vehicles towed or stored by the Towing Company, pursuant to this Agreement, from loss or damages to such vehicle on account of such removal or storage. The insurance may be provided with a deductible in an amount deemed acceptable to the City Manager.

b) Proof of Insurance

The Towing Company shall furnish proof of insurance acceptable to the City prior to or at the time of execution of the Agreement and the Towing Company shall not commence work under this Agreement until all the insurance required under this Agreement has been obtained and filed with and approved by the City. The Towing Company shall furnish evidence of all required insurance in the form of certificates of insurance which shall clearly outline all hazards covered as itemized above, the amounts of insurance applicable to each hazard, the expiration dates, and shall contain the following language as to cancellation:

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- c) In the event of cancellation of this policy by the insurer or any insured, this company shall give not less than thirty (30) days advance written notice to:

City Manager
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, Florida 32117

- d) If requested by the City, the Towing Company will furnish copies of the insurance contracts to support the certificates of insurance and the copies of said insurance must be acceptable to the City. The Towing Company shall file replacement certificates thirty (30) days prior to expiration or termination of the required insurance occurring prior to the expiration of this Agreement. In the even such insurance shall lapse, the City expressly reserves the right to renew the insurance at the Towing Company's expense.

21. RECORDS, BOOKS, AND PAYMENT

The City reserves the right, during normal business hours, to inspect and audit the Towing Company records pertaining to service provided under this Agreement. All records must be maintained at one central location as provided hereinafter. Additionally, the monthly sum payable to the City by the Towing Company will be submitted to the office of the City Finance Director on the first day of each month for the duration of this contract, along with information contained in subparagraph (b) below. The Towing Company shall maintain for one (1) year following the towing of any vehicle towed under authority of the Police Department the following records of such tow:

- a) Where the vehicle was towed from; the date towed; the driver who towed the vehicle; where it was towed to; a complete description of the vehicle; the name and address of the registered owner; the disposition of the vehicle; the date the vehicle was released or disposed of; and all correspondence sent or received concerning said vehicle.
- b) The Towing Company shall be required to submit a list of all vehicles towed under authority of the Police Department by the seventh (7th) day of each month for the previous month services, describing each vehicle by Make, Year, Model, VIN, Tag Number, Towing/Storage charges, invoice of the towed vehicle, method of payment by vehicle owner, vehicle owner name, address, and telephone number for auditing purposes.

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- c) The Towing Company shall be required to pay a 15% late payment penalty for any required monthly payment received after the close of business on the 15th day of each month for the duration of this contract.

22. RIGHT TO CANCEL SERVICE CALL

The City shall have the right to cancel a request for Towing Company services until the time the wrecker arrives on the scene, and there shall be no charge to the City or the vehicle operator/owner. When a wrecker is to be canceled, it must be canceled over the police radio prior to the wrecker's arrival on the scene. The term "arrives on the scene" is construed to mean that the responding wrecker has arrived within the close physical proximity of the vehicle to be towed and the wrecker has stopped in preparation to perform the towing service.

23. COMPLIANCE WITH LAWS

The Towing Company agrees to and shall comply with all applicable provision of the Florida Statutes, including Section 316.530, and all applicable City ordinances.

24. CASH BOND

Prior to the effective commencement date of this Agreement, the Towing Company shall deliver cash or check in the amount of 1/36th of the total contract to be placed with the City upon award of the contract in the event:

- a) The Towing Company fails to provide wrecker service required by this Agreement, for the purpose of defraying costs incurred by the City in making adequate arrangements for the removal of vehicles.
- b) The Towing Company breaches the terms of this Agreement and it is terminated by the City as provided in Section 24 entitled BREACH OF AGREEMENT, for the purpose of defraying the cost of re-bidding this Agreement.

- 25. RIGHTS AT LAW RETAINED.** The rights and remedies of the CITY, provided for under this agreement, are in addition and supplemental to any other rights and remedies provided by law.

- 26. MODIFICATIONS TO AGREEMENT.** The Agreement and any exhibits amendments and schedules may only be amended, supplemented, modified or canceled by a written instrument duly executed by the parties hereto of equal dignity herewith.

27. BREACH OF AGREEMENT

- a) The City may, by written notice to the Towing Company, terminate this Agreement in whole or in part, at any time, either for the City's convenience or because of the failure of the Towing Company to fulfill its Agreement obligations. Upon receipt of such notice, Towing Company shall immediately discontinue all services affected, unless the

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notice directs otherwise, and deliver to the City all data, drawings, specifications, reports, estimates, summaries and any and all such other information and materials of whatever type or nature as may have been accumulated by the Towing Company in performing this Agreement, whether completed or in process.

- b) If the termination is for the convenience of the City, Towing Company shall be paid compensation for services performed to the date of termination.
- c) If the termination is due to the failure of Towing Company to fulfill its Agreement obligations, City may take over the work and prosecute the same to completion by other agreements or otherwise. In such case, Towing Company shall be liable to City for all reasonable additional costs occasioned to the City thereby. Towing Company shall not be liable for such additional costs if the failure to perform the Agreement arises without any fault or negligence of the Towing Company; provided, however, that Towing Company shall be responsible and liable for the actions of its subcontractors, agents, employees, persons and entities of a similar type or nature. Such causes may include acts of God or of the public enemy, acts of City in its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather, but in every case the failure to perform must be beyond the control and without any fault or negligence of the Towing Company.
- d) If after notice of termination for failure to fulfill its agreement obligations it is determined that Towing Company had not so failed, the termination shall be conclusively deemed to have been effected for the convenience of City. In such event, adjustment in the Agreement price shall be made as provided for in subsection (b) of this Section.
- e) The rights and remedies of City provided in this section are in addition and supplemental to any and all other rights and remedies provided by law or under this Agreement.
- f) It shall be the right of the City Manager and any officials of the City which he may designate to observe closely the wrecker service operations and if, in the opinion of the City Manager, there has been a breach of contract, the City Manager shall so notify the Towing Company, in writing, specifying the manner in which there has been a breach of contract. If, within a period of seven (7) days, the Towing Company has not eliminated the condition considered to be a breach of contract to the satisfaction of the City Manager, the City Manager may make a recommendation to the City Commission that the agreement be terminated. The termination shall be placed on the agenda of a City Commission meeting and the Towing Company shall be given notice of the agenda item. If the City Commission finds that the Towing Company breached the Agreement, the City Commission may declare the Agreement terminated immediately and the cash bond forfeited.
- g) In addition to terminating this Agreement, the City may recover from the cash bond all administrative costs as provided by Section 23 of this Agreement.
- h) The City may, if it so elects pursue any other remedies provided by law for breach

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of this Agreement or any of its terms, covenants, conditions, or stipulations. No

right or remedy herein conferred upon or reserved to the City or Towing Company is intended to be exclusive of any other right or remedy, and each and every right and remedy given hereunder, or now or hereafter existing at law or at equity or by statute.

28. MISLEADING, DISHONEST AND ILLEGAL PRACTICES

The Towing Company warrants that it has not and will not engage in any misleading, dishonest, or illegal practices with regard to the operation of its business operations, including but not limited to vehicles towed pursuant to this Agreement, or any other agreement with the City, and shall charge owners of vehicles towed pursuant to this Agreement only those amounts permitted under this Agreement for those services covered by this Agreement. In the event that an overcharge or other violation covered by this paragraph is reported to the City, the City shall promptly notify the Towing Company of the alleged violation. If a satisfactory explanation is not received by the City within twenty-four (24) hours from the Towing Company, or the violation is not otherwise remedied and assurances given that similar violations will not occur in the future, within the twenty-four (24) hour period the violation may be reported to the City Commission for cancellation of this Agreement or other appropriate action as provided by Section 24 herein.

29. Public Records Law:

IF THE TOWING CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (telephone number, e-mail address, and mailing address).

The Towing Contractor shall comply with public records laws, specifically to:

1. Keep and maintain public records required by the City to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Towing Company does not transfer the records to the City.
4. Upon completion of the contract, transfer, at no cost, to the City all public records in possession of the Towing Contractor or keep and maintain public records required by the City to perform the service. If the Towing Contractor transfers all public records to the City upon completion of the contract, the Towing Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Towing Contractor keeps and maintains public records upon completion

ATTACHMENT

of the contract, the Towing Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

30. MISCELLANEOUS

- a) The descriptive headings appearing in this Agreement are for convenience only and are not to be construed either as a part of the terms and conditions hereof or as any interpretation thereof.
- b) The bid documents and specifications, attached hereto, are made a part of this Agreement.
- c) It is mutually understood and agreed that nothing contained in this Agreement is intended, or shall be construed, as in any way creating or establishing the relationship of co- partner or joint ventures between the parties hereto or as constituting the Towing Company as agent or representative of the City for any purpose or in any manner whatsoever.
- d) The Towing Company shall not assign this Agreement and its rights hereunder, in whole or in part, except with the prior written consent of the City.
- e) This Agreement shall be governed by the laws of the State of Florida.
- f) Venue for any legal proceedings regarding this Agreement shall be in Volusia County, Florida.
- g) In the event either party is required to file suit to enforce this Agreement, the prevailing party shall be reimbursed reasonable attorneys' fees and costs.

The undersigned parties, being fully advised of the above terms and conditions, do hereby freely and voluntarily execute this Renewal.

City of Holly Hill, Florida

Wrecker Service:

By: _____

By: Mark McNamara

Title: _____

Title: Operations Manager

Date: _____

Date: 08/28/2020

Attest:

Valerie Manning, City Clerk

**CITY OF HOLLY HILL, FLORIDA
REQUEST FOR BIDS
TOWING COMPANY AGREEMENT
BID NUMBER 2020-PD-01**

BID RESPONSE FORM

THIS RESPONSE IS SUBMITTED TO:

City Clerk, City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, Florida 32117

The undersigned SUBMITTER proposes and agrees, if this Submittal is accepted, to enter into a Contract with the CITY that is in the form of this Request for Bid (BID) and to provide all services, as specified or indicated in the BID Documents, in full accordance with the terms and conditions set forth therein.

SUBMITTER accepts all of the terms and conditions of the Bid Conditions, and the Wrecker Service Agreement. SUBMITTER will sign the Contract and submit the Contract security (when applicable) and other documents required by the Contract Documents within ten (10) days after the date of CITY's Notice of Award.

In submitting this information, SUBMITTER represents, as more fully set forth in the Agreement, that:

SUBMITTER has examined copies of all the BID Documents and of the following Addenda:

Addendum Date

Addendum Number

Receipt of all of which is hereby acknowledged.

This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other BIDDER to submit a false or sham BID; BIDDER has not solicited or induced any person, firm or a corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for himself any advantage over any other Bidder or over the CITY.

Attachment: Holly Hill Towing contract 2020- Daytona Wrecker (3045 : Towing Service Contract)

THIS RESPONSE IS SUBMITTED BY:COMPANY NAME: DAYTONA WRECKER SERVICES LLC

VENDOR/CONTRACTOR LICENSE NUMBER: _____

ADDRESS: 628 RAILWAY STREET DAYTONA BEACH, FLORIDA 32114PHONE NO.: 386-255-7800 FAX NO.: 386-255-5858BIDDER'S NAME: Mark McNamara
(Typed or Printed in Ink)TITLE: Operations ManagerAUTHORIZED SIGNATURE: I,  hereby
(Original signature required in each document)

declare that I have read and fully understand the BID Documents, including the General Conditions and the Scope of Work, and that I am duly authorized to sign and submit this Submittal.

Our twenty-eight (28) month Bid is \$ \$2500.00 x 28 = 70,000.

Our thirty-six (36) month Bid is \$2500.00 x 36 = 90,000.

The CITY reserves the right to reject any and all Submittals, to waive informalities, and to accept any Submittal or parts thereof as the CITY, in its sole discretion, determines to be in the best interest of the CITY.

PLEASE ENSURE THAT YOU HAVE SIGNED THE BID RESPONSE FORM OF THIS REQUEST FOR BID. OMISSION OF A SIGNATURE ON THAT PAGE WILL RESULT IN REJECTION OF YOUR BID.

Attachment: Holly Hill Towing contract 2020- Daytona Wrecker (3045 : Towing Service Contract)

**CITY OF HOLLY HILL, FLORIDA
REQUEST FOR BIDS
TOWING COMPANY AGREEMENT
BID NUMBER 2020-PD-001**

NON-CONFLICT OF INTEREST STATEMENT & LITIGATION STATEMENT

☒ To the best of our knowledge, the undersigned Towing Company has no potential conflicts of interest due to any other clients or contracts for this project.

☐ The undersigned Towing Company, by attachment to this form, submits information which may be a potential conflict of interest due to other clients or contracts for this project.

☒ The undersigned Towing Company has had no litigation on any project in the last five (5) years.

☐ The undersigned Towing Company, by attachment to this form, submits a summary and disposition of individual cases of litigation during the past five (5) years.

Daytona Wrecker Services LLC

COMPANY NAME



AUTHORIZED SIGNATURE

Mark McNamara

NAME (PRINT OR TYPE)

Operations Manager

TITLE

08/28/2020

DATE

Attachment: Holly Hill Towing contract 2020- Daytona Wrecker (3045 : Towing Service Contract)

**CITY OF HOLLY HILL, FLORIDA
REQUEST FOR BIDS
TOWING COMPANY AGREEMENT
BID NUMBER 2020-PD-001**

DRUG-FREE WORKPLACE CERTIFICATION

IDENTICAL OR "TIE" SUBMITTALS: Preference shall be given to businesses with drug-free workplace programs. Whenever two or more Bids which are equal in respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violation.
- 3) Give each employee that engages in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) calendar days after such conviction.
- 5) Impose sanctions on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Daytona Wrecker Services Llc

Company Name

Mark McNamara

Authorized Signature

Mark McNamara

Print Name

Operations Manager

Title

Attachment: Holly Hill Towing contract 2020- Daytona Wrecker (3045 : Towing Service Contract)

Technical Qualifications

1. **Towing Company's past experience and performance on government agencies of comparable size and complexity.**

Daytona Beach Police Department
129 Valor Blvd
Daytona Beach, FL 32114
(currently serving)

Florida Highway Patrol
1151 E International Speedway Blvd
Deland, FL 32720
(currently serving)

City of Ormond Beach
22 S Beach St
Ormond Beach Fl 32174
(currently serving)

2. **Storage facilities must be located with 7 miles of the City of Holly Hill** – Daytona Wrecker Services LLC is located at 628 Railway St. Daytona Beach, Fl (meets criteria)
3. **Response Time** – Daytona Wrecker Services is aware the response to all calls is to be within 20 minutes, from the inception of the call from dispatch, or any authorized representative of the City.
4. **Primary Storage** – Daytona Wrecker Services LLC is open 24 hours a day, 7 days a week including holidays.
5. **Rate Structure**- Daytona Wrecker Services understands that it must comply with the Volusia County rate structure

6. **Storage-** Daytona Wrecker Services LLC has in excess of the required 200 spaces with stated sizing and can provide at least 2 inside storage units. Also, facility is fully fenced, lighted and has camera surveillance.
7. **Wreckers-** Daytona Wrecker Services LLC is currently operating 20 service units. Including but not limited to 2 class "A" wreckers, 1 class "C" wrecker and 1 Roll Back car carrier.
8. **Insurance Coverage –** Daytona Wrecker Services LLC meets all insurance requirements (Workers compensation, general liability, and garage keepers)
9. **Surety Bond –** Daytona Wrecker Services LLC will place a surety bond upon award of the contract.
10.
Owners, partners, employee, agent – NO owners, partners, employee, or agents have been convicted, entered a plea of "no contest" entered into "Differed Prosecution Agreement" with the State Attorney's Office or have any pending charges.

Fee Proposal

Daytona Wrecker Services LLC proposes a monthly bid of \$2500.00 with a maximum annual fee for each year of engagement not to exceed \$30,000.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/26/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of Florida, Inc. 220 South Ridgewood Avenue Daytona Beach FL 32114		CONTACT NAME: Patricia Heiskell PHONE (A/C, No. Ext): (386) 239-8834 FAX (A/C, No.): (386) 323-9165 E-MAIL ADDRESS: pheiskell@bbdaytona.com <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td style="width: 70%;">INSURER A: AmGUARD Insurance Company</td> <td colspan="2" style="text-align: center;">42390</td> </tr> <tr> <td>INSURER B: Market American Insurance Co.</td> <td colspan="2" style="text-align: center;">28932</td> </tr> <tr> <td>INSURER C:</td> <td colspan="2"></td> </tr> <tr> <td>INSURER D:</td> <td colspan="2"></td> </tr> <tr> <td>INSURER E:</td> <td colspan="2"></td> </tr> <tr> <td>INSURER F:</td> <td colspan="2"></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: AmGUARD Insurance Company	42390		INSURER B: Market American Insurance Co.	28932		INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER E:																								
INSURER F:																								
INSURED DAYTONA WRECKER SERVICES LLC 628 RAILWAY ST DAYTONA BEACH FL 32114																								

COVERAGES **CERTIFICATE NUMBER:** 2020-21 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC ☐ OTHER:			K2GP109421	04/01/2020	04/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY ☒ GarageKprs ☒ PIP \$10K			K2GP109421	04/01/2020	04/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ GarageKeepers \$ 250,000
	UMBRELLA LIAB ☐ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$			MKLM7EUL100239	04/01/2020	04/01/2021	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in FL) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	ON-HOOK/CARGO			K2GP109421	04/01/2020	04/01/2021	ON-HOOK 100,000 MAX 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER CITY OF HOLLY HILL 1065 RIDGEWOD AVE HOLLY HILL FL 32117	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/26/2020

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IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of Florida, Inc. P.O. Box 2412 Daytona Beach FL 32115-2412	CONTACT NAME: Patricia Heiskell PHONE (A/C, No, Ext): (386) 252-9601 FAX (A/C, No): (386) 239-5729 E-MAIL ADDRESS: pheiskell@bbdaytona.com
INSURER(S) AFFORDING COVERAGE	
INSURER A: Bridgefield Employers Insurance Company NAIC # 10701	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 20-21 WC **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	830-38663	01/01/2020	01/01/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER CITY OF HOLLY HILL 1065 RIDGEWOD AVE HOLLY HILL FL 32117	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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THE CITY OF DAYTONA BEACH

LOCAL BUSINESS TAX RECEIPT # BT-36792

THE CITY OF DAYTONA BEACH
301 S. RIDGEWOOD, SUITE # 127
DAYTONA BEACH, FL 32114

DEVELOPMENT SERVICES DEPARTMENT
PERMIT & LICENSING DIVISION
Phone: 386-671-8140

BUSINESS NAME: DAYTONA WRECKER SERVICE
LOCATION: 628 RAILWAY ST
BUSINESS TYPE: WRECKER OFFICE

BT-36792	BUS. LIC. NO.
36792	ACCOUNT NO.
09/30/2020	VALID FROM
09/30/2021	VALID TO
08/17/2020	DATE PAID
70.00	ANNUAL FEES

<u>Fee Code</u>	<u>Description</u>
0260	BUSINESS SERVICE

MAIL TO:

DAYTONA WRECKER SERVICE
628 RAILWAY ST
DAYTONA BEACH FL 32115

2021

DISPLAY AT PLACE OF BUSINESS FOR PUBLIC INSPECTION
THE CITY DOES NOT CERTIFY OR IMPLY COMPETENCE OF BUSINESS.

LOCAL BUSINESS
TAX RECEIPT



THE CITY OF DAYTONA BEACH

Bus Lic No # **BT-36792**

THE CITY OF DAYTONA BEACH
301 S. RIDGEWOOD, SUITE # 127
DAYTONA BEACH, FL 32114

DAYTONA WRECKER SERVICE
628 RAILWAY ST

PAID RECEIPT

<u>Fee Code</u>	<u>Description</u>	<u>Reference</u>	<u>Amt Paid</u>	<u>Date Paid</u>	<u>Pay Method</u>	<u>Check # / Ref</u>
SIGN	SIGNS	2021	15.00	08/17/20	CREDIT	460053211
ADM	ADMINISTRATIVE FEES	2021	55.10	08/17/20	CREDIT	460053211
0260	BUSINESS SERVICE	2021	70.00	08/17/20	CREDIT	460053211

Fees Paid: \$140.10



THE CITY OF DAYTONA BEACH

LOCAL BUSINESS TAX RECEIPT # BT-35760

THE CITY OF DAYTONA BEACH
301 S. RIDGEWOOD, SUITE # 127
DAYTONA BEACH, FL 32114

DEVELOPMENT SERVICES DEPARTMENT
PERMIT & LICENSING DIVISION
Phone: 386-671-8140

BUSINESS NAME: DAYTONA WRECKER SERVICE
LOCATION: 628 RAILWAY ST
BUSINESS TYPE: 5 WRECKERS
LICENSE NOTES: 5 WRECKERS

BT-35760	BUS. LIC. NO.
35760	ACCOUNT NO.
09/30/2020	VALID FROM
09/30/2021	VALID TO
08/17/2020	DATE PAID
75.00	ANNUAL FEES

<u>Fee Code</u>	<u>Description</u>
2010	VEHICLE WRECKER

MAIL TO:

DAYTONA WRECKER SERVICE
628 RAILWAY ST
DAYTONA BEACH FL 32115

2021

DISPLAY AT PLACE OF BUSINESS FOR PUBLIC INSPECTION
THE CITY DOES NOT CERTIFY OR IMPLY COMPETENCE OF BUSINESS.

LOCAL BUSINESS
TAX RECEIPT



THE CITY OF DAYTONA BEACH

Bus Lic No # **BT-35760**

THE CITY OF DAYTONA BEACH
301 S. RIDGEWOOD, SUITE # 127
DAYTONA BEACH, FL 32114

DAYTONA WRECKER SERVICE
628 RAILWAY ST

PAID RECEIPT

<u>Fee Code</u>	<u>Description</u>	<u>Reference</u>	<u>Amt Paid</u>	<u>Date Paid</u>	<u>Pay Method</u>	<u>Check # / Ref</u>
ADM	ADMINISTRATIVE FEES	2021	55.10	08/17/20	CREDIT	460053211
2010	VEHICLE WRECKER	2021	75.00	08/17/20	CREDIT	460053211

Fees Paid: \$130.10

2020/2021

Volusia County Business Tax Receipt

Issued pursuant to F.S. 205 and Volusia County Code of Ordinances Chapter 114-1 by:
Volusia County Revenue Division - 123 W Indiana Ave, Room 103, DeLand, FL 32720 – (386) 736-5938



Account # 200505040023 Expires: September 30, 2021
Business Location: 628 RAILWAY ST

Business Name: DAYTONA WRECKER SERVICE INC
Owner Name: MCNAMARA MATTHEW & GLENN RITCHEY
Mailing Address: 628 RAILWAY ST
DAYTONA BEACH, FL 32114

BUSINESS TYPE	REQ DOC #	CODE	COUNT	TAX
Business Service		471	15	\$80.00
Hazardous Waste Fee		820		\$39.00

- This receipt indicates payment of a tax, which is levied for the privilege of doing the type(s) of business listed above within Volusia County. This receipt is non-regulatory in nature and is not meant to be a certification of the holder's ability to perform the service for which he is registered. This receipt also does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.
- The business must meet all County and/or Municipality planning and zoning requirements or this Business Tax Receipt may be revoked and all taxes paid would be forfeited.
- The information contained on this Business Tax Receipt must be kept up to date. Contact the Volusia County Revenue Division for instructions on making changes to your account.

**THIS PORTION OF THE BUSINESS TAX RECEIPT MUST BE
POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

Volusia County Business Tax Receipt

Revenue Division - 123 W Indiana Ave, Room 103, DeLand, FL 32720 – (386) 736-5938

DATE PAID: 07/09/2020
RECEIPT #: WWW-19-0039563
TOTAL TAX: 119.00
PENALTY: 0.00
TOTAL PAID: 119.00



Business Name: DAYTONA WRECKER SERVICE INC
Owner Name: MCNAMARA MATTHEW & GLENN RITCHEY
Mailing Address: 628 RAILWAY ST
DAYTONA BEACH, FL 32114



Account # 200505040023 Expires: September 30, 2021
Business Location: 628 RAILWAY ST

PLEASE DETACH THIS PORTION OF THE BUSINESS TAX RECEIPT FOR YOUR RECORDS

Packet Pg. 316

Attachment: Holly Hill Towing contract 2020- Daytona Wrecker (3045 : Towing Service Contract)



Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)

TOWING COMPANY AGREEMENT

BID# 2020-PD-01

UNIVERSAL TOWING INC

542 LPGA BLVD, HOLLY HILL, FL 32117

OFC- (386)255-0203 FAX (386)255-4045

EMAIL -UNIVERSALTOWINGDAYTONA@GMAIL.COM

FRED CAMPAGNUOLO (386) 527-1771

ANGIE ROGERS – OFC MNGR (386)931-1417

EMAIL- ANGIE.UNIVERSALTOW@GMAIL.COM

BID DATE- AUGUST 28, 2020

PROPOSER ACKNOWLEDGEMENT FORM***THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR BID***

BID TITLE: Towing Company Agreement

BID NUMBER: 2020-PD-01

BID DUE DATE & TIME: August 28, 2020 at 2:00pm

BID OPENING LOCATION: City of Holly Hill, Commission Chambers
1065 Ridgewood Avenue, Holly Hill, Florida 32117

QUESTION DEADLINE: August 17, 2020, at 5:00pm

Bids Received After The Above Date And Time Will Not Be Accepted.BIDDER'S NAME: Universal Towing Inc.BIDDER'S MAILING ADDRESS: 542 LPGA Blvd.CITY-STATE-ZIP: Holly Hill - FL - 32117F.E.I.N: 59-3687605PHONE NUMBER: 386-255-0203 FAX NUMBER: 386-255-4045

If returning as a "No Bid", please state reason (s): _____

I certify that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same materials, supplies, or equipment, and is in all respects fair and made without collusion or fraud. I agree to abide by all conditions of this Bid and certify that I am authorized to sign this Bid for the Proposer. In submitting a Bid to the City of Holly Hill, the Proposer offers and agrees that if the Bid is accepted, the Proposer

will convey, assign or transfer to the City of Holly Hill all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the Antitrust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the City of Holly Hill. At the City's discretion, such assignment shall be made and become effective at the

time the City tenders final payment to the Bidder.

X Fred Campagnuolo
AUTHORIZED SIGNATURE (MANUAL)

Fred Campagnuolo
NAME (TYPED)

VP

TITLE

8-27-20

DATE

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TOWING COMPANY AGREEMENT

This agreement entered into this 1st day of October 2020 by and between the City of Holly Hill, Florida, a Municipal Corporation, hereinafter referred to as "City" and Universal Towing Inc., hereinafter referred to as "Towing Company", in consideration of the mutual covenants contained herein, and subject to the terms and conditions listed below.

WITNESSETH:

1. AGREEMENT The terms of this Agreement, together with the incorporation of the terms and conditions of the Request for Proposal (RFP 20-PD-01), and any exhibits, schedules and attachments hereto, and any and all amendments relating to same, and any and all submittals from CONTRACTOR, constitute the entire Agreement between the CITY and CONTRACTOR. This Agreement is the final complete and exclusive expression of the terms and conditions of the parties' Agreement. Any and all prior agreements, representations, negotiations, and understandings made by the parties, oral or written, expressed or implied, are hereby superseded and merged herein.

2 SERVICES TO BE PERFORMED BY TOWING COMPANY: The Towing Company shall provide the following services:

- a) The Towing Company shall provide for the towing and storage when required, of motor vehicles and trailers from public or private property lying within the City of Holly Hill when so authorized by a representative of the City, at a rate not greater than the applicable maximum rates specified herein.
- b) When authorized by a representative of the City, the Towing Company shall, at a rate not greater than the applicable maximum rate specified herein, provide for the towing and storage of any motor vehicle, trailer, motorcycle, or motor scooter which is towed under the provisions of the Code of the City of Holly Hill covering the removal and/or impounding of illegally parked or disabled vehicles, applicable Florida Statutes, or which is otherwise impounded or required to be moved by or at the direction of a police officer, from the point of origin to the place of business of the Towing Company. The Towing Company shall, at a rate not greater than the applicable maximum rate specified herein, provide for the towing and storage of any vehicle or trailer from the scene of an accident to a location within the area, as designated by the owner, other than the place of business of the Towing Company.
- c) When authorized by a representative of the City, the Towing Company shall, at no charge, provide towing services for all disabled city vehicles, whether owned or leased (excluding vehicles leased by the City where the lessor is responsible for the towing service). The no charge towing service shall be for city vehicles located within a 50-mile radius of Holly Hill City Hall. For city vehicles located beyond the 50 mile radius, the loaded per mile charge for each mile beyond the 50 mile radius shall be as follows:

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Class A	\$1.50
Class B	\$2.50
Class C	\$3.50

- d) The Towing Company shall, at no cost to the City, promptly clean all debris off the public streets, ways, sidewalks, parks, avenues, and property of the City, and remove the same to a proper place away from the scene of any motor vehicle accident if the accident scene is to be, is being, or has been serviced by the Towing Company, or the agent, servants, or employees of the Towing Company.
- e) The Towing Company guarantees that wrecker service shall be rendered at any and all times, as required by this Agreement, twenty-four (24) hours a day, seven (7) days a week, including holidays, and that personnel will be subject to call at any and all times. The Towing Company further guarantees that, for at least 95% of all calls, it will be at the requested location within the City limits within twenty (20) minutes from the time the Towing Company receives a call requesting that a wrecker be dispatched. It further guarantees that in the remaining 5% of calls, a wrecker will be at the location within thirty (30) minutes. Compliance with this requirement will be calculated on a calendar month basis. Further, the City reserves the right to charge the towing company for the cost of city services incurred as a result of the delayed response.
- f) The Towing Company shall answer expeditiously all calls from the Holly Hill Police Department, or other City representative, for on-scene service at accidents and shall immediately remove all obstructions caused by accidents even if actual towing is not required (cleanups). In this event, the City shall pay the Towing Company \$25.00 for this service.
- g) Upon request, the Towing Company shall provide the Holly Hill Police Department with reasonable assistance in the examination of vehicles stored by the Towing Company. Such assistance shall include the availability and use of a wrecker at the storage site for the moving of vehicles to be examined by the Police. Any vehicles towed by the Police Department, within a 50-mile radius of Holly Hill City Hall, marked as evidence in a criminal case or marked as "pending seizure" in a civil case shall be towed at no charge. For these types of vehicles beyond the 50 mile radius, the loaded per mile charge for each mile beyond the 50 mile radius shall be as follows:

Class A	\$1.50
Class B	\$2.50
Class C	\$3.50

h) Definitions: As used in this article, the following words and terms shall have the meaning respectively ascribed:

1. **Immobilization** shall mean the installation of a boot or similar device on a vehicle on private property for the purpose of making it unmovable.

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2. **Consensual towing** shall mean the property owner is consenting to the towing of the vehicle by the Towing Company.
3. **Nonconsensual towing** shall mean the removal and storage of wrecked or disabled vehicles from an accident scene or the removal and storage of a vehicle in the event the owner or operator is incapacitated, unavailable, or otherwise does not consent to the removal of the vehicle, excepting, however, all incidents of "trespass towing" as herein below defined.
4. **Property owner** shall mean that person who exercises dominion and control over a parcel of real property, including but not limited to the legal title holder, lessee, a resident manager, a property manager or other agent who has legal authority to bind the owner. A person providing a towing service may not be appointed as an agent for a property owner.
5. **Tow** shall mean to haul, carry, pull along, or otherwise transport or remove a vehicle by means of another vehicle.
6. **Trespass towing** shall mean towing or removal of a vehicle, without the consent of the vehicle's owner or operator, as such is authorized by F.S. § 715.07, when that vehicle is parked on private real property.
7. **Wrecker** shall mean any truck or other vehicle which is used to carry, tow or otherwise transport vehicles and which is equipped for that purpose with a boom, winch, car carrier, or similar equipment. "Wrecker" shall include the person or firm owning, operating, and/or controlling the wrecker vehicles.

3. PAYMENT TO THE CITY

In consideration of the Towing Company being called by the City for the term as provided in Section 3 below, the Towing Company shall pay to the City, beginning October 1, 2020 the sum of \$ 63,072⁰⁰, payable in equal monthly installments of \$ 1,752⁰⁰ for a period of thirty-six (36) months so long as this Agreement is in effect.

4. TERM

- a) The term of this Agreement shall be for a thirty-six (36) month period beginning October 1, 2020 and ending September 30, 2023. Extension - the City shall have the option of extending this contract, based upon satisfactory performance by the Towing Company, for two additional twelve-month periods: The first of these two additional twelve-month periods to be given consideration beginning on October 1, 2023 and ending on September 30, 2024, and the second beginning on October 1, 2024 and ending on September 30, 2025. Any adjustments in the maximum wrecker fees allowed and monthly payments to the City may also be considered at these times. The option for an extension(s) is solely for the benefit of and at the sole discretion of the City. Towing Company shall not have any right to an extension.

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- b) It is further understood by the parties to this Agreement that in the event the Towing Company is unable to respond to a call during the term of this contract, with one of its own wreckers, it is still responsible for providing a wrecker. It may utilize a wrecker from any other wrecker company in the County, in such cases; the substitute wrecker must comply with the terms agreed upon herein.

5. RATE CHARGED OWNERS

- a) In consideration for the services to be provided by the Towing Company under the terms of this Agreement, the Towing Company may charge the owner of the vehicle being towed or stored the rates listed below, provided that:
1. The City shall not be liable in the event of nonpayment by the owner of the vehicle being towed.
 2. The towing/servicing of City owned/leased vehicles follows the specifications outlined previously in 1 (c).
- b) The maximum rates for towing a vehicle, for the storage of a towed vehicle or for the rendition of other services involving the use of a wrecker or other customary towing services when the point of origin of the tow or such services is within the boundaries of Holly Hill shall be as follows:
1. *Class A vehicles (gross vehicle weight rating at 9,999 pounds or less or a vehicle carrying a vessel 15 feet or less in length):*
 - a. Trespass tow (flat rate): \$125.00
 - b. Consensual/Nonconsensual tow: \$125.00
 - c. Consensual/Nonconsensual tow, per mile over initial ten miles, per full extra mile: \$3.00
 - d. Consensual/Nonconsensual tow, time beyond initial 30 minutes at scene, 15-minute block: \$25.00
 - e. Trespass or consensual/nonconsensual tow daily storage per day, inside storage \$25.00
 - f. Immobilization: \$75.00
 - g. Outside storage, per day: \$20.00

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2. *Class B vehicles (gross vehicle weight rating at 10,000 pounds or more, but less than 19,500 pounds or vehicle carrying a vessel more than 15 feet, but less than 22 feet in length):*
 - a. Trespass tow (flat rate): \$250.00
 - b. Consensual/Nonconsensual tow: \$250.00
 - c. Consensual/Nonconsensual tow, per mile over initial ten miles, per full extra mile: \$4.00
 - d. Consensual/Nonconsensual tow, time beyond initial 30 minutes at scene, per 15-minute block: \$50.00
 - e. Trespass or consensual/nonconsensual tow daily storage per day, inside storage: \$30.00
 - f. Immobilization: \$75.00
 - g. Outside storage, per day: \$25.00
3. *Class C vehicles (gross vehicle weight rating at 19,500 or more pounds, but less than 25,000 pounds or vehicle carrying a vessel more than 22 feet in length):*
 - a. Trespass tow (flat rate): \$375.00
 - b. Consensual/Nonconsensual tow: \$375.00
 - c. Consensual/Nonconsensual tow, per mile over initial ten miles, per full extra mile: \$5.00
 - d. Consensual/Nonconsensual tow, time beyond initial 30 minutes at scene, per 15-minute block: \$75.00
 - e. Trespass or consensual/nonconsensual tow daily storage per day, inside storage: \$60.00
 - f. Outside storage, per day: \$55.00
4. *Class D vehicles (gross vehicle weight rating at more than 25,000 pounds):*
 - a. Trespass tow (flat rate): \$500.00
 - b. Consensual/Nonconsensual tow: \$500.00

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- | | |
|--|----------|
| c. Consensual/Nonconsensual tow, per mile over initial ten miles, per full extra mile: | \$6.00 |
| d. Consensual/Nonconsensual tow, time beyond initial 30 minutes at scene, per 15-minute block: | \$100.00 |
| e. Trespass or consensual/nonconsensual tow daily storage per day, inside storage: | \$60.00 |
| f. Outside storage, per day: | \$55.00 |
- c) An additional daily storage fee, as set forth above, may be charged for any vessel, trailer or other mobile item, whether motorized or not, which is mounted on wheels and attached to a towed vehicle.
- d) The maximum rates established in subsection 4 b) 1, 2, 3, and 4, listed above shall be a flat fee which shall be all-inclusive and, by way of illustration, no additional charges shall be made for:
1. Any fees for special equipment or services such as double hook-up, vehicle entry when locked, dropping transmission linkage, axle or drive shaft removal, dollies, trailer or flat bed, lifts, slim jims, go jacks, removing bumpers, airing up brakes, and mileage, other than those specified in the rate schedule;
 2. Time spent at the scene of the tow, other than those specified in the rate schedule;
 3. Release fees during normal business hours (Monday—Friday, 8:00 a.m.—6:00 p.m.);
 4. Access fees to allow the owner or the owner's representative to remove personal property or examine the vehicle;
 5. Yard fees, set-out fees, or gate fees for allowing the owner or any tow company designated by the owner or his insurance company to take custody of and remove the vehicle from the impound area;
 6. Fuel surcharge fees;
 7. Storage for the first twelve hours.
- e) No other fees of whatever kind may be charged for services rendered during the first 12 hours that the vehicle is in the possession of the wrecker, beginning from the time the vehicle is delivered to the storage facility, except as specifically provided herein.

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An administrative fee for compliance with statutory notice requirements may be charged after the first 48 hours so long as the wrecker service has actually complied with the requirements of F.S. § 713.78, including execution and mailing of the lien notice. The fee must be based on actual costs for such compliance. Further, a "tarpaulin fee" in the amount of \$15.00 may be assessed when the towing service reasonably finds it necessary to install and maintain tarpaulin coverage on any class A stored vehicle in order to protect the interior accessories or upholstery of such vehicle from damage by inclement weather. Tarpaulin fees for coverage of any other class vehicle must be reasonable and based on actual costs.

- f) An after-hours (Monday—Friday, 6:00 p.m.—8:00 a.m., Saturday and Sunday and national holidays) release fee not to exceed \$35.00 may be charged.
- g) The above rates shall remain consistent with Volusia County Ordinance 118-98 for the duration of this agreement to include any extensions. Additionally, if the Volusia County Ordinance is modified, the City and Towing Company agree to follow the modified County Ordinance. Item 4. e) of this Agreement varies from County Ordinance 118-98 and shall remain at 12 hours for the duration of this Agreement even if the County modifies Ordinance 118-98.
- h) The Towing Company agrees to tow abandoned or lost vehicles at no charge to the City and City shall surrender all salvage rights, if any, to the vehicle to Towing Company and shall retain no liens upon the vehicle.
- i) No other charges or fees, other than those specified and authorized in this schedule, and applicable sales tax are allowed for towing or storage services provided under this Agreement.

6. RATES CHARGED THE CITY

In consideration for the services to be provided by the Towing Company under the terms of this Agreement, the Towing Company will provide the City with wrecker services for City vehicles as outlined previously in 1(c).

7. PROHIBITED CHARGES

The services called for in Section 1 of this Agreement entitled SERVICES TO BE PERFORMED BY TOWING COMPANY shall be provided at no cost to the owner of the towed vehicle or City whenever the City determines that the vehicle was towed in error at the request of the City.

8. SALVAGE RIGHTS

In consideration for the services to be provided by the Towing Company, under the terms of this Agreement, the City hereby grants the Towing Company all salvage rights that may be permitted by law on any vehicle which may be towed pursuant to this Agreement and as specifically outlined

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in 3(b), excluding those vehicles seized and held for possible forfeiture by the City. The City does not guarantee that the City has any salvage rights nor that by this grant the City is transferring any salvage rights to the Towing Company. The City will not be charged towing charges or storage fees for temporary storage in cases of vehicles seized for forfeiture. Prior to releasing a seized vehicle to the owner, the owner must pay the Towing Company for the towing and/or storage fees and present the City with a paid receipt from Towing Company.

9. STORAGE FACILITIES

The Towing Company shall maintain a primary storage garage and/or outside storage facility complying with applicable city code ordinances, including all related building and zoning regulations. Such storage facility shall:

- a) Contain a minimum of two hundred (200) spaces, measuring 9 feet by 19 feet each, in an area, which is completely fenced.
- b) Have available a minimum of two (2) spaces inside a building for the storing of vehicles which require police processing. These spaces shall be maintained to provide protection from the weather and security from the general public for vehicles, which require police processing.
- c) Be located within seven (7) miles of Holly Hill city limits.
 1. The Towing Company shall have an employee on duty at said primary storage facility, or upon immediate call to the facility, twenty-four (24) hours a day, seven (7) days a week, including holidays.
 2. Said storage facilities shall be subject to inspection and shall be approved by the City prior to the award of any contract. Storage facilities shall be subject to periodic inspections at any time during the term of this Agreement when deemed necessary by the City to insure compliance with this contract. Notice of any discrepancies or deficiencies in contract compliance found by the City shall be submitted to the Towing Company in writing, and the Towing Company shall remedy the same within fifteen (15) days of receipt of such notice. Upon failure of the Towing Company to remedy the deficiencies in contract compliance, action may be taken by the City pursuant to Section 24 herein.
 3. Vehicles, which have been marked "HOLD" for investigative purposes by the Police Department, shall be held at the storage facility, unless indicated otherwise, for whatever period of time necessary to properly process the vehicle and finish the investigation, at no charge to the City. Personnel of the Holly Hill Police Department shall be permitted access to such vehicles at any time.

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Vehicles stored in enclosed areas shall be secured from access by unauthorized persons. The Towing Company shall take reasonable steps to protect all stored vehicles and their contents from theft and damage.

10. WRECKER EQUIPMENT AND WRECKER COMPANY PERSONNEL

- a) The Towing Company shall, during the term of this Agreement, own or lease a minimum of four (4) wreckers to provide the services called for by this Agreement. The wreckers must include: two (2) Class "A" wreckers; one (1) Class "C" wrecker; and one (1) rollback. The wreckers of the Towing Company shall meet the requirements and specifications established and set forth in the current Florida Highway Patrol Rules and Regulations for Wreckers.
- b) Said wreckers shall be of a recognized commercial make and shall have a wrecker winch (chassis) and truck towing capacity suitable for the removal and transportation of the various types of motor vehicles contemplated by this Agreement without damage to such vehicles and without undue interference with the flow of traffic.
- c) No owner, partner, employee, or agent of the Towing Company shall have been convicted, entered a plea of "no contest", entered into a "Differed Prosecution Agreement" with the State Attorney's Office, or have any pending criminal charges, of any felony or a misdemeanor directly relating to the business or operation of a Towing Company – regardless of whether civil rights have been restored.
- d) The Towing Company shall not hire or retain any wrecker driver, permanently or temporarily, who has been convicted of the offense of driving under the influence of alcohol or any controlled substance or chemical substance to the extent that normal faculties are impaired or driving with an unlawful blood alcohol level, or of any criminal traffic offense.

11. RADIO AND TELEPHONE COMMUNICATIONS

The Towing Company shall provide a two-way radio communications system between their office and all tow trucks operated by the Towing Company. The Towing Company shall maintain a direct telephone line for incoming Police calls.

12. NON-EXCLUSIVENESS OF SERVICE

The Towing Company agrees that the owner or person in possession of any vehicle which has been incapacitated shall have the opportunity of contacting a wrecker or tow company of his or her own choice if the disabled vehicle does not create a hazardous condition and a reasonable response time

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can be expected. Said person, at the accident or place of incapacity, shall be given the opportunity of having such vehicle towed to a location other than the storage facility of the Towing Company.

13. BENEFITS FROM REPAIRS PROHIBITED

The Towing Company shall not benefit directly or indirectly, without the express written consent of the owner of the vehicle, or the owner's designated representative, from any motor vehicle repair or painting with respect to vehicles towed and/or stored by the Towing Company under the terms and provisions of any agreement between the City and the Towing Company. Any such agreement between the Towing Company and the owner shall state the repairs/painting to be done as well as the price and terms of payment therefore.

14. LIABILITY OF TOWING COMPANY

The liability of the Towing Company for any towed vehicle and all property contained therein shall commence at the time a wrecker is hooked to any vehicle to be towed. The Towing Company or its employee, representative, or agent shall inventory all personal property contained in the vehicle to be towed or endorse the inventory prepared by the Police Officer in charge.

15. PERSONAL PROPERTY IN VEHICLES

To the extent provided by law, the Towing Company shall be accountable and liable for damage or loss to all personal property in the vehicles towed and for all vehicle accessories. Personal property situated in a vehicle stored by the Towing Company shall not be disposed of to defray any charges for storage or towing of the vehicle, except as provided by law. All such personal property must be returned at once, unless directed otherwise by the City, to the owner or person entitled to legal possession thereof upon proper proof of ownership or right to possession. The determination of the owner or person entitled to legal possession shall be made by the Towing Company. Should the Towing Company release any personal property, the owner or person entitled to possession thereof shall receipt the Towing Company for the same.

16. RELEASE OF THE VEHICLE

The Towing Company agrees to release any vehicle, which has not been marked "HOLD" to the proper owner, or person entitled to possession of the vehicle. The tow company will release the vehicle to the owner of the vehicle or the person that was in custody of the vehicle at the time of the tow. It will be presumed that said person was in custody of the vehicle if the person has the car key for said vehicle. Any vehicle, which has been marked "HOLD" by the Holly Hill Police Department, cannot be released without prior authority from the Police Department. The Towing Company shall require proper proof of ownership or right to possession before releasing a vehicle and the Towing Company shall be given a receipt for the vehicle.

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17. POSTING CHARGES AND ACCEPTANCE OF CREDIT CARDS

The Towing Company shall prominently post a sign at the storage facility in such a manner that it is conspicuous to the public, which lists the charges to be imposed upon persons whose vehicles are towed pursuant to this Agreement. As to such persons, the Towing Company shall not impose any charges that exceed such posted or listed amounts. If the tow company accepts payment by credit card in any aspect of its business operations, then the tow company must accept credit cards as payment for city authorized tows and storage. The credit card payment must be accepted for every item charged for the release of the vehicle.

18. ITEMIZED STATEMENTS

Should any owner or person entitled to possession of a towed and/or stored vehicle seek to reclaim the same from the Towing Company, the Towing Company shall provide such owner or such person offering title to possession with an itemized statement of all charges relating to the towing and storage of such vehicle.

19. INDEMNIFICATION

The Towing Company shall indemnify and hold harmless the City of Holly Hill and its agents, officers and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees arising out of or resulting from the work provided that the claim, damage, loss and expense is caused in whole or in part by any negligent act or omission of the City, the Towing Company, any subcontractor, anyone directly or indirectly employed by any one of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

20. INSURANCE**a) Required Insurance:**

The Towing Company shall purchase and maintain, at its own expense, the following types and amounts of insurance, in form and companies satisfactory to the City:

1. Workers' Compensation Insurance:

Workers' Compensation Insurance for all employees of the Towing Company connected with the work, which is the subject of this Agreement. The insurance required by this provision shall comply fully with the Florida Workers' Compensation Law and include Employers Liability Insurance with limits of not less than \$500,000 per occurrence. No class of employee, including the Towing Company itself, if an individual, shall be excluded from the Workers' Compensation coverage.

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2. Liability Insurance:

General Liability Insurance, including coverage for operations, products - completed operations, and personal injury insuring the Towing Company and any other interests, including but not limited to any associated or subsidiary companies involved in the work.

Automobile Liability Insurance which shall insure claims for damages because of bodily injury or death of a person or property damage arising out of the ownership, maintenance or use of any motor vehicle used by the Towing Company for the work which is the subject of this Agreement. The Liability Insurance shall include contractual liability insurance applicable to the Towing Company's obligations under Paragraph 18 of this Agreement.

The Liability Insurance shall name the City of Holly Hill as an additional insured. The General and Automobile Liability Insurance shall each have a limit of liability of no less than \$500,000 for injury or death and no less than \$1,000,000 for injury or death to two or more persons as a result of any one occurrence and no less than \$250,000 for property damage to one or more persons as a result of any one occurrence, or in lieu thereof, a combined single limit for bodily injury and property damage of no less than \$1,000,000. If insurance coverage is provided with a general aggregate, then the aggregate shall be in an amount of no less than \$2,000,000. The limit of liability for personal injury shall be no less than \$1,000,000 and the limit of liability for contractual liability shall be no less than \$1,000,000.

3. Garage Keepers Legal Liability Insurance:

Garage Keepers Legal Liability Insurance in an amount reasonably sufficient to protect the owners of any and all vehicles towed or stored by the Towing Company, pursuant to this Agreement, from loss or damages to such vehicle on account of such removal or storage. The insurance may be provided with a deductible in an amount deemed acceptable to the City Manager.

b) Proof of Insurance

The Towing Company shall furnish proof of insurance acceptable to the City prior to or at the time of execution of the Agreement and the Towing Company shall not commence work under this Agreement until all the insurance required under this Agreement has been obtained and filed with and approved by the City. The Towing Company shall furnish evidence of all required insurance in the form of certificates of insurance which shall clearly outline all hazards covered as itemized above, the amounts of insurance applicable to each hazard, the expiration dates, and shall contain the following language as to cancellation:

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- c) In the event of cancellation of this policy by the insurer or any insured, this company shall give not less than thirty (30) days advance written notice to:

City Manager
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, Florida 32117

- d) If requested by the City, the Towing Company will furnish copies of the insurance contracts to support the certificates of insurance and the copies of said insurance must be acceptable to the City. The Towing Company shall file replacement certificates thirty (30) days prior to expiration or termination of the required insurance occurring prior to the expiration of this Agreement. In the even such insurance shall lapse, the City expressly reserves the right to renew the insurance at the Towing Company's expense.

21. RECORDS, BOOKS, AND PAYMENT

The City reserves the right, during normal business hours, to inspect and audit the Towing Company records pertaining to service provided under this Agreement. All records must be maintained at one central location as provided hereinafter. Additionally, the monthly sum payable to the City by the Towing Company will be submitted to the office of the City Finance Director on the first day of each month for the duration of this contract, along with information contained in subparagraph (b) below. The Towing Company shall maintain for one (1) year following the towing of any vehicle towed under authority of the Police Department the following records of such tow:

- a) Where the vehicle was towed from; the date towed; the driver who towed the vehicle; where it was towed to; a complete description of the vehicle; the name and address of the registered owner; the disposition of the vehicle; the date the vehicle was released or disposed of; and all correspondence sent or received concerning said vehicle.
- b) The Towing Company shall be required to submit a list of all vehicles towed under authority of the Police Department by the seventh (7th) day of each month for the previous month services, describing each vehicle by Make, Year, Model, VIN, Tag Number, Towing/Storage charges, invoice of the towed vehicle, method of payment by vehicle owner, vehicle owner name, address, and telephone number for auditing purposes.

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- c) The Towing Company shall be required to pay a 15% late payment penalty for any required monthly payment received after the close of business on the 15th day of each month for the duration of this contract.

22 RIGHT TO CANCEL SERVICE CALL

The City shall have the right to cancel a request for Towing Company services until the time the wrecker arrives on the scene, and there shall be no charge to the City or the vehicle operator/owner. When a wrecker is to be canceled, it must be canceled over the police radio prior to the wrecker's arrival on the scene. The term "arrives on the scene" is construed to mean that the responding wrecker has arrived within the close physical proximity of the vehicle to be towed and the wrecker has stopped in preparation to perform the towing service.

23 COMPLIANCE WITH LAWS

The Towing Company agrees to and shall comply with all applicable provision of the Florida Statutes, including Section 316.530, and all applicable City ordinances.

24 CASH BOND

Prior to the effective commencement date of this Agreement, the Towing Company shall deliver cash or check in the amount of 1/36th of the total contract to be placed with the City upon award of the contract in the event:

- a) The Towing Company fails to provide wrecker service required by this Agreement, for the purpose of defraying costs incurred by the City in making adequate arrangements for the removal of vehicles.
- b) The Towing Company breaches the terms of this Agreement and it is terminated by the City as provided in Section 24 entitled BREACH OF AGREEMENT, for the purpose of defraying the cost of re-bidding this Agreement.

25 RIGHTS AT LAW RETAINED. The rights and remedies of the CITY, provided for under this agreement, are in addition and supplemental to any other rights and remedies provided by law.

26 MODIFICATIONS TO AGREEMENT. The Agreement and any exhibits amendments and schedules may only be amended, supplemented, modified or canceled by a written instrument duly executed by the parties hereto of equal dignity herewith.

27. BREACH OF AGREEMENT

- a) The City may, by written notice to the Towing Company, terminate this Agreement in whole or in part, at any time, either for the City's convenience or because of the failure of the Towing Company to fulfill its Agreement obligations. Upon receipt of such notice, Towing Company shall immediately discontinue all services affected, unless the

ATTACHMENT

notice directs otherwise, and deliver to the City all data, drawings, specifications, reports, estimates, summaries and any and all such other information and materials of whatever type or nature as may have been accumulated by the Towing Company in performing this Agreement, whether completed or in process.

- b) If the termination is for the convenience of the City, Towing Company shall be paid compensation for services performed to the date of termination.
- c) If the termination is due to the failure of Towing Company to fulfill its Agreement obligations, City may take over the work and prosecute the same to completion by other agreements or otherwise. In such case, Towing Company shall be liable to City for all reasonable additional costs occasioned to the City thereby. Towing Company shall not be liable for such additional costs if the failure to perform the Agreement arises without any fault or negligence of the Towing Company; provided, however, that Towing Company shall be responsible and liable for the actions of its subcontractors, agents, employees, persons and entities of a similar type or nature. Such causes may include acts of God or of the public enemy, acts of City in its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather, but in every case the failure to perform must be beyond the control and without any fault or negligence of the Towing Company.
- d) If after notice of termination for failure to fulfill its agreement obligations it is determined that Towing Company had not so failed, the termination shall be conclusively deemed to have been effected for the convenience of City. In such event, adjustment in the Agreement price shall be made as provided for in subsection (b) of this Section.
- e) The rights and remedies of City provided in this section are in addition and supplemental to any and all other rights and remedies provided by law or under this Agreement.
- f) It shall be the right of the City Manager and any officials of the City which he may designate to observe closely the wrecker service operations and if, in the opinion of the City Manager, there has been a breach of contract, the City Manager shall so notify the Towing Company, in writing, specifying the manner in which there has been a breach of contract. If, within a period of seven (7) days, the Towing Company has not eliminated the condition considered to be a breach of contract to the satisfaction of the City Manager, the City Manager may make a recommendation to the City Commission that the agreement be terminated. The termination shall be placed on the agenda of a City Commission meeting and the Towing Company shall be given notice of the agenda item. If the City Commission finds that the Towing Company breached the Agreement, the City Commission may declare the Agreement terminated immediately and the cash bond forfeited.
- g) In addition to terminating this Agreement, the City may recover from the cash bond all administrative costs as provided by Section 23 of this Agreement.
- h) The City may, if it so elects pursue any other remedies provided by law for breach

ATTACHMENT

of this Agreement or any of its terms, covenants, conditions, or stipulations. No

right or remedy herein conferred upon or reserved to the City or Towing Company is intended to be exclusive of any other right or remedy, and each and every right and remedy given hereunder, or now or hereafter existing at law or at equity or by statute.

28 MISLEADING, DISHONEST AND ILLEGAL PRACTICES

The Towing Company warrants that it has not and will not engage in any misleading, dishonest, or illegal practices with regard to the operation of its business operations, including but not limited to vehicles towed pursuant to this Agreement, or any other agreement with the City, and shall charge owners of vehicles towed pursuant to this Agreement only those amounts permitted under this Agreement for those services covered by this Agreement. In the event that an overcharge or other violation covered by this paragraph is reported to the City, the City shall promptly notify the Towing Company of the alleged violation. If a satisfactory explanation is not received by the City within twenty-four (24) hours from the Towing Company, or the violation is not otherwise remedied and assurances given that similar violations will not occur in the future, within the twenty-four (24) hour period the violation may be reported to the City Commission for cancellation of this Agreement or other appropriate action as provided by Section 24 herein.

29. Public Records Law:

IF THE TOWING CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (telephone number, e-mail address, and mailing address).

The Towing Contractor shall comply with public records laws, specifically to:

1. Keep and maintain public records required by the City to perform the service.
2. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Towing Company does not transfer the records to the City.
4. Upon completion of the contract, transfer, at no cost, to the City all public records in possession of the Towing Contractor or keep and maintain public records required by the City to perform the service. If the Towing Contractor transfers all public records to the City upon completion of the contract, the Towing Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Towing Contractor keeps and maintains public records upon completion

ATTACHMENT

of the contract, the Towing Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

30. MISCELLANEOUS

- a) The descriptive headings appearing in this Agreement are for convenience only and are not to be construed either as a part of the terms and conditions hereof or as any interpretation thereof.
- b) The bid documents and specifications, attached hereto, are made a part of this Agreement.
- c) It is mutually understood and agreed that nothing contained in this Agreement is intended, or shall be construed, as in any way creating or establishing the relationship of co- partner or joint ventures between the parties hereto or as constituting the Towing Company as agent or representative of the City for any purpose or in any manner whatsoever.
- d) The Towing Company shall not assign this Agreement and its rights hereunder, in whole or in part, except with the prior written consent of the City.
- e) This Agreement shall be governed by the laws of the State of Florida.
- f) Venue for any legal proceedings regarding this Agreement shall be in Volusia County, Florida.
- g) In the event either party is required to file suit to enforce this Agreement, the prevailing party shall be reimbursed reasonable attorneys' fees and costs.

The undersigned parties, being fully advised of the above terms and conditions, do hereby freely and voluntarily execute this Renewal.

City of Holly Hill, Florida

By: _____

Title: _____

Date: _____

Attest:

Valerie Manning, City Clerk

Wrecker Service:

By: Fred Perry

Title: V.P.

Date: 8-27-2020

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)

**CITY OF HOLLY HILL, FLORIDA
REQUEST FOR BIDS
TOWING COMPANY AGREEMENT
BID NUMBER 2020-PD-01**

BID RESPONSE FORM

THIS RESPONSE IS SUBMITTED TO:

City Clerk, City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, Florida 32117

The undersigned SUBMITTER proposes and agrees, if this Submittal is accepted, to enter into a Contract with the CITY that is in the form of this Request for Bid (BID) and to provide all services, as specified or indicated in the BID Documents, in full accordance with the terms and conditions set forth therein.

SUBMITTER accepts all of the terms and conditions of the Bid Conditions, and the Wrecker Service Agreement. SUBMITTER will sign the Contract and submit the Contract security (when applicable) and other documents required by the Contract Documents within ten (10) days after the date of CITY's Notice of Award.

In submitting this information, SUBMITTER represents, as more fully set forth in the Agreement, that:

SUBMITTER has examined copies of all the BID Documents and of the following Addenda:

Addendum Date

August 28, 2020

Addendum Number

2020-PD-01

Receipt of all of which is hereby acknowledged.

This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other BIDDER to submit a false or sham BID; BIDDER has not solicited or induced any person, firm or a corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for himself any advantage over any other Bidder or over the CITY.

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)

THIS RESPONSE IS SUBMITTED BY:COMPANY NAME: Universal Towing IncVENDOR/CONTRACTOR LICENSE NUMBER: City - 21-00024415ADDRESS: 542 LPGA Blvd.Holly Hill, FL 32117PHONE NO.: 386-255-0203 FAX NO.: 386-255-4045BIDDER'S NAME: Fred Campagnuolo
(Typed or Printed in Ink)TITLE: VPAUTHORIZED SIGNATURE: I, Fred Campagnuolo hereby
(Original signature required in each document)

declare that I have read and fully understand the BID Documents, including the General Conditions and the Scope of Work, and that I am duly authorized to sign and submit this Submittal.

Our twenty-eight (28) month Bid is \$ 63,072⁰⁰. (36 month Bid)

The CITY reserves the right to reject any and all Submittals, to waive informalities, and to accept any Submittal or parts thereof as the CITY, in its sole discretion, determines to be in the best interest of the CITY.

PLEASE ENSURE THAT YOU HAVE SIGNED THE BID RESPONSE FORM OF THIS REQUEST FOR BID. OMISSION OF A SIGNATURE ON THAT PAGE WILL RESULT IN REJECTION OF YOUR BID.

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)

**CITY OF HOLLY HILL, FLORIDA
REQUEST FOR BIDS
TOWING COMPANY AGREEMENT
BID NUMBER 2020-PD-001**

NON-CONFLICT OF INTEREST STATEMENT & LITIGATION STATEMENT

- ☒ To the best of our knowledge, the undersigned Towing Company has no potential conflicts of interest due to any other clients or contracts for this project.
- ☐ The undersigned Towing Company, by attachment to this form, submits information which may be a potential conflict of interest due to other clients or contracts for this project.
- ☐ The undersigned Towing Company has had no litigation on any project in the last five (5) years.
- ☒ The undersigned Towing Company, by attachment to this form, submits a summary and disposition of individual cases of litigation during the past five (5) years.

Universal Towing Inc.
COMPANY NAME

Fred Campagnolo
AUTHORIZED SIGNATURE

Fred Campagnolo
NAME (PRINT OR TYPE)

V.P.
TITLE

8-27-2020
DATE

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)

Summary of Litigation Case

A suit was filed claiming we released car to someone other than the owner of vehicle. The said vehicle was towed due to Non Consensual tow so therefore explained that the owner does not have to be the one to retrieve the vehicle, can also be who is in control of the said vehicle.

In return the case was vacated and dismissed.

IN THE COUNTY COURT OF THE
SEVENTH JUDICIAL CIRCUIT IN AND
FOR VOLUSIA COUNTY FLORIDA

CASE NO.: 2020-30784-COCI
DIVISION: 84

PROPERTY & CASUALTY INSURANCE
COMPANY OF HARTFORD
(a/s/o Joy Kluckhohn),
PLAINTIFF,

v

UNIVERSAL TOWING, INC.,
DEFENDANT.

MOTION TO VACATE DEFAULT AND FINAL JUDGMENT

COMES NOW, the Defendant, UNIVERSAL TOWING, INC., by and through its undersigned attorney and files its Motion to Vacate the Judicial Default and Final Judgment entered in this cause and in support thereof would state:

1. The Defendant is a named party to the above styled matter.
2. The instant Statement of Claim was filed with the Court on or about January 28, 2020. The Summons and Notice to Appear for Pretrial Conference and a copy of the Statement of Claim in this matter were served upon this Corporate Defendant on February 10, 2020, by serving the Corporate Registered Agent, Lawrence Spiegel, Esq., of Spiegel & Utera P.A., located at 1840 Coral Way, Miami, Florida. While the Registered Agent did in fact provide "notice" to the Corporate Defendant, it was just discovered that the Registered Agent provided this "notice" to the Defendant via email, despite being previously instructed to NOT do so, as in the past, emails between the Registered Agent and the Defendant have had a significant history of non-delivery. However, despite those previous instructions, the Registered Agent utilized email to provide "notice" to the Defendant. The email from the Registered Agent and hence that "notice" was never received by the Defendant, as was typical of past emails from the Registered Agent to the Corporate Defendant. The Defendant did not become aware of the instant case until a copy of the Final Judgment was received via US Mail the week of April 6, 2020 and this Motion has been filed upon the realization that a Default and a Final Judgment, based on that default had been entered against the Defendant for its

failure to appear at the pretrial conference on March 3, 2020, a pretrial conference the Defendant did not received notice of and therefore had no knowledge of.

3. Once the Defendant contacted the undersigned, he sent an email to the Plaintiff's attorney regarding this matter, a copy of which is attached as Defendant's Exhibit "A". As of the date of this Motion, no response has been received, no doubt due to the current crisis.

4. It is well settled that Florida public policy favors the setting aside of defaults so that controversies may be decided on the merits, Jeyanandarajan v. Freedman, 863 So.2d 433 (Fla. 4th DCA 2003). Additionally, pursuant to Fla. R. Civ. Proc. 1.540, to vacate a default, the Defendant must show three factors exist, they are: (1) Excusable Neglect. This is found where inaction results from clerical or secretarial error, reasonable misunderstanding, a system gone awry or any other of the foibles to which human nature is heir. Somero v. Hendry Gen. Hosp., 467 So2d 1103 (Fla. 4th DCA 1985). Clearly, the fiasco pertaining to sending "notice" to the Defendant by email that Defendant never received would satisfy this factor. Another factor is (2) A Meritorious Defense. In assessing a Defendant's meritorious defense, "the likelihood of success is not the measure. The Defendant's allegations are meritorious if they contain even a hint of suggestion, which, if proven at trial, would constitute a complete defense. Sobkowski v. Wyeth, 2004 U.S Dist. LEXIS 28726, 2004 WL 3569703 at 3. Generally, a meritorious defense requires more than a general denial of the facts of the complaint. The final factor is (3) Due Diligence In the instant matter the undersigned first became aware that a Final Judgment was on or about April 6, 2020 and the instant Motion was drafted after there was no response to an email sent to the Plaintiff by the undersigned and filed within days and was only held up due to the current crisis that has everyone staying indoors and the Courts essentially closed for all types of cases other than "mission critical" matters

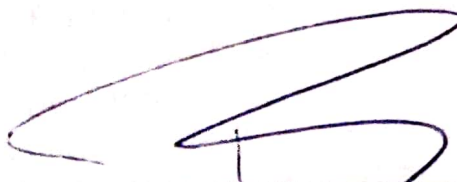
5. The Defendant in the instant case has a meritorious defense to the allegations of the Plaintiff, in that it has a general denial of the allegations contained in the Statement of Claim. No "answer" or other type of responsive pleading is necessary in Small Claims matters, therefore, the fact that the Defendant offers its general denial would serve to satisfy that particular factor.

6. Again, it is well settled that Courts desire cases be determined on their merits and not on technicalities and as such, Courts greatly prefer vacating defaults, especially in matters where the default will result in horrific or substantial loss to the Respondent/Defendant and that is exactly what would occur here, if the default and subsequent Final Judgment based upon that Default is not vacated.

7. There would be no prejudice to the Petitioner if the default is vacated as the case is still pending and the matter can and should be decided on its merits.

WHEREFORE, this Defendant respectfully requests the Default and Final Judgment in this matter be vacated as a result of excusable neglect and that the matter be reset for another pretrial conference and possible mediation.

I HEREBY CERTIFY that a copy of the foregoing has been furnished by efileing through the Florida Courts Portal this 16th day of April, 2020, to Kristen E. Taylor, Esq., (Kristen.taylor@thehartford.com) the Law Offices of Jason L. Weissman, 4000 Hollywood Boulevard, Ste. 501-S, Hollywood, FL 33021



Bruce Johns
737 South Ridgewood Avenue, Ste. 120
Daytona Beach, FL 32114
(386) 256-2586
(386) 256-2588 (FAX)
E-Mail: Daytonabdj@aol.com
Fla Bar No.: 742813
Attorney for UNIVERSAL TOWING, INC

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)

**CITY OF HOLLY HILL, FLORIDA
REQUEST FOR BIDS
TOWING COMPANY AGREEMENT
BID NUMBER 2020-PD-001**

DRUG-FREE WORKPLACE CERTIFICATION

IDENTICAL OR "TIE" SUBMITTALS: Preference shall be given to businesses with drug-free workplace programs. Whenever two or more Bids which are equal in respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violation.
- 3) Give each employee that engages in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) calendar days after such conviction.
- 5) Impose sanctions on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

Universal Towing Inc.

Fred Campagnuolo

Fred Campagnuolo

VP



BUSINESS TAX RECEIPT

City of Holly Hill

1065 Ridgewood Ave

Holly Hill, FL 32117

386-248-9442 www.hollyhillfl.org

EXPIRATION DATE: September 30, 2021

ISSUED TO: UNIVERSAL TOWING INC
542 LPG A BOULEVARD

HOLLY HILL FL 32117-2627

LICENSE YEAR: 10/20-09/21

LICENSE NUMBER: 21-00024513

FEE: \$220.50

DATE: July 29, 2020

COMMENTS:

BUSINESS LOCATION: 542 LPG A BLVD

BUSINESS OWNER: CAMPAGNUOLO, FRED

VALID PROVIDING ALL STATE CERTIFICATION/REGISTRATION REQUIREMENTS ARE MET.

BUSINESS CLASSIFICATION

CODE	DESCRIPTION	AMOUNT PAID
14823	AUTO: DISMANTLE AND SALVAGE YARD	220.50

- THIS DOCUMENT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS, PENALTY FOR FAILURE TO DO SO.
- TAX RECEIPT DOES NOT GUARANTEE JOB AND/OR WORK PERFORMANCE.
- BUSINESS MUST COMPLY WITH CITY ORDINANCES.



BUSINESS TAX RECEIPT

City of Holly Hill

1065 Ridgewood Ave

Holly Hill, FL 32117

386-248-9442 www.hollyhillfl.org

EXPIRATION DATE: September 30, 2021

ISSUED TO: UNIVERSAL TOWING INC
542 LPGA BOULEVARD

HOLLY HILL FL 32117-2627

LICENSE YEAR: 10/20-09/21

LICENSE NUMBER: 21-00024415

FEE: \$294.60

DATE: July 29, 2020

COMMENTS: 10 WRECKERS

BUSINESS LOCATION: 542 LPGA BLVD

BUSINESS OWNER: CAMPAGNUOLO, FRED

VALID PROVIDING ALL STATE CERTIFICATION/REGISTRATION REQUIREMENTS ARE MET.

BUSINESS CLASSIFICATION

CODE	DESCRIPTION	AMOUNT PAID
14870	AUTO: WRECKER/TOWING - FIRST VEHICLE	66.15
00100	FIRE INSPECTION	30.00000 X 1.00 = 30.00
14875	AUTO:WRECKER EA ADDL VEH	22.05000 X 9.00 = 198.45
	F L O R I D A	

- THIS DOCUMENT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS, PENALTY FOR FAILURE TO DO SO.
- TAX RECEIPT DOES NOT GUARANTEE JOB AND/OR WORK PERFORMANCE.
- BUSINESS MUST COMPLY WITH CITY ORDINANCES.

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)

2020/ 2021

Volusia County Business Tax Receipt

Issued pursuant to F.S. 205 and Volusia County Code of Ordinances Chapter 114-1 by:
Volusia County Revenue Division - 123 W Indiana Ave, Room 103, DeLand, FL 32720 - (386) 736-5



Account # 200805070002 Expires: September 30, 2
Business Location: 830 COMMONWEALTH BLVD UNIT C

Business Name: UNIVERSAL TOWING, INC.
Owner Name: FRED CAMPAGNUOLO
Mailing Address: 542 LPGA BLVD
HOLLY HILL, FL 32117

BUSINESS TYPE	REQ DOC #	CODE	COUNT	TAX
Business Service		471	2	\$2 00
Hazardous Waste Fee		820		\$3 00

- This receipt indicates payment of a tax, which is levied for the privilege of doing the type(s) of business above within Volusia County. This receipt is non-regulatory in nature and is not meant to be a certification of the holder's ability to perform the service for which he is registered. This receipt also does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.
- The business must meet all County and/or Municipality planning and zoning requirements or this Business Tax Receipt may be revoked and all taxes paid would be forfeited.
- The information contained on this Business Tax Receipt must be kept up to date. Contact the Volusia County Revenue Division for instructions on making changes to your account.

**THIS PORTION OF THE BUSINESS TAX RECEIPT MUST BE
POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

Volusia County Business Tax Receipt

Revenue Division - 123 W Indiana Ave, Room 103, DeLand, FL 32720 - (386) 736-5938

DATE PAID: 08/14/2020
RECEIPT #: WWW-19-0041829
TOTAL TAX: 61.00
PENALTY: 0.00
TOTAL PAID: 61.00



Business Name: UNIVERSAL TOWING, INC.
Owner Name: FRED CAMPAGNUOLO
Mailing Address: 542 LPGA BLVD
HOLLY HILL, FL 32117



Account # 200805070002 Expires: September 30, 2021
Business Location: 830 COMMONWEALTH BLVD UNIT C

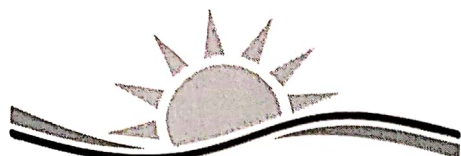
PLEASE DETACH THIS PORTION OF THE BUSINESS TAX RECEIPT FOR YOUR RECORDS

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)

2020/2021

Volusia County Business Tax Receipt

Issued pursuant to F.S. 205 and Volusia County Code of Ordinances Chapter 114-1 by:
 Volusia County Revenue Division - 123 W Indiana Ave, Room 103, DeLand, FL 32720 - (386) 736-5938



Volusia County
 FLORIDA

Account # 200102050019 Expires: September 30, 2021
 Business Location: 542 LPGA BLVD

Business Name: UNIVERSAL TOWING INC
 Owner Name: UNIVERSAL TOWING INC
 Mailing Address: 542 LPGA BLVD
 HOLLY HILL, FL 32117

BUSINESS TYPE	REQ DOC #	CODE	COUNT	TAX
Business Service		471	7	\$54.00
Hazardous Waste Fee		820		\$39.00

- This receipt indicates payment of a tax, which is levied for the privilege of doing the type(s) of business listed above within Volusia County. This receipt is non-regulatory in nature and is not meant to be a certification of the holder's ability to perform the service for which he is registered. This receipt also does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.
- The business must meet all County and/or Municipality planning and zoning requirements or this Business Tax Receipt may be revoked and all taxes paid would be forfeited.
- The information contained on this Business Tax Receipt must be kept up to date. Contact the Volusia County Revenue Division for instructions on making changes to your account.

**THIS PORTION OF THE BUSINESS TAX RECEIPT MUST BE
 POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

Volusia County Business Tax Receipt

Revenue Division - 123 W Indiana Ave, Room 103, DeLand, FL 32720 - (386) 736-5938

DATE PAID: 08/14/2020
 RECEIPT #: WWW-19-0041829
 TOTAL TAX: 93.00
 PENALTY: 0.00
 TOTAL PAID: 93.00



* 2 0 0 1 0 2 0 5 0 0 1 9 *

Business Name: UNIVERSAL TOWING INC
 Owner Name: UNIVERSAL TOWING INC
 Mailing Address: 542 LPGA BLVD
 HOLLY HILL, FL 32117



Account # 200102050019 Expires: September 30, 2021
 Business Location: 542 LPGA BLVD

PLEASE DETACH THIS PORTION OF THE BUSINESS TAX RECEIPT FOR YOUR RECORDS

Universal Towing Inc.
542 LPGA Blvd
Holly Hill, FL 32117
Ofc- (386)255-0203
Email: universaltowingdaytona@gmail.com



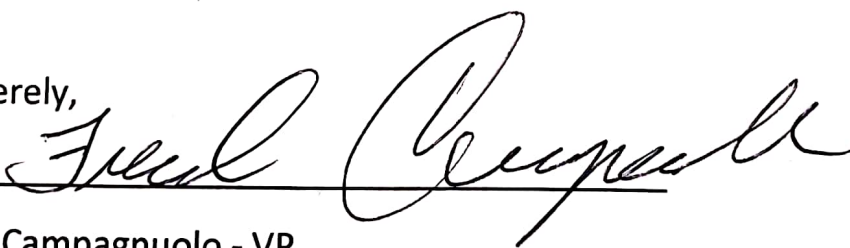
Whom it may concern:

We at Universal Towing Inc are independent of The City of Holly Hill or any agencies of the City.

We have successfully been in business in the City of Holly Hill for over 21 years and are a member of the Holly Hill Chamber of Commerce.

We look forward to many more years of service and serving the community of Holly Hill.

Sincerely,


Fred Campagnuolo - VP

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)

Universal Towing Inc.

542 LPGA Blvd

Holly Hill, FL 32117

Ofc- (386)255-0203

Email: universaltowingdaytona@gmail.com



To whom it may concern:

Universal Towing Inc and all it's assigned staff are licensed to tow with and in the State of Florida. We tow for Florida Highway Patrol and many other state entities and are fully licensed and insured.

Sincerely,

Fred Campagnuolo - VP

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)

Universal Towing Inc.

542 LPGA Blvd

Holly Hill, FL 32117

Ofc- (386)255-0203

Email: universaltowingdaytona@gmail.com



To whom it may concern:

Universal Towing Inc, owners, officers, and employees of the company have no professional, financial or any other contractual or personal relationships that would pose a conflict of interest with the City of Holly Hill or the contract sought after.

Sincerely,

Fred Campagnuolo – VP

Universal Towing Inc.

542 LPGA Blvd

Holly Hill, FL 32117

Ofc- (386)255-0203

Email: universaltowingdaytona@gmail.com



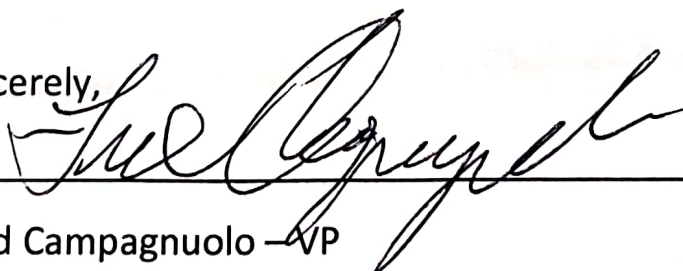
To whom it may concern:

Universal Towing Inc. has successfully been in the towing & recovery business for over 20 years. We have a fleet of over 25 trucks to accommodate our customer's needs. We currently have over 20 employees and we pride ourselves on providing our community, customer's and the Law Enforcement Agencies we serve fast, professional and courteous service. Our office and storage facility are located in the wonderful city of Holly Hill at 542 LPGA Blvd, Holly Hill, FL 32117.

We look forward to many more years of service to our community, and look forward to serving the City of Holly Hill in a greater capacity.

Thank you for the opportunity and consideration for this RFP and your time and service to the community and residents of Holly Hill.

Sincerely,


Fred Campagnuolo —VP

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)



CERTIFICATE OF LIABILITY INSURANCE

6.8.c
DATE (MM/DD/YYYY)
08/14/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of Florida, Inc. 220 South Ridgewood Avenue Daytona Beach FL 32114		CONTACT NAME: Tracy Miller PHONE (A/C, No, Ext): (386) 252-9601 E-MAIL ADDRESS: tmiller@bbdaytona.com FAX (A/C, No): (386) 239-5721
INSURED UNIVERSAL TOWING, INC. 542 LPGA BLVD HOLLY HILL FL 32117		INSURER(S) AFFORDING COVERAGE INSURER A: Amguard Insurance Company INSURER B: FHM Insurance INSURER C: Evanston Insurance Company INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 2020-21

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			K2GP110610	07/01/2020	07/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			K2GP110610	07/01/2020	07/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 10,000
C	UMBRELLA LIAB ☒ EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED RETENTION \$			MPXS3001254	07/01/2020	07/01/2021	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐	N/A		WC30601216092020A	07/01/2020	07/01/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Garage Keepers On hook/ Cargo			K2GP110610	07/01/2020	07/01/2021	Garage Keepers 100,000/ On Hook/ Cargo 100,000/

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

FOR INFORMATION

CERTIFICATE HOLDER

UNIVERSAL TOWING INC
542 LPGA BLVD

HOLLY HILL

FL 32117

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BY THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Matthew Christensen

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AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page _____ of _____

AGENCY Brown & Brown of Florida, Inc.		NAMED INSURED UNIVERSAL TOWING, INC.	
POLICY NUMBER			
CARRIER	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability Insurance: Notes

***ON HOOK/CARGO LIMITS:**

1. 1987 KENWORTH TRUCK VIN 1XKAD29X9HJ344215 \$250,000
2. 2007 FORD TRUCK VIN 1FDXF46P97EB23622 \$100,000
3. 2014 KENWORTH TRUCK VIN 2NKHMM5H5EM394086 \$100,000
4. 2007 HINO TRUCK VIN 5PVNV8JV072S50322 \$100,000
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8. 2013 INTERNATIONAL TRUCK VIN 1HTGRSJT8DJ163118 \$100,000
9. 2009 FREIGHTLINER/CASCADIA TRUCK-TRACTOR VIN 1FUJGLDR09LAK1058 \$250,000
10. 2017 FORD TRUCK VIN 1FD0X5HT3HC23229 \$100,000
11. 2014 FREIGHTLINER TRUCK VIN 1FVACWDT3EHFL2510 \$100,000
12. 2016 HINO TRUCK VIN 5PVNJ8JN9G4S52280 \$100,000
13. 2006 FORD TRUCK VIN 1FADF57PX6ED52223 \$100,000
14. 2012 HINO TRUCK VIN 5PVNE8JN1C4S50134 \$100,000
15. 2015 HINO TRUCK VIN 5PVNJ8JP6F4S51362 \$100,000
16. 2006 FREIGHTLINER TRUCK VIN 1FUJA6CV06PW66568 \$100,000

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)



CERTIFICATE OF LIABILITY INSURANCE

6.8.c

DATE (MM/DD/YYYY)
08/14/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of Florida, Inc. 220 South Ridgewood Avenue Daytona Beach FL 32114	CONTACT NAME: Tracy Miller PHONE (A/C, No, Ext): (386) 252-9601 E-MAIL ADDRESS: tmiller@bbdaytona.com FAX (A/C, No): (386) 239-5729																					
INSURED UNIVERSAL TOWING, INC. 542 LPGA BLVD HOLLY HILL FL 32117	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Amguard Insurance Company</td><td>03588</td></tr><tr><td>INSURER B:</td><td>FHM Insurance</td><td>10699</td></tr><tr><td>INSURER C:</td><td>Evanston Insurance Company</td><td>35378</td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Amguard Insurance Company	03588	INSURER B:	FHM Insurance	10699	INSURER C:	Evanston Insurance Company	35378	INSURER D:			INSURER E:			INSURER F:		
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A	Garage Keepers On hook/ Cargo			K2GP110610	07/01/2020	07/01/2021	Garage Keepers 100,000/250 On Hook/ Cargo 100,000/250

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**CITY OF HOLLY HILL
1065 RIDGEWOOD AVE

HOLLY HILL

FL 32117

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

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AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page _____ of _____

AGENCY Brown & Brown of Florida, Inc.		NAMED INSURED UNIVERSAL TOWING, INC.
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

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Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)

**ADDENDUM NUMBER 1
RFP 2020-PD-01
TOWING SERVICES
CITY OF HOLLY HILL**

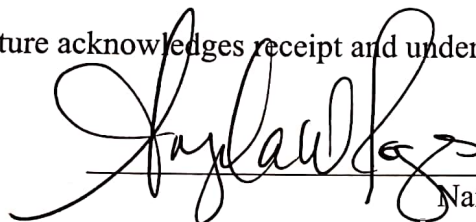
To All Plan Holders:

The following changes, clarifications and additions are hereby made part of the **RFP 2020-PD-01** for the above **TOWING SERVICES** as fully and completely as if the same were fully set forth therein. All required forms (must be included in the submitted proposals and all bids **MUST** be submitted or your bid may be declared Non-Responsive.

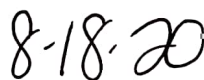
Please note the bid due date shown on page 9 section IV A Bid requirements, submission of bids is incorrectly shown as August 19, 2020 at 2:00 pm. All proposals are to be delivered before 2:00 p.m., on or before August 28, 2020 to:

City of Holly Hill City Clerk
1065 Ridgewood Avenue Holly Hill, Florida
32117

Signature acknowledges receipt and understanding of this addendum.

 /office mgr.

Name/Title



Date

Attachment: Holly Hill Towing contract 2020 - Universal (3045 : Towing Service Contract)



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

**City Commission
Agenda Item**

6.9

MEETING DATE: September 22, 2020
FROM: Antoine Khoury
SUBJECT: Authorizing the City Manager to Dispose of the Attached List of
Surplus Equipment
NUMBER: (ID # 3026)
APPLICANT:
PLANNER:

DISCUSSION:

The attached list of fixed assets have been identified as being surplus property available for disposition due to obsolescence or replacement.

Per Resolution 2018-R-30, Purchasing Policy, Section 13.2 Disposition of Surplus property, Finance has classified the attached list of property/equipment as surplus.

FISCAL ANALYSIS:

The proceeds from the sale of the surplus items will be placed in the fund that acquired the fixed assets being disposed.

STAFF RECOMMENDATION:

That the City Commission declare the equipment identified in the attached document as surplus and authorize the disposal of the surplus equipment as appropriate.

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:

AUTHORIZE THE CITY MANAGER TO DISPOSE OF THE ATTACHED LIST OF SURPLUS EQUIPMENT.

- Surplus Request List 9-9-2020 (1) (XLSX)



Inventory Surplus Request Form

Department: Public Works

Date: 9-09-2020

Asset Tag	Asset Type Description	Serial Number	Veh/Unit	Manufacturer	Model	Book Value	Date of Purchase
2006002542	2004 Ford F-150	2FTRF17224CA35737	22	Ford	F-150	\$0.00	12/10/2003
2015000101	2010 Ford Explorer Police Interceptor	2FABP7BV9AX130034	114	Ford	Explorer	\$0.00	4/22/2015
2015000118	Police Graphics for Vehicle 114	n/a				\$0.00	5/15/2015
2015000121	Paint front and rear bumper caps for Vehicle 114	n/a				\$0.00	5/7/2015
2014000228	2009 Crown Victoria Police Interceptor	2FAHP71V19X117723	943	Ford	Crown Victoria	\$0.00	7/17/2014
2016000007	2009 Crown Victoria Police Interceptor	2FAHP71V69X117748	944	Ford	Crown Victoria	\$0.00	11/30/2015
2006002102	2006 Ford F-150 Pickup	1FTRF12226NA86773	758	Ford	F-150	\$0.00	1/12/2006
2006002072	2003 Ford F-150 Pickup	1FTRF17273NB05127	848	Ford	F-150	\$0.00	1/2/2003
Totals						\$28,513.33	

Department Head Signature/Date

Finance Director Signature/Date

City Manager Signature/Date

Attachment: Surplus Request List 9-9-2020 (1) (3026 : Asset Surplus Request)



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

6.10

**City Commission
Agenda Item**

MEETING DATE: September 22, 2020
FROM: Valerie Manning
SUBJECT: Halifax Humane Society 2020-2021 Renewal Contract
NUMBER: (ID # 3061)
APPLICANT:
PLANNER:

DISCUSSION:

This is the 2020-2021 Animal Sheltering Services contract with Halifax Humane Society and the City of Holly Hill.

The fees will be maintained at the 2018 rate without increase.

The agreement will take effect on October 1, 2020 and will remain in full force and effect for a twelve (12) month period ending on midnight between September 30, 2020 and October 1, 2021.

FISCAL ANALYSIS:

This expenditure is contingent upon adoption of the fiscal year 2021 budget. This item is anticipated to be a fully budgeted expenditure of the Code Enforcement department.

STAFF RECOMMENDATION:

Approve the 2020-2021 Animal Sheltering Services contract with Halifax Humane Society, contingent upon approval of the fiscal year 2021 budget and authorize the Mayor and City Manager to execute the contract.

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:

AUTHORIZE THE MAYOR AND CITY MANAGER TO EXECUTE THE 2020-2021 HALIFAX HUMANE SOCIETY RENEWAL CONTRACT CONTINGENT UPON

APPROVAL OF THE FY 2021 BUDGET APPROPRIATES.

- Halifax Humane Society Agreement (PDF)

**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 2020, and will remain in full force and effect for an initial twelve (12) month period ending on midnight between September 30, 2021 and October 1, 2021. The parties shall have the option to extend the contract or enter into contract negotiations if they so desire.

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 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 provide alternative options of Return to Field (RTF) for unsterilized community cats following

national animal welfare organization recommendations for the most humane practices with addressing cat overpopulation. 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 (unless the City determines the cat shall be referred to the Return to Field (RTF) program as described below). If the owner has not retrieved the animal within such three (3) day period, the Humane Society will thereafter, at its own expense, provide for the adoption or humane disposal of the animal in accordance with its routine methods and procedures.
- (d) When a stray 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 communicate with the City of Holly Hill to determine the eligibility of the animal for the RTF Program. After consultation, the City of Holly Hill will decide whether the cat will be referred for impoundment or RTF and notify the Humane Society. The RTF Program requires the following:
 - i. The fee schedule listed under Fees for RTF Cats only applies for services rendered at the shelter location.
 - ii. Ear Tipping – the cats left ear is tipped in accordance with the method used by Alley Cat Allies www.alleycat.org. If a cat is returned to Holly Hill staff without an ear tip, or with an ear tip of less than $\frac{3}{8}$ of an inch from the top of the left ear, Holly Hill will return the cat to the Humane Society for the procedure without any additional charge to Holly Hill.

- iii. Euthanasia – Upon presentation of a cat for the RTF program, HHS at its sole discretion will determine if the cat is healthy enough to survive surgery or whether it should be euthanized. HHS will notify the City of Holly Hill's Animal Control Officers of this decision.
- iv. Examination – after the cat is anesthetized, an examination is performed to determine if the animal is fit for surgery and can be returned to field. If the veterinarian determines that the cat has minor conditions that should be attended to before returning to field (abscesses, scabies, wounds, etc.) the Humane Society will perform those minor procedures at no cost to the City of Holly Hill. The Humane Society will notify Holly Hill's Animal Control Officer of the additional services.
- v. The City of Holly Hill's Animal Control Officers are responsible for making surgery schedule arrangements.
- vi. The City of Holly Hill will not pay for any procedure for cats in the RTF program other than those expressly included in this agreement.
- vii. The parties acknowledge that cats cannot regulate their body temperature while recovering from anesthesia, therefore the Humane Society will hold all cats until they are appropriately recovered from the anesthesia and surgery and can be returned safely to the City of Holly Hill.
- viii. The Humane Society will only release RTF cats to the City's Animal Control Officer unless the City has provided permission for a 3rd party release in writing.

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 (if the cat is not eligible for RTF program)	
1st day of impoundment	\$46.00
2nd day of impoundment	\$21.00
3rd day of impoundment	\$21.00
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)	\$160.00 (or \$16.00pd) (10 day maximum stay)
Confiscated animal	\$46.00 for the 1st day of impoundment plus \$21.00 for each additional day of impoundment
Fees for RTF cats	
Sterilization Surgery Complimentary ear tipping, FVRCP, Rabies Vaccines	\$45
Anesthesia Fee No surgery performed, ear tipping, FVRCP vaccine, rabies vaccine	\$45
Euthanasia Veterinarian determined that patient cannot undergo surgery due to illness/disease	\$45

Fees for Additional Services

Forensic calls and staff assistance	Staff Support:	\$10.00 per hr.
	Veterinarian Support:	\$75.00 per hr.

- (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) The Humane Society will use good faith efforts to try to collect from the animal's owner all costs for which the City of Holly Hill is otherwise liable hereunder. 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. 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 and the cap on the amount and liability of the city for indemnification or damages under this contract, regardless of the number or nature of claims in tort, equity, or contract, shall not exceed the dollar amount expended by the city for HHS services in the contract year in which the claim arises.

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. 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 under the Dangerous Dog Law and the cap on the amount and liability of the city for indemnification or damages under this contract, regardless of the number or nature of claims in tort, equity, or contract, shall not exceed the dollar amount expended by the city for HHS services in the contract year in which the claim arises.

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. 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 Confiscated/Owner of Animal in Custody/Deceased/Hospitalized and the cap on the amount and liability of the city for indemnification or damages under this contract, regardless of the number or nature of claims in tort, equity, or contract, shall not exceed the dollar amount expended by the city for HHS services in the contract year in which the claim arises.

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" and the cap on the amount and liability of the city for indemnification or damages under this contract, regardless of the number or nature of claims in tort, equity, or contract, shall not exceed the dollar amount expended by the city for HHS services in the contract year in which the claim arises. 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:** Pursuant to section 119.0701 (2)(a), Florida Statutes, the City of Holly Hill is required to provide the Humane Society with this statement and establish the following

requirements as contractual obligations pursuant to the Agreement:

IF THE HUMANE SOCIETY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE HUMANE SOCIETY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (386) 248-9420, 1065 Ridgewood Ave, Holly Hill, Florida 32117.

By entering into this Agreement, the Humane Society acknowledges and agrees that some records maintained, generated, received, or kept in connection with, or related to the performance of services provided under, this Agreement are public records subject to the public records disclosure requirements of section 119.07(1), Florida Statutes, and Article I, section 24 of the Florida Constitution. Pursuant to section 119.0701, Florida Statutes, any contractor entering into a contract for services with the City of Holly Hill, including the Humane Society, is required to comply with the following with respect to the applicable public records:

- a) Keep and maintain public records required by the City of Holly Hill to perform the services and work provided pursuant to this Agreement.
- b) Upon request from the City of Holly Hill's custodian of public records, provide the City of Holly Hill with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the City of Holly Hill.
- d) Upon completion of the contract, transfer, at no cost, to the City of Holly Hill all public records in the possession of the contractor or keep and maintain public records required by the City of Holly Hill to perform the service. If the contractor transfers all public records to the City of Holly Hill upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City of Holly Hill, upon request from the City of Holly Hill's custodian of public records, in a format that is compatible with the information technology systems of the City of Holly Hill.
- e) Requests to inspect or copy public records relating to the City of Holly Hill's contract for services must be made directly to the City of Holly Hill. If contractor receives any such request, contractor shall instruct the requestor to contact the City of Holly Hill. If the City of Holly Hill does not possess the records requested, the City of Holly Hill shall

immediately notify the contractor of such request, and the contractor must provide the records to the City of Holly Hill or otherwise allow the records to be inspected or copied within a reasonable time.

The Humane Society acknowledges that failure to provide the applicable public records to the City of Holly Hill within a reasonable time may be subject to penalties under section 119.10, Florida Statutes. The Humane Society further agrees not to release any records that are statutorily confidential or otherwise exempt from disclosure without first receiving prior written authorization from the City of Holly Hill. Humane Society shall indemnify, defend, and hold the City of Holly Hill harmless for and against any and all claims, damage awards, and causes of action arising from Humane Society's failure to comply with the applicable public records disclosure requirements of section 119.07(1), Florida Statutes, or by Humane Society's failure to maintain any applicable public records that are exempt or confidential and exempt from the public records disclosure requirements, including, but not limited to, any third party claims or awards for attorney's fees and costs arising therefrom. Humane Society authorizes City of Holly Hill to seek declaratory, injunctive, or other appropriate relief against Humane Society from a Circuit Court in Volusia County on an expedited basis to enforce the requirements of this section.

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 and sent to the attention of the City Manager with respect to the City of Holly Hill and to the attention of the CEO with respect to the Humane Society.

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: 9/16/2020

ATTEST:

By: 
 Name: Michelle Pari
 Title: Chief Operating Officer
 Date: 9/16/20

CITY OF HOLLY HILL

By: _____
 Name: Chris Via
 Title: Mayor
 Date: _____

ATTEST:

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



STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Ordinance

7.1

MEETING DATE: September 22, 2020
FROM: Valerie Manning
SUBJECT: **FIRST READING - an Ordinance Amending Section 10-1, Definitions, and Adding Section 10-51, Cruelty, of Chapter 10, Animals, Article II., Care and Control, of the Code of Ordinances of the City of Holly Hill by Prohibiting the Tethering of Animals; Providing Exceptions and Conditions for the Humane Tethering of Animals; Providing for Enforcement; Providing Penalties for Violators; Repealing All Inconsistent Ordinances or Parts Thereof; and Setting for an Effective Date.**
NUMBER: 2020-O-3031
APPLICANT:
PLANNER:

DISCUSSION:

The City of Holly Hill desires to protect animals from abuse and neglect. The improper and unsafe tethering of animals is a form of abuse or neglect. This Ordinance will amend the definition section within our current Code of Ordinances and add a section in Chapter 10, Animals, to the Code.

The City Commission finds that it will serve the best interests of the general health, safety and welfare of the community to adopt regulations that will prevent abuse and neglect of animals by prohibiting the tethering of animals except as otherwise allowed under certain conditions.

STAFF RECOMMENDATION:

Approve Ordinance on first reading as submitted by staff.

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 THE FIRST READING OF THE ORDINANCE AMENDING SECTION 10-1, DEFINITIONS, AND ADDING SECTION 10-51, CRUELTY, OF CHAPTER 10, ANIMALS, ARTICLE II., CARE AND CONTROL, OF THE CODE OF ORDINANCES OF THE CITY OF HOLLY HILL BY PROHIBITING THE TETHERING OF ANIMALS; PROVIDING EXCEPTIONS AND CONDITIONS FOR THE HUMANE TETHERING OF ANIMALS; PROVIDING FOR ENFORCEMENT; PROVIDING PENALTIES FOR VIOLATORS; REPEALING ALL INCONSISTENT ORDINANCES OR PARTS THEREOF; AND SETTING FORTH AN EFFECTIVE DATE.

Ordinance No. 2020-3031

FIRST READING - AN ORDINANCE AMENDING SECTION 10-1, DEFINITIONS, AND ADDING SECTION 10-51, CRUELTY, OF CHAPTER 10, ANIMALS, ARTICLE II., CARE AND CONTROL, OF THE CODE OF ORDINANCES OF THE CITY OF HOLLY HILL BY PROHIBITING THE TETHERING OF ANIMALS; PROVIDING EXCEPTIONS AND CONDITIONS FOR THE HUMANE TETHERING OF ANIMALS; PROVIDING FOR ENFORCEMENT; PROVIDING PENALTIES FOR VIOLATORS; REPEALING ALL INCONSISTENT ORDINANCES OR PARTS THEREOF; AND SETTING FOR AN EFFECTIVE DATE.

AN ORDINANCE AMENDING SECTION 10-1, DEFINITIONS, AND ADDING SECTION 10-51, CRUELTY, OF CHAPTER 10, ANIMALS, ARTICLE II., CARE AND CONTROL, OF THE CODE OF ORDINANCES OF THE CITY OF HOLLY HILL BY PROHIBITING THE TETHERING OF ANIMALS; PROVIDING EXCEPTIONS AND CONDITIONS FOR THE HUMANE TETHERING OF ANIMALS; PROVIDING FOR ENFORCEMENT; PROVIDING PENALTIES FOR VIOLATORS; REPEALING ALL INCONSISTENT ORDINANCES OR PARTS THEREOF; AND SETTING FORTH AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill desires to protect animals from abuse and neglect; and

WHEREAS, the improper and unsafe tethering of animals is a form of abuse or neglect; and

WHEREAS, the improper and unsafe tethering of animals may place them in harm's way, including the risk of injury or death; and

WHEREAS, tethered animals that are left unattended without supervision may show increased aggressiveness; and

WHEREAS, the City Commission of the City of Holly Hill hereby finds that it will serve the best interests of the general health, safety and welfare of the community to adopt

regulations that will prevent abuse and neglect of animals by prohibiting the tethering of animals except as otherwise allowed under certain conditions.

WHEREAS, words which are underlined (underlined) are additions to the text and words with strike through (~~strike through~~) the characters are deletions from the text.

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

SECTION 1. Section 10-1, Definitions, of Chapter 10, Animals, Article II, Care and Control, of the City of Holly Hill, *Code of Ordinances*, is hereby amended to add the following definitions:

Sec. 10-1. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Tether shall mean a trolley cable, cord, rope, chain, strap, or any other linear thing that restrains, limits or confines the free unimpeded movement of a dog, cat, or other animal to a limited space or area.

Tethering or tethered shall mean the act of affixing or attaching a tether to a dog, cat, or other animal. The act of “tethering” shall not include the use of a leash or other restraint when utilized by a person while walking or exercising a dog, cat, or other animal; nor shall it include commercial safety restraint devices that are designed for use in vehicles for the protection of animals while they are being transported from one location to another.

[... all other definitions remain unchanged ...]

SECTION 2. Adding Section 10-51, Cruelty, Chapter 10, Animals, Article II, Care and Control, of the City of Holly Hill, Florida, *Code of Ordinances*, to read as follows:

Sec. 10-51. Cruelty; tethering of animals prohibited; exceptions.

(1) No person shall unnecessarily overload, overdrive, torment, deprive of necessary sustenance or shelter, or unnecessarily or cruelly beat, mutilate, or kill any animal, or cause the same to done, or carry in or upon any vehicle, or otherwise, any animal in cruel or inhumane manner.

- (2) No person shall tether a dog, cat, or other animal on private property except as allowed in accordance with the following conditions:
- (a) The tether must be made of a material, thickness, size, strength, and weight that is reasonable to safely secure the dog, cat, or other animal without placing or causing excessive strain or stress on the animal.
 - (b) Each end of the tether must have affixed to it a closed-end spring clip, carabineer clip, coupling, or other type of closed-end clip that is securely affixed to a swivel or pivot, all the components of which are made of high-strength metal, steel or composite material, and that allows the ends of the tether to freely rotate 360 degrees.
 - (c) The tether shall be at least five feet in length and no more than ten feet in length.
 - (d) The tether shall be no higher in elevation than the height of the tethered animal.
 - (e) One end of the tether must be securely attached to a commercially designed pet tie-out stake, commonly referred to as a spiral ground anchor or ground corkscrew, or some other commercial or non-commercial device that allows a tethered dog, cat or other animal to freely walk or move about the tie-out stake or device in a circular manner. The other end of the tether must be securely attached to the animal's collar or harness.
 - (f) The pet tie-out stake or device and tether must be placed in a location that prevents the dog, cat, or other animal from becoming entangled with objects or other tethered animals, and must not be placed in a location that prevents the tethered animal from accessing water, dry ground, shade, or shelter.
 - (g) The dog, cat, or other animal must at all times be provided clean water, dry ground, and shelter for protection from the sun, hot and cold weather, rain, and other inclement weather events.
 - (h) The dog, cat, or other animal shall not be tethered in extreme weather conditions, which shall be defined as being hot weather in excess of eighty-five degrees (85°), cold weather lower than fifty degrees (50°), thunderstorms, lightening, hail, hurricanes, tornados, tropical storms, flood waters, winds in excess of twenty miles per hour, and other natural and manmade calamities.
 - (i) The dog, cat, or other animal must at all times be accompanied while outside by, and be within visual range of, its owner or other person who is responsible for supervising the tethered animal, except that a tethered animal may be left unattended for short periods of time not to exceed

thirty minutes in duration.

- (j) In no event shall the owner or other person who is responsible for supervising the animal leave the property while the dog, cat, or other animal is tethered outside.
- (k) A dog, cat, or other animal may never be tethered on unoccupied, vacant, or abandoned property.
- (l) A dog, cat, or other animal may never be tethered or left unattended inside any structure that is unsafe, dilapidated, or has been abandoned.
- (m) The dog, cat, or other animal must be at least six months of age; and must not be sick, injured, or afflicted with contagious disease.
- (n) If multiple dogs, cats, or other animals are to be tethered, each animal must be tethered separately from the others, and tethered in a location that prevents them from becoming entangled with the other tethered animals.
- (o) Tethering shall be prohibited between the hours of dusk and dawn.
- (p) Tethering on public property shall be prohibited at all times.
- (3) Violations of this section shall be subject to enforcement in accordance with the special master code enforcement system as provided in chapter 2, article VII of this Code and/or criminal prosecution as provided by section 828.12, Florida Statutes, if applicable.

SECTION 3. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4. Any section, paragraph, sentence, clause and phrase of this Ordinance is severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional, invalid or unenforceable by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality, invalidity or unenforceability shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.

SECTION 5. This Ordinance shall take effect immediately upon its adoption.

Ordinance 2020-3031

Meeting of September 22, 2020

APPROVED AND AUTHENTICATED on the 22nd day of SEPTEMBER,
2020 for first reading.