

110 NW 1st Avenue
High Springs, Florida 32643



Telephone: (386) 454-1416
Facsimile: (386) 454-2126
Web: www.highsprings.us

**CITY COMMISSION MEETING
AGENDA
City Hall
110 N.W. 1st Avenue**

AUGUST 27, 2015

6:30 PM

-
- | | |
|------------------------------|--|
| CALL TO ORDER: | MAYOR SUE WELLER |
| INVOCATION: | PASTOR MIKE BRECHEEN
FORT WHITE METHODIST CHURCH |
| PLEDGE OF ALLEGIANCE: | MAYOR SUE WELLER |
| ROLL CALL: | JENNY L. PARHAM, CITY CLERK |
| APPROVAL OF AGENDA | |
| APPROVAL OF MINUTES: | JULY 23, 2015 COMMISSION MEETING
AUGUST 6, 2015 BUDGET WORKSHOP |

PROCLAMATION DECLARING THE WEEK OF SEPTEMBER 17 – 23, 2015 AS NATIONAL CONSTITUTION WEEK.

BUDGET

- 1. REVIEW AND DISCUSS FY 2015/2016 PROPOSED BUDGET.**

UNFINISHED BUSINESS

- 1. CONSIDER ORDINANCE 2015-05, AN ORDINANCE OF THE CITY OF HIGH SPRINGS, FLORIDA, AMENDING THE FUTURE LAND USE PLAN MAP OF THE CITY OF HIGH SPRINGS COMPREHENSIVE PLAN, AS AMENDED, RELATING TO AN AMENDMENT OF MORE THAN TEN ACRES OF LAND, PURSUANT TO AN APPLICATION, CPA 15-02, BY THE CITY COMMISSION, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR A CHANGE IN THE LAND USE CLASSIFICATION FROM CONSERVATION TO RESIDENTIAL MIXED (1 TO 4 DWELLING UNITS PER GROSS ACRE) ON CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF HIGH SPRINGS, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE. (Continued)**

**AGENDA
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- A. MAYOR OPENS PUBLIC HEARING FOR PUBLIC INPUT.
 - B. MAYOR CLOSSES PUBLIC HEARING.
 - C. DISCUSSION AND CONSIDERATION IN PASSING OF ORDINANCE 2015-05 ON SECOND READING.
2. **CONSIDER ORDINANCE 2015-06**, AN ORDINANCE OF THE CITY OF HIGH SPRINGS, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF HIGH SPRINGS LAND DEVELOPMENT CODE, AS AMENDED; RELATING TO THE REZONING OF TEN OR MORE CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, LDC 15-02, BY THE CITY COMMISSION; PROVIDING FOR REZONING FROM CONSERVATION TO R-2 RESIDENTIAL OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF HIGH SPRINGS, FLORIDA; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.
- A. MAYOR OPENS PUBLIC HEARING FOR PUBLIC INPUT.
 - B. MAYOR CLOSSES PUBLIC HEARING.
 - C. DISCUSSION AND CONSIDERATION IN PASSING OF ORDINANCE 2015-06 ON SECOND READING.

CITIZEN REQUESTS AND COMMENTS – FOR ISSUES NOT ON AGENDA (PLEASE STATE NAME FOR THE RECORD – LIMIT COMMENTS TO 5 MINUTES)

NEW BUSINESS

1. **CONSIDER REQUEST FOR REZONING FROM R1 TO C3 FROM PAUL BARCIA IN ORDER TO BUILD A RV & MARINE STORAGE FACILITY ON TAX PARCELS 00180-000-000 AND 00155-002-000.**
2. **CONSIDER APPROVAL OF CONTRACT FOR AUDITING SERVICES WITH JAMES MOORE & COMPANY, P.L.**
3. **REVIEW OF JULY 2015 FINANCIAL STATEMENTS.**
4. **CONSIDER WAIVER OF FEES CHARGED FOR WATERLINE BREAK BY GREG THOMPSON.**
5. **CONSIDER RESOLUTION 2015- J**, A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA, FOR THE PURPOSE OF PROVIDING SUPPORT TO THE HIGH SPRINGS/NEWBERRY CSX RAIL CORRIDOR; REPEALING ALL RESOLUTIONS IN CONFLICT.
6. **CONSIDER RESOLUTION 2015-K**, A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS ADOPTING UPDATED MUNICIPAL FEES FOR THE BUILDING DEPARTMENT SERVICES; AND PROVIDING AN EFFECTIVE DATE.

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- 7. CONSIDER AN INTERLOCAL AGREEMENT WITH THE CITY OF ALACHUA FOR BUILDING INSPECTIONS**
- 8. CONSIDER RESOLUTION 2015-L, A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS IMPOSING REGULATORY FEES FOR THE REGISTRATION OF VACANT REAL PROPERTY IN FORECLOSURE; PROVIDING LIMITATIONS ON SUCH REGULATORY FEES; PROVIDING DIRECTIONS REGARDING CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.**
- 9. CONSIDER APPROVAL OF CONTRACT WITH COMMUNITY CHAMPIONS CORPORATION FOR MANAGEMENT OF A REGISTRATION PROGRAM FOR VACANT/FORECLOSED REAL PROPERTIES.**
- 10. REVIEW AND CONSIDER APPROVAL OF AGREEMENT WITH THE SCHOOL BOARD OF ALACHUA COUNTY FOR A SCHOOL RESOURCE OFFICER PROGRAM.**
- 11. CONSIDER APPROVAL OF TRAFFIC SIGNALS AND BEACONS AGREEMENT.**
- 12. DISCUSSION AND CONSIDERATION IN ALLOWING CERTAIN CITY PROPERTIES TO BE INCLUDED IN AN ALACHUA COUNTY SPECIAL ASSESSMENT DISTRICT.**
- 13. CONSIDER CERTAIN CITY PROPERTY AS SURPLUS.**
- 14. CONSIDER CHANGING THE SECOND REGULAR COMMISSION MEETING IN SEPTEMBER TO MONDAY, SEPTEMBER 21ST.**

CITY ATTORNEY REPORT/UPDATE

CITY MANAGER REPORT/UPDATE

- A. REPORT ON AGREEMENT ENACTING THE ALACHUA COUNTY URBAN RESERVE INTERLOCAL AGREEMENT TO MAINTAIN THE URBAN RESERVE BOUNDARIES.**
- B. REPORT ON RENAMING STREET.**
- C. REPORT ON FLORIDA DEPARTMENT OF TRANSPORTATION PROJECTS.**

**AGENDA
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COMMENTS AND CONCERNS:

- 1. COMMISSIONERS**
- 2. MAYOR**

MOTION TO ADJOURN

PLEASE NOTE: PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED DURING THIS MEETING, HE OR SHE WILL 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. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, A PERSON WITH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS TO PARTICIPATE IN CITY COMMISSION MEETINGS, SHOULD CONTACT THE OFFICE OF THE CITY CLERK, 110 N.W. 1ST AVENUE, HIGH SPRINGS, FLORIDA 32643, TELEPHONE (386)454-1416.

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CITY COMMISSION MEETING
MINUTES
JULY 23, 2015

Mayor Weller called the meeting to order at 6:30 p.m..

Invocation by Pastor Patrick Gimenez, Victory Springs Baptist Church

Pledge of Allegiance.

Roll Call: Mayor Sue Weller – Present
Vice Mayor Scott Jamison – Present
Commissioner Jason Evans – Present
Commissioner Gloria James –Present
Commissioner Byran Williams - Present

Staff Present: Ed Booth, City Manager
Jenny L. Parham, City Clerk
Angela N. Stone, Assistant City Clerk
Jennifer Stull, Finance Director
Jack Anterio, Police Chief
Scott Walker, City Attorney
Courtney Johnson, City Attorney

APPROVAL OF AGENDA

**Motion Commissioner Evans to approve the agenda as presented.
Second Commissioner James.
Motion carried 5-0.**

APPROVAL OF MINUTES

**Motion Commissioner Evans to approve the minutes for the Commission Meeting of July 9, 2015.
Second Vice Mayor Jamison.
Motion carried 5-0.**

PROCLAMATION DECLARING AUGUST 4, 2015 AS “NATIONAL NIGHT OUT”.

Chief Anterio spoke of this event.

PRESENTATION OF CERTIFICATE OF APPRECIATION BY POLICE CHIEF JACK ANTERIO TO KIWANIS FOR VOLUNTEER WORK IN PAINTING OF THE POLICE DEPARTMENT.

Chief Anterio gave a presentation with a Certificate of Appreciation to the Kiwanis Club for their assistance with the painting the High Springs Police Department Headquarters.

PRESENTATION BY KIRK EPPENSTEIN, DIRECTOR OF SALES AND MARKETING, TAP BROADBAND COMMUNICATIONS.

Kirk Eppenstein, Director of Sales and Marketing of Tap Broadband Communications, stated they would like to partner with cities where they service their citizens.

Mayor Weller would like for the City Manager to research and look into this and how it would benefit the city.

UNFINISHED BUSINESS

1. **CONSIDER ORDINANCE 2015-10, AN ORDINANCE OF THE CITY OF HIGH SPRINGS PROVIDING CONSENT FOR THE ENTIRE CORPORATE LIMITS OF THE CITY OF HIGH SPRINGS, FLORIDA, TO BE INCLUDED IN A NON-AD VALOREM ASSESSMENT FOR A MUNICIPAL SERVICE BENEFIT UNIT CREATED BY ALACHUA COUNTY FOR THE PROVISION OF SOLID WASTE MANAGEMENT COSTS; PROVIDING CONDITIONS FOR THE CONSENT; PROVIDING THAT THE CONSENT IS AUTOMATICALLY RENEWED UNTIL TERMINATED; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.**

Attorney Walker read Ordinance 2015-10 by title only.

Mayor Weller opens the public hearing.

Milton Town, Alachua County Waste Collection Manager, spoke regarding this Ordinance. He stated this is in its 18th year. He stated that the rates this year for single family residences are going down 13%.

**Motion Commissioner Evans to adopt Ordinance 2015-10 on second and final reading.
Second Commissioner James.**

Roll call vote:

**Commissioner Evans - yes
Commissioner James – yes**

Commissioner Williams – yes
Vice Mayor Jamison – yes
Mayor Weller – yes

Motion carried 5 – 0.

CITIZEN REQUESTS AND COMMENTS – FOR ISSUES NOT ON AGENDA (PLEASE STATE
NAME FOR THE RECORD – LIMIT COMMENTS TO 5 MINUTES)

Mike Kearney spoke in support of the Fire Department and the need for a fourth fire fighter on each shift. Spoke of an incident occurred at his residence. Spoke of having a fine for false alarms being a source of revenue.

Bruce Borders spoke of a zoning issue he has regarding residential property being used to park boats, RV's and such. Attorney Walker advised that on this issue staff was going to interact with the applicant to see if the applicant wants to move forward.

Bruce Borders spoke that the new dispatch system is not working.

Yvonne Andrews spoke of the problem with the drainage issue in her yard, and asked that each of them come out and see the issue.

1. **CONSIDER RESOLUTION 2015-I, A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA; DETERMINING THE AMOUNT OF AND FIXING THE PROPOSED TENTATIVE RATE OF AD VALOREM TAXATION FOR FISCAL YEAR 2015/2016 AND PROVIDING FOR CONFLICTS, SEVERABILITY AND AN EFFECTIVE DATE.**

Attorney Walker read Resolution 2015-I by title only.

Mayor Weller stated that this is not an increase in the rate; it is the same millage rate as last year.

Jennifer Stull, Finance Director, pointed out that this Resolution is not setting the rate just setting the max rate.

Motion Commissioner James to adopt Resolution 2015-I as read into the record.
Second Commissioner Evans.

Roll call vote:

Commissioner James – yes
Commissioner Williams – yes
Vice Mayor Jamison – yes
Mayor Weller – yes
Commissioner Evans - yes

Motion carried 5 – 0.

2. DISCUSS AND CONSIDER AWARDING BID FOR FINANCIAL AUDITING SERVICES.

Mr. Booth advised we received three bids one was excluded as we requested CSIA certification the RFP, which was not provided by one bidder.

Mrs. Stull explained the CSIA certification we requested. She stated that James Moore & Company was the lowest bid with all the requested items in the RFP.

Motion Vice Mayor Jamison to award the bid for financial auditing services to James Moore & Company.

Second Commissioner Williams.

Motion carried 5 – 0.

3. REVIEW JUNE 2015 FINANCIAL REPORTS.

Mr. Booth gave an overview of the June Financial Statements.

Mrs. Stull spoke of the Ad Valorem being short of what was projected for last year. She added that next budget year we will be more conservative.

Mrs. Stull advised that the intergovernmental transfers have not been done as we were waiting on the Maximus Study.

4. CONSIDER ACCEPTANCE OF THE COMMUNITY CHAMPIONS CORPORATION (CCC) PROPOSAL FOR THE REGISTRATION OF VACANT/ABANDONED PROPERTIES AND AUTHORIZE PREPARATION OF A CONTRACT FOR SERVICES.

Mr. Booth gave an overview of how this process works.

Vice Mayor Jamison states this is at no cost to us. He adds that this gives us the knowledge of what properties are vacant and an eye sore so we can act on it.

Mayor Weller questioned who the Board of Adjustment was. Attorney Walker stated he will look into it to make sure, but thinks it is the commission. He states it may be a different composition than this board.

Commissioner James asked if we have a mechanism in place to notify the owners of the properties to give them the opportunity to correct the situation. Attorney Walker states yes, typically what occurs is the property is in default and the owner is subject to a foreclosure process.

Motion Commissioner James to accept Community Champions Corporation (CCC) proposal for the registration of vacant/abandoned properties and authorize the preparation of a contract for

services to be brought back to the commission.

Second Commissioner Williams.

Motion carries 5-0.

5. DISCUSS AND CONSIDER \$35,000 GRANT FOR THE HIGH SPRINGS' "SPRINGS".

Mr. Booth advised that this grant would assist us with cleaning up the area of the High Springs "Spring," as well as, putting a path and steps to the Spring. He adds that hopefully it will be a nature park.

CITY ATTORNEY REPORT/UPDATES

Attorney Walker states we do not have any litigation going on at this time.

Attorney Walker stated that the city put \$20,000.00 in a trust account for the Northend litigation. He stated that \$5,900.00 is being issue back to the city.

CITY MANAGER REPORT/UPDATE

Advises on the Budget Meeting for August 6th, 2015; they will discuss the Public Works Departments and the Police Department.

COMMENTS AND CONCERNS:

COMMISSIONERS:

Commissioner James thanked Mr. Booth for taking care of her issue.

Commissioner Evans, nothing at this time.

Commissioner Williams thanked the High Springs Police Department for helping make this one of the safest cities. He stated he would like Mr. Booth to come out and look at 13th Street to see if it can go through.

Vice Mayor Jamison asked about the follow-up letter for the installation of the grinder pumps. He would like the letter to come to the commission before it goes out. This will give the commission some say and give them the opportunity to discuss this. Mr. Booth stated that he will have a letter prepared for them to look at. Vice Mayor Jamison stated he would like for the new commissioners to have a say on whether they want to move forward with this.

MAYOR

Advised of National Night Out on August 4th, 2015 and invited everyone to come out for the event.

Jenny Parham, City Clerk, reminded everyone that there will only be one regular commission meeting in the month of August and it will be on August 27th, 2015.

Motion Commissioner James to adjourn.
Mayor Weller adjourned the meeting at 7:32 p.m.

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CITY COMMISSION BUDGET WORKSHOP
MINUTES
August 06, 2015

Mayor Weller called the meeting to order at 6:32 p.m.

Invocation by Commissioner Jason Evans.

Pledge of Allegiance.

Roll Call: Mayor Sue Weller – Present
Vice Mayor Scott Jamison – Present
Commissioner Jason Evans – Present
Commissioner Gloria James – Present
Commissioner Byran Williams - Present

Staff Present: Ed Booth, City Manager
Jenny L. Parham, City Clerk
Angela N. Stone, Assistant City Clerk
Jennifer Stull, Finance Director
David Benton, Public Works Superintendent
Jack Anterio, Police Chief
Scott Thomason, Building Official

1. PRESENTATION OF PROPOSED FY 15/16 BUDGETS FOR THE FOLLOWING DEPARTMENTS:

A) GENERAL FUND REVENUE

Mr. Booth advised that we will be drafting a Resolution to change the permit fees.

Commissioner Evans questioned the difference in the CRA transfer. Mrs. Stull, Finance Director, explained that in the past we transferred monies for the City Manager for managing the CRA and now we have a CRA Director.

Mrs. Stull explained that the tax rate will remain the same; the increase in revenues is the increase in property values and/or new properties.

Mr. Booth stated in the last two years we have decreased our reserves. Mr. Booth explained the issues with the Fire Department. He states we will further address these issues when we go over the Fire Department Budget.

Mayor Weller questioned the reserves. She states that she will suggest that there is not an across the board raise, and no increase for commissioners.

Commissioner Evans stated he would like to see it as a hierarchy by departments. He states Public Safety is most important.

Mr. Booth states we do need the money in the reserves for emergency situations, such as hurricanes.

Commissioner Williams asked when we are going to talk to the county about the increase for Fire Service. Mr. Booth stated we had sent them a letter back in June.

Vice Mayor Jamison states he agrees with the Mayor on the across the board raises, and commissioners' pay. He states he thinks we need to figure out the revenue first.

Vice Mayor Jamison spoke of the sewer system.

Mrs. Stull stated that the sewer has never been able to support itself.

Vice Mayor Jamison speaks of having a separate fee of \$2.00 a month that is set aside for use only for major repairs for the sewer.

B) IT

Mr. Booth stated that when there is an IT issue the department heads have to come to him before he will approve for IT to address the issue.

Mayor Weller questioned the \$9,000.00 in Capital Outlay. Mrs. Stull explained that it was for the upgrades to Springbrook, as per the contract, and scanners.

C) PDC

Mr. Booth stated that we are going out for RFQ's for planning services, instead of having someone on staff.

D) POLICE

Mr. Booth explained that the Communication Supervisor is being moved under Police Operations as Records/Evidence Manager.

Mayor Weller questioned the increase in the number of sergeants. Chief Anterio advises that this will give them a supervisor on each shift.

Vice Mayor Jamison questioned the cost of the Detective. Chief Anterio explained that one of the Sergeants would be in a dual roll.

Commissioner Evans questioned the Resource Officer. Mr. Booth stated that we will hire a Part-Time Officer for the position, but the School Board will be giving the City approximately \$20,000 to cover this position.

Vice Mayor Jamison stated that it is a wash, and the city will invoice the school board monthly for this.

Mrs. Stull explained the communication budget. She stated we have saved, since this time last year, \$50,891.00. She added we would have saved almost \$146,000.00 if we were to have gone with the two dispatchers, as was discussed.

E) PUBLIC WORKS

Mr. Booth spoke of the complaints about the cemeteries going down.

Mr. Booth advised of the need to buy a zero turn lawn mower.

Commissioner Evans stated he thought we had a contract for mowing services for the cemetery. Mr. Booth advised that we brought it back for the city to take care of.

Cemetery Reserve

Mr. Booth spoke of having sufficient amount of land for a while. Spoke of the reserve money.

Roads & Streets

Mr. Booth states we will wait until next year to chip and seal roads that are in need.

Mayor Weller questioned the salaries going down, but personnel staying the same. Mrs. Stull states the personnel should be 2.5.

Mr. Booth states that the county has CR 236 on their list for repaving, but not to the 25 year standard as before.

Impact Fees

Mr. Booth advised that the impact fees are now paid at the time of the C.O.

Water

Mrs. Stull spoke of the need for radio read meters. Mrs. Stull stated they would like to propose, over the next two years, to put in 951 new radio read meters. This would

replace the old meters that have to be manually read. She states this will save us man hours every month.

Mayor Weller stated this would put this budget in the hole. Mrs. Stull explained that it would be covered by the proposed increase.

Sewer

Mr. Booth states that if we elect not to do the 2% across the board raises the salaries will be decrease in all departments.

Mayor Weller questioned the decrease in operating. Mrs. Stull stated that most of the reduction is due to not using GRU for hauling the sludge. Mr. Benton explained the permitting, and he states once this is done we can then haul to Watson, which will be a savings to the city.

Solid Waste

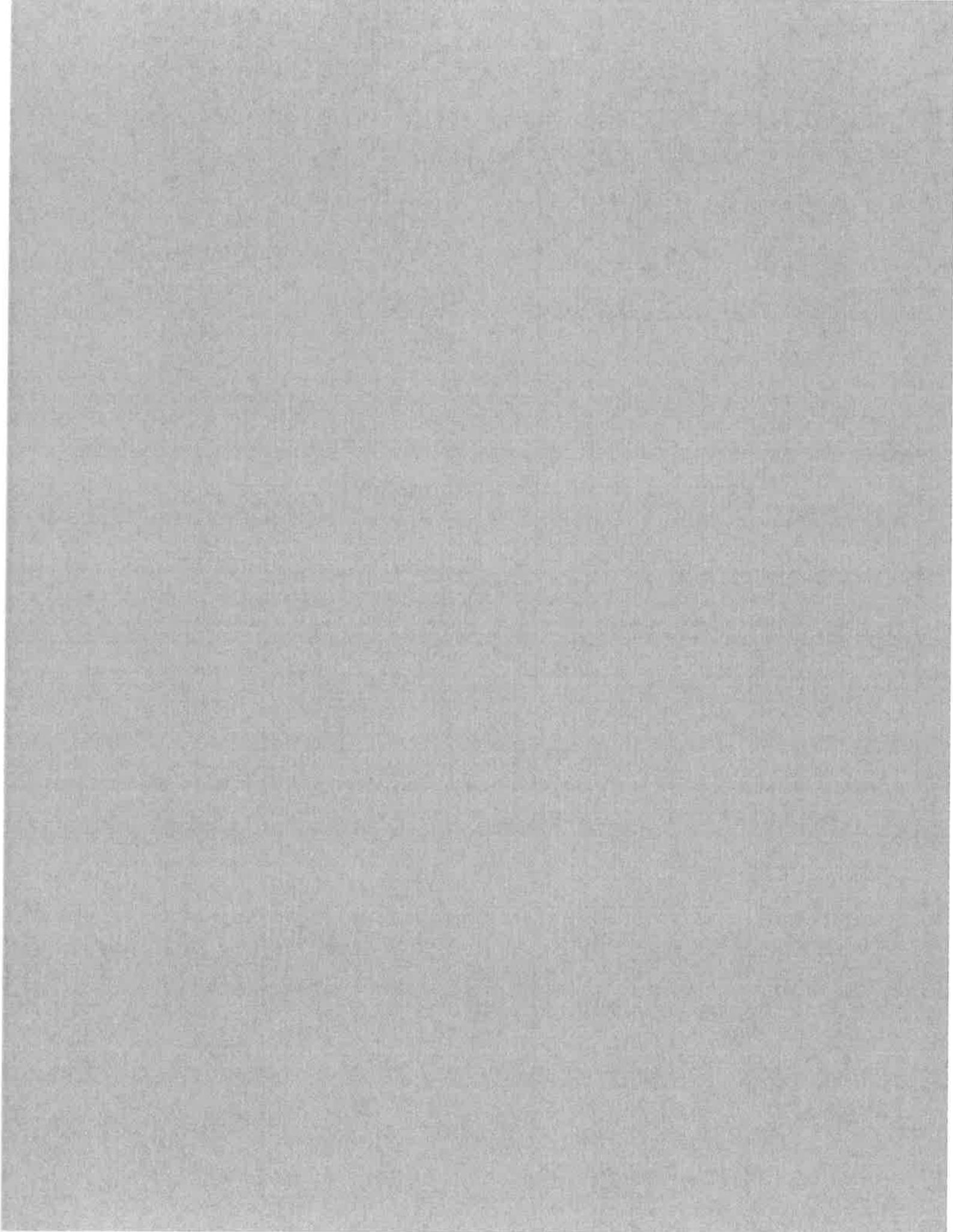
Mr. Booth advised that there is not much change.

Mr. Booth advised that he has moved the next budget workshop to August 25th in order to give the county time to respond to our request regarding Fire Service.

Mayor Weller opened for public comment, with no one coming forward.

Motion Commissioner Evans to adjourn.

Mayor Weller adjourned the meeting at 7:55 p.m.





**PROCLAMATION
CITY OF HIGH SPRINGS
STATE OF FLORIDA**

Whereas, September 17, 2015, marks the two hundred twenty-eight anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

Whereas, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

Whereas; Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 – 23 as Constitution Week.

NOW, THEREFORE, I, Sue Weller, Mayor of the City of High Springs, to hereby proclaim the week of September 17 – 23, 2015 as

“CONSTITUTION WEEK”

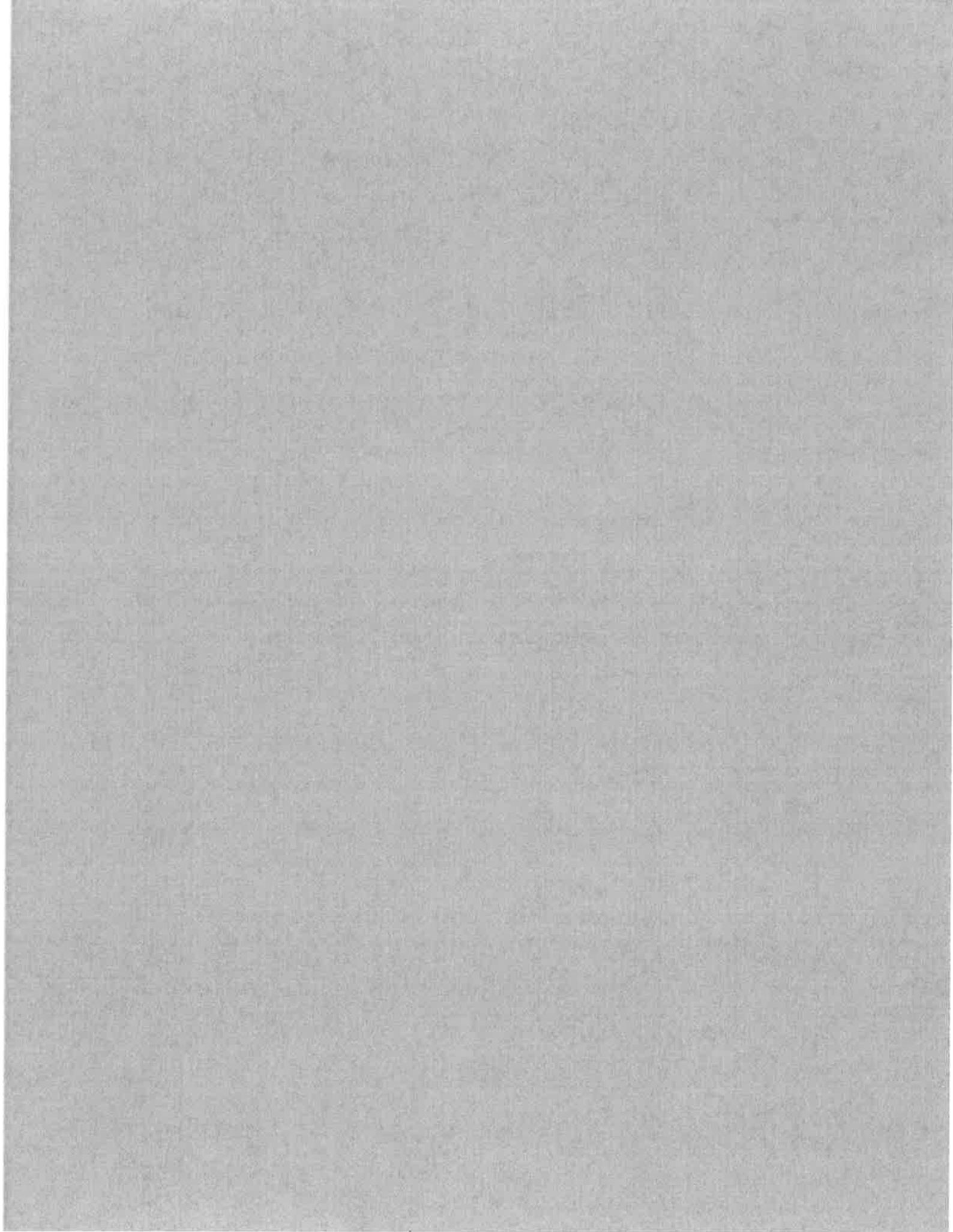
and ask our citizens to reaffirm the ideals which the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

I have set my hand and caused the seal of
the City of High Springs to be affixed this
27th day of August, 2015

ATTEST

Sue Weller, Mayor

Jenny L. Parham, City Clerk





Commission Agenda Item Request Form

MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE BY NOON ON THE WEDNESDAY PRIOR TO THE COMMISSION MEETING

MEETING DATE: AUGUST 27, 2015

SUBJECT: CONSIDER ORDINANCE 2015-05, AN ORDINANCE OF THE CITY OF HIGH SPRINGS, FLORIDA, AMENDING THE FUTURE LAND USE PLAN MAP OF THE CITY OF HIGH SPRINGS COMPREHENSIVE PLAN, AS AMENDED, RELATING TO AN AMENDMENT OF MORE THAN TEN ACRES OF LAND, PURSUANT TO AN APPLICATION, CPA 15-02, BY THE CITY COMMISSION, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR A CHANGE IN THE LAND USE CLASSIFICATION FROM CONSERVATION TO RESIDENTIAL MIXED (1 TO 4 DWELLING UNITS PER GROSS ACRE) ON CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF HIGH SPRINGS, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT:

PREPARED BY: CITY CLERK

RECOMMENDED ACTION: ADOPTION OF ORDINANCE 2015-05 ON SECOND AND FINAL READING.

COST:

Summary

THE CITY COMMISSION WILL CONSIDER AN ORDINANCE AMENDING THE FUTURE LAND USE PLAN MAP OF THE COMPREHENSIVE PLAN AND A CHANGE IN THE LAND USE CLASSIFICATION OF CERTAIN LANDS FROM CONSERVATION TO RESIDENTIAL MIXED. THIS ORDINANCE WAS READ AND ADOPTED ON FIRST READING AT THE MAY 28, 2015 COMMISSION MEETING.

ATTACHMENTS: ORDINANCE 2015-05

REVIEWED BY CITY MANAGER: _____



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2009 NW 67th Place, Gainesville, FL 32653 -1603 • 352.955.2200

August 6, 2015

Mr. Edwin Booth
City Manager
City of High Springs
110 NW First Avenue
High Springs, FL 32643-1000

TRANSMITTED VIA ELECTRONIC MAIL ONLY
SIGNED ORIGINAL ON FILE

RE: Application No. CPA 15-02 (City Commission)

Ordinance
Concerning an Amendment to the
Future Land Plan Map of the Comprehensive Plan

Dear Ed:

Please find enclosed the above referenced ordinance. **If any changes are made to this document, prior to adoption, please provide us with a copy of the revised document and identify the changes made to the document.**

The City Attorney should review the ordinance as to legal form and sufficiency.

Subsequent to adoption of the ordinance, please send a copy of the signed ordinance to me.

If you have any questions concerning this matter, please do not hesitate to contact Sandra Joseph, Senior Planner, of the Planning Council's Regional and Local Government Program staff at 352.955.2200, ext. 111.

Sincerely,

Scott R. Koons, AICP
Executive Director

Enclosure

SRK/cf

xc: Jenny L. Parham, City Clerk
Ginger D. Travis, Permit Technician
S. Scott Walker, City Attorney

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ORDINANCE NO. 2015-05

AN ORDINANCE OF THE CITY OF HIGH SPRINGS, FLORIDA, AMENDING THE FUTURE LAND USE PLAN MAP OF THE CITY OF HIGH SPRINGS COMPREHENSIVE PLAN, AS AMENDED, RELATING TO AN AMENDMENT OF MORE THAN TEN ACRES OF LAND, PURSUANT TO AN APPLICATION, CPA 15-02, BY THE CITY COMMISSION, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR A CHANGE IN THE LAND USE CLASSIFICATION FROM CONSERVATION TO RESIDENTIAL MIXED (1 TO 4 DWELLING UNITS PER GROSS ACRE) ON CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF HIGH SPRINGS, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 166.021, Florida Statutes, as amended, empowers the City Commission of the City of High Springs, Florida, hereinafter referred to as the City Commission, to prepare, adopt and implement a comprehensive plan;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning Act, empowers and requires the City Commission to prepare, adopt and implement a comprehensive plan;

WHEREAS, an application for an amendment, as described below, has been filed with the City;

WHEREAS, the Plan Board of the City of High Springs, Florida, hereinafter referred to as the Plan Board, has been designated as the Local Planning Agency of the City of High Springs, Florida, hereinafter referred to as the Local Planning Agency;

WHEREAS, pursuant to Sections 163.374, Florida Statutes, as amended, the Land Development Code, as amended, the Plan Board, serving as the Local Planning Agency, held the required public hearing, with public notice having been provided, on said application for an amendment, as described below, and at said public hearing, the Plan Board, serving as the Local Planning Agency, reviewed and considered all comments received during said public hearing and the Concurrency Management Assessment concerning said application for an amendment, as described below, and recommended to the City Commission approval of said application for an amendment, as described below;

WHEREAS, the City Commission held the required public hearings, with public notice having been provided, under the procedures established in Sections 163.3161 to 163.3248, Florida Statutes, as amended, on said application for an amendment, as described below, and at said public hearings, the City Commission reviewed and considered all comments received during said public hearings, including the recommendation of the Plan Board, serving as the Local Planning Agency, and the Concurrency Management Assessment concerning said application for an amendment, as described below;

WHEREAS, the City Commission has determined and found said application for an amendment, as described below, to be compatible with the Land Use Element objectives and policies, and those of other affected elements of the Comprehensive Plan;

WHEREAS, the City Commission, has determined and found that approval of said application for amendment, as described below, would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or general welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS, FLORIDA, AS FOLLOWS:

Section 1. Pursuant to an application, CPA 15-02, by the City Commission, to amend the Future Land Use Plan Map of the Comprehensive Plan by changing the future land use classification of certain lands, the land use classification is hereby changed from CONSERVATION to RESIDENTIAL MIXED (1 to 4 dwelling units per gross acre) on property described, as follows:

A parcel of land lying within Section 35, Township 7 South, Range 17 East, Alachua County, Florida. Being more particularly described, as follows: Commence at the Northeast corner of the West 1/2 of said Section 35; thence South 00°51'19" West, along the East line of the West 1/2 of said Section 35, a distance of 1,319.04 feet; thence South 00°53'19" West, along the East line of the West 1/2 of said Section 35, a distance of 4,001.20 feet to the Southeast corner of the West 1/2 of said Section 35; thence South 89°39'40" West, along the South line of the West 1/2 of said Section 35, a distance of 323.43 feet; thence South 89°18'35" West, along the South line of the West 1/2 of said Section 35, a distance of 1,034.58 feet to the Point of Beginning; thence continue South 89°18'35" West, along the South line of the West 1/2 of said Section 35, a distance of 508.73 feet; thence North 83°20'56" West 132.88 feet; thence North 00°08'38" West 222.04 feet; thence North 89°51'22" East 208.71 feet; thence North 00°08'38" West 208.71 feet; thence South 89°51'22" West 208.71 feet; thence North 00°08'38" West 778.75 feet; thence South 86°55'55" East 249.09 feet; thence North 89°00'00" East 298.49 feet to the Westerly right-of-way line of NW 230th Street; thence South 01°00'00" East, along the Westerly right-of-way line of said NW 230th Street, a distance of 957.08 feet to the point of a curve concave to the east having a radius of 530.00 feet and a central angle of 14°59'34"; thence Southerly, along the arc of said curve and the Westerly right-of-way line of said NW 230th Street, 138.69 feet; thence South 15°59'34" East, along the Westerly right-of-way line of said NW 230th Street, 167.63 feet to the Point of Beginning.

Containing 15.16 acres, more or less.

Section 2. Severability. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 3. Conflict. All ordinances or portions of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This ordinance shall be effective upon adoption.

The effective date of this plan amendment, if the amendment is not timely challenged, shall be thirty-one (31) days after the Florida Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Florida Department of Economic Opportunity or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Florida Department of Economic Opportunity.

Section 5. Authority. This ordinance is adopted pursuant to the authority granted by Section 166.021, Florida Statutes, as amended, and Sections 163.3161 through 163.3248, Florida Statutes, as amended.

PASSED UPON FIRST READING on the 28th day of May 2015.

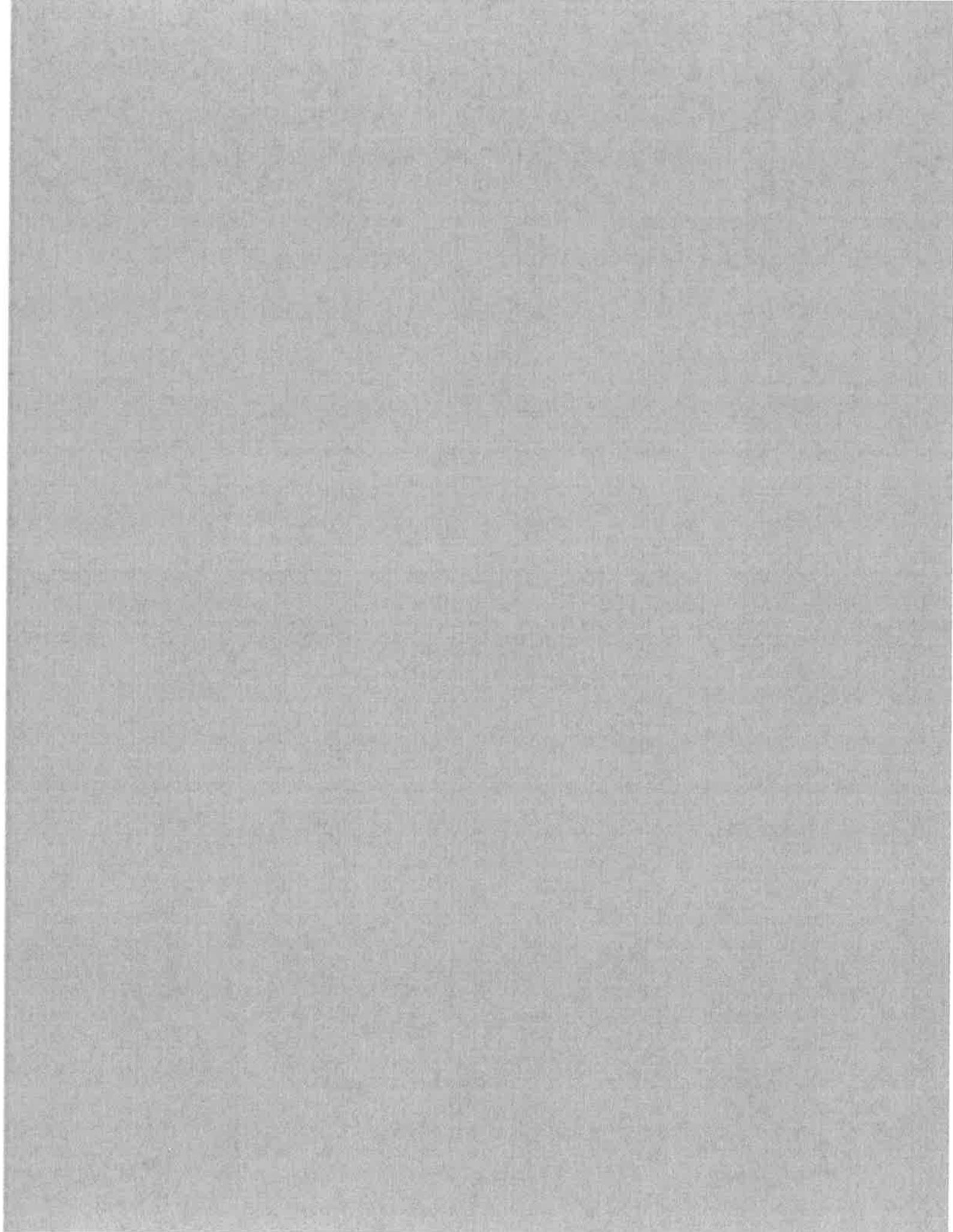
PASSED AND DULY ADOPTED UPON SECOND AND FINAL READING, in regular session with a quorum present and voting, by the City Commission this 27th day of August, 2015.

Attest:

CITY COMMISSION OF THE
CITY OF HIGH SPRINGS, FLORIDA

Jenny L. Parham, City Clerk

Sue Weller, Mayor





Commission Agenda Item Request Form

MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE BY NOON ON THE WEDNESDAY PRIOR TO THE COMMISSION MEETING

MEETING DATE: AUGUST 27, 2015

SUBJECT: CONSIDER ORDINANCE 2015-06, AN ORDINANCE OF THE CITY OF HIGH SPRINGS, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF HIGH SPRINGS LAND DEVELOPMENT CODE, AS AMENDED; RELATING TO THE REZONING OF TEN OR MORE CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, LDC 15-02, BY THE CITY COMMISSION; PROVIDING FOR REZONING FROM CONSERVATION TO R-2 RESIDENTIAL OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF HIGH SPRINGS, FLORIDA; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT:

PREPARED BY: CITY CLERK

RECOMMENDED ACTION: ADOPTION OF ORDINANCE 2015-06 ON SECOND AND FINAL READING.

COST:

Summary

THE CITY COMMISSION WILL CONSIDER AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF HIGH SPRINGS LAND DEVELOPMENT CODES AND REZONING CERTAIN LANDS FROM CONSERVATION TO R2 RESIDENTIAL. THIS ORDINANCE WAS READ AND ADOPTED ON FIRST READING AT THE MAY 28, 2015 COMMISSION MEETING.

ATTACHMENTS: ORDINANCE 2015-6

REVIEWED BY CITY MANAGER: _____



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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

August 6, 2015

Mr. Edwin Booth
City Manager
City of High Springs
110 NW 1st Avenue
High Springs, FL 32643-1000

TRANSMITTED VIA ELECTRONIC MAIL ONLY
SIGNED ORIGINAL ON FILE

RE: Application No. LDC 15-02 (City Commission)

Ordinance
Concerning an Amendment to the
Official Zoning Map of the Land Development Code

Dear Ed:

Please find enclosed the above referenced ordinance. **If any changes are made to this document, prior to adoption, please provide us with a copy of the revised document and identify the changes made to the document.**

The City Attorney should review the ordinance as to legal form and sufficiency.

Subsequent to adoption of the ordinance, please send a copy of the signed ordinance to me.

If you have any questions concerning the matter, please do not hesitate to contact Sandra Joseph, Senior Planner, of the Planning Council's Regional and Local Government Program staff at 352.955.2200, ext. 111.

Sincerely,

Scott R. Koons, AICP
Executive Director

Enclosure

SRK/cf

xc: Jenny L. Parham, City Clerk
Ginger D. Travis, Permit Technician
S. Scott Walker, City Attorney

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ORDINANCE NO. 2015-06

AN ORDINANCE OF THE CITY OF HIGH SPRINGS, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF HIGH SPRINGS LAND DEVELOPMENT CODE, AS AMENDED; RELATING TO THE REZONING OF TEN OR MORE CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, LDC 15-02, BY THE CITY COMMISSION; PROVIDING FOR REZONING FROM CONSERVATION TO R-2 RESIDENTIAL OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF HIGH SPRINGS, FLORIDA; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 166.021, Florida Statutes, as amended, empowers the City Commission of the City of High Springs, Florida, hereinafter referred to as the City Commission, to prepare, adopt and enforce land development regulations;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning Act, requires the City Commission to prepare and adopt regulations concerning the use of land and water to implement a comprehensive plan;

WHEREAS, an application for an amendment, as described below, has been filed with the City;

WHEREAS, the Plan Board of the City of High Springs, Florida, hereinafter referred to as the Plan Board, has been designated as the Local Planning Agency of the City of High Springs, Florida, hereinafter referred to as the Local Planning Agency;

WHEREAS, pursuant to the Section 163.3174, Florida Statutes, as amended, and the Local Development Code, as amended, the Plan Board, serving also as the Local Planning Agency, held the required public hearing, with public notice having been provided, on said application for an amendment, as described below, and at said public hearing, the Plan Board, serving as the Local Planning Agency, reviewed and considered all comments received during said public hearing and the Concurrency Management Assessment concerning said application for an amendment, as described below, and recommended to the City Commission approval of said application for amendment, as described below;

WHEREAS, pursuant to the Section 166.041, Florida Statutes, as amended, and the Land Development Code, the City Commission held the required public hearings, with public notice having been provided, on said application for an amendment, as described below, and at said public hearings, the City Commission reviewed and considered all comments received during said public hearings, including the recommendation of the Plan Board, serving as the Local Planning Agency, and the Concurrency Management Assessment concerning said application for an amendment, as described below; and

WHEREAS, the City Commission has determined and found that approval of said application for an amendment, as described below, would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or general welfare.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS, FLORIDA, THAT:

Section 1. Pursuant to an application, LDC 15-02, by the City Commission, to amend the Official Zoning Map of the Land Development Code by changing the zoning district on certain lands, the zoning district is hereby changed from CONSERVATION to R-2 RESIDENTIAL to on property described, as follows:

A parcel of land lying within Section 35, Township 7 South, Range 17 East, Alachua County, Florida. Being more particularly described, as follows: Commence at the Northeast corner of the West 1/2 of said Section 35; thence South 00°51'19" West, along the East line of the West 1/2 of said Section 35, a distance of 1,319.04 feet; thence South 00°53'19" West, along the East line of the West 1/2 of said Section 35, a distance of 4,001.20 feet to the Southeast corner of the West 1/2 of said Section 35; thence South 89°39'40" West, along the South line of the West 1/2 of said Section 35, a distance of 323.43 feet; thence South 89°18'35" West, along the South line of the West 1/2 of said Section 35, a distance of 1,034.58 feet to the Point of Beginning; thence continue South 89°18'35" West, along the South line of the West 1/2 of said Section 35, a distance of 508.73 feet; thence North 83°20'56" West 132.88 feet; thence North 00°08'38" West 222.04 feet; thence North 89°51'22" East 208.71 feet; thence North 00°08'38" West 208.71 feet; thence South 89°51'22" West 208.71 feet; thence North 00°08'38" West 778.75 feet; thence South 86°55'55" East 249.09 feet; thence North 89°00'00" East 298.49 feet to the Westerly right-of-way line of NW 230th Street; thence South 01°00'00" East, along the Westerly right-of-way line of said NW 230th Street, a distance of 957.08 feet to the point of a curve concave to the east having a radius of 530.00 feet and a central angle of 14°59'34"; thence Southerly, along the arc of said curve and the Westerly right-of-way line of said NW 230th Street, 138.69 feet; thence South 15°59'34" East, along the Westerly right-of-way line of said NW 230th Street, 167.63 feet to the Point of Beginning.

Containing 15.16 acres, more or less.

Section 2. Severability. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 3. Conflict. All ordinances or portions of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This ordinance shall become effective upon adoption.

The effective date of this amendment, LDC 15-02, to the Official Zoning Map shall be the same date as the effective date of Future Land Use Plan Map Amendment, CPA 15-02. If Future Land Use Plan Map Amendment, CPA 15-02, does not become effective, this amendment, LDC 15-02, to the Official Zoning Map shall not become effective. No development orders, development permits or land uses dependent on this amendment, LDC 15-02, to the Official Zoning Map may be issued or commence before it has become effective.

Section 5. Authority. This ordinance is adopted pursuant to the authority granted by Section 166.021, Florida Statutes, as amended, and Sections 163.3161 through 163.3248, Florida Statutes, as amended.

PASSED UPON FIRST READING on the 28th day of May 2015.

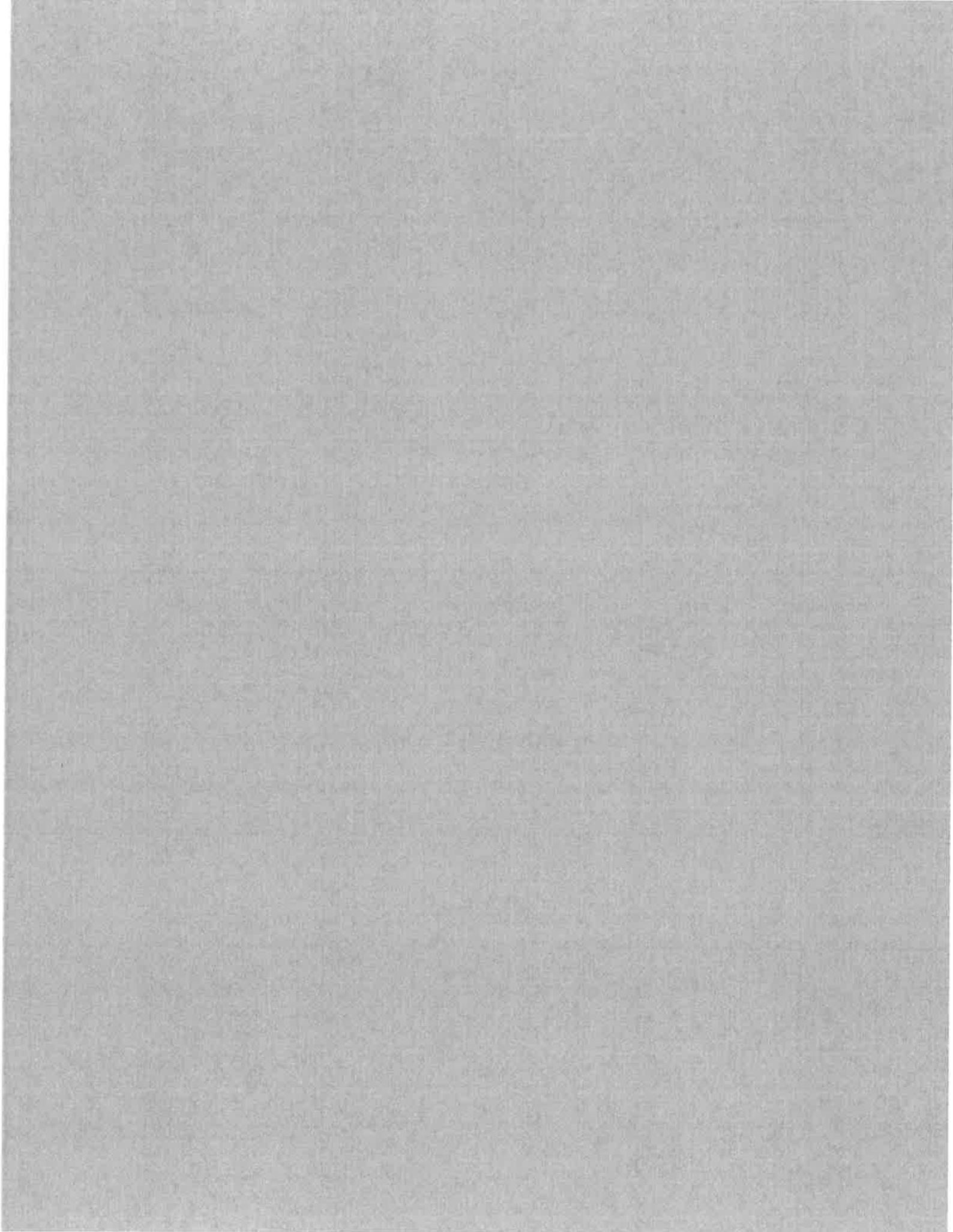
PASSED AND DULY ADOPTED UPON SECOND AND FINAL READING, in regular session with a quorum present and voting, by the City Commission this 27th day of August, 2015.

Attest:

CITY COMMISSION OF THE
CITY OF HIGH SPRINGS, FLORIDA

Jenny L. Parham, City Clerk

Sue Weller, Mayor



110 NW 1st Avenue
High Springs, Florida 32643



Telephone: (386) 454-1416
Facsimile: (386) 454-2126
Web: www.highsprings.us

APPLICATION FOR REZONING

DATE: 4/2/15

APPLICATION # Z-0569

NOTE: This form provides information to support an application to rezone property within the city limits of High Springs, Florida. TO QUALIFY FOR REZONING, THE APPLICATION MUST SATISFY THE REQUIREMENTS OF SECTION 12 OF THE HIGH SPRINGS LAND DEVELOPMENT CODE (LDC).

GENERAL INFORMATION: Notice of each rezoning application is provided to all landowners of record whose property lies within 300 feet of the property proposed to be rezoned. Applications are considered, in the first instance, by the High Springs Plan Board in one or more scheduled public hearings, after a notice is published pursuant to Florida Statutes Chapter 166.041(3)(c)(1 and 2). After consideration, the Plan Board shall develop and submits its recommendation concerning the proposed amendment to the City Commission for determination. Before making a decision on the application, the City Commission shall conduct one or more advertised Formal Public Hearings during which any concerned person(s) may appear and be heard in person or by agent or attorney. Upon a favorable determination by the City Commission, the actual rezoning shall be adopted only by ordinance in the matter required by law.

APPLICATION FILING FEE: \$ 600.00 (small scale, 10 acres or less)
\$1,550.00 (large scale, greater than 10 acres) _____
\$5,050.00 (Planned Unit Development-PUD) _____

911 Address of Subject Property:

Alachua Co. Tax Parcel #: 00180-000-000
00155-002-000; Total Acreage: 8.13 acre(s)

LEGAL DESCRIPTION: (Attach copy of complete legal description or deed; existing survey; and/or site plan, accurately depicting location of all existing and proposed improvements.)

Current Zoning: R1 Anticipated Land Use Classifications (LDC, Sec. 16.06) (Change to C3
NTA)

Detailed Description of Proposed Use Requiring a Zoning Change: To build a RV & Marine storage
facility that will provide an area for the citizens of High Springs to store these
so as not to cause code issues.

APPLICANT'S CERTIFICATION AND ACKNOWLEDGEMENT: I/We, the undersigned, hereby certify that I am the fee simple owner of the subject property; that I/we have read the foregoing and understand that this application will be reviewed and processed by the High Springs Zoning Administrator in accordance with Section 12, High Springs Land Development Code. I/We further acknowledge that I/we may be required to furnish additional information to enable the City to administer my application and I/we agree to provide same.

(Applicant's Signature) _____
Paul Barcia
(Printed Name)

(Co-Applicant's Signature) _____

(Printed Name)

110 NW 1st Avenue
High Springs, Florida 32643



Telephone: (352) 454-2415
Facsimile: (352) 454-2126
Web: www.highsprings.net

June 23, 2015

TO: City Commission

FROM: Planning Board,
Serving also as the Local Planning Agency

SUBJECT: Application No. Z-0569 (Limited Access Properties, Inc.)

Concurrency Management Assessment
Concerning an Amendment to the
Zoning Map of the Land Development Code

Rezoning are ineligible to receive concurrency reservation because they are too conceptual and, consequently, do not allow an accurate assessment of public facility impacts. Therefore, the following information is provided which quantifies, for the purposes of a nonbinding concurrency determination, the demand and residual capacities for public facilities required to be addressed within the Concurrency Management System.

Z-0569, an application by Limited Access Properties, Inc., to amend the Zoning Map of the Land Development Code by changing the zoning district from R-1 RESIDENTIAL to C-3 COMMERCIAL on property described, as follows:

Two parcels of land lying within Section 33, Township 7, Range 17, Alachua County, Florida, being more particularly described as follows: Commence at the Northeast corner of Parcel "B", as per plat of River Land Estates, recorded in Plat Book M, Page 73 of the Public Records of Alachua County, Florida, for a Point of Reference, said point being on the West right-of-way line of N.W. 21st Avenue (NW 259th Terrace); thence run along said right-of-way line, South 00 deg. 43 min. 36 sec. West, 320.50 feet to the Point of Beginning. Thence continue along said right-of-way line, South 99 deg. 43 min. 36 sec. West, 090.51 feet to the Northerly right-of-way line of U.S. Highway No. 27/State Road No. 20; thence run along said right-of-way line, North 61 deg. 40 min. 28 sec. West, 454.80 feet; thence departing from said right-of-way line, run North 00 deg. 40 min. 52 sec. East, 599.99 feet; thence run North 88 deg. 55 min. 24 sec. West, 289.98 feet; thence run North 00 deg. 41 min. 46 sec. East, 101.16 feet; thence run South 88 deg. 56 in. 01 sec. East, 693.57 feet to the Point of Beginning, all lying and being in Alachua County, Florida.

Containing 8.13 acres, more or less.

Availability of and Demand on Public Facilities

Potable Water Impact

The site is located within a community potable water system. The community potable water system is currently meeting or exceeding the adopted level of service standard for potable water established within the Comprehensive Plan.

Based upon a maximum permitted floor area ratio of 0.75 for the site, the proposed amendment could potentially result in 265,607 square feet of shopping center use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

An average shopping center use is estimated to have 1.87 employees per 1,000 square feet gross floor area: $265,607 (265,607 \text{ square feet gross floor area}) \times 1.87 (\text{employees per } 1,000 \text{ square feet gross floor area}) = 497 \text{ employees} \times 22.5 \text{ gallons of potable water usage per employee per day} = 11,183 \text{ gallons of potable water usage per day.}$

Permitted capacity of the community potable water system = 1,400,000 gallons of potable water per day.

During calendar year 2014, the average daily potable water usage = 402,157 gallons of potable water per day.

Residual available capacity prior to reserved capacity for previously approved development = 997,843 gallons of potable water per day.

Less reserved capacity for previously approved development = 0 gallons of potable water per day.

Residual available capacity after reserved capacity for previously approved development = 997,843 gallons of potable water per day.

Less estimated gallons of potable water use as a result of this proposed amendment = 11,183 gallons of potable water per day.

Residual capacity after this proposed amendment = 986,660 gallons of potable water per day.

Based upon the above analysis, the potable water facilities are anticipated to continue to meet or exceed the adopted level of service standard for potable water facilities as provided in the Comprehensive Plan, after adding the potable water demand generated by the potential use of the site.

Sanitary Sewer Impact -

The site is located within a community centralized sanitary sewer system service area. The centralized sanitary sewer system is currently meeting or exceeding the adopted level of service standard for sanitary sewer established within the Comprehensive Plan.

Based upon a maximum permitted floor area ratio of 0.75 for the site, the proposed amendment could potentially result in 265,607 square feet of shopping center use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

An average shopping center use is estimated to have 1.87 employees per 1,000 square feet gross floor area: $265,607 (265,607 \text{ square feet gross floor area}) \times 1.87 (\text{employees per 1,000 square feet gross floor area}) = 497 \text{ employees} \times 17.25 (\text{gallons of sanitary sewer effluent per employee per day}) = 8,574 \text{ gallons of sanitary sewer effluent per day.}$

Permitted capacity of the community sanitary sewer system = 240,000 gallons of sanitary sewer effluent per day.

During calendar year 2014, the average sanitary sewer usage = 145,142 gallons of sanitary sewer effluent per day.

Residual available capacity prior to reserved capacity for previously approved development = 94,858 gallons of sanitary sewer effluent per day.

Less reserved capacity for previously approved development = 0 gallons of sanitary sewer effluent per day.

Residual available capacity after reserved capacity for previously approved development = 94,858 gallons of sanitary sewer effluent per day.

Less estimated gallons of sanitary sewer effluent per day as a result of this proposed amendment = 8,574 gallons of sanitary sewer effluent per day.

Residual capacity after this proposed amendment = 86,284 gallons of sanitary sewer effluent per day.

Based upon the above analysis, the sanitary sewer facilities are anticipated to continue to meet or exceed the adopted level of service standard for sanitary sewer facilities as provided in the Comprehensive Plan, after adding the sanitary sewer effluent generated by the potential use of the site.

Solid Waste Impact -

Solid waste disposal is provided for the use to be located on the site at the New River Solid Waste Association Landfill. The level of service standard established within the Comprehensive Plan for the provision of solid waste disposal is currently being met or exceeded.

Based upon a maximum permitted floor area ratio of 0.75 for the site, the proposed amendment could potentially result in 265,607 square feet of shopping center use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

Based upon a solid waste generation of 5.5 pounds per 1,000 square feet gross floor area per day:
 $265,607 (265,607 \text{ square feet gross floor area}) \times 5.5 (\text{pounds of solid waste per } 1,000 \text{ square feet gross floor area}) = 1,461 \text{ pounds of solid waste per day.}$

Based upon the annual projections of solid waste disposal at the sanitary landfill, solid waste facilities are anticipated to continue to meet or exceed the adopted level of service standard for solid waste facilities, as provided in the Comprehensive Plan, after adding the solid waste demand generated by the potential use of the site.

Drainage Impact -

Drainage facilities will be required to be provided for on site for the management of stormwater. As stormwater will be retained on site, there are no additional impacts to drainage systems as a result of the proposed amendment.

The retention of stormwater on site will meet or exceed the adopted level of service standard established within the Comprehensive Plan.

Recreation Impact -

The level of service standards established within the Comprehensive Plan for the provision of recreation facilities are currently being met or exceeded.

As there will be no increase in population as a result of the proposed amendment, there will be no need for additional recreation facilities as a result of the proposed amendment. Therefore, the proposed amendment is not anticipated to adversely impact recreation facilities.

Since there is no anticipated change in population associated with the potential use of the site, it is not anticipated to reduce the level of service of recreation facilities below the adopted level of service standard. Resource-based and user-based recreation facilities are anticipated to continue to operate at a level of service which meets or exceeds the level of service standards established within the Comprehensive Plan after the potential use of the site.

Traffic Impact -

The road network serving the site is currently meeting or exceeding the level of service standards required for traffic circulation facilities as provided in the Comprehensive Plan.

Based upon a maximum permitted floor area ratio of 0.75 for the site, the proposed amendment could potentially result in 265,607 square feet of shopping center use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

Summary of Trip Generation Calculations for a Shopping Center Use.

Based upon an average of 3.73 trips per p.m. peak hour per 1,000 square feet gross floor area.

$$265.607 (265,607 \text{ square feet gross floor area}) \times 3.73 (\text{trips per 1,000 square feet gross floor area}) = 991 \text{ trips less 25 percent pass by trips (248)} = 743 \text{ p.m. peak hour trips (991 - 248 = 743)}$$

Existing p.m. peak hour trips = 798 p.m. peak hour trips.

The following table contains information concerning the assessment of the traffic impact on the surrounding road network by the proposed amendment.

Level of Service	Existing PM Peak Hour Trips	Existing Level of Service	Reserved Capacity PM Peak Hour Trips for Previously Approved	Development PM Peak Hour Trips	PM Peak Hour Trips With Development	Level of Service with Development
U.S. 27 / S.R. 20 (from county line to NW 9th Street)	798a	C	0	743	1,541	D

a 2014 Annual Traffic Count Station Data, Florida Department of Transportation.

Sources: Trip Generation, Institute of Transportation Engineers, 9th Edition, 2012.

2012 Florida Department of Transportation Quality/Level of Service Handbook.

Based upon the above analysis and an adopted level of service standard of "C" with a capacity of 1,220 p.m. peak hour trips, the road network serving the site is not anticipated to continue to meet or exceed the level of service standard provided in the Comprehensive Plan after adding the potential number of trips associated with the proposed amendment.

Affordable Housing

The change in land use is not anticipated to have a negative impact on the affordable housing stock.

Surrounding Land Uses

Currently, the existing land use of the site is vacant. The site is bounded on the north by vacant land, on the east by vacant, on the south by commercial, industrial and vacant, and on the west by vacant land and agriculture row crop/pasture.

Historic Resources

According to the Florida Division of Historical Resources Master Site File, dated January 2014, there are no known historic resources on the site.

Flood Prone Areas

According to the Federal Emergency Management Agency, Digital Flood Insurance Rate Map data layer, June 6, 2006, the site is not located within a floodzone.

Wetlands

According to the Water Management Geographic Information Systems wetlands data layer, dated 2007, the site is not located within a wetland.

Minerals

According to Florida Department of Environmental Protection, Geographic Information Systems Environmental Geology data layer dated 2012, the site contains limestone.

Soil Types

According to the U.S. Department of Agriculture, Soil Conservation Service, Soil Survey dated August 1985, the site is comprised of approximately 99 percent Lake fine sand (0 to 5 percent slope) and 1 percent Arredondo fine sand (0 to 5 percent slope).

Lake fine sand (0 to 5 percent slope) soils are nearly level to gently sloping, excessively drained soil is in small to large areas on gently rolling, limestone plains of the western part of the county.

Lake fine sand (0 to 5 percent slope) soils have slight limitations for building site development.

Arredondo fine sand (0 to 5 percent slope) soils are nearly level to gently sloping, well drained soils is in both small and large areas of uplands.

Arredondo fine sand (0 to 5 percent slope) soils have slight limitations for building site development.

City Commission
Memorandum
Page 7

High Aquifer Groundwater Recharge

According to the Areas of High Recharge Potential To the Floridan Aquifer, prepared by the Water Management District, dated July 17, 2001, the site is located in an area of high aquifer groundwater recharge.

110 NW 1st Avenue
High Springs, Florida 32643



Telephone: (386) 454-1416
Facsimile: (386) 454-2126
Web: www.highsprings.us

**HIGH SPRINGS PLAN BOARD
MINUTES
JULY 14, 2015**

Meeting called to order at 6:30 p.m.

Pledge of Allegiance.

Present: Board Member Lucie Regensdorf
Board Member David Graham
Board Member Mike Kearney
Board Vice-Chair Tom DePeter
Board Chair Eyvonne Andrews
City Attorney Courtney Johnson
Building Official Scott Thomason
Permit Technician Ginger Travers

Motion Board Vice-Chair DePeter to approve minutes of April 28, 2015. **Second Board Member Regensdorf. Motion carried 5-0.**

Board Chair Andrews introduced the new Building Official for the City of High Springs, Scott Thomason.

UNFINISHED BUSINESS

CONTINUATION OF REQUEST TO CONSIDER REZONING AS REQUESTED BY LIMITED ACCESS PROPERTIES LLC, FOR REZONING 8.13 ACRES OF LAND FROM RESIDENTIAL-1 (R1) TO COMMERCIAL (C3) FOR FUTURE DEVELOPMENT, ALACHUA COUNTY TAX PARCEL #00155-002-000 AND #00180-000-000. NO CHANGE IN LAND USE CLASSIFICATION "MIXED USE" REQUIRED.

Attorney Johnson reminded everyone present this is a quasi-judicial proceeding and everyone who wishes to speak will need to be sworn in and can ask staff questions about the requests. She asked if any of the board members have had any ex parte communications. Board Member Kearney said he had. He said he had spoken to the applicant about a sign that had been placed on his property and wanting to know what his thinking was. (A copy of the sign was passed around so all board members could see what he was speaking of.) Attorney Johnson swore in the applicant and several members of the audience. The applicant, Paul Barcia, said that he had circulated a petition to citizens, copy provided for each member and one for the record, with very favorable comments from about 100 citizens on what he is proposing for the property. He said that Mr. Booth had told him that residential is needed so he put up the sign to see if there was any interest. Board Member Regensdorf asked about getting updated since it has been several months since the last meeting. The current Zoning Map was shown and explained. Board Vice-Chair DePeter spoke as to what the petition included. Attorney Johnson pointed out there is a memorandum from the North Central Florida Regional Planning Council addressing some of the issues of the items A-N

and that Mr. Booth could not attend but recommends the rezoning. Board Member Kearney asked if the petition is acceptable. Attorney Johnson said the board needs to make a decision on reasonable things presented and then the board's decision would then make a recommendation to the City Commission. Board Member Regensdorf said the only issue before them is to change the zoning, not what the use the applicant wants. Attorney Johnson again stated this board will make a recommendation to the City Commission. If the zoning change is recommended and approved, the applicant would then go before the Site Plan Review Committee with their plans and any other steps required before any ground can be broken. Board Member Kearney said there is one parcel that runs parallel along NW 259th Terrace and if it is changed to C3, there is no control. The other concern he has is that this applicant had applied for rezoning in previous years that apparently did not pass. Attorney Johnson again stated that decisions have to be made with reasonable competent consistency. Board Vice-Chair DE Peter spoke to the land use and it being consistent with the Comprehensive Plan. He also spoke of the items "A-N" that are outlined in the Land Development Code. He showed the current zoning map which indicates industrial all along NW 1st Avenue on the south side of the road and stated most of the property on the north side is currently zoned C2 but some was left residential and it is hard to know why that was done. Mr. Barcia said in 2010/2011, the land use changed to Mixed Use.

Meeting opened to the public who was each given 3 minutes to address the board.

Several citizens spoke for and against the rezoning discussing the animals, water, aquifer, etc. One citizen spoke of the water run-off from the concrete to which Board Member Regensdorf stated the Concurrency Management information submitted by the North Central Florida Regional Planning Council included.

Mr. Barcia spoke again saying he has heard all of the comments and believes the highway system encourages development and thinks that he could bring a clean, quiet development to the property.

Board Member Regensdorf asked about their current location's zoning which Industrial.

Motion Board Member Kearney to recommend to the City Commission to deny the request to change the zoning to C3 on either one of the parcels and direct appropriate city staff to put that in writing as required by the LDC. **Motion failed due to lack of second.**

Motion Board Member Graham to recommend the rezoning of the parcel parallel with NW 259th Terrace, Parcel #00155-002-000, is denied for C3 but the other parcel, Parcel #180-000-000, be rezoned to C2 as he feels the parking of recreational vehicles that Mr. Barcia is trying to obtain would be allowed under LDC Table 2.02.01 (6.5 Recreational Vehicle Parks). **Second Board Vice-Chair DePeter.** Board Vice-Chair DePeter says he believes the property should be C2 and wonders if the applicant can try to get the City Commission to change the entire property but that changing it to C3 would create an isolated district. Board Member Regensdorf questioned if the smaller tract was indeed being excluded. That was confirmed. **Motion carried 5-0.**

NEW BUSINESS

CONSIDER A VARIANCE REQUEST FOR LOT 125, BAILEY ESTATES. ASKING FOR RELIEF ON THE SOUTH SETBACK FROM 20 FEET TO 16 FEET DUE TO THE

COMPLETED HOME BEING CONSTRUCTED APPROXIMATELY 4' INTO THE SOUTH SETBACK. PROPERTY LOCATED AT 19061 NW 228TH STREET, HIGH SPRINGS, FLORIDA.

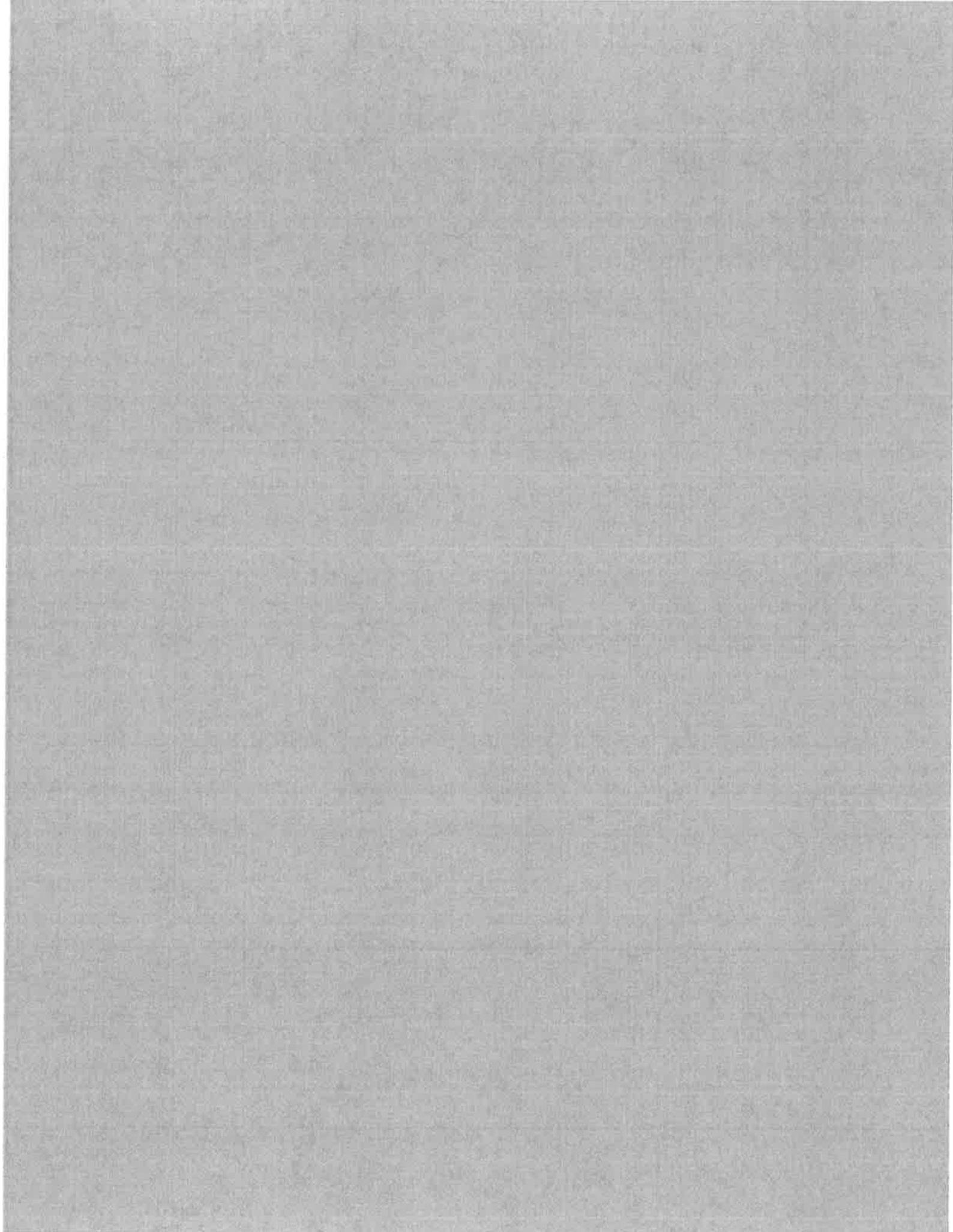
Dr. Jack Londono, owner of the development, and Jerry Lerner, builder, sworn in by Attorney Johnson. Dr. Londono said this was very unintended and then Mr. Lerner explained the matter. He stated most lots of 15 foot setback throughout the subdivision but this one is on the corner and had a side setback of 20 feet. Board Vice-Chair DePeter questioned the setbacks. This scribed explained that different zoning districts have different setbacks and approved plats (subdivisions) sometimes have different setbacks, however, they are all approved by the city. Vice Chair DePeter read from page 360 of the LDC, specifically Section 12.02.04 Required Findings. Attorney Johnson pointed out there is a report in the agenda packet from Mr. Booth recommending the approval of the variance as requested. **Motion Board Member Graham** to approve the variance as requested. **Second Board Member Kearney. Motion carried 4-0 (Board Vice-Chair DePeter against).**

CRA EXECUTIVE DIRECTOR AMANDA RODRIGUEZ TO TALK ABOUT THE POSSIBILITY OF PURSUING A 30-YEAR EXTENSION OF THE CRA.

Executive Director Rodriguez said the county can vote against CRA's now and the current one we are working under expires in 2016. She just wants everyone to know she will be presenting a more extensive one than the one before them from 1986. In September, she will distribute a draft of the new plan. Board Vice-Chair DePeter explained what the CRA is and how it gets funded. The 1986 appraised value's taxes go to the county and we get the remainder. Presently the county gives about \$100,000 and the city's part is about \$80,000.

Attorney Johnson said that she had been contacted earlier in the day by Realtor, Damon Watson, who wanted to briefly speak to the board about the LDC. He stated he has been responsible for a lot of the subdivisions in High Springs and that this LDC appears to be a "hodge-podge". He thinks this board saw it earlier in some of the discussions during this matter. Several items seem to contradict itself. He stated he has already spoken to the City Commission and Mr. Booth and they are fully aware. He pointed out just a few specific issues and was advised to put any conflicts in writing and send to this board so they can submit to the Commission.

Meeting adjourned at 8:12 p.m.





Commission Agenda Item Request Form

MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE BY NOON ON THE WEDNESDAY PRIOR TO THE COMMISSION MEETING

MEETING DATE: AUGUST 27, 2015

SUBJECT: CONSIDER APPROVAL OF CONTRACT FOR AUDITING SERVICES WITH JAMES MOORE & COMPANY, P.L.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT: FINANCE

PREPARED BY: JENNY L. PARHAM

RECOMMENDED ACTION: APPROVAL OF CONTRACT.

Summary

AT THE JULY 23, 2015 MEETING, THE CITY COMMISSION AWARDED THE BID FOR AUDITING SERVICES TO JAMES MOORE & COMPANY. THE COMMISSION WILL NOW CONSIDER APPROVAL OF THE CONTRACT WITH JAMES MOORE FOR A THREE YEAR PERIOD.

ATTACHMENTS: CONTRACT FOR AUDITING SERVICES

REVIEWED BY CITY MANAGER: _____

**CITY OF HIGH SPRINGS
CONTRACT FOR AUDIT SERVICES**

THIS CONTRACT is made between the City of High Springs, a municipal corporation organized and existing under the laws of the State of Florida, with its office located at City Hall 110 NW 1st Avenue, High Springs, Florida 32643, hereinafter referred to as "CITY", and James Moore & Company, P.L., whose address is 5931 NW 1st Place, Gainesville, Florida 32607, hereinafter referred to as "AUDITOR".

WITNESSETH

WHEREAS, CITY desires to have annual financial audits performed by a qualified auditing firm; and

WHEREAS, AUDITOR desires to perform the City's financial audits; and

WHEREAS, CITY has published a Request for Proposals, inviting independent Certified Public Accountants licensed in Florida to submit proposals to perform financial and compliance auditing services to the City, a copy of which is attached hereto as Exhibit "A;" has accepted the proposal submitted by AUDITOR, a copy of which is attached hereto as Exhibit "B;" and now desires to enter into a written contract for services with AUDITOR.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the sufficiency of which is hereby acknowledged, the CITY and AUDITOR hereby agree as follows:

SECTION 1. DESCRIPTION OF WORK.

AUDITOR agrees to perform the following work:

Audit services covering each of the three (3) fiscal years ending September 30, 2015, 2016, and 2017, in accordance with the Request for Proposal. The work to be performed by AUDITOR includes providing all labor and materials for the work described in the RFP.

SECTION 2. CITY'S RESPONSIBILITIES:

In connection with the work to be undertaken by AUDITOR in accordance herewith, the CITY agrees to provide the following:

(a) Prepared financial statements in conformity with accounting principles generally accepted in the United States of America (GAAP), as well as any other information and records called for in Exhibit "A" or as may be required by AUDITOR to perform the desired audits;

(b) Space for AUDITOR's employees to work while in the City working on the City's financial audits;

(c) Reasonable access to City employees at reasonable times to provide information and

answer questions that AUDITOR may have while performing its duties pursuant to this agreement.

SECTION 3. PRICE.

The contract price for the work to be performed by AUDITOR, including all labor, materials, routine consultations, and answering questions of City staff, shall be as described in the Cost Proposal submitted as part of AUDITOR's proposal, and as summarized below:

- (a) For the fiscal year 2015 audit, a maximum amount of \$29,000.00, billed monthly as work is performed, and payable within 30 days;
- (b) For the fiscal year 2016 audit, a maximum amount of \$30,000.00, billed monthly as work is performed, and payable within 30 days; and
- (c) For the fiscal year 2017 audit, a maximum amount of \$30,000.00, billed monthly as work is performed, and payable within 30 days.

SECTION 4. CHANGES IN WORK.

Changes in work, due to exceptional circumstances not anticipated by the parties, or extraordinary consultation services as described in the Cost Proposal submitted as part of AUDITOR's proposal, in an amount agreed upon in advance and in writing by the parties, shall be paid to AUDITOR upon completion of the additional work required as a result of the exceptional circumstances or upon completion of the extraordinary consultation services agreed upon by the parties.

SECTION 5. INSURANCE.

AUDITOR shall provide risk insurance and shall provide and pay for workers' compensation insurance covering all employees of AUDITOR, and shall further ensure that employees of all subcontractors, if any, are covered by similar insurance. AUDITOR shall also assume responsibility for the collection and payment of Social Security and State Unemployment taxes applicable to AUDITOR'S employees. The CITY shall not be responsible for and AUDITOR agrees to indemnify and hold the CITY harmless from any suit, claim or liability resulting from alleged damages to any persons or property including, but not limited to, personal injury and death, arising from the performance of the work, unless the alleged damages arise from the CITY'S sole negligence.

SECTION 6. COMMENCEMENT DATE.

AUDITOR shall begin work on or before thirty (30) days after execution of this Contract, and shall proceed with due diligence. Barring unforeseen circumstances or delays caused by the CITY, completion of the work shall be by March 15th following each fiscal year.

SECTION 7. DELAYS.

AUDITOR shall not be liable for any loss or damage resulting from delay in the work caused by changes made by the CITY, or circumstances beyond the control of AUDITOR, including government orders or regulations.

SECTION 8. BREACH OF CONTRACT.

Time is of the essence with regard to this Contract. In the event of a breach of this Contract by AUDITOR, the CITY may, at its option;

- (a) Bring suit for damages in any Court of competent jurisdiction; or
- (b) Exercise any other remedy available to it under the laws of the State of Florida.

In the event of a breach of this Contract by the CITY, AUDITOR, at its option, may:

- (a) Bring suit for damages in any Court of competent jurisdiction; or
- (b) Exercise any other remedy available to it under the laws of the State of Florida.

SECTION 9. DEFAULT.

If it becomes necessary to initiate litigation to ensure the performance of the conditions and covenants of this Contract by either party, the prevailing party shall be entitled to recover reasonable attorney's fees and costs in connection herewith.

SECTION 10. ENTIRE AGREEMENT; GOVERNING LAW; SEVERABILITY

This Contract, together with any attachments or Exhibits, shall constitute the entire agreement of the parties. No oral agreement or arrangement differing from or altering the terms contained herein, not reduced to writing and signed by the representatives for the parties, shall have any force and effect. Each party acknowledges that it has read and understands this Contract. This Contract shall be governed by the laws of the State of Florida, and jurisdiction of any dispute shall be in Alachua County, Florida. The provisions of this Contract shall apply to and bind the heirs, executors, administrators, successors and assigns of the respective parties hereto. If any provision of this Contract is determined to be invalid or illegal, the remaining terms shall remain binding upon the parties.

SECTION 11. PUBLIC RECORDS

Pursuant to Florida Statute Section 119.0701 the parties agree to the following:

- (a) During the term of this Agreement, the AUDITOR shall comply with the Florida Public Records Law, to the extent such law is applicable to the AUDITOR. If Section 119.0701, Florida Statutes is applicable, the AUDITOR shall do the following: (1) Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform this service; (2) Provide the public with access to the 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 allowed

by law; (3) Keep from disclosure those public records that are exempt or confidential; (4) Meet all requirements for retaining public records and upon termination of this Agreement, transfer, at no cost, all public records to the City, and destroy any duplicate public records that are confidential or exempt from 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.

- (b) The AUDITOR shall keep and make available to the City for inspection and copying, upon written request by the City, all records in the AUDITOR 's possession relating to this Agreement. Any document submitted to the City may be a public record and is open for inspection or copying by any person or entity unless considered confidential and exempt. Public records are defined as all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by an agency. Any document in the AUDITOR 's possession is subject to inspection and copying unless exempted under Chapter 119, Florida Statutes.
- (c) During the term of this Agreement, the AUDITOR may claim that some or all of the AUDITOR information, including, but not limited to, software, documentation, manuals, written methodologies and processes, pricing, discounts, proprietary information, technical data, trade secrets, including, but not limited to research, product plans, products, services, customer lists and customers, markets, software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances, or other considerations (hereafter collectively referred to as "Confidential Information"), is, or has been treated as, confidential and proprietary by the AUDITOR in accordance with Section 812.081, Florida Statutes, or other law, and is exempt from disclosure under the Public Records Act. The AUDITOR shall clearly identify and mark Confidential Information as "Confidential Information" and the City shall use its best efforts to maintain the confidentiality of the information properly identified by the AUDITOR as "Confidential Information." Confidential information does not include any of the foregoing items that have become publicly known and made generally available through no wrongful act or omission of either party or others who were under confidentiality obligations as to the item or items involved or improvements or new versions thereof.
- (d) The City shall promptly notify the AUDITOR in writing of any request received by the City for disclosure of the AUDITOR Confidential Information and the AUDITOR may assert any exemption from disclosure available under applicable law or seek a protective order against disclosure from a court of competent jurisdiction. The AUDITOR shall protect, defend, indemnify, and hold the City, its officers, employees and agents free and harmless from and against any claims or judgments arising out of a request for disclosure of Confidential Information. The AUDITOR shall investigate, handle, respond to, and defend, using counsel chosen by the City, at the AUDITOR's sole cost and expense, any such claim, even if any such claim is groundless, false, or fraudulent. The AUDITOR shall pay for all costs and expenses related to such claim, including, but not limited to,

payment of attorney fees, court costs, and expert witness fees and expenses. Upon completion of this Agreement, the provisions of this section shall continue to survive. The AUDITOR releases the City from all claims and damages related to any disclosure of documents by the City.

- (e) If the AUDITOR refuses to perform its duties under this section within fourteen (14) calendar days of notification by the City that a demand has been made to disclose the AUDITOR 's Confidential Information, then the AUDITOR waives its claim that any information is Confidential Information, and releases the City from claims or damages related to the subsequent disclosure by the City.
- (f) If the AUDITOR fails to comply with the Public Records Law, the AUDITOR shall be deemed to have breached a material provision of this Agreement.

CITY OF HIGH SPRINGS, FLORIDA

By: _____
Sue Weller, Mayor

Attest:

Jenny Parham, City Clerk

CITY OF HIGH SPRINGS
Legal Notice
REQUESTS FOR PROPOSALS

The City of High Springs, Florida invites independent Certified Public Accountants, licensed in Florida to submit proposals to perform financial and compliance auditing services.

A copy of the scope of services may be obtained from the City of High Springs, 110 N.W. 1st Avenue, High Springs, Florida 32643, (386) 454-4089.

An original and six(6) copies of the proposal are to be returned in a sealed envelope to the attention of the City Manager, located in the High Springs City Hall, 110 N.W. 1st Avenue, High Springs, Florida 32643, **no later than 4:00 P.M.**, July 1, 2015.

Proposals shall not be presented at any other location. Proposals presented after the time and date indicated above shall be refused. The time indicated on the date stamp located in City Hall is considered the official time.

SEALED ENVELOPES MUST BE MARKED:

"PROPOSALS FOR AUDITING SERVICES"

Any questions concerning this request shall be addressed to Jennifer Stull, Finance Director, City of High Springs, (386) 454-4089.

1.0 PURPOSE

The City of High Springs, Florida invites independent Certified Public Accountants, licensed in Florida, to submit proposals to perform financial and compliance audits in accordance with the following specifications.

The requested audit services will cover each of the three (3) fiscal years ending September 30, 2015, 2016 and 2017 unless otherwise stated.

2.0 SCOPE OF SERVICES

The City intends to continue to prepare financial statements in conformity with accounting principles generally accepted in the United States of America, (GAAP).

The annual financial audit will be performed in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. In addition, the audit will be conducted in accordance with the provisions of Chapter 10.550, *Rules of the Auditor General*, which govern the conduct of governmental audits performed in the State of Florida.

The single audit, if required, will be performed in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and Chapter 10.550 *Rules of the Auditor General*.

3.0 INFORMATION ON THE RECORDS TO BE AUDITED

The City's fiscal year is October 1 to September 30. The records include government funds as well as enterprise funds. Total budgeted expenditures for all funds are \$7,737,291 for Fiscal Year 2014-2015. The Government-wide financial statements are presented on the accrual basis of accounting. The Fund Financial Statements are presented on a modified accrual or accrual basis of accounting, depending on the fund type. The City's budget is incorporated into the general ledger. The City's books of account normally are closed no later than October 31st. Financial Statements together with the accompanying notes will be prepared by the accounting staff for all funds and accounts and will be available on or before December 31st. Copies of prior years' financial statements and budgets are available upon request.

The previous audit was completed by Powell and Jones. Previous audit work papers are available for inspection to the successful proposer at its offices upon request. Any fees involved for reasonable personnel costs and out-of-pocket expenses associated with the work paper review will be the responsibility of the firm awarded the contract.

4.0 CITY STAFF SUPPORT

Clerical help will be available to assist the auditors with typing of confirmations. Clerical assistance will be available to help retrieve documents such as paid checks and invoices, and the accounting staff will be available for the preparation of schedules. The accounting staff will be responsible for preparing all financial statements, notes and other information in the CAFR.

5.0 REQUIRED REPORTS.

The following reports are expected at the completion of each audit (unless otherwise stated):

- A. A report on the audit of the financial statements for each of the three (3) fiscal years. The report shall contain an expression of the auditor's opinion as to whether the information contained in the financial statements is presented fairly and in conformance with accounting principles generally accepted in the United States of America. If the auditor cannot express such an opinion, the reasons should be so stated in the report.

Further, the auditor's opinion, with respect to the supplemental financial information presented in the combining financial statements and schedules shall also make a reference as to their fairness in all material respects in relation to the basic financial statements.

- B. A detailed management letter shall be prepared in each of the three (3) fiscal years for use by the City of High Springs. It should include a summation of audit finding and recommendations affecting the financial statements, internal control, accounting, accounting systems, legality of actions, and any other matters.

The auditor's comments in the management letter, which among other matters shall make special mention of the following material items discovered within the scope of the audit.

1. Whether irregularities reported in preceding audit(s) have been corrected;
2. Whether recommendations made in preceding audit(s) have been followed, if adopted by the City;
3. Whether the financial report filed with the Department of Banking and Finance pursuant to Section 218.32 is in agreement with the annual audit report for the said period and, if not, specify any significant differences;
4. Recommendations to improve the City's present management accounting procedures, and internal control;
5. Any violation of the laws, rules and regulations discovered within the scope of the audit;

6. Any illegal expenditure discovered within the scope of the financial audit;
 7. Any improper or inadequate accounting procedures discovered within the scope of the financial audit;
 8. Any failure to properly record financial transactions discovered within the scope of the audit;
 9. All other inaccuracies, irregularities, shortages and defalcations discovered within the scope of the financial audit by the Auditor;
 10. A review of the provisions of Section 218.503(1) Florida Statutes, "Determination of Financial Emergency."
 11. Compliance with auditor general's rules.
- C. A report on internal control and compliance in accordance with Single Audit Act Guidelines and regulations for Federal Awards and State Financial Assistance Projects for each of the three (3) fiscal years as needed.

6.0 SCHEDULE

The awarded firm may commence the examination as soon as notification of award has been issued.

During the audit, the auditor may be required to meet with various elected or appointed officials to discuss the audit or related matters. A post-audit conference will be held to review the general audit finding and adjusting journal entries or other changes to the client prepared financial statements, the Single Audit Report, and draft of the management letter, no later than February 25th. Final reports must be provided no later than March 15th so City staff can proceed with report reproduction efforts and meet the GFOA deadline of March 31st.

7.0 PROPOSAL

Proposals are to be submitted in two (2) parts. The first part of the proposal shall cover the technical aspects. The second part shall cover the cost proposals based on the fees charged and out-of-pocket expenses to be billed.

Part One: Technical Aspects

The following information shall be provided in the order detailed:

1. Title Page - List the RFP subject, the name of the firm, the local address, telephone number, name of the contact person and date.
2. Table of Contents - Include a clear identification of material included in the proposal by page number.

3. Letter of Transmittal - Limit two (2) pages. Make a positive commitment to perform the required work within the time period requested. Also, give the name(s) of the person(s) who will be authorized to make representation for your firm, their title, and telephone number.
4. Profile of Proposer - State whether your firm is local, national or international in size. Give the location of the office from which the work is to be done and the number of partners, managers, supervisors, and other professional staff employed at that office. Briefly describe the range of activities performed by the local office such as auditing, accounting, tax services and management advisory services.
5. Summary of the Proposer's Qualifications - Describe the recent local and/or regional office auditing experience similar to the type requested in the proposal and give the names and telephone numbers of clients who might be contacted regarding your firm's work. At least three (3) references are required.

Provide a brief resume for each of the persons to be assigned to the audit. As a minimum, detailed information should be provided for the partner in charge of the audit, the principal or manager who will be reviewing the field audit work, and the accountant who will be in charge of the field audit work. Resumes should include educational experience with particular emphasis on auditing of governmental units.

Indicate whether the individuals are members of the American Institute of Certified Public Accountants (AICPA) and/or Florida Institute of Certified Public Accounts (FICPA). Proposals must also include the resume of the auditor responsible for IT assessments. Such person should at a minimum contain a CISA certification.

In addition, indicate the number of hours of specialized training in governmental auditing and accounting received during the last three (3) years by the personnel who will be assigned to the audit of the City.

Briefly describe your firm's professional development program including the approximate number of hours of continuing professional education provided to members of your firm annually. Also, indicate whether the continuing professional education program of your firm is of an internal or external nature.

Provide details as to the capability of your firm to provide management advisory services and to assist the City in retaining the GFOA Certificate of Achievement. With regard to the Certificate, please indicate how many municipal clients audited by your firm hold valid Certificates. Also, if any of these clients are audited by the local office, please so indicate. If the local office has not audited such a client, please describe the assistance, if any that could be provided by another office having such experience.

Include a copy of your firm's most recent peer review letter.

6. Independence – The firm should provide an affirmative statement that it is independent of the City of High Springs as defined by generally accepted auditing

standards and the U. S. General Accounting Office's "Governmental Auditing Standards".

7. License to Practice in Florida - An affirmative statement should be included indicating that the firm and all assigned key professional staff are properly licensed to practice in Florida.
8. Audit Approach - Make a statement indicating your understanding as to the scope of the work requested and briefly describe your firm's audit approach and give specific illustrations of the audit procedures, which will be employed. Also discuss the firm's use of technology in the audit, specifically **AU-C 300: Planning and Supervision** and **AU-C 315: Understanding the Entity and Its Environment and Assessing the Risks of Material Misstatement**.
9. Utilization of City Resources - The proposer shall provide an estimate of the number of hours, which will be required of the following:
 - a. City's clerical staff in retrieving documents, e.g. paid checks, invoices, etc;
 - b. City's clerical staff in typing of confirmation.
10. Compliance with appendix - Include affirmative statements indicating the firms compliance with Appendices A, B and C. This would include a Public Entity Crime Statement, and Drug Free Workplace Statement and certificate of insurance.
11. Additional Data - Include in this section any information deemed to be pertinent but not covered in any of the previous sections. If there is no additional information to present, please indicate

Part Two: Cost Proposal

1. Compensation - The estimated maximum number of hours and hourly rates by staff classification necessary to complete the engagement for each year. The estimated out-of-pocket costs and the resulting all-inclusive maximum fee for which the requested work will be done.
2. Billings and Payment Terms - Proposers should include payment terms required although monthly progress billings are preferred for both the audit fee and out-of-pocket expenses.

Billings should show the total professional hours, by classification, together with applicable rates and extensions, actual travel expenses incurred and a reasonable itemization of other out-of-pocket expenses. Billings should be in enough detail to ensure compliance with Florida Statute 218.391 (7) (b).

8.0 EVALUATION COMMITTEE

Each proposal will be evaluated by the City Commission of the City of High Springs.

9.0 EVALUATION OF THE PROPOSALS

In general, the evaluation of the Technical Proposals will be evaluated on the following:

- A. The proposer's demonstrated understanding of the City's requirements and plans for meeting them;
- B. The professional qualifications and related experience of the persons assigned to this contract;
- C. The prior experience and reputation of the proposer in auditing municipalities;
- D. The size and organizational structure of the proposer.

The award recommendation will be to the firm which, in the opinion of the City Commission, submitted the most beneficial proposal, cost and other factors considered. Please note that the award may or may not be made to the firm submitting the lowest cost proposal.

10. RESERVES THE RIGHT

The City reserves the right to waive minor variations to specifications, informalities, irregularities, and technicalities in any proposal; to reject any and all proposals in whole or part with or without cause, and/or to accept proposals that in its judgment will be in the best interest of the City. Following complete investigation of each proposal received by the City, the City further reserves the right to make awards on a multiple lump sum, or individual line item basis or in combinations as shall best serve the interest of the City. Notice is also given of the possibility that an award may be made without discussion or after limited negotiations. It is, therefore, important that all proposals contain the most favorable terms possible, and should be complete in all respects.

11.0 REQUESTS FOR ADDITIONAL INFORMATION OR QUESTIONS

Any questions concerning this proposal shall be submitted in writing to the attention of the Finance Director, 110 N.W. 1st Avenue, High Springs, Florida 32643, and email jestull@highsprings.us. The City's fax number (386) 454-2126.

12.0 SUBMISSION OF PROPOSAL

Firms shall submit an original and six (6) copies of the proposal. Proposals must be submitted by the time and date indicated on the Legal Notice. **PROPOSALS NOT SUBMITTED BY THAT TIME WILL BE REFUSED**. The time as indicated on the date stamp in office of the City Manager at City Hall is considered the official time.

Proposals are to be submitted in a **SEALED** envelope marked:

PROPOSALS FOR AUDITING SERVICES

Proposals may be submitted in person or by mail to the following address:

IN PERSON: High Springs City Hall
110 N.W. 1st Avenue
High Springs, FL 32643

BY MAIL: City of High Springs
City Manager
110 N. W. 1st Avenue
High Springs, FL 32643

UPON SUBMISSION, ALL PROPOSALS BECOME THE PROPERTY OF THE CITY OF HIGH SPRINGS AND ARE SUBJECT TO PUBLIC RECORDS LAWS.

13.0 REJECTION OF PROPOSALS

The City reserves the right to reject any and all proposals. It also reserves the right to waive any informality in connection with proposals.

14.0 ACCEPTANCE OF PROPOSALS

Within thirty (30) days after the final submission date for proposals, the City will act upon them. The successful proposer will be requested to enter into negotiations to produce a contract for the project. The City reserves the right to terminate negotiations in the event it deems progress toward a contract to be insufficient.

15.0 CONTRACT

A written agreement will be executed between the City of High Springs and the successful proposer.

16.0 TAX EXEMPTION

The City of High Springs, Florida as a political subdivision of the State of Florida is exempt from the payment of Florida sales tax to its vendors under Chapter 212, Florida Statutes. The awarded firm will be provided a copy of the City of High Springs Certificate of Exemption (11-09-024736-54C) upon contract award upon request.

17.0 CANCELLATION

The resulting contact may be cancelled at any time during the period by the City for the following:

- A. Funds are not appropriated or available for its purpose;
- B. Sub-standard or non-performance of contract provisions by the AUDITOR;

- C. The City wishes to terminate at any time and for any reason, upon giving thirty (30) days prior written notice to the other party.

18.0 APPLICABLE LAW

All applicable laws and regulations of the State of Florida and ordinances and regulations of the City of High Springs will apply to any resulting agreement and venue for any action arising out of any agreement shall lie solely in the Circuit Court in and for Alachua County.

19.0 QUALIFICATION OF PROPOSERS

Proposals will be considered only from firms normally engaged in the services specified herein. Proposers must have adequate organization, facilities, equipment, and personnel to ensure prompt and efficient service to the City of High Springs. The City reserves the right, before recommending any award, to inspect the facilities and organization or to take any other action necessary to determine ability to perform in accordance with the specifications, terms and conditions. The City of High Springs will make awards only when such evidence is deemed satisfactory and reserves the right to reject proposals where evidence submitted, or investigation and evaluation indicates inability of the proposer to perform.

20.0 PRECEDENCE OF CONDITIONS

Proposers, by virtue of submitting a proposal, agree that City terms and conditions herein will take precedence over any terms and conditions submitted with the proposal, either appearing separately or included in pre-printed catalogs and/or price lists or other literature.

21.0 PROPOSAL WITHDRAWAL

After proposals are opened, corrections or modifications to proposals are not permitted, but a proposer may be permitted to withdraw an erroneous proposal prior to the proposal award by the City Commission if the following is established:

- A. That the proposer acted in good faith in submitting the proposal;
- B. That in preparing the proposal, there was an error of such magnitude that enforcement of the proposal would work severe hardship upon the proposer;
- C. That the error was not the result of gross negligence or willful inattention on the part of the proposer;
- D. That the error was discovered and communicated to the City within twenty-four (24) hours of proposal opening, along with a request for permission to withdraw the proposal; or
- E. The proposer submits documentation and an explanation of how the proposal error was made.

22.0 LOBBYING

All firms and their agents who intend to, or have submitted bids or responses for this project are hereby placed on formal notice that neither City Commission Members, candidates for

City Commission, or employees of the City of High Springs are to be lobbied either individually or collectively concerning this project. Contact should only be made through regularly scheduled Commission meetings, which are for the purposes of obtaining additional or clarifying information. Any action, to include dinner or lunch invitations, by a submitting

firm that may be interpreted as being within the purview of this requirement shall result in the immediate disqualification from further consideration in this project.

23.0 INDEMNIFICATION

The AUDITOR shall indemnify and hold harmless the CITY, its officers and employees, from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the AUDITOR any persons employed or utilized by AUDITOR in the performance of Contract.

25.0 AUDIT WORK PAPERS

AUDITOR shall maintain audit work papers. These records shall be kept in accordance with generally accepted accounting methods, and the City of High Springs reserves the right to determine the record-keeping method in the event of non-conformity. These records shall be maintained for five (5) years after release of each audit and shall be readily available to City personnel with reasonable notice, and to other person in accordance with the Florida Public Disclosure statutes.

APPENDIX A

Public Entity Crimes Statement

Any person submitting a quote, bid, or proposal in response to this invitation or a contract, must execute the enclosed form PUR. 7069, sworn statement under section 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES, including proper check(s), in the space(s) provided, and encloses it with his quote, bid, or proposal. If you are submitting a quote, bid or proposal on behalf of dealers or suppliers who will ship commodities and receive payment from the resulting contract, it is your responsibility to see that copy(ies) of the form are executed by them and are included with your quote, bid, or proposal. Corrections to the form will not be allowed after the quote, bid, or proposal opening time and date. Failure to complete this form in every detail and submit it with your quote, bid, or proposal may result in immediate disqualification of your bid or proposal.

The 1989 Florida Legislature passed Senate Bill 458 creating Sections 287.132 - 133, Florida Statutes, effective July 1, 1989. Section 287.132(3)(d), Florida Statutes, requires the Florida Department of General Services to maintain and make available to other political entities a "convicted vendor" list consisting of persons and affiliates who are disqualified from public contracting and purchasing process because they have been found guilty of a public entity crime. A public entity crime is described by Section 287.133, Florida Statutes, as a violation of any State or Federal law by a person with respect to and directly related to the transaction of business with any public entity in Florida or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or with an agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

By law no public entity shall accept any bid from, award any contract to, or transact any business in excess of the threshold amount provided in Section 287.017, Florida Statutes, for category two with any person or affiliate on the convicted vendor list for a period of 36 months from the date that person or affiliate was placed on the convicted vendor list unless that person or affiliate has been removed from the list pursuant to Section 287.133(3)(f), Florida Statutes.

Therefore, effective October 1, 1990, prior to entering into a contract (formal contract or purchase order in excess of the threshold amount for category two) to provide goods or services to THE CITY OF HIGH SPRINGS, a person shall file a sworn statement with the contracting officer or Purchasing Director, as applicable. The attached statement or affidavit will be the form to be utilized and must be properly signed in the presence of a notary public or other officer authorized to administer oaths and properly executed.

THE INCLUSION OF THE SWORN STATEMENT OR AFFIDAVIT SHALL BE SUBMITTED CONCURRENTLY WITH YOUR QUOTE, PROPOSAL OR BID DOCUMENTS. NON-INCLUSION OF THIS DOCUMENT MAY NECESSITATE REJECTION OF YOUR QUOTE, PROPOSAL OR BID.

SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER
AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with the Independent Auditing Services Proposal for THE CITY
OF HIGH SPRINGS.

2. This sworn statement is submitted by _____, whose business address is
_____ and (if applicable) its Federal Employer Identification (FEIN)
is _____.

3. My name is _____ (please print name of individual
signing) and my relationship to the entity named above is
_____.

4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes,
means a violation of any state or federal law by a person with respect to and directly related to the
transaction of business with any public entity or with an agency or political subdivision of any other
state or with the United States, including, but not limited to, any bid or contract for goods or services
to be provided to any public entity or an agency or political subdivision of any other state or of the
United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or
material misrepresentation.

5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida
Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an
adjudication of guilt, in any federal or state trial court of record relating to charges brought by
indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea
of guilty or nolo contendere.

6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
(1) A predecessor or successor of a person convicted of a public entity crime; or
(2) An entity under the control of any natural person who is active in the management of the entity
and who has been convicted of a public entity crime. The term "affiliate" includes those officers,
directors, executives, partners, shareholders, employees, members, and agents who are active in the
management of an affiliate. The ownership by one person of shares constituting a controlling interest
in another person, or a pooling of equipment or income among persons when not for fair market value
under an arm's length agreement, shall be a prima facie case that one person controls another
person. A person who knowingly enters into a joint venture with a person who has been convicted of
a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any
natural person or entity organized under the laws of any state or of the United States with the legal
power to enter into a binding contract and which bids or applies to bid on contracts for the provision of
goods or services let by a public entity, or which otherwise transacts or applies to transact business
with a public entity. The term "person" includes those officers, directors, executives, partners,
shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement which I have marked below is true in relation to
the entity submitting this sworn statement. (Please indicate which statement applies.)

_____ Neither the entity submitting this sworn statement, nor any officers, directors, executives,
partners, shareholders, employees, members, or agents who are active in management of the entity,
nor any affiliate of the entity have been charged with and convicted of a public entity crime
subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies.)

_____ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

_____ The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

(Signature)
Date: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 2009 by _____,

_____ (title) on behalf of _____. He/she is personally known to me or has produced _____ as identification and did () did not () take an oath.

(Notary Signature)

Name: _____
My Commission Expires: _____
Commission Number: _____

APPENDIX B

Drug Free Workplace

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more proposals which are equal with 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 proposal 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 equal proposals 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's policy of maintaining a drug-free workplace, and available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under this proposal a copy of the statement specified in Item #1 above.
4. In the statement specified in Item #1 above, notify the employees that, as a condition of working on the commodities or contractual services that are contracted for the employee will abide by the terms of the statement and will notify the employer of any conviction of, or pleas 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) days after such conviction.
5. Impose sanction 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 good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Proposer's Signature

APPENDIX C

Indemnification and insurance requirements

a. Indemnifications:

The proposer shall hold harmless, indemnify and defend the City, its members, officers and employees, against any claim, action, loss, damage, injury (whether mental or physical, and including death to persons, or damage to property), liability, cost and expense of whatsoever kind or nature including, but not by way of limitation, attorney's fees and court costs, caused by the negligent acts or omissions of the proposer, its agents, assigns and employees.

b. Insurance:

(1) Without limiting its liability under the contract, the proposer shall procure and maintain at its sole expense during the life of the contract, insurance of the types and in the minimum amounts stated herewith:

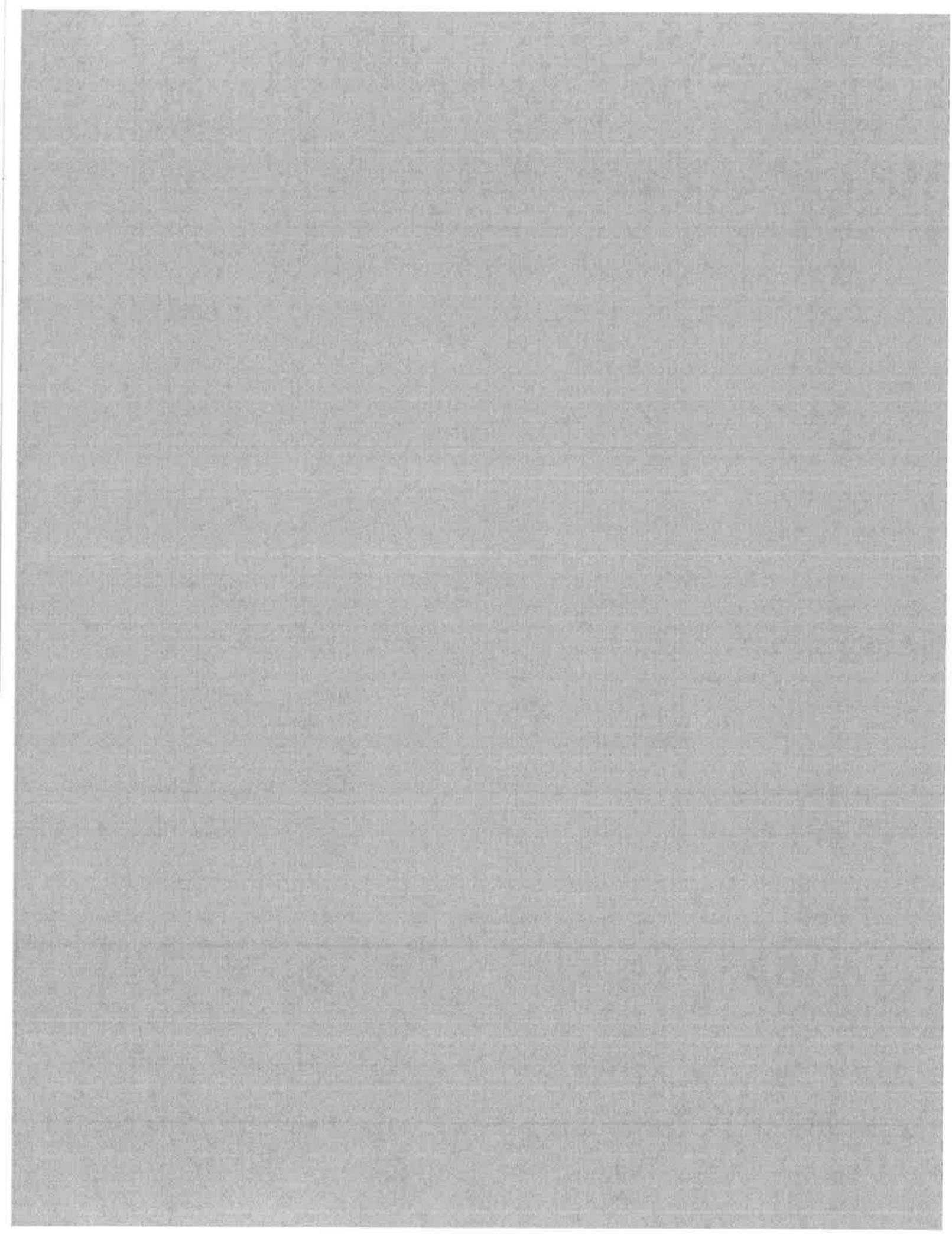
<u>TYPE</u>	<u>AMOUNT</u>
Professional Liability	\$1,000,000
Comprehensive General Liability	\$1,000,000
Comprehensive Automobile Liability	\$1,000,000
Workers' Compensation	(as required by law)

(2) The proposer's comprehensive general liability policy shall include contractual liability on a blanket or specific basis to cover this indemnification.

(3) Such insurance shall be written by a company licensed to do business in the State of Florida and satisfactory to the City. Prior to commencing any work under the contract, certificates evidencing the maintenance of said insurance shall be furnished to and approved by the City.

(4) The insurance shall provide that no material alteration or cancellation, including expiration and non-renewal, shall be effective until 30 days after receipt of written notice by the City.

(5) The proposer shall provide a Certificate of Insurance identifying the City as an additional insured.





Commission Agenda Item Request Form

***MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE BY NOON ON THE
WEDNESDAY PRIOR TO THE COMMISSION MEETING***

MEETING DATE: AUGUST 27, 2015

SUBJECT: REVIEW JULY 2015 FINANCIAL STATEMENTS.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT: FINANCE

PREPARED BY: CITY CLERK

RECOMMENDED ACTION: NO ACTION REQUIRED

COST: NONE

Summary

FINANCE DIRECTOR JENNIFER STULL WILL PRESENT THE JULY 2015 FINANCIAL STATEMENTS AND OUTLINE THE REVENUES AND EXPENDITURES.

ATTACHMENTS: FINANCIAL STATEMENTS.

REVIEWED BY CITY MANAGER: _____

General Ledger
General Revenue Fund
Report



User: jstull
Printed: 8/20/2015 8:11:23 AM
Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Uncollected	YTD Bgt Var	% Collected	% Uncollected
Taxes						
Ad Valorem Taxes	1,302,000.00	1,226,786.56	75,213.44	-141,786.56	94.22	5.78
Ad Valorem	59,800.00	89,934.64	-30,134.64	-40,101.31	150.39	-50.39
Taxes-Delinquent						
Local Option Gas Tax	239,038.00	213,050.21	25,987.79	-13,851.88	89.13	10.87
Local Govt Infrastructure Tax	0.00	0.00	0.00	0.00	0.00	0.00
Electric Utility Tax	0.00	0.00	0.00	0.00	0.00	0.00
Utility Tax-Clay Electric	67,739.00	37,160.60	30,578.40	19,288.57	54.86	45.14
Utility Tax-Duke Energy	226,778.00	194,921.63	31,856.37	-5,939.96	85.95	14.05
Telecommunications	0.00	0.00	0.00	0.00	0.00	0.00
Tax-Alltel						
Telecommunication	0.00	0.00	0.00	0.00	0.00	0.00
Tax-AT&T						
Telecommunications Service Tax	150,083.00	112,009.15	38,073.85	13,060.02	74.63	25.37
Telecommunication Services	0.00	0.00	0.00	0.00	0.00	0.00
Utility Tax Water	0.00	0.00	0.00	0.00	0.00	0.00
Gas Utility Svc Tax-CVS	250.00	471.63	-221.63	-263.30	188.65	-88.65
Gas Utility Svc	0.00	0.00	0.00	0.00	0.00	0.00
Tax-Crescent P						
Gas Utility Svc	250.00	375.54	-125.54	-167.21	150.22	-50.22
Tax-Davis Gas						
Gas Utility Svc	1,500.00	1,557.21	-57.21	-307.21	103.81	-3.81
Tax-Ferrel Gas						
Gas Utility Svc	3,000.00	3,450.81	-450.81	-950.81	115.03	-15.03
Tax-Heritage L						
Gas Utility Svc	0.00	0.00	0.00	0.00	0.00	0.00
Tax-Tru-Gas						
Gas Utility Svc	4,500.00	518.44	3,981.56	3,231.56	11.52	88.48
Tax-Suburban P						
Gas Utility Svc	500.00	250.90	249.10	165.77	50.18	49.82
Tax-PantryLil						
Gas Utility Svc	1,000.00	689.21	310.79	144.12	68.92	31.08
Tax-William Ga						
Gas Utility Svc	2,000.00	1,948.02	51.98	-281.35	97.40	2.60
Tax-Winn Dixie						
Gas Utility Svc Tax-Misc	1,000.00	1,156.10	-156.10	-322.77	115.61	-15.61
Local Govt 12 Cent Sales Tax	295,967.00	256,443.45	39,523.55	-9,804.28	86.65	13.35
Taxes	2,355,405.00	2,140,724.10	214,680.90	-177,886.60	90.89	9.11
Licenses and Permits						
Occupational Licenses	19,000.00	18,926.65	73.35	-3,093.32	99.61	0.39
Building Permits	120,000.00	89,637.10	30,362.90	10,362.90	74.70	25.30
Building Permit Surcharge	400.00	3,021.61	-2,621.61	-2,688.28	755.40	-655.40
Reinstatement-Expired Pmt. Fee	600.00	862.83	-262.83	-362.83	143.81	-43.81
Re-Inspection Fee	100.00	50.00	50.00	33.33	50.00	50.00
Conditional Use Permit Fee	3,000.00	3,498.25	-498.25	-998.25	116.61	-16.61
Application for Variance	0.00	335.00	-335.00	-335.00	0.00	0.00

Description	Budget	YTD Actual	Uncollected	YTD Bgt Var	% Collected	% Uncollected
Fee						
Licenses and Permits	143,100.00	116,331.44	26,768.56	2,918.56	81.29	18.71
Intergovernmental						
State Revenue Sharing Proceeds	155,000.00	130,589.31	24,410.69	-1,422.64	84.25	15.75
Mobile Home Licenses	2,000.00	2,048.32	-48.32	-381.65	102.42	-2.42
Alcoholic Beverage Licenses	0.00	97.89	-97.89	-97.89	0.00	0.00
FDOT Sign Maintenance	5,164.00	5,164.25	-0.25	-860.92	100.00	0.00
FDOT Street Light Maintenance	16,511.00	16,511.72	-0.72	-2,752.55	100.00	0.00
CRA-Admin SvcsMaintenance	83,327.00	50,000.00	33,327.00	19,439.17	60.00	40.00
Tag Agency Commission	63,388.00	61,131.88	2,256.12	-8,308.55	96.44	3.56
Intergovernmental	325,390.00	265,543.37	59,846.63	5,614.96	81.61	18.39
Grants						
Intergovernmental Grants	0.00	0.00	0.00	0.00	0.00	0.00
Federal Grants	0.00	6,387.00	-6,387.00	-6,387.00	0.00	0.00
State Grants	0.00	0.00	0.00	0.00	0.00	0.00
Byrne Grants	0.00	0.00	0.00	0.00	0.00	0.00
FRDAP Grants	0.00	0.00	0.00	0.00	0.00	0.00
General Government Grants	0.00	0.00	0.00	0.00	0.00	0.00
Grants	0.00	6,387.00	-6,387.00	-6,387.00	0.00	0.00
Franchise Fees						
Franchise Fees-Clay Electric	42,900.00	39,746.36	3,153.64	-3,996.36	92.65	7.35
Franchise Fees-Duke Energy	298,157.00	232,026.91	66,130.09	16,437.26	77.82	22.18
Franchise Fees-Communicomm Sv	0.00	0.00	0.00	0.00	0.00	0.00
Franchise Fees	341,057.00	271,773.27	69,283.73	12,440.90	79.69	20.31
Charges For Services						
Police Dispatch Fees	0.00	0.00	0.00	0.00	0.00	0.00
Charges for Services	0.00	0.00	0.00	0.00	0.00	0.00
Filing Fee-City Election	0.00	0.00	0.00	0.00	0.00	0.00
Police Services	1,000.00	1,202.50	-202.50	-369.17	120.25	-20.25
Police	50.00	91.80	-41.80	-50.13	183.60	-83.60
Department-Fingerprint						
Park Entrance Fees-Poe Springs	0.00	0.00	0.00	0.00	0.00	0.00
Parks & Rec - Softball Fees	0.00	0.00	0.00	0.00	0.00	0.00
Parks & Rec - Volleyball Fees	1,600.00	1,595.00	5.00	-261.67	99.69	0.31
Parks & Rec - Soccer Fees	8,400.00	8,460.00	-60.00	-1,460.00	100.71	-0.71
Parks & Rec - 3V3 Soccer Fees	0.00	840.00	-840.00	-840.00	0.00	0.00
Parks & Rec - Flag Football Fe	0.00	0.00	0.00	0.00	0.00	0.00
Parks & Rec - Tennis Fees	0.00	0.00	0.00	0.00	0.00	0.00
Parks & Rec-General Income Spo	220.00	361.75	-141.75	-178.42	164.43	-64.43
Parks and Rec-Sponsor Fees	2,450.00	2,700.00	-250.00	-658.33	110.20	-10.20
Parks and Rec-Basketball Fees	1,600.00	1,560.00	40.00	-226.67	97.50	2.50
CanoeKayakConcess-Poe Spring	0.00	0.00	0.00	0.00	0.00	0.00
Zoning Fees	0.00	635.00	-635.00	-635.00	0.00	0.00

Description	Budget	YTD Actual	Uncollected	YTD Bgt Var	% Collected	% Uncollected
Development Review Fees	0.00	0.00	0.00	0.00	0.00	0.00
Sales of Maps and Publications	0.00	0.00	0.00	0.00	0.00	0.00
Copying and Research Fees	2,000.00	2,045.10	-45.10	-378.43	102.26	-2.26
Police Reports & Services	50.00	15.90	34.10	25.77	31.80	68.20
Street Assessments	0.00	0.00	0.00	0.00	0.00	0.00
Street Closing Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Charges For Services	17,370.00	19,507.05	-2,137.05	-5,032.05	112.30	-12.30
Fines & Forfeitures						
Court Fines and Forfeitures	13,900.00	11,073.42	2,826.58	509.91	79.66	20.34
Municipal Ordinance Fines	50.00	56.00	-6.00	-14.33	112.00	-12.00
Code Enforcement Fines	300.00	202.50	97.50	47.50	67.50	32.50
2nd Dollar Training-Police	1,000.00	1,358.00	-358.00	-524.67	135.80	-35.80
Fines & Forfeitures	15,250.00	12,689.92	2,560.08	18.41	83.21	16.79
Rentals						
Civic Center Rental	6,000.00	4,620.00	1,380.00	380.00	77.00	23.00
Post Office Rent	5,333.00	5,000.00	333.00	-555.83	93.76	6.24
Day Care Rental	2,040.00	1,530.00	510.00	170.00	75.00	25.00
Farmers Market Rents	14,785.00	11,241.43	3,543.57	1,079.40	76.03	23.97
Residential Property Rent	0.00	0.00	0.00	0.00	0.00	0.00
Rentals - Poe Springs Park	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Rents	0.00	0.00	0.00	0.00	0.00	0.00
Rentals	28,158.00	22,391.43	5,766.57	1,073.57	79.52	20.48
Interest Earned						
Interest Earned-Bank Accounts	1,000.00	828.47	171.53	4.86	82.85	17.15
Interest Earned on Investments	900.00	801.31	98.69	-51.31	89.03	10.97
Interest Earned Ad Valorem Tax	5,000.00	7,995.66	-2,995.66	-3,828.99	159.91	-59.91
Interest Tax Collector	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earned	6,900.00	9,625.44	-2,725.44	-3,875.44	139.50	-39.50
Misc Revenue						
Forfeiture Fund Police Dept	0.00	0.00	0.00	0.00	0.00	0.00
Misc. Revenue - Police Dept.	100.00	100.00	0.00	-16.67	100.00	0.00
Sales of Fixed Assets	2,000.00	0.00	2,000.00	1,666.67	0.00	100.00
Sale of Scrap	750.00	0.00	750.00	625.00	0.00	100.00
Contributions	0.00	0.00	0.00	0.00	0.00	0.00
Non-Government						
Farmers Mkt Fundraising	50.00	16.60	33.40	25.07	33.20	66.80
Community Garden	50.00	25.00	25.00	16.67	50.00	50.00
Youth Council Fundraising	0.00	0.00	0.00	0.00	0.00	0.00
Motor Fuel Tax Refunds	2,500.00	2,369.15	130.85	-285.82	94.77	5.23
Police Dept. Donations	0.00	773.00	-773.00	-773.00	0.00	0.00
Insurance Recovery	0.00	657.25	-657.25	-657.25	0.00	0.00
Miscellaneous Revenue	2,000.00	10,258.18	-8,258.18	-8,591.51	512.91	-412.91
Misc Revenue	7,450.00	14,199.18	-6,749.18	-7,990.85	190.59	-90.59
Loan Proceeds						
Debt Proceeds	0.00	0.00	0.00	0.00	0.00	0.00
Loan Proceeds	0.00	0.00	0.00	0.00	0.00	0.00

Description	Budget	YTD Actual	Uncollected	YTD Bgt Var	% Collected	% Uncollected
Transfers In						
Interfund Transfer-Sewer Fund	178,351.00	0.00	178,351.00	148,625.83	0.00	100.00
Interfund Transfer-Water Fund	116,238.00	0.00	116,238.00	96,865.00	0.00	100.00
Interfund Transfer-Fire Fund	74,261.00	0.00	74,261.00	61,884.17	0.00	100.00
Interfund Transfer-Cemetery Tr	3,190.00	0.00	3,190.00	2,658.33	0.00	100.00
Interfund Transfer-Solid Waste	96,013.00	0.00	96,013.00	80,010.83	0.00	100.00
Transfers In	468,053.00	0.00	468,053.00	390,044.17	0.00	100.00
Appropriated Funds						
Approp of Prior Yr Fund-Restr	0.00	0.00	0.00	0.00	0.00	0.00
Approp of Prior Yr Funds-Unres	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Fund Balance-Res.	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Funds	0.00	0.00	0.00	0.00	0.00	0.00
Revenue Total	3,708,133.00	2,879,172.20	828,960.80	210,938.63	0.78	0.22

General Ledger
 City Attorney Monthly
 Report



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 Period 01 - 10
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Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
FICA-City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
Retirement-City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
Life & Health Ins-City Attorne	0.00	0.00	0.00	0.00	0.00	0.00
Workers Comp-City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
Unemployment-City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures						
Professional Svcs-City Attorne	54,000.00	46,099.44	5,000.00	2,900.56	5.37	85.37
Professional Svcs-Code BD Atty	0.00	0.00	0.00	0.00	0.00	0.00
Prof Svcs-Non Routine Legal	81,600.00	69,150.10	5,000.00	7,449.90	9.13	84.74
Training & Travel-City Attorne	0.00	0.00	0.00	0.00	0.00	0.00
Communications Svc-City Attorn	0.00	0.00	0.00	0.00	0.00	0.00
Wireless Comm-City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
Repairs & Maint-City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies-City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
Operating Supplies-City Attorn	0.00	0.00	0.00	0.00	0.00	0.00
Dues, Subs & Member-City Attor	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures	135,600.00	115,249.54	10,000.00	10,350.46	7.63	84.99
Capital Outlay						
Furniture-City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
CompPrintersSware-City Attor	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
Contingency						
CONTINGENCY-LEGAL	0.00	0.00	0.00	0.00	0.00	0.00
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total	135,600.00	115,249.54	10,000.00	10,350.46	0.08	0.85

General Ledger

City Clerk Monthly Report



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 Period 01 - 10
 Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-City Clerk	87,800.00	72,269.00	0.00	15,531.00	17.69	82.31
Overtime-City Clerk	600.00	564.00	0.00	36.00	6.00	94.00
FICA-City Clerk	6,657.00	5,360.14	0.00	1,296.86	19.48	80.52
Retirement-City Clerk	18,560.00	15,280.81	0.00	3,279.19	17.67	82.33
Life & Health-City Clerk	12,260.00	10,215.50	0.00	2,044.50	16.68	83.32
Workers Comp-City Clerk	250.00	175.46	0.00	74.54	29.82	70.18
Unemployment-City Clerk	1,050.00	734.56	0.00	315.44	30.04	69.96
Personnel	127,177.00	104,599.47	0.00	22,577.53	17.75	82.25
Operating Expenditures						
Professional Svcs-City Clerk	1,000.00	321.53	46.08	632.39	63.24	32.15
Professional Svcs-IT Consul.	0.00	0.00	0.00	0.00	0.00	0.00
Professional Svcs-Web Consul.	0.00	0.00	0.00	0.00	0.00	0.00
Municipal Code Exp-City Clerk	3,000.00	0.00	0.00	3,000.00	100.00	0.00
Training & Travel-City Clerk	4,000.00	3,900.95	0.00	99.05	2.48	97.52
Communications Svc-City Clerk	0.00	0.00	0.00	0.00	0.00	0.00
Wireless Communications-City C	0.00	0.00	0.00	0.00	0.00	0.00
Copier Lease-City Clerk	1,800.00	1,686.15	0.00	113.85	6.33	93.68
Repairs & Maint-City Clerk	1,000.00	421.71	0.00	578.29	57.83	42.17
Legal Advertisements-City Clk	10,000.00	7,687.70	0.00	2,312.30	23.12	76.88
City Election Expense-City Clk	2,000.00	0.00	0.00	2,000.00	100.00	0.00
Office Supplies-City Clerk	1,500.00	1,021.33	72.08	406.59	27.11	68.09
Operating Supplies-City Clerk	3,500.00	1,296.08	8.50	2,195.42	62.73	37.03
Dues, Subs, Memberships-City C	500.00	250.00	150.00	100.00	20.00	50.00
Web Page Expense	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures	28,300.00	16,585.45	276.66	11,437.89	40.42	58.61
Capital Outlay						
Furniture - City Clerk	0.00	0.00	0.00	0.00	0.00	0.00
Machinery & Equipment-City Clk	0.00	0.00	0.00	0.00	0.00	0.00

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Comp, Printers, Sware-City Clk	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total	155,477.00	121,184.92	276.66	34,015.42	0.22	0.78

General Ledger
 City Commission Monthly
 Report



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Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-City	30,600.00	25,550.00	0.00	5,050.00	16.50	83.50
Commiss FICA-City	2,350.00	1,954.63	0.00	395.37	16.82	83.18
Commission Workers Comp-City	83.00	62.10	0.00	20.90	25.18	74.82
Commission Unemployment -City	0.00	0.00	0.00	0.00	0.00	0.00
Personnel	33,033.00	27,566.73	0.00	5,466.27	16.55	83.45
Operating Expenditures						
Training & Travel-City	6,000.00	3,064.28	2,052.00	883.72	14.73	51.07
Commiss Insurance Public	49,650.00	56,811.13	0.00	-7,161.13	-14.42	114.42
Officials-CC Office Supplies-City	1,600.00	359.71	119.12	1,121.17	70.07	22.48
Commissio Operating Supplies-City	3,655.00	2,654.66	23.82	976.52	26.72	72.63
Commiss Dues, Subs, Memberships-City	1,500.00	1,414.00	0.00	86.00	5.73	94.27
Chamber Grant-City	0.00	0.00	0.00	0.00	0.00	0.00
Commission Other Expenses-City	0.00	0.00	0.00	0.00	0.00	0.00
Commission Youth Council	0.00	0.00	0.00	0.00	0.00	0.00
Expense-City Com	0.00	0.00	0.00	0.00	0.00	0.00
Employee Recognition-City	0.00	0.00	0.00	0.00	0.00	0.00
Comm Alachua League of Cities Expen	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures	62,405.00	64,303.78	2,194.94	-4,093.72	-6.56	103.04
Expense Total	95,438.00	91,870.51	2,194.94	1,372.55	0.01	0.96

General Ledger
City Manager Monthly
Report



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Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spe
Personnel						
Regular Salaries-City Manager	88,535.00	76,273.43	0.00	12,261.57	13.85	86.
Overtime-City Manager	0.00	0.00	0.00	0.00	0.00	0.
FICA-City Manager	6,773.00	6,008.31	0.00	764.69	11.29	88.
Retirement-City Manager	16,536.00	15,112.34	0.00	1,423.66	8.61	91.
Life & Health Ins-City Manager	6,900.00	5,558.40	0.00	1,341.60	19.44	80.
Workers Comp-City Manager	240.00	189.91	0.00	50.09	20.87	79.
Unemployment-City Manager	1,000.00	657.52	0.00	342.48	34.25	65.
Personnel	119,984.00	103,799.91	0.00	16,184.09	13.49	86.
Operating Expenditures						
Professional Services-City Mgr	250.00	321.53	46.08	-117.61	-47.04	128.
Training & Travel-City Manager	3,000.00	3,309.69	1,166.63	-1,476.32	-49.21	110.
Auto Allowance-City Manager	3,000.00	2,538.36	0.00	461.64	15.39	84.
Employee Meetings-City Manager	150.00	141.50	0.00	8.50	5.67	94.
Communications Svcs-City Mgr	0.00	0.00	0.00	0.00	0.00	0.
Wireless Communications-City M	0.00	0.00	0.00	0.00	0.00	0.
Copier Lease-City Manager	1,800.00	1,686.16	0.00	113.84	6.32	93.
Repairs & Maintenance-City Mgr	100.00	50.82	0.00	49.18	49.18	50.
Office Supplies-City Manager	400.00	356.89	0.00	43.11	10.78	89.
Operating Supplies-City Manage	500.00	638.95	8.50	-147.45	-29.49	127.
Fuel & Oil - City Manager	0.00	0.00	0.00	0.00	0.00	0.
Dues, Subs, Memberships-City M	0.00	0.00	0.00	0.00	0.00	0.
Youth ouncil Expense	0.00	0.00	0.00	0.00	0.00	0.
Operating Expenditures	9,200.00	9,043.90	1,221.21	-1,065.11	-11.58	98.
Capital Outlay						
Furniture-City Manager	0.00	0.00	0.00	0.00	0.00	0.
ComputersPrintersSoftware-CM	0.00	0.00	0.00	0.00	0.00	0.
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.
Contingency						
Merit Pay Contingency	0.00	0.00	0.00	0.00	0.00	0.
Contingency	0.00	0.00	0.00	0.00	0.00	0.
Expense Total	129,184.00	112,843.81	1,221.21	15,118.98	0.12	0.

General Ledger Finance Monthly Report



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Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-Finance	115,430.00	94,689.48	0.00	20,740.52	17.97	82.03
Overtime-Finance	0.00	214.46	0.00	-214.46	0.00	0.00
FICA-Finance	8,831.00	7,218.19	0.00	1,612.81	18.26	81.74
Retirement-Finance	17,000.00	15,050.35	0.00	1,949.65	11.47	88.53
Life & Health Ins-Finance	15,510.00	14,817.09	0.00	692.91	4.47	95.53
Workers Comp-Finance	310.00	256.12	0.00	53.88	17.38	82.62
Unemployment-Finance	1,400.00	993.34	0.00	406.66	29.05	70.95
Personnel	158,481.00	133,239.03	0.00	25,241.97	15.93	84.07
Operating Expenditures						
Professional Services-Finance	3,100.00	3,138.74	46.08	-84.82	-2.74	101.25
Accounting & Auditing-Finance	22,000.00	16,890.00	0.00	5,110.00	23.23	76.77
Training & Travel-Finance	2,500.00	1,793.74	376.80	329.46	13.18	71.75
Communications Svc-Finance	0.00	0.00	0.00	0.00	0.00	0.00
Wireless-Finance	0.00	0.00	0.00	0.00	0.00	0.00
Repairs & Maintenance-Finance	400.00	274.69	0.00	125.31	31.33	68.67
Software	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance-Finance	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance Agreements Compute	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies-Finance	1,000.00	505.31	0.00	494.69	49.47	50.53
Operating Supplies-Finance	1,500.00	3,363.54	814.88	-2,678.42	-178.56	224.24
Dues, Subs & Membership-Financ	100.00	35.00	0.00	65.00	65.00	35.00
Operating Expenditures	30,600.00	26,001.02	1,237.76	3,361.22	10.98	84.97
Capital Outlay						
CompPrintersSware-Finance	0.00	0.00	0.00	0.00	0.00	0.00
Springbrook	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total	189,081.00	159,240.05	1,237.76	28,603.19	0.15	0.84

General Ledger License and Billing Report



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Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-Lic & Billing	70,950.00	55,066.66	0.00	15,883.34	22.39	77.61
Overtime-Lic & Billing	8,300.00	11,939.55	0.00	-3,639.55	-43.85	143.85
FICA-Lic & Billing	6,006.00	4,964.41	0.00	1,041.59	17.34	82.66
Retirement-Lic & Billing	5,755.00	4,804.70	0.00	950.30	16.51	83.49
Life & Health	13,200.00	10,152.30	0.00	3,047.70	23.09	76.91
Ins-Lic & Billin						
Workers Com-Lic & Billing	210.00	132.22	0.00	77.78	37.04	62.96
Unemployment-Lic & Billing	850.00	680.59	0.00	169.41	19.93	80.07
Personnel	105,271.00	87,740.43	0.00	17,530.57	16.65	83.35
Operating Expenditures						
Professional Svcs-Lic & Billin	100.00	138.74	46.08	-84.82	-84.82	138.74
Training & Travel-Lic & Billin	0.00	0.00	0.00	0.00	0.00	0.00
Communications Svcs-Lic & Bill	0.00	0.00	0.00	0.00	0.00	0.00
Wireless Communications-Lic &	0.00	0.00	0.00	0.00	0.00	0.00
Copier Lease-Lic & Billing	1,450.00	1,094.31	0.00	355.69	24.53	75.47
Repairs & Maintenance-Lic & Bi	1,200.00	1,124.06	0.00	75.94	6.33	93.67
Software	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance - L & B						
Repairs & Maint Comps-Lic & B	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies-Lic & Billing	1,000.00	702.44	0.00	297.56	29.76	70.24
Operating Supplies-Lic & Billi	15,000.00	12,413.40	1,097.70	1,488.90	9.93	82.76
Dues, Subs & Memberships-Lic & B	0.00	0.00	0.00	0.00	0.00	0.00
Cash Short & Over-Lic & Bill	0.00	100.00	0.00	-100.00	0.00	0.00
Operating Expenditures	18,750.00	15,572.95	1,143.78	2,033.27	10.84	83.06
Capital Outlay						
Machinery & Equipment-Lic & Bi	0.00	0.00	0.00	0.00	0.00	0.00
Comp, Print, Softw-Lic & Bill	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Expense Total	124,021.00	103,313.38	1,143.78	19,563.84	0.16	0.83

General Ledger Information Technology Report



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 Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Operating Expenditures						
Prof Services-IT Consulting	50,928.00	54,917.80	7,500.00	-11,489.80	-22.56	107.8
Prof Services-Web Consulting-IT	500.00	342.60	34.26	123.14	24.63	68.5
Training & Travel - IT	0.00	0.00	0.00	0.00	0.00	0.0
Communication Service-IT	37,525.00	34,863.23	0.00	2,661.77	7.09	92.9
Wireless Communications-IT	11,885.00	8,624.67	0.00	3,260.33	27.43	72.5
Repairs & Maintenance-IT	4,000.00	1,470.42	500.00	2,029.58	50.74	36.7
Maintenance Agreements-IT	7,200.00	4,920.00	0.00	2,280.00	31.67	68.3
Operating Supplies-IT	3,000.00	2,115.49	1.00	883.51	29.45	70.5
Web Page Expense-IT	200.00	19.99	0.00	180.01	90.01	10.0
E-Mail Expense	4,000.00	1,867.80	0.00	2,132.20	53.31	46.7
Software Annual Maintenance-IT	30,658.00	27,273.45	0.00	3,384.55	11.04	88.9
Non-Routine ServAudit (PD)-IT	225.00	225.00	0.00	0.00	0.00	100.0
Operating Expenditures	150,121.00	136,640.45	8,035.26	5,445.29	3.63	91.0
Capital Outlay						
ComputersPrintersSoftware-IT	25,000.00	20,308.00	5,925.00	-1,233.00	-4.93	81.2
Capital Outlay	25,000.00	20,308.00	5,925.00	-1,233.00	-4.93	81.2
Expense Total	175,121.00	156,948.45	13,960.26	4,212.29	0.02	0.9

General Ledger

PDC Monthly Report



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 Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-PDC	75,000.00	44,710.75	0.00	30,289.25	40.39	59.61
Overtime-PDC	400.00	200.77	0.00	199.23	49.81	50.19
FICA-PDC	7,859.00	3,452.78	0.00	4,406.22	56.07	43.93
Retirement-PDC	7,124.00	4,681.89	0.00	2,442.11	34.28	65.72
Life & Health Ins-PDC	10,560.00	5,564.51	0.00	4,995.49	47.31	52.69
Workers Comp-PDC	1,525.00	1,401.65	0.00	123.35	8.09	91.91
Unemployment-PDC	2,425.00	300.81	0.00	2,124.19	87.60	12.40
Personnel	104,893.00	60,313.16	0.00	44,579.84	42.50	57.50
Operating Expenditures						
Professional Services-PDC	0.00	904.00	79.80	-983.80	0.00	0.00
Contractual Services-PDC	10,000.00	5,000.00	0.00	5,000.00	50.00	50.00
Planning Board Service Fee-PDC	0.00	0.00	0.00	0.00	0.00	0.00
Contract Svc Bldg Official-PDC	35,000.00	45,810.00	0.00	-10,810.00	-30.89	130.89
Training & Travel-PDC	1,000.00	3,379.86	0.00	-2,379.86	-237.99	337.99
Communications Service-PDC	0.00	0.00	0.00	0.00	0.00	0.00
Wireless Communications-PDC	0.00	0.00	0.00	0.00	0.00	0.00
Utilities-PDC	500.00	733.27	0.00	-233.27	-46.65	146.65
Copier Lease-PDC	800.00	1,127.23	0.00	-327.23	-40.90	140.90
Prop & Gen Liab Ins-PDC	910.00	409.88	0.00	500.12	54.96	45.04
Repairs & Maintenance-PDC	1,000.00	413.62	0.00	586.38	58.64	41.36
Repairs & Maint Vehicles-PDC	500.00	2,096.72	249.00	-1,845.72	-369.14	419.34
Refund of PDC Fees	0.00	5,239.60	0.00	-5,239.60	0.00	0.00
Software Maint	0.00	0.00	0.00	0.00	0.00	0.00
Agr.-PDC						
Office Supplies-PDC	2,000.00	2,506.67	88.65	-595.32	-29.77	125.33
Operating Supplies-PDC	2,000.00	2,028.77	0.00	-28.77	-1.44	101.44
Fuel & Oil - PDC	1,000.00	554.44	0.00	445.56	44.56	55.44
Dues, Subs & Memberships-PDC	1,500.00	1,456.98	0.00	43.02	2.87	97.13
Bad Debt Expense - PDC	0.00	0.00	0.00	0.00	0.00	0.00
Building Permit	0.00	2,846.44	0.00	-2,846.44	0.00	0.00
Surcharge Exp.						
Operating Expenditures	56,210.00	74,507.48	417.45	-18,714.93	-33.29	132.55
Capital Outlay						
CompPrintersSware-PDC	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total	161,103.00	134,820.64	417.45	25,864.91	0.16	0.84

General Ledger Police Disp Monthly Report



User: jstull
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Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-Police Disp	117,000.00	120,225.27	0.00	-3,225.27	-2.76	102.76
Overtime-Police Dispatch	9,081.00	11,341.23	0.00	-2,260.23	-24.89	124.89
FICA-Police Dispatch	9,800.00	9,993.05	0.00	-193.05	-1.97	101.97
Retirement-Police Dispatch	9,400.00	9,643.86	0.00	-243.86	-2.59	102.59
Life & Health Ins-Police Dispa	17,000.00	20,170.47	0.00	-3,170.47	-18.65	118.65
Workers Comp-Police Dispatch	400.00	255.43	0.00	144.57	36.14	63.86
Unemployment-Police Dispatch	1,800.00	1,777.47	0.00	22.53	1.25	98.75
Personnel	164,481.00	173,406.78	0.00	-8,925.78	-5.43	105.43
Operating Expenditures						
Professional Svcs - Police Dis	0.00	0.00	0.00	0.00	0.00	0.00
Employee Exams - Police Dispat	0.00	0.00	0.00	0.00	0.00	0.00
Contract Services-Police Disp	82,500.00	49,920.19	0.00	32,579.81	39.49	60.51
Training & Travel - Police Dis	1,500.00	495.84	0.00	1,004.16	66.94	33.06
Communications Svcs-Police Dis	0.00	0.00	0.00	0.00	0.00	0.00
Wireless	0.00	0.00	0.00	0.00	0.00	0.00
Communications-Police Comm Svcs-Radio Svc	13,600.00	9,690.60	0.00	3,909.40	28.75	71.25
Agr-Pol Co						
Prop & Gen Liab	0.00	0.00	0.00	0.00	0.00	0.00
Ins-Police Dis						
Repairs & Maintenance-Police D	2,000.00	0.00	0.00	2,000.00	100.00	0.00
Repairs & Maint Equip-Police	500.00	0.00	0.00	500.00	100.00	0.00
Software	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance-Police Di						
Operating Supplies-Police Disp	1,500.00	1,055.19	0.00	444.81	29.65	70.35
Uniforms - Police Dispatch	0.00	0.00	0.00	0.00	0.00	0.00
Other Expense-Police Dispatch	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures	101,600.00	61,161.82	0.00	40,438.18	39.80	60.20
Capital Outlay						
Machinery & Equipment-Police D	0.00	0.00	0.00	0.00	0.00	0.00
CompPrintersSware-Police Dis	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service						

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Debt Svc. Principal - Motorola	22,967.00	24,757.28	0.00	-1,790.28	-7.80	107.80
Debt Svc. Interest - Motorola	5,951.00	4,160.71	0.00	1,790.29	30.08	69.92
Debt Service	28,918.00	28,917.99	0.00	0.01	0.00	100.00
Expense Total	294,999.00	263,486.59	0.00	31,512.41	0.11	0.89

General Ledger Police Ops Monthly Report



User: jstull
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Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-Police Oper	550,074.00	385,011.85	0.00	165,062.15	30.01	69.99
Overtime-Police Operations	19,000.00	46,620.73	0.00	-27,620.73	-145.37	245.37
FICA-Police Operations	42,675.00	32,981.78	0.00	9,693.22	22.71	77.29
Retirement-Police Operations	110,340.00	70,841.58	0.00	39,498.42	35.80	64.20
Life & Health Ins-Police Opera	79,200.00	46,306.85	0.00	32,893.15	41.53	58.47
Workers Comp-Police Operations	18,500.00	15,650.37	0.00	2,849.63	15.40	84.60
Unemployment-Police Operations	11,502.00	4,244.42	0.00	7,257.58	63.10	36.90
Personnel	831,291.00	601,657.58	0.00	229,633.42	27.62	72.38
Operating Expenditures						
Professional Services - Police	0.00	1,061.74	79.80	-1,141.54	0.00	0.00
Employee Exams-Police Ops	1,500.00	1,595.00	0.00	-95.00	-6.33	106.33
Drug Buy Money-Police Operatio	500.00	0.00	0.00	500.00	100.00	0.00
Training & Travel-Police Opera	1,000.00	2,426.71	115.00	-1,541.71	-154.17	242.67
Education	0.00	3,186.13	0.00	-3,186.13	0.00	0.00
Reimbursement-Pol Op						
Communications Svcs-Police Ope	0.00	959.75	0.00	-959.75	0.00	0.00
Wireless	0.00	0.00	0.00	0.00	0.00	0.00
Communications-Police						
Utilities-Police Operations	8,500.00	6,251.79	0.00	2,248.21	26.45	73.55
Copier Lease-Police Operations	1,500.00	1,096.47	0.00	403.53	26.90	73.10
Prop & Gen Liab	40,263.00	40,416.61	0.00	-153.61	-0.38	100.38
Ins-Police Ope						
Repairs & Maintenance-Police O	4,000.00	5,648.17	0.00	-1,648.17	-41.20	141.20
Rep and	40,000.00	22,409.13	402.96	17,187.91	42.97	56.02
Maint-Vehicles-Pol Op						
Repairs & Maint Equip-Police O	6,500.00	483.21	310.00	5,706.79	87.80	7.43
Software Maintenance - Police	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies-Police Operati	5,000.00	1,482.25	265.00	3,252.75	65.06	29.65
Operating Supplies-Police Oper	10,000.00	8,775.83	719.96	504.21	5.04	87.76
Uniforms-Police Operations	5,000.00	14,261.93	252.92	-9,514.85	-190.30	285.24
Fuel & Oil-Police Operations	50,000.00	31,059.61	0.00	18,940.39	37.88	62.12
Dues, Subs & Memships-Police O	200.00	300.00	0.00	-100.00	-50.00	150.00

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Police Training Exp-Police Ope	6,000.00	1,166.00	0.00	4,834.00	80.57	19.43
Grant Match Exp-Police Operati	1,000.00	0.00	0.00	1,000.00	100.00	0.00
Operating Expenditures	180,963.00	142,580.33	2,145.64	36,237.03	20.02	78.79
Capital Outlay						
Building	0.00	0.00	0.00	0.00	0.00	0.00
Improvements-Police O						
Machinery & Equip-Police	0.00	0.00	0.00	0.00	0.00	0.00
Opera						
CompPrintersSware-Police	0.00	0.00	0.00	0.00	0.00	0.00
Ope						
Vehicles-Police	30,000.00	40,500.00	0.00	-10,500.00	-35.00	135.00
Operations						
Capital Outlay	30,000.00	40,500.00	0.00	-10,500.00	-35.00	135.00
Debt Service						
Debt Svc-Principal-Police	14,207.00	8,406.41	0.00	5,800.59	40.83	59.17
Oper						
Debt Svc-Interest-Police	1,573.00	1,306.12	0.00	266.88	16.97	83.03
Opera						
Debt Service	15,780.00	9,712.53	0.00	6,067.47	38.45	61.55
Expense Total	1,058,034.00	794,450.44	2,145.64	261,437.92	0.25	0.75

General Ledger Parks and Recreation Report



User: jstull
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Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-Parks & Rec	32,500.00	26,976.24	0.00	5,523.76	17.00	83.00
Overtime-Parks & Rec	0.00	0.00	0.00	0.00	0.00	0.00
FICA-Parks & Rec	2,459.00	2,113.39	0.00	345.61	14.05	85.95
Retirement-Parks & Rec	2,369.00	1,955.50	0.00	413.50	17.45	82.55
Life & Health	5,280.00	4,681.63	0.00	598.37	11.33	88.67
Ins-Parks & Rec						
Workers Comp-Parks & Rec	870.00	988.54	0.00	-118.54	-13.63	113.63
Unemployment-Parks & Rec	758.00	280.93	0.00	477.07	62.94	37.06
Personnel	44,236.00	36,996.23	0.00	7,239.77	16.37	83.63
Operating Expenditures						
Employee Exams-Parks & Rec	395.00	0.00	0.00	395.00	100.00	0.00
Contractual	0.00	0.00	0.00	0.00	0.00	0.00
Services-Parks & R						
Training &	1,000.00	1,452.75	765.00	-1,217.75	-121.78	145.28
Travel-Parks & Rec						
Communications	0.00	0.00	0.00	0.00	0.00	0.00
Svcs-Parks & Re						
Wireless	0.00	0.00	0.00	0.00	0.00	0.00
Communications						
-Parks						
Utilities-Parks & Rec	12,000.00	11,075.98	0.00	924.02	7.70	92.30
Rental	0.00	0.00	0.00	0.00	0.00	0.00
Equipment-Parks & Rec						
Prop & Gen Liab	2,000.00	2,627.68	0.00	-627.68	-31.38	131.38
Ins-Parks & Re						
Repairs &	12,000.00	8,855.65	147.58	2,996.77	24.97	73.80
Maintenance-Parks&Re						
Refund of Sports Fees	0.00	0.00	0.00	0.00	0.00	0.00
Operating	14,500.00	14,751.94	1,247.99	-1,499.93	-10.34	101.74
Supplies-Recreation						
Operating	8,000.00	7,238.29	231.96	529.75	6.62	90.48
Supplies-Parks Maint						
Operating	0.00	108.39	0.00	-108.39	0.00	0.00
Supplies-Comm						
Garden						
Uniforms	13,000.00	8,562.25	0.00	4,437.75	34.14	65.86
Fuel and Oil-Parks and Rec	1,000.00	0.00	0.00	1,000.00	100.00	0.00
Dues, Subs &	100.00	80.00	0.00	20.00	20.00	80.00
Memberships-P & R						
Operating Expenditures	63,995.00	54,752.93	2,392.53	6,849.54	10.70	85.56
Capital Outlay						
Building	15,000.00	0.00	0.00	15,000.00	100.00	0.00

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Improve-Parks & Rec						
Improve other than Bldg-P&R	0.00	0.00	0.00	0.00	0.00	0.00
Machinery and Equip-Parks & Re	0.00	0.00	0.00	0.00	0.00	0.00
Sports Complex Lighting	0.00	0.00	0.00	0.00	0.00	0.00
Grant	0.00	0.00	0.00	0.00	0.00	0.00
Match-FRDAP-Parks & Rec						
Capital Outlay	15,000.00	0.00	0.00	15,000.00	100.00	0.00
Debt Service						
Debt Service-Principal- P & R	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service-Interest P & R	0.00	0.00	0.00	0.00	0.00	0.00
Debt Svc-Howard Park-P & R	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total	123,231.00	91,749.16	2,392.53	29,089.31	0.24	0.74

General Ledger
Civic Center Monthly
Report



User: jstull
Printed: 8/20/2015 7:49:20 AM
Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Operating Expenditures						
Professional	0.00	0.00	0.00	0.00	0.00	0.00
Svc-Civic Ctr-P&R						
Utilities-Civic Ctr-P&R	8,400.00	5,833.08	0.00	2,566.92	30.56	69.44
Prop & Gen Liab Ins-Civic Ctr	2,100.00	1,671.20	0.00	428.80	20.42	79.58
Repairs & Maint-Civic Ctr-P&R	1,850.00	2,173.29	0.00	-323.29	-17.48	117.48
Operating Supplies-Civic Center	2,000.00	1,129.04	0.00	870.96	43.55	56.45
Operating Expenditures	14,350.00	10,806.61	0.00	3,543.39	24.69	75.31
Capital Outlay						
Building Improve-Civic Center	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total	14,350.00	10,806.61	0.00	3,543.39	0.25	0.75

General Ledger PW Facilities Monthly Report



User: jstull
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Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-PW Facilities	41,205.00	35,069.25	0.00	6,135.75	14.89	85.11
Overtime-PW Facilities	0.00	20.20	0.00	-20.20	0.00	0.00
FICA-PW Facilities	3,152.00	1,281.36	0.00	1,870.64	59.35	40.65
Retirement-PW Facilities	4,450.00	3,483.13	0.00	966.87	21.73	78.27
Life & Health Ins-PW Facilitie	12,156.00	7,851.20	0.00	4,304.80	35.41	64.59
Workers Comp-PW Facilities	1,200.00	888.76	0.00	311.24	25.94	74.06
Unemployment-PW-Facilities	550.00	355.43	0.00	194.57	35.38	64.62
Personnel	62,713.00	48,949.33	0.00	13,763.67	21.95	78.05
Operating Expenditures						
Professional Services-PW-Facil	0.00	0.00	0.00	0.00	0.00	0.00
Employee Exams-PW-Facilities	0.00	0.00	0.00	0.00	0.00	0.00
Communications Svcs-PW Facilit	0.00	0.00	0.00	0.00	0.00	0.00
Wireless Communications-PW Fac	0.00	0.00	0.00	0.00	0.00	0.00
Utilities-PW Facilities	21,000.00	15,965.34	0.00	5,034.66	23.97	76.03
Phone System Lease-PW Faciliti	3,800.00	2,837.56	0.00	962.44	25.33	74.67
Property & Gen Liab Ins-PW Fac	8,657.00	8,458.30	0.00	198.70	2.30	97.70
Repairs & Maintenance-PW Facil	15,000.00	11,781.89	2,000.00	1,218.11	8.12	78.55
Repairs & Maint Vehicles-PW Fa	1,000.00	1,163.80	150.00	-313.80	-31.38	116.38
Operating Supplies-PW Faciliti	4,200.00	2,933.18	8.50	1,258.32	29.96	69.84
Uniforms-PW Facilities	0.00	119.71	21.05	-140.76	0.00	0.00
Fuel & Oil-PW Facilities	1,000.00	0.00	0.00	1,000.00	100.00	0.00
Operating Expenditures	54,657.00	43,259.78	2,179.55	9,217.67	16.86	79.15
Capital Outlay						
Land Acquisition-PW Facilities	0.00	0.00	0.00	0.00	0.00	0.00
Building Improvements-PW Facil	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total	117,370.00	92,209.11	2,179.55	22,981.34	0.20	0.79

General Ledger Roads and Streets Report



User: jstull
 Printed: 8/20/2015 2:34:33 PM
 Period 01 - 10
 Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-PW RoadStr	88,228.00	72,159.70	0.00	16,068.30	18.21	81.79
Overtime-Roads & Streets	1,500.00	867.60	0.00	632.40	42.16	57.84
FICA-Roads & Streets	6,864.00	4,061.80	0.00	2,802.20	40.82	59.18
Retirement-Roads & Streets	6,613.00	5,068.78	0.00	1,544.22	23.35	76.65
Life & Health Ins-Roads & Stre	14,000.00	13,197.84	0.00	802.16	5.73	94.27
Workers Comp-Roads & Streets	7,715.00	6,366.04	0.00	1,348.96	17.48	82.52
Unemployment-Roads & Streets	725.00	765.52	0.00	-40.52	-5.59	105.59
Personnel	125,645.00	102,487.28	0.00	23,157.72	18.43	81.57
Operating Expenditures						
Professional Services-Road & S	1,500.00	650.00	0.00	850.00	56.67	43.33
Employee Exams- Roads & Street	0.00	0.00	0.00	0.00	0.00	0.00
Contractual Services-Roads & S	30,000.00	27,926.28	0.00	2,073.72	6.91	93.09
Training & Travel-Roads & Stre	400.00	145.61	0.00	254.39	63.60	36.40
Communication Svc-Roads & Str	0.00	0.00	0.00	0.00	0.00	0.00
Wireless Communications-Road &	0.00	0.00	0.00	0.00	0.00	0.00
Utilities-Roads & Streets	90,000.00	68,343.73	0.00	21,656.27	24.06	75.94
Rental Equipment-Roads & Stree	1,000.00	312.16	0.00	687.84	68.78	31.22
Prop & Gen Liab Ins-Roads & St	24,200.00	24,079.28	0.00	120.72	0.50	99.50
Repairs & Maintenance-Roads & Rep & Maint	1,000.00	337.27	0.00	662.73	66.27	33.73
Vehicles-Roads & S Rep & Maint	10,000.00	6,912.84	0.00	3,087.16	30.87	69.13
Equip-Roads & Stre Rep & Maint-Traffic	10,000.00	6,893.05	0.00	3,106.95	31.07	68.93
Signs-R&S	5,000.00	2,704.09	0.00	2,295.91	45.92	54.08
Rep & Maint-Traffic Signal-R&S	2,500.00	0.00	0.00	2,500.00	100.00	0.00
Rep & Maint-Trees-Roads & Stre	23,000.00	26,500.00	0.00	-3,500.00	-15.22	115.22
Operating Supplies-Roads & Str	4,000.00	1,900.10	49.81	2,050.09	51.25	47.50
Uniforms-Roads & Streets	1,200.00	430.26	59.41	710.33	59.19	35.86
Fuel & Oil-Roads &	14,000.00	6,672.58	0.00	7,327.42	52.34	47.66

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Streets						
Tree Replacement-Roads & Stree	700.00	49.50	0.00	650.50	92.93	7.07
Road & Sidewalk Rep-Roads & St	30,000.00	24,932.92	0.00	5,067.08	16.89	83.11
Bad Debt Expense - Streets	0.00	0.00	0.00	0.00	0.00	0.00
Loss on Investment	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures	248,500.00	198,789.67	109.22	49,601.11	19.96	80.00
Capital Outlay						
Land Acquisition-Roads & Stree	0.00	0.00	0.00	0.00	0.00	0.00
Building Improvements-Roads&St	0.00	0.00	0.00	0.00	0.00	0.00
Imp Other	100,000.00	265,303.17	0.00	-165,303.17	-165.30	265.30
Blgd-Paving-Roads&St						
Machinery & Equipment-Roads&St	9,200.00	9,129.00	0.00	71.00	0.77	99.23
Vehicles-Roads & Streets	23,000.00	22,950.50	0.00	49.50	0.22	99.78
Capital Outlay	132,200.00	297,382.67	0.00	-165,182.67	-124.95	224.95
Debt Service						
Debt Service-Principal-R&S	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service Interest - R&S	0.00	0.00	0.00	0.00	0.00	0.00
Debt Svc-Other Costs-R&S	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total	506,345.00	598,659.62	109.22	-92,423.84	-0.18	1.18

General Ledger
PW Cemetery Monthly
Report



User: jstull
Printed: 8/20/2015 8:19:15 AM
Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-PW Cemeteries	2,500.00	2,226.12	0.00	273.88	10.96	89.04
Overtime-PW Cemetery	0.00	4.13	0.00	-4.13	0.00	0.00
FICA-PW Cemetery	192.00	210.25	0.00	-18.25	-9.51	109.51
Retirement-PW Cemetery	185.00	163.86	0.00	21.14	11.43	88.57
Life & Health	0.00	0.00	0.00	0.00	0.00	0.00
Ins-PW Cemetery						
Workers Comp-PW Cemetery	100.00	53.30	0.00	46.70	46.70	53.30
Unemployment-PW Cemetery	100.00	0.00	0.00	100.00	100.00	0.00
Personnel	3,077.00	2,657.66	0.00	419.34	13.63	86.37
Operating Expenditures						
Professional Services-PW Cem	0.00	0.00	0.00	0.00	0.00	0.00
Employee Exams-PW Cemetery	0.00	0.00	0.00	0.00	0.00	0.00
Training & Travel-PW Cemetery	0.00	0.00	0.00	0.00	0.00	0.00
Wireless Communications-PW Cem	0.00	0.00	0.00	0.00	0.00	0.00
Utility Services	800.00	545.57	0.00	254.43	31.80	68.20
Repairs & Maintenance-PW Cem	500.00	56.96	59.95	383.09	76.62	11.39
Repairs & Maint Vehicles-PW Ce	500.00	33.19	0.00	466.81	93.36	6.64
Operating Supplies-PW Cemetery	100.00	0.00	0.00	100.00	100.00	0.00
Uniforms-PW Cemetery	200.00	146.13	23.75	30.12	15.06	73.07
Fuel & Oil-PW Cemetery	1,200.00	1,096.66	0.00	103.34	8.61	91.39
Operating Expenditures	3,300.00	1,878.51	83.70	1,337.79	40.54	56.92
Capital Outlay						
Machinery & Equipment-PW Cem	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total	6,377.00	4,536.17	83.70	1,757.13	0.28	0.71

General Ledger

Day Care Monthly Report



User: jstull
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 Period 01 - 10
 Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Avaiable	% Available	% Spent
Operating Expenditures						
Professional Services-DayCare	0.00	0.00	0.00	0.00	0.00	0.00
Utility Services-DayCare	3,000.00	2,446.63	0.00	553.37	18.45	81.55
Property & Liability Ins- DCar	1,377.00	1,377.40	0.00	-0.40	-0.03	100.03
Repair & Maintenance-DayCare	1,500.00	1,690.59	0.00	-190.59	-12.71	112.71
Operating Expenditures	5,877.00	5,514.62	0.00	362.38	6.17	93.83
Capital Outlay						
Building Improvement-Day Care	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total	5,877.00	5,514.62	0.00	362.38	0.06	0.94

General Ledger
Impact Fee Fund Monthly
Report



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Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Grants						
Rural Development Grant	0.00	0.00	0.00	0.00	0.00	0.00
Grants	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earned						
Interest Earned on Bank Accts	0.00	0.00	0.00	0.00	0.00	0.00
Int Earned on Bank Acct-Water	100.00	11.23	0.00	88.77	88.77	11.23
Int Earned on Bank Acct-Sewer	200.00	134.47	0.00	65.53	32.77	67.24
Interest Earned on Investments	0.00	0.00	0.00	0.00	0.00	0.00
Interest earned on Inv-Water	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earned on Inv.-Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earned-Ad Valorem Tax	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earned	300.00	145.70	0.00	154.30	51.43	48.57
Impact Fees						
Water Impact Fee Revenue	8,100.00	7,500.00	0.00	600.00	7.41	92.59
Sewer Impact Fee Revenue	69,051.00	63,600.00	0.00	5,451.00	7.89	92.11
Impact Fees	77,151.00	71,100.00	0.00	6,051.00	7.84	92.16
Transfers In						
Contribs from Enterprise Opers	0.00	0.00	0.00	0.00	0.00	0.00
Transfers In	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Funds						
Approp of Prior Year Funds	0.00	0.00	0.00	0.00	0.00	0.00
Approp of Prior Yr Funds-Water	0.00	0.00	0.00	0.00	0.00	0.00
Approp of Prior Yr Funds-Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Funds	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures						
Refund of PriorYr.Rev.-Sew.Imp	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay						
Water Sys Improvements	0.00	0.00	0.00	0.00	0.00	0.00
Sewer System Improv	0.00	0.00	0.00	0.00	0.00	0.00

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Development Water Reimb	15,000.00	8,517.00	0.00	6,483.00	43.22	56.78
Development Sewer Reimb	38,388.00	47,533.00	0.00	-9,145.00	-23.82	123.82
Sewer Lift Station	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	53,388.00	56,050.00	0.00	-2,662.00	-4.99	104.99
Transfers						
Transfer to Sewer	24,063.00	0.00	0.00	24,063.00	100.00	0.00
Transfer to Sewer Const Fund	0.00	0.00	0.00	0.00	0.00	0.00
Transfers	24,063.00	0.00	0.00	24,063.00	100.00	0.00
Contingency						
Water Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Sewer Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation						
Depreciation Expense-Water	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation Exepnse-Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Revenue Total	77,451.00	71,245.70	0.00	6,205.30	0.08	0.92
Expense Total	77,451.00	56,050.00	0.00	21,401.00	0.28	0.72
Grand Total	0.00	15,195.70	0.00	-15,195.70	0.00	0.00

General Ledger
Solid Waste Fund Monthly
Rept



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Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Grants						
Reimbursement from FEMA-SW	0.00	0.00	0.00	0.00	0.00	0.00
Grants	0.00	0.00	0.00	0.00	0.00	0.00
Utility Revenue						
Collection	697,951.00	599,412.98	0.00	98,538.02	14.12	85.88
Fees-Solid Waste Garbage	0.00	0.00	0.00	0.00	0.00	0.00
Adjustments-Solid Waste						
Penalties-Solid Waste	22,905.00	18,480.00	0.00	4,425.00	19.32	80.68
Utility Revenue	720,856.00	617,892.98	0.00	102,963.02	14.28	85.72
Misc Revenue						
Miscellaneous Revenu-SW	1,200.00	1,581.05	0.00	-381.05	-31.75	131.75
Misc Revenue	1,200.00	1,581.05	0.00	-381.05	-31.75	131.75
Interest Earned						
Interest Earned Bank Accts-SW	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earned on Invest-SW	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earned	0.00	0.00	0.00	0.00	0.00	0.00
Transfers In						
Transfer From General Fund-SW	0.00	0.00	0.00	0.00	0.00	0.00
Transfers In	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Funds						
Appropriation of Prior Funds	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Funds	0.00	0.00	0.00	0.00	0.00	0.00
Personnel						
Regular Salaries - Solid Waste	25,443.60	19,742.20	0.00	5,701.40	22.41	77.59
Overtime - Solid Waste	0.00	351.84	0.00	-351.84	0.00	0.00
FICA - Solid Waste	1,946.44	4,785.66	0.00	-2,839.22	-145.87	245.87
Retirement - Solid Waste	1,875.19	2,018.73	0.00	-143.54	-7.65	107.65
Life & Health Ins.-Solid Waste	6,970.00	4,304.60	0.00	2,665.40	38.24	61.76
Workers Comp - Solid Waste	1,000.00	967.84	0.00	32.16	3.22	96.78
Unemployment - Solid Waste	250.00	218.76	0.00	31.24	12.50	87.50
Personnel	37,485.23	32,389.63	0.00	5,095.60	13.59	86.41

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Operating Expenditures						
Professional Fees-Solid Waste	481,440.00	401,672.24	0.00	79,767.76	16.57	83.43
Accounting & Auditing-SW	9,500.00	6,756.00	0.00	2,744.00	28.88	71.12
Prop & Gen Liab Ins-SW	1,068.00	1,067.88	0.00	0.12	0.01	99.99
Repairs & Maintenance-SW	100.00	0.00	0.00	100.00	100.00	0.00
Repairs & Maint Vehicles-SW	1,000.00	0.00	0.00	1,000.00	100.00	0.00
Office Supplies-Solid Waste	200.00	0.00	0.00	200.00	100.00	0.00
Operating Supplies-Solid Waste	1,000.00	565.93	0.00	434.07	43.41	56.59
Fuel & Oil-Solid Waste	1,000.00	763.18	0.00	236.82	23.68	76.32
Bad Debt	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures	495,308.00	410,825.23	0.00	84,482.77	17.06	82.94
Transfers						
Transfer to General Fund-Sw	96,013.00	0.00	0.00	96,013.00	100.00	0.00
Transfer to Sewer Transfers	0.00	0.00	0.00	0.00	0.00	0.00
Transfers	96,013.00	0.00	0.00	96,013.00	100.00	0.00
Contingency						
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation						
Depreciation-Solid Waste	0.00	0.00	0.00	0.00	0.00	0.00
Deprec-Eq, Mach & Furn-SW	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Revenue Total	722,056.00	619,474.03	0.00	102,581.97	0.14	0.86
Expense Total	628,806.23	443,214.86	0.00	185,591.37	0.30	0.70
Grand Total	93,249.77	176,259.17	0.00	-83,009.40	-0.89	1.89

General Ledger
Water Fund Monthly
Report



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Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Grants						
Grant Revenue - Water	0.00	0.00	0.00	0.00	0.00	0.00
Grants	0.00	0.00	0.00	0.00	0.00	0.00
Utility Revenue						
Water Service Fees	501,658.00	427,304.84	0.00	74,353.16	14.82	85.18
Water Adjustments Meter	0.00	0.00	0.00	0.00	0.00	0.00
Installations-Water	88,338.00	49,108.00	0.00	39,230.00	44.41	55.59
Cutoff Charges-Water	38,150.00	26,487.47	0.00	11,662.53	30.57	69.43
Irrigation Meter Charges	0.00	0.00	0.00	0.00	0.00	0.00
Penalties-Water	21,400.00	16,147.53	0.00	5,252.47	24.54	75.46
Utility Revenue	649,546.00	519,047.84	0.00	130,498.16	20.09	79.91
Interest Earned						
Interest Earned Bank Accounts	5,000.00	4,158.71	0.00	841.29	16.83	83.17
Interest Earned on Investments	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earned	5,000.00	4,158.71	0.00	841.29	16.83	83.17
Misc Revenue						
Miscellaneous Income-Water	8,581.00	8,581.10	0.00	-0.10	0.00	100.00
Misc Revenue	8,581.00	8,581.10	0.00	-0.10	0.00	100.00
Transfers In						
Transfer from General Fund	0.00	0.00	0.00	0.00	0.00	0.00
Transfer from Sewer Fund	0.00	0.00	0.00	0.00	0.00	0.00
Transfers In	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Funds						
Approp of Prior Year Funds	28,000.00	0.00	0.00	28,000.00	100.00	0.00
Appropriated Funds	28,000.00	0.00	0.00	28,000.00	100.00	0.00
Personnel						
Regular Salaries-Water	94,000.00	72,853.40	0.00	21,146.60	22.50	77.50
Overtime-Water	5,000.00	4,161.35	0.00	838.65	16.77	83.23
FICA-Water	7,574.00	5,928.68	0.00	1,645.32	21.72	78.28
Retirement-Water	7,257.00	5,671.64	0.00	1,585.36	21.85	78.15
Life and Health Ins-Water	15,840.00	14,218.68	0.00	1,621.32	10.24	89.76
OPEB Expense - Water	0.00	0.00	0.00	0.00	0.00	0.00
Workers Comp-Water	4,149.00	3,364.53	0.00	784.47	18.91	81.09
Unemployment-Water	1,000.00	770.02	0.00	229.98	23.00	77.00
Personnel	134,820.00	106,968.30	0.00	27,851.70	20.66	79.34

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Operating Expenditures						
Professional Services-Water	960.00	800.00	0.00	160.00	16.67	83.33
Prof Services Engineering-Wate	5,000.00	4,285.00	0.00	715.00	14.30	85.70
Prof. Services - Water Study	0.00	0.00	0.00	0.00	0.00	0.00
Employee Exams-Water	100.00	250.00	0.00	-150.00	-150.00	250.00
Accounting & Auditing-Water	5,440.00	4,504.00	0.00	936.00	17.21	82.79
Contractual Services-Water	5,000.00	0.00	0.00	5,000.00	100.00	0.00
Training & Travel	2,000.00	1,097.74	900.00	2.26	0.11	54.89
Communications Services-Water	0.00	0.00	0.00	0.00	0.00	0.00
Wireless Services-Water	0.00	0.00	0.00	0.00	0.00	0.00
Utilities-Water	20,000.00	16,031.95	0.00	3,968.05	19.84	80.16
Rental	500.00	91.65	0.00	408.35	81.67	18.33
Equipment-Water						
Phone System Lease-Water	0.00	0.00	0.00	0.00	0.00	0.00
Prop & Gen Liab Ins-Water	6,000.00	5,994.00	0.00	6.00	0.10	99.90
Repairs & Maintenance-Water	30,000.00	38,112.61	1,319.98	-9,432.59	-31.44	127.04
Repairs & Maint Vehicles-Water	1,500.00	1,910.14	0.00	-410.14	-27.34	127.34
Repair & Maintenance Equipment	3,200.00	1,353.73	0.00	1,846.27	57.70	42.30
Repairs & Maint Bldg-Water	0.00	10,730.00	0.00	-10,730.00	0.00	0.00
Operating Supplies-Water	20,000.00	14,358.12	4,262.06	1,379.82	6.90	71.79
Uniforms-Water	1,300.00	500.27	31.70	768.03	59.08	38.48
Fuel & Oil-Water	7,000.00	2,612.05	0.00	4,387.95	62.69	37.32
Op Supplies-New Meter Inst-Wat	8,000.00	7,621.50	0.00	378.50	4.73	95.27
Operating Supplies Meter Repla	4,000.00	2,280.00	0.00	1,720.00	43.00	57.00
Dues, Subs & Memberships-Water	1,000.00	914.00	0.00	86.00	8.60	91.40
Bad Debt-Water	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures	121,000.00	113,446.76	6,513.74	1,039.50	0.86	93.76
Capital Outlay						
Building Improvements-Water	12,000.00	0.00	0.00	12,000.00	100.00	0.00
Machinery, Equipment & Furn-Wa	50,000.00	52,287.59	0.00	-2,287.59	-4.58	104.58
Capital Outlay	62,000.00	52,287.59	0.00	9,712.41	15.67	84.33
Debt Service						
Debt Service-1976 Bonds-Water	28,000.00	0.00	0.00	28,000.00	100.00	0.00
Debt Service	28,000.00	0.00	0.00	28,000.00	100.00	0.00
Transfers						
Transfer to General Fund-Water	116,238.00	0.00	0.00	116,238.00	100.00	0.00
Tranfers To Sewer	199,669.00	0.00	0.00	199,669.00	100.00	0.00

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Fund-Water Transfers	315,907.00	0.00	0.00	315,907.00	100.00	0.00
Contingency						
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Reserve for FB	0.00	0.00	0.00	0.00	0.00	0.00
Rollfwd-Princip						
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation						
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Expense-Water						
Building	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation-Water						
Improvements	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation-Wate						
Equip, Mach & Furn	0.00	0.00	0.00	0.00	0.00	0.00
Depr-Water						
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Revenue Total	691,127.00	531,787.65	0.00	159,339.35	0.23	0.77
Expense Total	661,727.00	272,702.65	6,513.74	382,510.61	0.58	0.41
Grand Total	29,400.00	259,085.00	-6,513.74	-223,171.26	-7.59	8.81

General Ledger Sewer Fund Monthly Report



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Printed: 8/20/2015 2:39:26 PM
Period 01 - 10
Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Grants						
State Grant-Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Rural Development	0.00	0.00	0.00	0.00	0.00	0.00
Grant-Sewer						
Suwannee River Mgt	0.00	0.00	0.00	0.00	0.00	0.00
Grant-Sewer						
Grants	0.00	0.00	0.00	0.00	0.00	0.00
Utility Revenue						
Sewer Service Fees	623,832.00	541,307.34	0.00	82,524.66	13.23	86.77
Sewer Adjustments	0.00	0.00	0.00	0.00	0.00	0.00
Penalties-Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Sewer Installations	23,081.00	13,996.25	0.00	9,084.75	39.36	60.64
Sewer Connections	32,800.00	20,000.00	0.00	12,800.00	39.02	60.98
Fee Grinder Pump	0.00	0.00	0.00	0.00	0.00	0.00
Replacement						
Utility Revenue	679,713.00	575,303.59	0.00	104,409.41	15.36	84.64
Interest Earned						
Interest Earned on Bank	600.00	527.00	0.00	73.00	12.17	87.83
Acct						
Interest Earned	600.00	527.00	0.00	73.00	12.17	87.83
Misc Revenue						
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00
Revenue-Sewer						
Misc Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Funds						
Sewer Reserve	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Funds	0.00	0.00	0.00	0.00	0.00	0.00
Transfers In						
Transfer from General	0.00	0.00	0.00	0.00	0.00	0.00
Fund-Sew						
Transfer from Water	199,669.00	0.00	0.00	199,669.00	100.00	0.00
Fund-Sewer						
Transfer from Solid Waste	0.00	0.00	0.00	0.00	0.00	0.00
Transfer from Sewer	24,063.00	0.00	0.00	24,063.00	100.00	0.00
Impact Fee						
Transfers In	223,732.00	0.00	0.00	223,732.00	100.00	0.00
Appropriated Funds						
Appropriation of Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00
Fund						
Appropriated Funds	0.00	0.00	0.00	0.00	0.00	0.00
Personnel						
Regular Salaries-Sewer	64,269.00	45,612.32	0.00	18,656.68	29.03	70.97
Overtime-Sewer	6,000.00	6,267.10	0.00	-267.10	-4.45	104.45
FICA-Sewer	5,222.00	4,026.84	0.00	1,195.16	22.89	77.11
Retirement-Sewer	5,077.00	3,819.29	0.00	1,257.71	24.77	75.23
Life & Health Ins-Sewer	10,560.00	8,976.84	0.00	1,583.16	14.99	85.01
OPEB Expense - Sewer	0.00	0.00	0.00	0.00	0.00	0.00

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Workers Comp-Sewer	2,500.00	1,317.37	0.00	1,182.63	47.31	52.69
Unemployment-Sewer	750.00	493.76	0.00	256.24	34.17	65.83
Personnel	94,378.00	70,513.52	0.00	23,864.48	25.29	74.71
Operating Expenditures						
Professional	34,000.00	25,485.00	1,000.00	7,515.00	22.10	74.96
Services-Sewer						
Prof Services	0.00	0.00	0.00	0.00	0.00	0.00
Engineering-Sewer						
Employee Exams-Sewer	200.00	250.00	0.00	-50.00	-25.00	125.00
Contractual	30,000.00	46,469.50	0.00	-16,469.50	-54.90	154.90
Services-GRU-Sewer						
Contractual Svcs Grinder	10,000.00	5,370.25	0.00	4,629.75	46.30	53.70
Insta						
Travel & Training-Sewer	1,200.00	816.50	900.00	-516.50	-43.04	68.04
Communication	0.00	0.00	0.00	0.00	0.00	0.00
Services-Sewer						
Wireless Services-Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Utilities-Sewer	61,247.00	49,595.15	0.00	11,651.85	19.02	80.98
Rental Equipment-Sewer	500.00	0.00	0.00	500.00	100.00	0.00
Phone System	0.00	0.00	0.00	0.00	0.00	0.00
Lease-Sewer						
Prop & Gen Liab	8,490.00	5,445.76	0.00	3,044.24	35.86	64.14
Ins-Sewer						
Repairs & Maintenance-Sewer	30,000.00	30,267.53	488.05	-755.58	-2.52	100.89
Repairs & Maint	2,000.00	2,624.14	0.00	-624.14	-31.21	131.21
Vehicles-Sewer						
Rep & Maint Grinder	30,000.00	34,308.00	0.00	-4,308.00	-14.36	114.36
Pumps-Sewer						
Refund of	0.00	0.00	0.00	0.00	0.00	0.00
PriorYr.Rev.-Sew.Ins						
Refund of	0.00	0.00	0.00	0.00	0.00	0.00
PriorYr.Rev.-Sew.Con						
Operating Supplies-Sewer	15,000.00	15,279.67	1,695.23	-1,974.90	-13.17	101.86
Uniforms-Sewer	1,250.00	450.67	42.10	757.23	60.58	36.05
Fuel & Oil-Sewer	3,500.00	2,446.64	0.00	1,053.36	30.10	69.90
Op Supply-New Grinder	1,200.00	1,140.00	5,255.25	-5,195.25	-432.94	95.00
Pumps-Se						
Bank Charges & Fees - Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Bad Debt	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures	228,587.00	219,948.81	9,380.63	-742.44	-0.32	96.22
Capital Outlay						
Machinery & Equipment - Sewer	88,496.00	49,000.00	0.00	39,496.00	44.63	55.37
Capital Outlay	88,496.00	49,000.00	0.00	39,496.00	44.63	55.37
Debt Service						
Debt	342,081.00	0.00	0.00	342,081.00	100.00	0.00
Service-Interest-Sewer						
Debt Svcs-Rural Dev	0.00	0.00	0.00	0.00	0.00	0.00
Const-Sewer						
Debt Svcs-2003	0.00	0.00	0.00	0.00	0.00	0.00
Bonds-Sewer						
Debt Service	342,081.00	0.00	0.00	342,081.00	100.00	0.00
Transfers						
Transfer to General Fund-Sewer	178,351.00	0.00	0.00	178,351.00	100.00	0.00
Transfer To Water Fund-Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Transfer to Sewer Const-Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Transfers	178,351.00	0.00	0.00	178,351.00	100.00	0.00

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Contingency						
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
CONTINGENCY-SEWER	0.00	0.00	0.00	0.00	0.00	0.00
Reserve for FB	0.00	0.00	0.00	0.00	0.00	0.00
Rollfwd-Prncip						
Reserve for FB	0.00	0.00	0.00	0.00	0.00	0.00
Rollfwd-Reserve						
CONTGY GRINDER	0.00	0.00	0.00	0.00	0.00	0.00
PUMP REPLACEMNT						
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation						
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Expense-Sewer						
Building	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation-Sewer						
Deprec	0.00	0.00	0.00	0.00	0.00	0.00
Improvements-Sewer						
Deprec Eq, Mach &	0.00	0.00	0.00	0.00	0.00	0.00
Furn-Sewer						
Amortization-Sewer	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Revenue Total	904,045.00	575,830.59	0.00	328,214.41	0.36	0.64
Expense Total	931,893.00	339,462.33	9,380.63	583,050.04	0.63	0.36
Grand Total	-27,848.00	236,368.26	-9,380.63	-254,835.63	9.15	-8.49

General Ledger CRA Monthly Report



User: jstull
 Printed: 8/20/2015 8:14:09 AM
 Period 01 - 10
 Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Taxes						
Ad Valorem Taxes	80,000.00	72,933.00	0.00	7,067.00	8.83	91.17
COHS						
Ad Valorem Tax-CRA	110,000.00	104,643.00	0.00	5,357.00	4.87	95.13
Taxes	190,000.00	177,576.00	0.00	12,424.00	6.54	93.46
Grants						
General Government	0.00	0.00	0.00	0.00	0.00	0.00
Grant-CRA						
Grants	0.00	0.00	0.00	0.00	0.00	0.00
Interest Earned						
Interest Earned Bank	50.00	37.75	0.00	12.25	24.50	75.50
Account						
Interest Earned	50.00	37.75	0.00	12.25	24.50	75.50
Misc Revenue						
Contributions	0.00	0.00	0.00	0.00	0.00	0.00
Non-Govt - CRA						
Misc Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Funds						
Approp of Prior Year	93,000.00	0.00	0.00	93,000.00	100.00	0.00
Funds						
Appropriated Funds	93,000.00	0.00	0.00	93,000.00	100.00	0.00
Loan Proceeds						
Proceeds From Loan	0.00	0.00	0.00	0.00	0.00	0.00
Loan Proceeds	0.00	0.00	0.00	0.00	0.00	0.00
Personnel						
Regular Salaries -	30,000.00	22,818.28	0.00	7,181.72	23.94	76.06
CRA						
Overtime - CRA	0.00	12.37	0.00	-12.37	0.00	0.00
FICA - CRA	2,295.00	1,788.80	0.00	506.20	22.06	77.94
Retirement - CRA	2,300.00	1,570.56	0.00	729.44	31.71	68.29
Life & Health	0.00	0.00	0.00	0.00	0.00	0.00
Insurance-CRA						
Worker's Comp - CRA	1,000.00	474.07	0.00	525.93	52.59	47.41
Unemployment Comp	200.00	142.03	0.00	57.97	28.99	71.02
- CRA						
Contingency - CRA	0.00	0.00	0.00	0.00	0.00	0.00
Personnel	35,795.00	26,806.11	0.00	8,988.89	25.11	74.89
Operating Expenditures						
Professional	4,000.00	3,704.48	0.00	295.52	7.39	92.61
Services-CRA						
Contractual	5,000.00	0.00	0.00	5,000.00	100.00	0.00
Services-CRA						
Contractual Svcs	83,327.00	50,000.00	0.00	33,327.00	40.00	60.00
COHS						
Training and	2,500.00	563.61	1,335.00	601.39	24.06	22.54
Travel-CRA						

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Utilities-CRA	0.00	0.00	0.00	0.00	0.00	0.00
Prop & Gen Liab	4,655.00	3,655.00	0.00	1,000.00	21.48	78.52
Ins-CRA						
Repairs & Maintenance-CRA	6,000.00	7,696.49	32.99	-1,729.48	-28.82	128.27
Repairs & Maint Bldg-CRA	0.00	0.00	0.00	0.00	0.00	0.00
Promotional Activities-CRA	2,500.00	269.83	291.27	1,938.90	77.56	10.79
Operating Supplies	2,500.00	2,331.56	48.44	120.00	4.80	93.26
Dues, Subs, Memberships-CRA	500.00	680.00	0.00	-180.00	-36.00	136.00
Billboard Advertising - CRA	15,000.00	5,000.00	0.00	10,000.00	66.67	33.33
Pamphlets - CRA	0.00	0.00	0.00	0.00	0.00	0.00
Music in the Park Advert.-CRA	1,500.00	1,010.53	0.00	489.47	32.63	67.37
Building Demolition	0.00	0.00	0.00	0.00	0.00	0.00
Bad Debt - CRA	0.00	0.00	0.00	0.00	0.00	0.00
Grants to Others-CRA	60,000.00	33,691.49	0.00	26,308.51	43.85	56.15
Operating Expenditures	187,482.00	108,602.99	1,707.70	77,171.31	41.16	57.93
Capital Outlay						
Improve Other than Bldgs-CRA	0.00	0.00	0.00	0.00	0.00	0.00
School Renovation	0.00	0.00	0.00	0.00	0.00	0.00
Parking Lot, FM Phase 2	0.00	0.00	0.00	0.00	0.00	0.00
Downtown Projects	57,000.00	3,254.00	0.00	53,746.00	94.29	5.71
Machinery & Equipment-CRA	0.00	0.00	0.00	0.00	0.00	0.00
Grant Match-CRA	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	57,000.00	3,254.00	0.00	53,746.00	94.29	5.71
Debt Service						
Debt Service-Principal-CRA	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service-Interest-CRA	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service	0.00	0.00	0.00	0.00	0.00	0.00
Contingency						
Reserve for Parking Lots	0.00	0.00	0.00	0.00	0.00	0.00
RESERVED FOR BALANCE FORWARD	2,773.00	0.00	0.00	2,773.00	100.00	0.00
Contingency	2,773.00	0.00	0.00	2,773.00	100.00	0.00
Revenue Total	283,050.00	177,613.75	0.00	105,436.25	0.37	0.63
Expense Total	283,050.00	138,663.10	1,707.70	142,679.20	0.50	0.49
Grand Total	0.00	38,950.65	-1,707.70	-37,242.95	0.00	0.00

General Ledger Farmers Market Monthly Report



User: jstull
 Printed: 8/20/2015 7:53:57 AM
 Period 01 - 10
 Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Personnel						
Regular Salaries-FM	0.00	0.00	0.00	0.00	0.00	0.00
FICA - FM	0.00	0.00	0.00	0.00	0.00	0.00
Retirement - FM	0.00	0.00	0.00	0.00	0.00	0.00
Life & Health	0.00	0.00	0.00	0.00	0.00	0.00
Insurance - FM						
Work Comp-Farmers Market	249.00	30.08	0.00	218.92	87.92	12.08
Unemployment Comp. - FM	218.00	0.00	0.00	218.00	100.00	0.00
Personnel	467.00	30.08	0.00	436.92	93.56	6.44
Operating Expenditures						
Professional Svc-Farmers Mkt	10,533.00	11,709.51	0.00	-1,176.51	-11.17	111.17
Training & Travel-Farmers Mkt	0.00	0.00	0.00	0.00	0.00	0.00
Promotional Act-Farmers Mkt	4,000.00	220.00	0.00	3,780.00	94.50	5.50
Advertising Farmers Market	2,000.00	947.40	0.00	1,052.60	52.63	47.37
Office Supplies-Farmers Mkt	0.00	0.00	0.00	0.00	0.00	0.00
Operating Supplies-Farmers Mkt	3,000.00	1,814.90	0.00	1,185.10	39.50	60.50
Other Expenses-Farmers Mkt	0.00	0.00	0.00	0.00	0.00	0.00
Operating Expenditures	19,533.00	14,691.81	0.00	4,841.19	24.78	75.22
Capital Outlay						
Machinery & Equip-Farmers Mark	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total	20,000.00	14,721.89	0.00	5,278.11	0.26	0.74

General Ledger

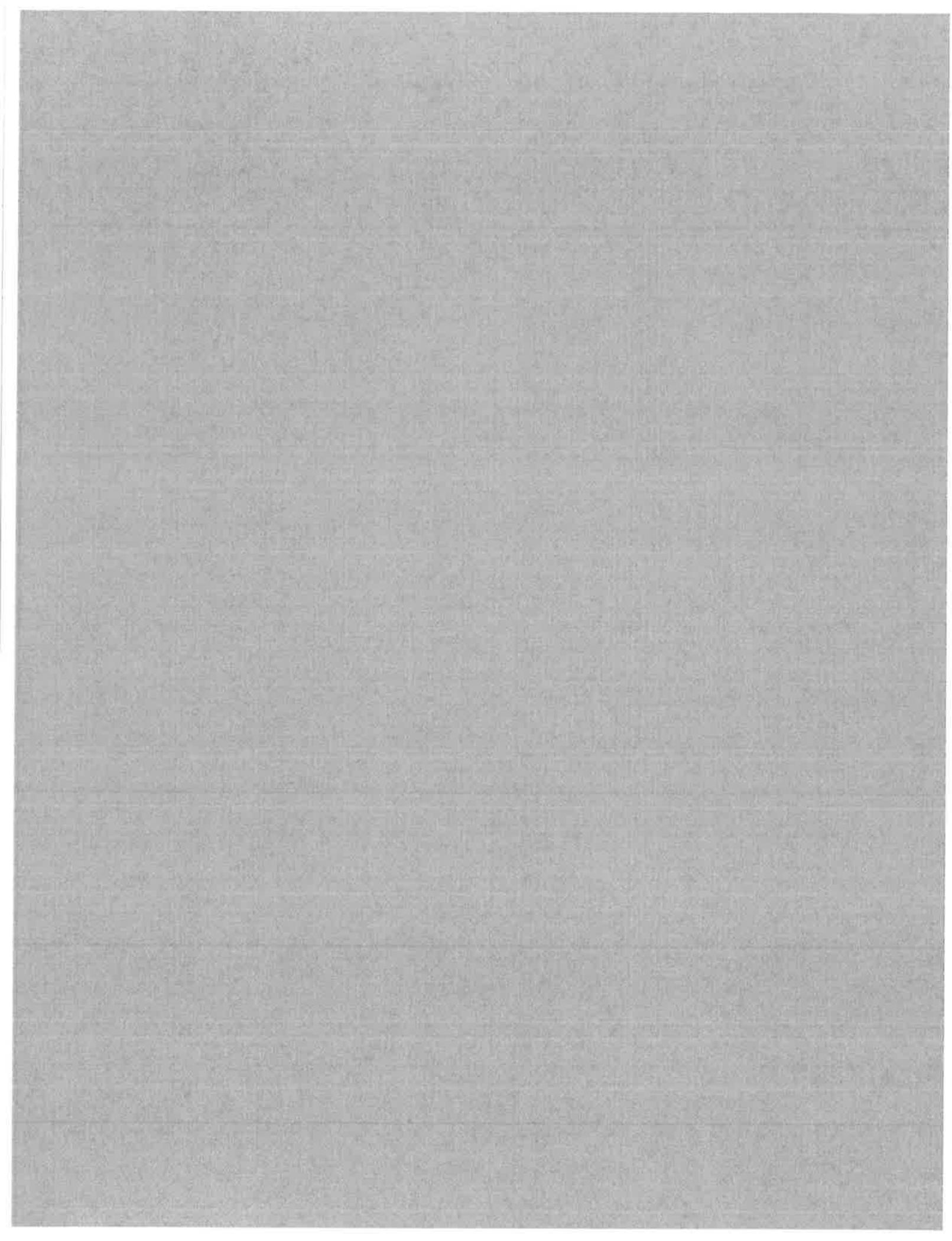
Fire Fund Monthly Report



User: jstull
 Printed: 8/20/2015 8:06:13 AM
 Period 01 - 10
 Fiscal Year 2015

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
Taxes						
Fire Assessments	220,000.00	223,650.03	0.00	-3,650.03	-1.66	101.66
Taxes	220,000.00	223,650.03	0.00	-3,650.03	-1.66	101.66
Grants						
Grants-DOI-Fire	0.00	0.00	0.00	0.00	0.00	0.00
Misc Grants	0.00	0.00	0.00	0.00	0.00	0.00
Grants	0.00	0.00	0.00	0.00	0.00	0.00
Intergovernmental						
State Rev Share-Firefgt Sup Co	0.00	1,980.00	0.00	-1,980.00	0.00	0.00
Intergovernmental	0.00	1,980.00	0.00	-1,980.00	0.00	0.00
Fire Fees						
Fire Contract Payments	0.00	0.00	0.00	0.00	0.00	0.00
Alachua County Agreement	145,000.00	120,833.40	0.00	24,166.60	16.67	83.33
Columbia County Agreement	0.00	0.00	0.00	0.00	0.00	0.00
Fire Inspection Fees	3,000.00	3,311.20	0.00	-311.20	-10.37	110.37
Fire Plan Review Fees	0.00	0.00	0.00	0.00	0.00	0.00
Fire Fees	148,000.00	124,144.60	0.00	23,855.40	16.12	83.88
Interest Earned						
Interest Earned on Bank Accts	300.00	70.60	0.00	229.40	76.47	23.53
Interest Earned	300.00	70.60	0.00	229.40	76.47	23.53
Misc Revenue						
Miscellaneous Revenue-Fire	0.00	0.00	0.00	0.00	0.00	0.00
Donations-Fire	0.00	684.00	0.00	-684.00	0.00	0.00
Misc Revenue	0.00	684.00	0.00	-684.00	0.00	0.00
Transfers In						
Transfer from General Fund	470,042.00	0.00	0.00	470,042.00	100.00	0.00
Transfers In	470,042.00	0.00	0.00	470,042.00	100.00	0.00
Appropriated Funds						
Approp of Prior Year Funds-Fir	0.00	0.00	0.00	0.00	0.00	0.00
Appropriated Funds	0.00	0.00	0.00	0.00	0.00	0.00
Loan Proceeds						
Loan Proceeds-Fire	0.00	0.00	0.00	0.00	0.00	0.00
Loan Proceeds	0.00	0.00	0.00	0.00	0.00	0.00
Personnel						
Regular Salaries-Fire	362,365.00	337,935.24	0.00	24,429.76	6.74	93.26
Overtime-Fire	47,841.00	53,902.28	0.00	-6,061.28	-12.67	112.67
Holiday Pay-Fire	0.00	0.00	0.00	0.00	0.00	0.00
Fire Fees	8,000.00	5,430.00	0.00	2,570.00	32.13	67.88

Description	Budget	YTD Actual	Encumbered	Available	% Available	% Spent
FICA-Fire	31,381.00	29,533.92	0.00	1,847.08	5.89	94.11
Retirement-Fire	81,303.00	77,971.46	0.00	3,331.54	4.10	95.90
Life & Health Ins-Fire	48,000.00	58,267.72	0.00	-10,267.72	-21.39	121.39
Workers Comp-Fire	20,475.00	17,990.02	0.00	2,484.98	12.14	87.86
Unemployment-Fire	9,292.00	4,443.45	0.00	4,848.55	52.18	47.82
Personnel	608,657.00	585,474.09	0.00	23,182.91	3.81	96.19
Operating Expenditures						
Professional Services-Fire	2,000.00	760.00	0.00	1,240.00	62.00	38.00
Training & Travel-Fire	5,000.00	3,564.83	779.10	656.07	13.12	71.30
Communications Svcs-Fire	0.00	2,709.20	0.00	-2,709.20	0.00	0.00
Wireless Communications-Fire	0.00	0.00	0.00	0.00	0.00	0.00
Utilities-Fire	8,000.00	7,031.77	0.00	968.23	12.10	87.90
Phone System Lease-Fire	675.00	450.36	0.00	224.64	33.28	66.72
Prop & Gen Liab Ins-Fire	11,354.00	4,712.88	0.00	6,641.12	58.49	41.51
Repairs & Maint Vehicles-Fire	20,000.00	15,620.01	2,000.00	2,379.99	11.90	78.10
Repairs & Maint Equip-Fire	8,000.00	7,579.93	100.00	320.07	4.00	94.75
Software Maint Agr-Fire	4,200.00	4,200.00	0.00	0.00	0.00	100.00
Repairs & Maint Bldg-Fire	6,500.00	6,265.37	100.00	134.63	2.07	96.39
Assesment Study	7,500.00	5,250.00	0.00	2,250.00	30.00	70.00
Office Supplies-Fire	3,000.00	2,209.22	0.00	790.78	26.36	73.64
Operating Supplies-Fire	7,200.00	5,038.13	1.00	2,160.87	30.01	69.97
Uniforms-Fire	4,000.00	1,972.09	0.00	2,027.91	50.70	49.30
Fuel & Oil-Fire	16,000.00	8,780.59	0.00	7,219.41	45.12	54.88
Dues, Subs & Memberships-Fire	2,000.00	1,993.66	0.00	6.34	0.32	99.68
Operating Expenditures	105,429.00	78,138.04	2,980.10	24,310.86	23.06	74.11
Capital Outlay						
Building Improvements	0.00	0.00	0.00	0.00	0.00	0.00
Machinery & Equipment-Fire	4,000.00	0.00	0.00	4,000.00	100.00	0.00
CompPrintersSware-Fire	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	0.00	0.00	0.00	0.00	0.00	0.00
Capital Outlay	4,000.00	0.00	0.00	4,000.00	100.00	0.00
Debt Service						
Debt Service-Principal-Fire	36,176.00	34,143.38	0.00	2,032.62	5.62	94.38
Debt Service-Interest-Fire	9,819.00	9,577.40	0.00	241.60	2.46	97.54
Debt Service	45,995.00	43,720.78	0.00	2,274.22	4.94	95.06
Transfers						
Transfer to General Fund	74,261.00	0.00	0.00	74,261.00	100.00	0.00
Transfers	74,261.00	0.00	0.00	74,261.00	100.00	0.00
Contingency						
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Contingency	0.00	0.00	0.00	0.00	0.00	0.00
Revenue Total	838,342.00	350,529.23	0.00	487,812.77	0.58	0.42
Expense Total	838,342.00	707,332.91	2,980.10	128,028.99	0.15	0.84
Grand Total	0.00	-356,803.68	-2,980.10	359,783.78	0.00	0.00





Commission Agenda Item Request Form

MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE BY NOON ON THE WEDNESDAY PRIOR TO THE COMMISSION MEETING

MEETING DATE: AUGUST 27, 2015

SUBJECT: WAIVE REIMBURSEMENT TO THE CITY FOR BROKEN WATER LINE

AGENDA SECTION: NEW

DEPARTMENT: CITY MANAGER

PREPARED BY: FINANCE DIRECTOR

RECOMMENDED ACTION: DO NOT APPROVE

COST: \$3,248.91

Summary

Customer failed to call City when removing trees and failed to get a tree permit. The result was a water line was broken and the City had to call in employees and subcontractors to repair water line. Invoiced customer for the cost of repairs.

ATTACHMENTS: Copy of Invoice and Copy of 811 work order customer received.

REVIEWED BY CITY MANAGER: _____



DATE	INVOICE NO
04/15/2015	0000594

BILL TO:
Greg Thompson 17014 NW US Hwy 441 High Springs, FL 32643

DUE DATE
05/15/2015

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT
PREVIOUS ACCOUNT BALANCE			\$0.00
Water line & sidewalk damage:			
Florida Fill & Grading	1.00	\$1,936.00	\$1,936.00
Sunstate Meter & Supply	1.00	\$148.75	\$148.75
Bell Concrete Products	1.00	\$216.00	\$216.00
Jimmy Reed's Handyman Service	1.00	\$300.00	\$300.00
City of High Spring-J.C. Lazo	1.00	\$158.96	\$158.96
City of High Springs-A. Mobley	1.00	\$132.00	\$132.00
City of High Springs-D. Benton	1.00	\$189.28	\$189.28
City of High Springs-R.Hoffman	1.00	\$167.92	\$167.92

INVOICE AMOUNT DUE:	\$3,248.91
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TOTAL ACCOUNT BALANCE: \$3,248.91

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at (386)454-1416

Customer Name: Greg Thompson
 Customer No: 012166
 Account No: 0001400 - AR account for 12166

DUE DATE	INVOICE NO
05/15/2015	0000594

Please remit payment by the due date to:

City of High Springs
 110 NW 1st Avenue
 110 NW 1st Avenue
 High Springs, FL 32643

TOTAL AMOUNT DUE: \$3,248.91

AMOUNT PAID: _____

Ticket : 016504169 Rev:000 Taken: 01/16/15 11:42ET

State: FL Cnty: ALACHUA GeoPlace: HIGH SPRINGS
CallerPlace: HIGH SPRINGS
Subdivision:

Address : 20
Street : NE SANTA FE BLVD
Cross 1 : NW CO RD 236
Within 1/4 mile: Y

Locat: LOCATE THE ENTIRE PROPERTY AT 20 NE SANTE FE BLVD

:
Remarks : NW CO RD 236 AKA MAIN ST AND NE SANTA FE BLVD IS AKA HWY 441
*** LOOKUP BY ADDRESS ***

:
Grids : 2949A8235B 2949B8235B

Work date: 01/21/15 Time: 10:00ET Hrs notc: 046 Category: 4 Duration: UNKNOWN
Due Date : 01/21/15 Time: 23:59ET Exp Date : 02/16/15 Time: 23:59ET
Work type: RMV OVERGROWN TREES/SHRUBS Boring: U White-lined: U
Ug/Oh/Both: U Machinery: Y Depth: UNK Permits: N N/A
Done for : GREG THOMPSON

Company : GREG THOMPSON Type: HOME
Co addr : 17014 NW US HWY 441
City : HIGH SPRINGS State: FL Zip: 32643
Caller : JENNIFER MALLARD Phone: 352-258-3275
Contact : GREG THOMPSON Phone: 352-258-3275
BestTime: ANYTIME
Mobile : 352-258-3275
Fax : 386-454-3395
Email : LTDGREG001@YAHOO.COM

Submitted: 01/16/15 11:42ET Oper: MAR
Mbrs : AT1138 CS1242 GNSVPW PE1371 SBF09 TL2051

Service Area: SBF09 (A T & T/ DISTRIBUTION)
Contact: USIC DISPATCH***
Ph: (904) 350 - 2047 Emerg Ph: Alt Ph:

Service Area: CS1242 (ALTITUDE COMMUNICATIONS)
Contact: BLUE THOMAS
Ph: (229) 232 - 8036 x1001 Emerg Ph: Alt Ph:

Service Area: GNSVPW (CITY OF GAINESVILLE - PUBLIC WORKS)
Contact: JAMES ROBERTS
Ph: Emerg Ph: Alt Ph:

Service Area: PE1371 (DUKE ENERGY)
Contact: USIC DISPATCH
Ph: Emerg Ph: Alt Ph:

Service Area: AT1138 (WINDSTREAM COMMUNICATION)
Contact: LOCATE - DAMAGE PREVENTION GROUP
Ph: Emerg Ph: Alt Ph:

Ticket History for Tickets: 016504169 069506161

2015/01/16 11:49:00AM 016504169-0 New

Action: Ticket Created
User: Mary Schuler
Ticket Type: Short Notice
Comments: A ticket was created Complete on Channel 0 for SBF09, CS1242,
GNSVPW, PE1371, AT1138

2015/01/16 11:49:03AM 016504169-0 New

Action: Message Delivered
User: System
Ticket Type: Short Notice
Comments: Delivered to Destination CSS GROUP/ TRANSLORE (E-mail -
ATTFL@TICKETS.TRANSLORE.COM) for SBF09 (Seq #1088)

2015/01/16 11:49:03AM 016504169-0 New

Action: Message Delivered
User: System
Ticket Type: Short Notice
Comments: Delivered to Destination SUNIRTHNET (Web Request -
<http://192.168.1.249/Irthnet/WebServices/IrthNetService.asmx>) for
GNSVPW (Seq #7650)

2015/01/16 11:49:03AM 016504169-0 New

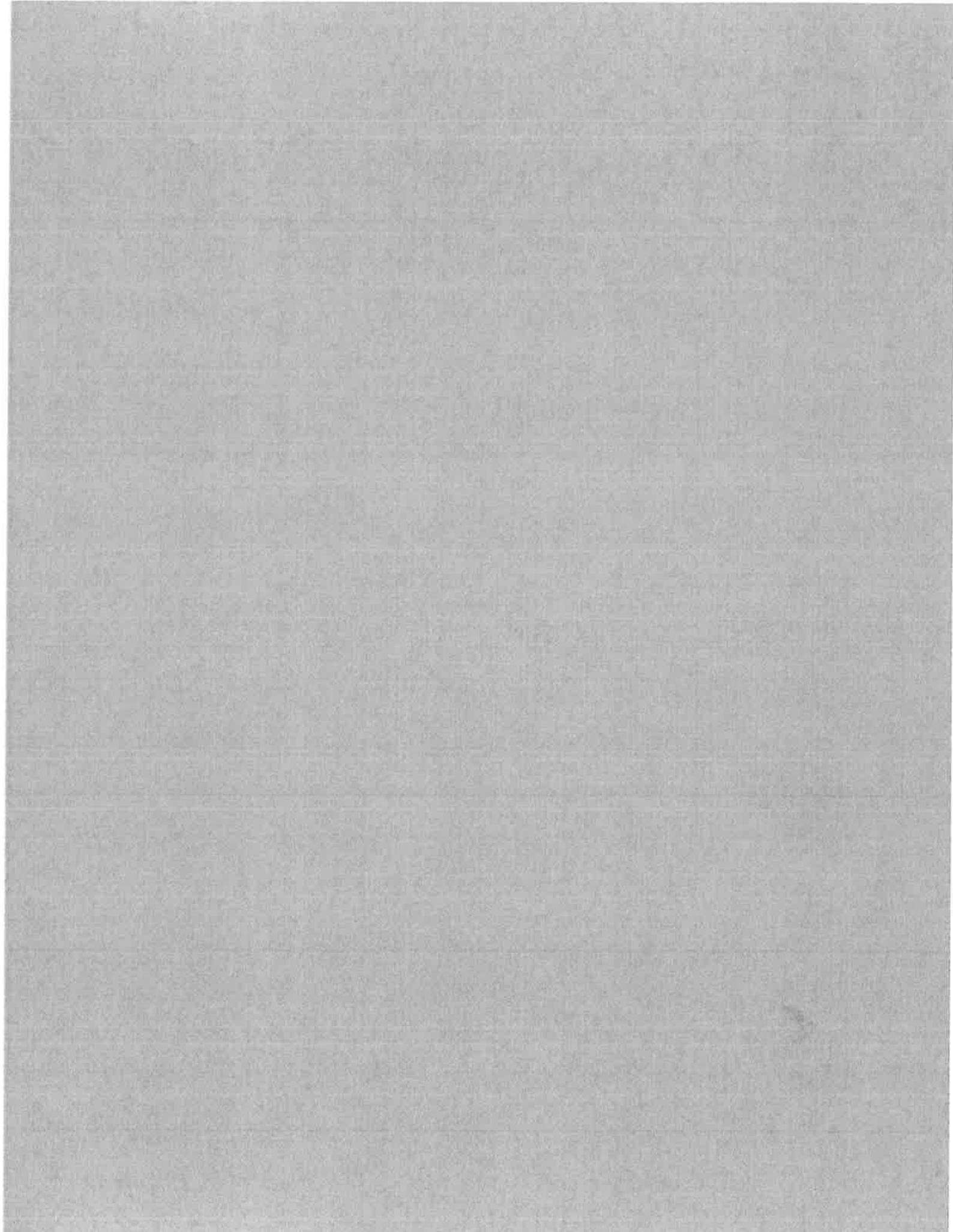
Action: Message Delivered
User: System
Ticket Type: Short Notice
Comments: Delivered to Destination SUNIRTHNET (Web Request -
<http://192.168.1.249/Irthnet/WebServices/IrthNetService.asmx>) for
PE1371 (Seq #7651)

2015/01/16 11:49:04AM 016504169-0 New

Action: Message Delivered
User: System
Ticket Type: Short Notice
Comments: Delivered to Destination AGT International - IRTH NET (Web
Request -
<https://www.irth.com/Irthnet/WebServices/IrthNetService.asmx>) for
AT1138 (Seq #548)

2015/01/16 11:49:04AM 016504169-0 New

Action: Message Delivered
User: System
Ticket Type: Short Notice
Comments: Delivered to Destination ALTITUDE COMMUNICATIONS (E-mail -



RESOLUTION 2015-J

A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA, FOR THE PURPOSE OF PROVIDING SUPPORT TO THE HIGH SPRINGS/NEWBERRY CSX RAIL CORRIDOR; REPEALING ALL RESOLUTIONS IN CONFLICT

WHEREAS, the Trust for Public Land, Alachua County, and the City of High Springs desire to acquire a railroad corridor and adjacent lands owned by CSX Transportation, Inc. located in Alachua County between the City of Newberry and High Springs; and

WHEREAS, the railroad corridor would be used in part to create a trails program; and

WHEREAS, the City of High Springs, Alachua County, and Trust for Public Land entered into an Agreement to cooperate on aspects of the project; and

WHEREAS, it is the best interest of the City of High Springs to support this project for the benefit of the residents of the City of High Springs; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS, FLORIDA, AS FOLLOWS:

Section 1: The Commission finds and determines it would benefit the Citizens of High Springs to support the acquisition of a railroad corridor and adjacent lands located in Alachua County.

Section 2: The City Commission recognizes the importance of the Rails to Trails initiative for the health and benefit of the High Springs residents.

Section 3: All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

PASSED in regular session of the High Springs City Commission this 27th day of August, 2015.

CITY OF HIGH SPRINGS

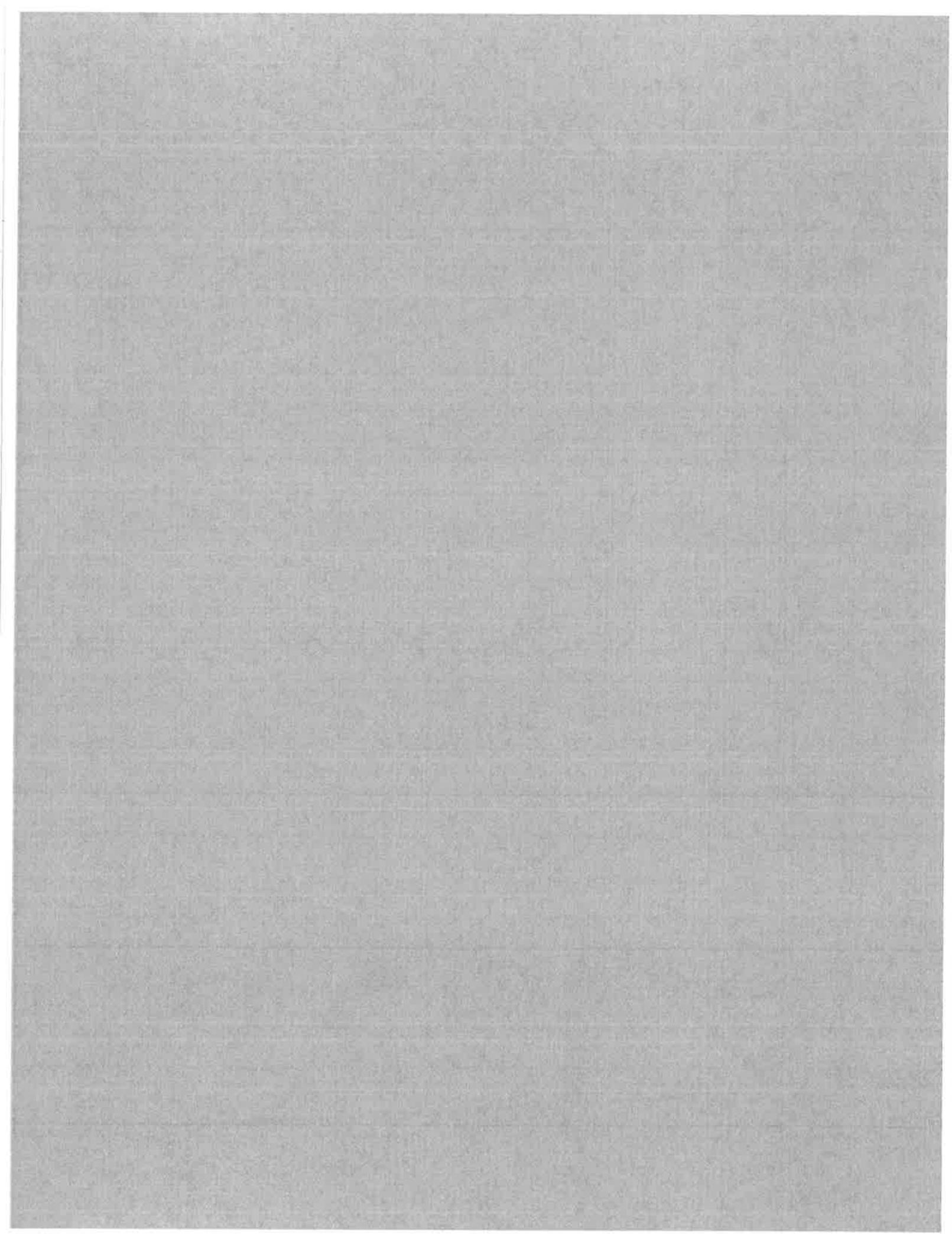
Sue Weller, Mayor

**ATTEST, BY THE CLERK OF THE CITY
COMMISSION OF THE CITY OF HIGH
SPRINGS, FLORIDA:**

Jenny Parham, City Clerk

APPROVED AS TO FORM AND LEGALITY:

S. Scott Walker, City Attorney



RESOLUTION 2015-K

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS ADOPTING UPDATED MUNICIPAL FEES FOR THE BUILDING DEPARTMENT SERVICES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of High Springs adopted Ordinance 2006-13 creating Section 18.32 of the High Springs Code of Ordinances, establishing the Development Fee Schedule; and

WHEREAS, Ordinance 2006-13 allows for the City Commission to govern all building permit fees, rates of services, penalties, etc. by Resolution; and

WHEREAS, it is in the best interest of the City of High Springs to amend the current building fees for the Building Department; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF HIGH SPRINGS, FLORIDA AS FOLLOWS:

SECTION ONE: That Section 18.32 of the High Springs Code of Ordinances, Permit Fees, is hereby repealed.

SECTION TWO: The City of High Springs shall now following the High Springs Development Fee Schedule attached hereto and attached herein as **Exhibit A**.

SECTION THREE: The City Commission shall review the City of High Springs Development Fee Schedule annually during the budget review and adoption process for the purpose of proposing and adopting any necessary changes to said schedule.

SECTION FOUR: The City Commission shall continue to govern all building permits fees, rates of services and penalties by Resolution.

SECTION FIVE: If any word, phrase, clause, paragraph, section or provision of this Resolution or the application hereof to any person or circumstances is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of the resolution which can be given without the valid or unconstitutional provisions or application, and to this end the provisions of this Resolution are declared severable.

SECTION SIX: All resolutions and parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION SEVEN: This Resolution shall become effective immediately upon final adoption.

City of High Springs
Resolution 2015-K

PASSED in regular session of the High Springs City Commission this 27th day of August, 2015.

CITY OF HIGH SPRINGS

Sue Weller, Mayor

ATTEST, BY THE CLERK OF THE CITY
COMMISSION OF THE CITY OF HIGH
SPRINGS, FLORIDA:

Jenny Parham, City Clerk

APPROVED AS TO FORM AND LEGALITY:

S. Scott Walker, City Attorney

State Surcharge \$4.00 or 3% whichever is greater

City of High Springs

Building and Planning Department

Service Fee Schedule

RESIDENTIAL:

New Construction/Additions: \$.45 per square foot
 Base fee + 3% State Surcharge + \$150 Plan Review + Temp Pole @ \$70 + # Inspections
 Req. @ \$70 each (Avg. # = 13)

Renovation/Alterations: \$65 Base fee + \$4 State Surcharge + \$65 Plan Review + Value Chart + # Inspections
 Req. @\$70 each

Valuation Chart: \$.00 - \$1,000.....Base Permit Fee
 \$1,001 - \$100,000.....Add \$6 for each additional thousand
 \$100,001 - \$500,000...Add \$5 for each additional thousand
 \$500,001 - Up.....Add \$4 for each additional thousand

Re-Roof: \$65 Base fee + \$4 State Surcharge + 2 Inspections @ \$70 ea = \$209
 Driveway: \$65 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$139
 Demolition: \$65 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$139
 Mobile Home***: \$250 Base fee + \$7.50 State Surcharge + 2 Inspections @ \$70 ea = \$397.50
 ***Electric and Mechanical Permits Issued Separately

House Moving/Foundation only***: \$250 Base fee + 7.50 State Surcharge - include Bldg. Plan and Site Plan Reviews
 ***Electric, Mechanical and Plumbing Permits Issued Separately

Electrical:
 Existing Service Change/Rep.: \$65 Base fee + \$4 State Surcharge + 1 Inspection@ \$70 = \$139
 Temporary Service: \$65 Base fee + \$4 State Surcharge + 1 Inspection@ \$70 = \$139
 Reactivate Elec. Service: \$65 Base fee + \$4 State Surcharge + 1 Inspection@ \$70 = \$139
 Fire Alarm-Single Family: \$65 Base fee + \$4 State Surcharge + 1 Inspection@ \$70 = \$139
 Multi-Family Dwelling: \$65 Base fee + \$4 State Surcharge + 1 Inspection@ \$70 = \$139 (each unit)

Mechanical:
 Exh./Ventilation (ea. Sys): \$65 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$139
 Res. Change-out/Repair: \$65 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$139
 Gas Pressure Reconnect: \$65 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$139
 Multi-Family Dwelling: \$65 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$139 (each unit)

Plumbing:
 Misc. Plumbing: \$65 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$139
 Water Service,
 Backflow Preventer: \$65 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$139
 Multi-Family Dwelling: \$65 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$139 (each unit)
 Fire Sprinkler (F.D. separate) \$65 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$139

Swimming Pool:
 Above Ground \$65 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$139
 In-Ground \$65 Base fee + \$4 State Surcharge + 5 Inspections @ \$70 = \$419

Each line item is subject to additional inspection fees as required.

State Surcharge \$4.00 or 3% whichever is greater

City of High Springs
Building and Planning Department
Service Fee Schedule

COMMERCIAL:

New Construction/Additions: \$.50 per square foot (plus plan review {20%} and fire plan review)
Base fee + 3% State Surcharge + 20% Plan Review + Fire Plan Review +
Temp Pole @ \$70 + # Inspections Req. @ \$70 each

***Minimum Fire Plan Review Fee - \$45

Renovation/Alterations: \$130 Base fee + \$4 State Surcharge + Plan Review + Value Chart + # Inspections @ \$70 each

Valuation Chart: \$.00 - \$1,000.....Base Permit Fee
\$1,001 - \$100,000.....Add \$6 for each additional thousand
\$100,001 - \$500,000.....Add \$5 for each additional thousand
\$500,001 - Up.....Add \$4 for each additional thousand

Re-Roof: \$130 Base fee + \$4 St. Surcharge + 3 Inspections @ \$70 ea = \$344

Driveway: \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Demolition: \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Electrical:

Existing Service Change/Rep.: \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Temporary Service: \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Reactivate Elec. Service: \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Fire Alarm-Commercial: \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Hotel/Motel: (each unit) \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Mechanical:

Exh./Ventilation (ea. Sys): \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Comm. Change-out/Repair: \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Gas Pressure Reconnect: \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Hotel/Motel: (each unit) \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Commercial Grease Hood: \$130 Base fee + \$4 State Surcharge + \$100 Bldg. Dept. Plan Review +
\$100 Fire Review + (6) Inspections @ \$70 each = \$754

Plumbing:

Misc. Plumbing: \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Water Service,

Backflow Preventer: \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Hotel/Motel: (each unit) \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Fire Sprinkler (F.D. separate) \$130 Base fee + \$4 State Surcharge + 1 Inspection @ \$70 = \$204

Swimming Pool:

In-Ground \$65 Base fee + \$4 State Surcharge + 5 Inspections @ \$70 = \$419

Each line item is subject to additional inspection fees as required.

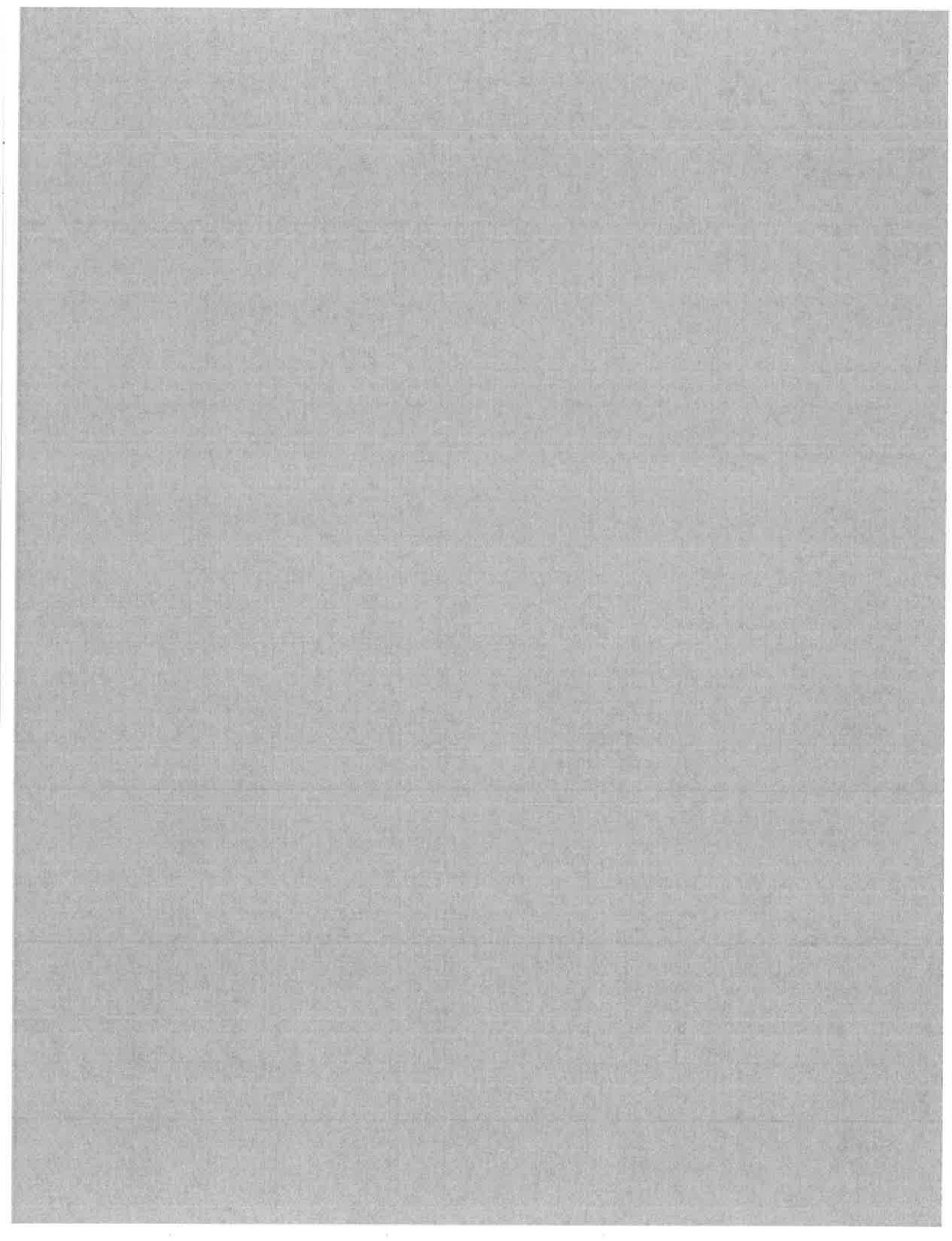
City of High Springs
Building and Planning Department
Service Fee Schedule

OTHER SERVICE FEES:

Temporary Cert. of Occupancy:	\$100.00
Occupancy Inspection:	\$70.00
Minor Plan Revision (Res.):	\$65.00
(Comm.):	\$130.00
Major Plan Revision:	1/2 Original Permit Fee (structural changes)
Lost Plan Recertification:	\$50.00/\$100.00 (Depending on when needed)
Reinspection Fees:	\$70.00 Each occurrence, must be paid prior to next inspection
Stop Work Reinstatement:	\$70.00
Code Compliance Inspections:	\$70.00 (ADA, AHCA, Day Care, Group Home - required annually)
Expired Permit Reinstatement Fee:	1/2 Original Permit Fee
Special Request for Inspections after hours, weekend, or holidays:	\$140.00 per inspection
Tents and Membrane Structures:	\$70 First tent or membrane structure \$5 each additional structure
Fireworks - Sale or Storage (Perm. Retail or Wholesale Facility):	\$70 per inspection
Fire Works Display - site plan review	\$45
Inspection	\$70
Fire Works Sales - includes site plan review and inspection	\$90
Contractor Bi-Annually Maint. Fee	\$50
Tree Removal Permit Application	\$35 first tree \$15 each tree thereafter

NEW CONSTRUCTION FEES:	PLAN REVIEW FEE:	INSPECTION FEE:
Fire Sprinkler and Standpipe (new)	\$45/riser + \$30 for each additional story + \$0.25/head	
Hydro and Rough Pipe		\$75/riser + \$30/each additional story + \$0.50/head
Final		\$45/riser + \$40/each additional story + \$0.25/head
Fire sprinkler alteration: Up to and including 49 heads; altera- tions effecting more than 49 heads are treated as New Installation; Charger are based on riser and number of modified heads only	\$45/riser + \$0.25/head	
Hydro and Rough Pipe		\$75/riser + \$30/each additional story + \$0.50/head
Final		\$45/riser + \$30/riser additional story + \$0.25/head
Underground Fire Main - Commercial Only Add fee to fire sprinkler if fire sprinkler/ standpipe permit includes underground fire main	\$45	
Burial Depth, Joints and Flush		\$45 + \$0.50/linear foot
Hydro and Final		\$75.00
Fire Alarm New - including monitoring only systems	\$45/panel + \$0.50/ additional device	
Rough Wire		\$45/Panel + \$15/each additional story + \$0.50/each additional device
Final		\$45/panel + \$0.50/each additional device

Fire Alarm Alterations Value up to \$5,000; systems alterations exceeding this amount are treated as new install; Fire Alarm Alteration charges based on Panel + number of modified devices only	\$45/panel + \$0.50/ additional device	
Rough Wire		\$45/Panel + \$0.50/each additional device
Final		\$45/Panel + \$0.50/each additional device
Exhaust Hood (each)	\$45/hood	\$60/system
Pre-Engineered Suppression System (each)	\$30 + \$3/gallon of agent	\$60/system
Pre-Engineered System Alteration	\$30 + \$3/gallon of agent	\$60/system
Fire Pump (each)	\$75/pump	\$180/pump
Spray Booth	\$30 + \$0.50/sq. foot	\$45 + \$0.50/sq. foot
Fuel Tanks (above ground and underground)	\$45 + \$15/additional tank	
Hydro and Suds Test		\$45 + \$15/each additional tank
Burial Depth and Tie Down		\$45 + \$15/each additional tank
Final		\$45
LP Gas	\$45/tank	\$45/tank
Gate	n/a	\$30
Knox Box (install and key exchange)	n/a	\$30
Alternative Water supply subsequent Review	\$60 Review Fee	\$120



**INTERLOCAL AGREEMENT BETWEEN CITY OF HIGH SPRINGS AND CITY OF
ALACHUA FOR BUILDING INSPECTION SERVICES**

This Interlocal Agreement is made and entered into this _____ day of _____, 2015, by and between the CITY OF HIGH SPRINGS, a Florida municipality (hereinafter "HIGH SPRINGS"), whose address is 110 NW 1st Ave., High Springs, Florida, 32643, and the CITY OF ALACHUA, a Florida municipality (hereinafter "ALACHUA"), whose address is 15100 NW 142nd Terrace, Alachua, Florida 32615.

WITNESSETH

WHEREAS, pursuant to Section 553.79, Florida Statutes, all municipalities are required to conduct building inspections to ensure compliance with the Florida Building Code; and

WHEREAS, HIGH SPRINGS has a building permitting and inspection department; and

WHEREAS, ALACHUA has a building permitting and inspection department; and

WHEREAS, Section 163.01, Florida Statutes, authorizes interlocal agreement to ensure the most efficient use of power; and

WHEREAS, each party, to the extent permitted by Section 768.28, Florida Statutes, agrees to indemnify and hold harmless each of the other parties, their officers, agents, and employees, from and against any and all claims, damages, injuries, losses, and expenses, including reasonable attorney's fees, arising out of or relating to that party's actions or omissions arising out of this Agreement and the actions or omissions of the party's officers, agents, and employees; provided, however, that no party waives sovereign immunity hereby as to third parties; and

NOW THEREFORE, in consideration of the provisions contained in this Agreement, and other goods and valuable consideration in which the party acknowledges, the parties agree as follows:

SECTION 1. RECITALS. The above recitals are true and correct and form a material part of this Agreement upon which the parties have relied.

SECTION 2. PURPOSE. The purpose of this Interlocal Agreement is to coordinate certain matters relative to the provision of public services by the parties to their respective citizens and to allow the two municipalities to utilize the services of the other when necessary for building inspections.

SECTION 3. RESPONSIBILITIES.

HIGH SPRINGS hereby agrees to provide building inspection services for ALACHUA on an as needed basis in the event an employee of ALACHUA is unable to perform the same due to illness, vacation, or is otherwise unavailable. The obligation of HIGH SPRINGS is contingent upon availability of a HIGH SPRINGS employee to provide such services.

ALACHUA hereby agrees to provide building inspection services for HIGH SPRINGS on an as needed basis in the event an employee of HIGH SPRINGS is unable to perform the same due to illness, vacation, or otherwise unavailable. The obligation of ALACHUA is contingent upon availability of an ALACHUA employee to provide such services.

Each party agrees that any such regulation and administration of the Florida Building Code shall be in the manner authorized by state law. The services provided shall include the following:

- a. Provide regulatory commercial building inspection services for permitted construction activity related to building construction, erection, repair, addition, remodeling, demolition, or alteration projects that are subject to the Florida Building Code related to building, plumbing, electrical and mechanical work.
- b. Provide all permit holders a record of the inspection results.

SECTION 4. FEES AND PAYMENT.

Neither party shall invoice the other party. The parties mutually agree to assist the other municipality.

SECTION 5. TERM, TERMINATION AND LENGTH OF AGREEMENT

The term of this Agreement is for three (3) years commencing on the date of full execution of this Agreement by the parties. Further, this Agreement shall be automatically renewed annually unless either party notifies the other in writing with sixty (60) days notice.

The Parties agree that this Interlocal Agreement may be terminated by either party without cause after providing sixty (60) days notice.

SECTION 6. INTERPRETATION

The language of this Agreement has been agreed to by both Parties to express their mutual intent and no rule of strict construction shall be applied against either Party. The

headings contained in this Agreement are for reference purposes only and do not affect in any way the meaning or interpretation of this Agreement.

SECTION 7. NOTICES

Whenever either Party desires to give notice unto the other, such notice must be in writing, sent by registered U.S. mail, return receipt requested, addressed to the Party for whom it is intended at the place specified below. The place for giving of notice shall remain the same until it shall have been changed by written notice in compliance with the provision of this paragraph. For the present, the Parties have designated the following as the respective place for giving of notice:

For HIGH SPRINGS:

Ed Booth
City Manager
110 NW 1st Ave.
High Springs, Florida 32643

For ALACHUA:

Traci L. Cain
City Manager
P.O. Box 9
Alachua, Florida 32616

SECTION 8. EFFECTIVE DATE

The effective date of this Agreement shall be the date upon which the last party to execute shall execute this Agreement.

SECTION 9. SEVERABILITY.

Any provision of this Agreement held by a court of competent jurisdiction to be invalid, illegal, or unenforceable shall be severable and shall not be construed to render the remainder to be invalid, illegal, or unenforceable.

SECTION 10. LIABILITY

Nothing is intended to serve as a waiver of sovereign immunity by any Party to which sovereign immunity may be applicable. Nothing shall be construed as consent by a state

agency or political subdivision of the State of Florida to be sued by third parties in any matter arising out of this Agreement or any other contract. All Parties are municipal corporations or political subdivisions of the State of Florida as defined in Section 768.28, Florida Statutes, or any amended or successor statute, and agree to be fully responsible for acts and omissions of their agents or employees to the extent permitted by law.

SECTION 11. LIMITATIONS OF AGREEMENT

It is not the intent of this Agreement to change the jurisdiction of the Parties in any manner except as specifically provided. All other policies, rules, regulations and ordinances of the Parties will continue to apply within the jurisdictional boundaries of each Party.

SECTION 12. EMPLOYEE STATUS

Persons employed by their Party in the performance and functions pursuant to this Agreement shall not be deemed to be employees of the other Party nor shall they have any claim to pension, workers' compensation, civil service or other employee rights or privileges granted by the other Party to its officers and employees.

SECTION 13. ENTIRE AGREEMENT; AMENDMENTS

This instrument constitutes the entire Agreement between the parties and supersedes all previous discussions, understandings and agreements. Amendments to and waivers of the provisions herein shall be made by the parties only in writing by formal amendment.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed for the uses and purposes therein expressed on the day and year first above-written.

City of High Springs:

S. Scott Walker, Esq.

Ed Booth, City Manager

Sue Weller, Mayor of High Springs

Attest:

Jenny Parham, City Clerk



Commission Agenda Item Request Form

MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE BY NOON ON THE WEDNESDAY PRIOR TO THE COMMISSION MEETING

MEETING DATE: AUGUST 27, 2015

SUBJECT: CONSIDER RESOLUTION 2015-L, A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS IMPOSING REGULATORY FEES FOR THE REGISTRATION OF VACANT REAL PROPERTY IN FORECLOSURE; PROVIDING LIMITATIONS ON SUCH REGULATORY FEES; PROVIDING DIRECTIONS REGARDING CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT:

PREPARED BY: CITY CLERK

RECOMMENDED ACTION: APPROVAL OF RESOLUTION 2015-L.

Summary

THE COMMISSION WILL CONSIDER A RESOLUTION SETTING FEES FOR THE REGISTRATION OF VACANT REAL PROPERTY IN FORECLOSURE.

ATTACHMENTS: RESOLUTION 2015-L

REVIEWED BY CITY MANAGER: _____

RESOLUTION 2015-L

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS IMPOSING REGULATORY FEES FOR THE REGISTRATION OF VACANT REAL PROPERTY IN FORECLOSURE; PROVIDING LIMITATIONS ON SUCH REGULATORY FEES; PROVIDING DIRECTIONS REGARDING CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission enacted Ordinance No. 2014-03 on September 25, 2014; and

WHEREAS, Ordinance No. 2014-03 provides for the registration of vacant real property in the process of foreclosure within the City of High Springs; and

WHEREAS, Ordinance No. 2014-03 authorizes the City Commission by resolution to impose regulatory fees for the registration of vacant real property in foreclosure; and

WHEREAS, the City Building Department has reviewed and recommended the amount of the regulatory fees for the registration of vacant real property in foreclosure to be imposed in this Resolution; and

WHEREAS, the City Commission has determined that the regulatory fees imposed in this Resolution are reasonable and necessary for the registration of vacant real property in foreclosure, do not exceed the cost of the regulatory activity required for the registration of such property, and will be used and expended solely for the regulatory purpose of such registration activity.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF HIGH SPRINGS, FLORIDA AS FOLLOWS:

SECTION ONE: Pursuant to Ordinance 2014-03, the City Commission hereby imposes regulatory fees in the amount of \$200.00 per parcel for the registration of vacant real property in foreclosure within the City of High Springs.

SECTION TWO: This Resolution shall not be codified in the High Springs Code of Ordinances.

SECTION THREE: The Commission may adjust and update this fee by enacting subsequent resolutions.

SECTION FOUR: This Resolution and the fees imposed in this Resolution shall take effect immediately after passage.

City of High Springs
Resolution 2015-L
Vacant Property Registry

SECTION FIVE: If any word, phrase, clause, paragraph, section or provision of this Resolution or the application hereof to any person or circumstances is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of the resolution which can be given without the valid or unconstitutional provisions or application, and to this end the provisions of this Resolution are declared severable.

SECTION SIX: All resolutions and parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

PASSED in regular session of the High Springs City Commission this ____ day of _____, 2015.

CITY OF HIGH SPRINGS

Sue Weller, Mayor

ATTEST, BY THE CLERK OF THE CITY
COMMISSION OF THE CITY OF HIGH
SPRINGS, FLORIDA:

Jenny Parham, City Clerk

APPROVED AS TO FORM AND LEGALITY:

S. Scott Walker, City Attorney



Commission Agenda Item Request Form

MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE BY NOON ON THE WEDNESDAY PRIOR TO THE COMMISSION MEETING

MEETING DATE: AUGUST 27, 2015

SUBJECT: CONSIDER APPROVAL OF CONTRACT WITH COMMUNITY CHAMPIONS CORPORATION FOR MANAGEMENT OF A REGISTRATION PROGRAM FOR VACANT/FORECLOSED REAL PROPERTIES.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT:

PREPARED BY: CITY CLERK

RECOMMENDED ACTION: APPROVAL OF CONTRACT

Summary

IN JULY OF THIS YEAR, THE COMMISSION ACCEPTED A PROPOSAL FROM COMMUNITY CHAMPIONS CORPORATION FOR THE REGISTRATION OF VACANT/ABANDONED PROPERTIES. THE COMMISSION WILL NOW CONSIDER APPROVAL OF THE CONTRACT FOR SUCH SERVICES.

ATTACHMENTS: CONTRACT

REVIEWED BY CITY MANAGER: _____

**SERVICE AGREEMENT BETWEEN
THE CITY OF HIGH SPRINGS, FLORIDA
AND COMMUNITY CHAMPIONS**

THIS AGREEMENT is made and entered this _____ day of _____, 2015, by and between Community Champions Corporation, a Florida Corporation, whose address is 6767 N. Wickham Road, Suite 500, Melbourne, Florida 32940, hereinafter referred to as "Contractor," and the City of High Springs, a municipal subdivision of the State of Florida, which City Hall is located at 110 NW 1st Ave., High Springs, Florida 32643, hereinafter referred to as the "City."

WHEREAS, due to an overwhelming number of mortgage foreclosures on residential and commercial properties that are in violation of the City of High Springs Code of Ordinances, specifically, Section 18.2 of Chapter 18 to promote the health, safety, and welfare of the citizens of High Springs by setting the minimum standards necessary for the maintenance of improved lots, parcels, and vacant and unimproved properties in order to safeguard against potential hazards and reduce occurrences of blight; and

WHEREAS, in order to promptly and efficiently address the issues related to the maintenance of foreclosed residential and commercial properties; the City Commission adopted Ordinance 2014-03 regarding Property Registration; and

WHEREAS, the City drafted a Request for Proposal of Services for Property Registration to register vacant, abandoned, and foreclosed properties so that the City can properly address violations of the City's property maintenance codes; and

WHEREAS, after careful consideration of all applicants, the City determined it is in the best interest of the City to enter into this Agreement with Community Champions; and

WHEREAS, Community Champions will also provide an electronic registration process that is cost-free and revenue-generating for the City; and

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, to be respectively kept and performed by the parties, the Contractor, and the City agree as follows:

Section 1: Term. The term of this Agreement is for two (2) years to commence on September 1, 2015 and terminate on August 31, 2017. This term is renewable in two year periods through the execution of a written amendment to this Agreement executed by both parties.

Section 2: Scope of Engagement of Services/Community Champions Responsibilities. The City hereby agrees to engage the Contractor, and the Contractor hereby agrees to perform the services set forth in the below:

- (a) Contractor shall cite the City's Ordinance to mortgagees and proactively contact those that file a public notice of default, lis pendens, foreclosure

- action, and or take title to real property via foreclosure or other any legal means. Contractor shall electronically provide for registration of foreclosed properties in violation of applicable City ordinances.
- (b) Contractor shall pay for all expenses related to registration of all foreclosed property, and all administrative costs and fees related thereto. Contractor will investigate, report, or take corrective measures monthly to update property status of all foreclosed property electronically registered and in compliance with the relevant City ordinances.
 - (c) Contractor shall charge a fee as directed by the City to each registrant to register all mortgagees who comply with the Ordinance. Contractor shall retain fifty (50) percent with no less than \$100.00 to Community Champions and not greater than \$150.00 to Community Champions, of each collected registration fee and remit the balance to the City in consideration of the services provided. The Contractor shall forward payment of the City's portion of the registration fee to the City's Finance Department no later than the 15th day of the following month during the term of this Agreement.
 - (d) Contractor agrees to provide a website for the registration of each foreclosed property in order to enable compliance with the City's ordinances. The website will direct registrants to the City's website, and further direct traffic, via a hyperlink, to www.CChampions.com. The website found at www.cchampions.com will automatically allow lenders and/or responsible parties to comply with the City's Property Registration Codes.
 - (e) Contractor will meet all of the City's IT security and anti-viral requirements.

Section 3: Insurance and Indemnification. The Contractor covenants and agrees to the fullest extent permitted by law to indemnify, defend and hold harmless the City and its employees, officers, and attorneys from and against all claims, demands, losses, personal injuries (including but not limited to death), liability (including reasonable attorney's fees through and all administrative, trial, post judgment and appellate proceedings), and actions which may be made or asserted against the City arising directly or indirectly from the Contractor's performance or nonperformance of this Agreement or the failure of Contractor to properly perform this Agreement including negligent acts, errors, omissions, intentional actions arising out of or resulting from: (1) performance of services pursuant to this Agreement; (2) failure to properly train employees under their control, or direction, and (3) failure to remit any local, state, and federal taxes due by them as a result. This paragraph shall survive termination of this Agreement.

The indemnification provided above shall obligate the indemnifying party to defend at its own expense or to provide for such defense, at the sole option of the City, as the case may be, of

any and all claims of liability and suits and actions of every name and description that may be brought against the City or its employees, officers, and attorneys which may result from the services under this Agreement whether the services be performed by the indemnifying party or anyone directly or indirectly employed or hired by them, in all events the City shall be permitted to choose legal counsel of its sole choice, the fees for which shall be subject to and included with this indemnification provided herein, as long as said fees are reasonable. This paragraph shall survive termination of this Agreement.

The parties recognize that various provisions of this Agreement, including but not necessarily limited to this Section, provide for indemnification by the Contractor and requires a specific consideration be given therefore. The parties therefore agree that the sum of Ten Dollars and 00/100 (\$10.00), receipt of which is hereby acknowledged, is the specific consideration for such indemnities, and the providing of such indemnities is deemed to be part of the specifications with respect to the services to be provided by Contractor.

For all services performed hereunder, the Contractor shall purchase and maintain, at its own expense, such general liability insurance, personal property, worker's compensation, and unemployment insurance coverage for the Contractor and employees to cover claims for damages arising in any way out of the services performed under this Agreement. The Contractor shall be responsible for any and all deductibles. Certificates of Insurance must be furnished to the City naming the City as additional insured. These certificates must provide a ten (10) calendar day notice to the City in the event of cancellation, non-renewal, or a material change in the policy.

Contractor shall provide and maintain in force at all times during the Agreement with the CITY, such insurance, including Workers' Compensation and Employer's Liability Insurance, Comprehensive General Liability Insurance, Automobile Liability Insurance and Errors and Omissions Insurance as will assure to Placentia the protection contained in the foregoing indemnification undertaken by Contractor.

A. Workers' Compensation Statutory limits with \$100,000 Employers Liability.

B. Commercial General Liability Insurance with limits of no less than \$1,000,000.00. Bodily injury shall include operations and premises liability, products and completed operations, owners, and contractor's protective liability and personal injury liability.

C. Business Auto Liability coverage is to include bodily injury and property damage arising out of operation, maintenance or use of any auto, including owned, non-owned and hired automobiles and employee non-ownership with limits of not less than \$1,000,000.00 per occurrence.

D. Errors and Omissions Insurance limits of liability provided by such policy shall be no less than \$1,000,000.00 to assure CITY the indemnification specified herein.

E. A Certificate of Insurance acceptable to the CITY shall be provided listing the above coverage and providing 30 days prior written notice to the CITY in the case of cancellation. The CITY shall be named as an additional insured and a certificate holder on the Commercial, General, Automobile, and Professional. Liability Policies with a waiver of subrogation on the Workers' Compensation Employer's Liability Policy. A copy of the certificate shall be mailed to the CITY's Finance Director at the time Contractor executes this Agreement.

Section 4: Public Records. Pursuant to Florida Statute Section 119.0701 the parties agree to the following:

- (a) During the term of this Agreement, the Contractor shall comply with the Florida Public Records Law, to the extent such law is applicable to the Contractor. If Section 119.0701, Florida Statutes is applicable, the Contractor shall do the following: (1) Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform this service; (2) Provide the public with access to the 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 allowed by law; (3) Keep from disclosure those public records that are exempt or confidential; (4) Meet all requirements for retaining public records and upon termination of this Agreement, transfer, at no cost, all public records to the City, and destroy any duplicate public records that are confidential or exempt from 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.
- (b) The Contractor shall keep and make available to the City for inspection and copying, upon written request by the City, all records in the Contractor's possession relating to this Agreement. Any document submitted to the City may be a public record and is open for inspection or copying by any person or entity unless considered confidential and exempt. Public records are defined as all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by an agency. Any document in the Contractor's possession is subject to inspection and copying unless exempted under Chapter 119, Florida Statutes.
- (c) During the term of this Agreement, the Contractor may claim that some or all of the Contractor information, including, but not limited to, software, documentation,

manuals, written methodologies and processes, pricing, discounts, proprietary information, technical data, trade secrets, including, but not limited to research, product plans, products, services, customer lists and customers, markets, software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances, or other considerations (hereafter collectively referred to as "Confidential Information"), is, or has been treated as, confidential and proprietary by the Contractor in accordance with Section 812.081, Florida Statutes, or other law, and is exempt from disclosure under the Public Records Act. The Contractor shall clearly identify and mark Confidential Information as "Confidential Information" and the City shall use its best efforts to maintain the confidentiality of the information properly identified by the Contractor as "Confidential Information." Confidential information does not include any of the foregoing items that have become publicly known and made generally available through no wrongful act or omission of either party or others who were under confidentiality obligations as to the item or items involved or improvements or new versions thereof.

- (d) The City shall promptly notify the Contractor in writing of any request received by the City for disclosure of the Contractor Confidential Information and the Contractor may assert any exemption from disclosure available under applicable law or seek a protective order against disclosure from a court of competent jurisdiction. The Contractor shall protect, defend, indemnify, and hold the City, its officers, employees and agents free and harmless from and against any claims or judgments arising out of a request for disclosure of Confidential Information. The Contractor shall investigate, handle, respond to, and defend, using counsel chosen by the City, at the Contractor's sole cost and expense, any such claim, even if any such claim is groundless, false, or fraudulent. The Contractor shall pay for all costs and expenses related to such claim, including, but not limited to, payment of attorney fees, court costs, and expert witness fees and expenses. Upon completion of this Agreement, the provisions of this section shall continue to survive. The Contractor releases the City from all claims and damages related to any disclosure of documents by the City.
- (e) If the Contractor refuses to perform its duties under this section within fourteen (14) calendar days of notification by the City that a demand has been made to disclose the Contractor's Confidential Information, then the Contractor waives its claim that any information is Confidential Information, and releases the City from claims or damages related to the subsequent disclosure by the City.
- (f) If the Contractor fails to comply with the Public Records Law, the Contractor shall be deemed to have breached a material provision of this Agreement.

Section 5: Audit. CITY shall have the right to audit the books, records and accounts of Contractor that are related to this Agreement. Contractor shall keep, in digital or hard copy

format, whichever format Contractor so chooses, such book, records, and accounts as may be necessary in order to record complete and correct entries related to this Agreement. Contractor shall preserve and make available, at reasonable times for examination and audit by the CITY, all financial records, supporting documents, statistical records, and any other documents pertinent to his Agreement for the required retention period of the Florida Public Records Act (Chapter 119, Florida Statutes), if applicable, or, if the Florida Public Records Act is not applicable, for a minimum period of three (3) years after termination of this Agreement, unless Contractor is notified in writing by the CITY of the need to extend the retention period. Such retention of such records and documents shall be at Contractor's expense. If an audit has been initiated and audit findings have not been resolved at the end of the retention period or three (3) years, whichever is longer, the books, records, and accounts shall be retained until resolution of the audit findings.

Section 6: Employees and Subcontractors. The Contractor may employ as many contractors or assistants as it deems appropriate and necessary to perform its services required hereunder. However, the Contractor shall be solely responsible for the payment of its contractors or assistants including the responsibility for their acts and omissions, wages, fees, applicable income taxes, applicable workers' compensation insurance, and expenses. Such subcontractors are subject to the provisions of this Agreement.

The Contractor shall be considered an independent contractor in connection with this Agreement. This Contractor shall in no way be construed or deemed to be an employee of the City for all purposes, including, but not limited to the application of the Fair Labor Standards Act, minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers Compensation Act, and the State unemployment insurance law. The Contractor shall have exclusive control and discretion in the operation and management of its duties pursuant to this Agreement. This Agreement does not create an employee/employer relationship between the parties.

The Contractor agrees not to offer employment to any of the City's employees and not, either directly or indirectly, solicit, induce, recruit or encourage any of the City's employees to leave their employment during the term of this Agreement and for a period of six months after the expiration of this Agreement and any extensions thereof.

In the performance of this Agreement, the Contractor shall not discriminate against any firm, employee, or applicant for employment or any other firm or individual in providing services because of age, sex, race, color, religion, ancestry or national origin.

Section 7: Contract Documents. The following list of documents which are attached hereto as exhibits to this Agreement shall be incorporated into this Agreement, as if fully set forth herein by reference:

- A. Ordinance 2014-03; and

B. Resolution 2015-L

Section 8: Legal Representation. The parties acknowledge that S. Scott Walker, Esq, Folds & Walker, LLC and the other attorneys therein, have acted as counsel for the City in connection with this Agreement and the transactions contemplated herein, and have not given legal advice to any party hereto other than the City.

Section 9: Third-Party Rights. This Agreement is not a third-party beneficiary contract and shall not in any respect whatsoever create any rights on behalf of any third party.

Section 10: Severability. If any provision of this Agreement is held to be invalid, void, or unenforceable, the remaining provisions shall nevertheless remain in full force and effect, unless the absence of the invalid, void or unenforceable provision or provisions causes this Agreement to fail in its essential purposes.

Section 11: Attorney's Fees. In the event any litigation or controversy arises out of or in connection with this Agreement between the parties hereto, the prevailing party in such litigation or controversy shall be entitled to recover from the other party or parties all reasonable attorney's fees and paralegal fees, expenses and suit costs, including those associated with any appellate or post-judgment collection proceedings.

Section 12: Non-Waiver. No delay or failure by either party to exercise any right under this Agreement and no partial or single exercise of that right shall constitute a waiver of that or any other right, unless otherwise expressly provided herein.

Section 13: Interpretation: The parties have participated in the drafting of all parts of this Agreement, and have each had an opportunity to review this Agreement with legal counsel. As a result, it is the intent of the parties that no portion of this Agreement shall be interpreted more harshly against either of the parties as the drafter.

Section 14: Sovereign Immunity: Notwithstanding any other provision set forth in this Agreement, nothing contained in this Agreement shall be construed as a waiver of the City's right to sovereign immunity under section 768.28, Florida Statutes, or other limitations imposed on the City's potential liability under state or federal law. As such, the City shall not be liable under this Agreement for punitive damages or interest for the period before judgment. Further, the City shall not be liable for any claim or judgment, or portion thereof, to any one person for more than two hundred thousand dollars (\$200,000.00), or any claim or judgment, or portion thereof, which, when totaled with all other damages or judgment paid by the State or its agencies and subdivisions arising out of the same incident or occurrence, exceeds the sum of three hundred thousand dollars (\$300,000.00). This paragraph shall survive termination of this Agreement.

Section 15: Standard of Care. In performing the services hereunder, the Contractor shall use the degree of care and skill ordinarily exercised under similar circumstances by

reputable members of their profession practicing at the same or similar locality. The Contractor shall have experience and/or knowledge of the components of the City's technical environment.

The Contractor shall be qualified and licensed under the laws, rules, and regulations of the State of Florida and the City of High Springs, Florida to perform the work required by this Agreement.

Section 16: Scope of Agreement/Modification/Notices. This Agreement constitutes the entire Agreement between the City and Contractor. Any modification hereto shall be null and void unless the same is reduced to writing and signed by both parties. All notices required hereunder shall be directed to the parties at the following addresses:

City of High Springs
Ed Booth, City Manager
110 NW 1st Ave.
High Springs, FL 32643

David Mulberry
President/CEO
6767 N. Wickham Road, Suite 500
Melbourne, Florida 32940

or at such other address as either party may designate in writing delivered to the other party.

Section 17: Termination. Either party may terminate this Agreement without penalty and without cause, upon providing the other party with a minimum of thirty (30) days written notice. If the Contractor fails to perform or observe any material term or condition of this Agreement and the failure is not corrected within a reasonable period of time, the City may terminate such services immediately. If either party terminates this Agreement, Contractor shall assist the City in the orderly termination of services, including timely transfer of the services to another designated provider, and forward to the City any Registration Fees owed to the City. In addition, for a period of 6 (six) months following the termination of this agreement, Contractor shall respond to the reasonable inquiries of any successor companies and allow and successor companies to receive information in digital or hard copy format, whichever format Contractor so chooses, relating to matters of continuing significance.

Section 18: Venue. In the event of any dispute, claim or controversy concerning this Agreement, or any dispute, claim, or controversy arising out of or relating to any interpretation, construction, performance or breach of this Agreement, both parties agree that venue shall be in Alachua County, Florida. This Agreement shall be governed by the laws of the State of Florida.

Section 19: Fiscal Non-Funding Clause. In the event sufficient funds are not budgeted for a new fiscal period, the City shall notify the Contractor of such occurrence and this Agreement shall terminate on the last day of the current fiscal year without penalty or expense to the City.

Section 20: Assignment. For purposes of this Agreement, any change in ownership of the Contractor shall constitute an assignment which requires the Contractor to notify the City in advance.

Section 21: Binding Authority. Each person executing this Agreement on behalf of either party warrants he/she has authority to execute this Agreement on behalf of the party for whom he/she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement. This Agreement shall not become final and binding until such time as the City Commission approves the same.

Section 22: Laws and Ordinances. Contractor shall observe all laws and ordinances of the City, in addition to all county, state, federal, or other public agencies directly relating to the operations being conducted pursuant to this Agreement.

DATED this _____ day of _____.

CITY OF HIGH SPRINGS

Sue Weller, Mayor

Ed Booth, City Manager

ATTEST:

Jenny Parham, City Clerk

Approved as to Form:

S. Scott Walker, City Attorney

COMMUNITY CHAMPIONS, INC.

_____ Date: _____

[Printed name of Officer]

COMMUNITY CHAMPIONS, Inc.
6767 N. Wickham Rd.
Suite 500
Melbourne, FL 32940

**AGREEMENT BETWEEN
THE SCHOOL BOARD OF ALACHUA COUNTY, FLORIDA
And
THE CITY OF HIGH SPRINGS, FLORIDA
FOR
A SCHOOL RESOURCE OFFICER PROGRAM**

THIS AGREEMENT, made and entered into this 18th day of August, 2015, by and between THE SCHOOL BOARD OF ALACHUA COUNTY, FLORIDA, (hereinafter referred to as the "School Board"), and THE CITY OF HIGH SPRINGS, (hereinafter referred to as the "City");

WHEREAS, the School Board and City desire to provide a crime and delinquency prevention program to the public schools within the City of High Springs; and

WHEREAS, the School Board and the City desire to provide a safer school environment through a School Resource Officer Program;

NOW THEREFORE, in consideration of the mutual promises and covenants herein contained, the School Board and the City hereby agree as follows:

1. The City, by and through its police department ("HSPD"), shall assign one regularly employed police officer as a School Resource Officer to the following school:
High Springs Community School
2. The School Board agrees to pay up to \$20,701.28 as its share of funding for this School Resource Officers (SRO) for the 2015-2016 regular school year. Funds provided by the School Board during the term of this agreement for the cost of SROs shall be paid to the City in ten monthly payments beginning October 30, 2015. Monthly payments shall be 1/10 of the agreed-upon total share, provided that the position is staffed for all months that school is in session (In the event the state of Florida withholds or reserves any part of the funds of the District's Safe Schools allocation, or in the event that the City of High Springs cuts HSPD's budget for the SRO program, the parties may renegotiate the compensation provided for herein and scope of services to be provided hereunder.)
3. Each school listed in paragraph 1 shall, with the participation of the assigned SRO, develop a safety plan that addresses internal and external threats.
4. The School Board will ensure that each school listed in paragraph 1 shall report child abuse in conformance with Chapter 39, Florida Statutes.
5. The City shall also continue to provide supervision of the School Resource Officer program.

6. The School Resource Officer program will operate in accordance with the guidelines attached hereto as "Exhibit A."
7. The School Board and the City agree, pursuant to s. 1002.221(2)(c), Fla. Stat. (2015), to share certain student education records and information in order to further the crime and delinquency prevention programs contemplated by this Agreement. The School Board agrees to provide student demographic information, enrollment data, current schedule, attendance and summary discipline information through its Infinite Campus on-line program to the School Resource Officer, for students at the school where the Officer is assigned.
8. The School Resource Officer shall remain an employee of the City of High Springs and shall not be an employee or agent of the School Board of Alachua County. The School Board and the City acknowledge that School Resource Officer is a police officer who shall uphold the law under the direct supervision and control of the City and HSPD. The SRO shall remain responsive to the chain of command of the City and HSPD.
9. This agreement may be terminated by either party upon thirty (30) days written notice that the other party has failed to substantially perform in accordance with the terms and conditions of this Agreement. This Agreement may also be terminated without cause by either party upon ninety (90) days written notice. Termination of this Agreement may only be accomplished as provided herein. In the event this Agreement is terminated, pro-rated compensation will be made to the City for services performed to the date of termination. The School Board shall be entitled to a pro-rated refund for that period of time when School Resource Officer services are not provided because of the termination of this Agreement.
10. Any and all notices or any other communication herein required or permitted shall be deemed to have been given when deposited in the United States postal service as regular mail, postage prepaid, and addressed as follows:

Owen A. Roberts, Ph.D.,
 Superintendent
 School Board of Alachua County
 620 East University Avenue
 Gainesville, FL 32601

Ed Booth
 City Manager
 City of High Springs
 110 NW 1st Avenue
 High Springs, FL 32643

11. The School Board, the City, their agents, and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the City or their designees.
12. This Agreement constitutes the full understanding of the parties, and no terms, conditions, understandings, or agreement purporting to modify or vary the terms of this Agreement shall be binding unless hereafter made in writing and signed by both parties.

This Agreement and included "Exhibit A" constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed by their duly authorized officers.

THE SCHOOL BOARD OF
ALACHUA COUNTY, FLORIDA

THE CITY OF
ALACHUA

By: _____
Leanetta McNealy, Chair Date

By: _____
Ed. Booth, City Manager Date

Attest: _____
Owen A. Roberts, Superintendent

Attest: _____
Jenny Parham, City Clerk

Approved as to Form:

Approved as to Form:

Attorney

Attorney

EXHIBIT A
CITY OF HIGH SPRINGS
SCHOOL RESOURCE OFFICER PROGRAM

The School Resource Officer Program is a crime and delinquency prevention program focused on educating and counseling students. The program is a joint venture of the City of High Springs and the School Board of Alachua County. The primary objectives of this program are:

1. Educating students in the areas of crime prevention, personal safety, substance abuse, anti-bullying, internet crimes against children and cyber safety, and general law education.
2. Helping students with problems through personal or group counseling/mentoring.
3. Gathering information about criminal activity or potential problems within the school or community.
4. Providing law enforcement assistance to school personnel, parents, and students.
5. Developing a positive image of law enforcement Officers among students and parents.

School Resource Officer Responsibilities:

1. The School Resource Officer (SRO) shall act as in instructor for specialized short-term programs at all schools, when invited to do so by the principal or a member of the faculty. The SRO shall develop expertise in presenting various subjects to students, which shall include, but is not limited to, a basic understanding of law, the role of law enforcement, and the law enforcement mission. The SRO will seek permission from the principal or a member of the faculty prior to enacting any program within the school. Special topics, which the SRO can discuss in a classroom setting upon request, are listed in the enclosed SRO curriculum.
2. The SRO shall be available for student, parent, and faculty member conferences in order to assist with the identification and solving of problems of a law enforcement or crime prevention nature. In such sessions, the SRO has discretion about what action to take if he or she becomes aware of a criminal act.
3. Visibility is critical to the success of the SRO Program. A law enforcement presence during lunch times, bus arrivals/departures, class changes, as well as the time before and after school, are essential in the scope of duties of an SRO. It is important for the officer to work with the administration during these periods.
4. The SRO shall become familiar with all community agencies that offer assistance to youths and their families such as mental health clinics, drug treatment centers, and community-based programs. The SRO shall make referrals to these agencies when appropriate.
5. The SRO shall not act as a school disciplinarian, school administrator, or principal/assistant principal, but will cooperate and participate as necessary in the School Board's expulsion

hearing process if requested by the Superintendent of Schools or his legal counsel. The City will provide case information and/or testimony to the Superintendent, or his/her designee, provided the case is not a pending criminal investigation. In cases of active criminal investigations, the State Attorney, or his/her designee, will approve such action.

6. The SRO shall wear the official HSPD uniform at all times while on duty as an SRO. Appropriate civilian attire may be worn on occasions agreed upon by the City or his/her designee.
7. The SRO will follow and conform to all School Board policies and procedures that do not conflict with the established policies and procedures of the City.
8. The SRO will investigate crimes that take place on school property and may participate in the investigation of crimes known to involve students from his/her school.
9. Should it become necessary to conduct formal law enforcement interviews or investigations with students, the SRO shall adhere to those legal requirements, policies, and procedures established by the State of Florida, the City, and the School Board. The SRO shall inform the student's parent(s) and the principal, or his/her designee, of the investigation/interviews occurring on campus, as soon as practical, if not prohibited by confidentiality provisions of the state law.
10. At the principal's or his/her designee's request, the SRO shall take appropriate law enforcement action against intruders, trespassers, and unwanted unauthorized individuals who may appear at school and/or school-related functions, to the extent that the SRO may do so under the authority of law.
11. The SRO shall assist the principal in developing plans and strategies to prevent and/or minimize dangerous situations that may result from student unrest.
12. The SRO will be given sufficient time at the beginning of the school year to present information to school administrators, faculty, and staff on School Crisis and Emergency plans.
13. The SRO shall inform the principal, or his/her designee, prior to making "random truancy sweeps." The individual school shall establish a working policy with the Officer for the referral or transporting of truant students.
14. A regularly scheduled meeting will be held for all SROs to coordinate the exchange of information among SROs in various schools.
15. The SRO Program will not be identical in each school. The character of the program in each school will be greatly influenced by the principal and the needs of that school.

16. The SRO will develop a working knowledge of students that may have behavioral/mental health issues and assist school staff and parents in developing non-criminal justice responses to behavioral/mental health issues.
17. The SRO will assist the school administration with conducting a minimum of six (6) lockdown or evacuation drills (Not including mandated fire drills) during the school year.
18. The SRO and school administration will promote strategies, including Community Oriented Policing, to increase law enforcement effectiveness on school campuses.
19. The SRO will engage the school community (i.e. parents, students, teachers, support staff, and administrators) to conduct a thorough assessment of their school crisis plan, school building layout, scheduling practices, use of human resources for monitoring purposes, and the structural design of the school to determine the need for:
 - Surveillance or security technology, such as closed circuit television cameras in hallways, parking lots, entrances, etc.
 - Innovations for maximizing the use of human resources to monitor activity.
 - Identifying improvements and ensuring non-duplication of effort in emergency response procedures.

School Resource Officer Assignments:

The City shall assign one regularly employed police officer as a School Resource Officer to the school listed in paragraph one of the Agreement.

School Resource Officer Work Hours:

The SRO work hours should be set by the principal and the SRO's supervisor with the following understandings:

1. The SRO works a 29.5-hour week.
2. Special duty, before or after school, may be assigned on a limited basis if the SRO's work day is rearranged to make this possible. (Rearranging the SRO's schedule to provide football, basketball, and other event security should be kept as minimal as possible. Security for ball games and events should be contracted under other terms whenever possible).
3. The SRO may be required to set certain times aside for in-service training, court appearances, etc. The City will make a good-faith effort to schedule in-service training at times other than regular school hours.

4. Officers may use up to ten (10) days of non-emergency leave during the calendar year. If the SRO is not going to be in school, he/she shall inform the principal, or his/her designee, as soon as possible, at least twenty-four (24) hours prior to taking such leave. The City will make a good-faith effort to assign a substitute SRO to the school if the regularly assigned SRO is absent for more than two consecutive days.
5. The school principal will be given the opportunity to provide input on the SRO's performance with the City's designee.

Facilities and Materials:

The SRO should be considered a resource for the principal's administrative staff. The SRO should work closely with the principal or an administrator appointed by the principal. The School Board shall provide, if possible, each SRO the following facilities and materials necessary for the proper performance of the SRO function:

- An air conditioned, properly lighted private and secure office with a telephone and locking file cabinet for business purposes.
- A desk, chair, appropriate office supplies, internet access and secretarial assistance, if needed.
- For the safety of school staff, the officer should be issued a portable 2-way radio or reprogram the HSPD portable radio, if applicable, for communication with other school personnel.

School Resource Officer Curriculum:

Each SRO may deliver, upon request by school administration or faculty member, classroom instruction or information on the following topics:

1. Law Enforcement as a Career
2. Juvenile Crime:
 - Shoplifting
 - Vandalism
 - Assault and Battery
 - Trespass
 - Burglary
 - Gang Activity
 - Anti- bullying
3. Internet crimes against children and cyber safety.
4. Traffic Safety
5. Impaired Driving
6. Substance Abuse
7. Rape Prevention

8. Crime Prevention
9. Firearm Safety
10. Other topics that the SRO may be requested to cover by the school as the need develops.

Selection Criteria:

Supervisors from HSPD shall interview each potential SRO. The following factors will be considered in the selection process:

- The officer's desire to work with youth.
- The officer's prior experience in law enforcement and youth work.
- The officer's interpersonal and communication skills.
- The officer's academic background and/or other pertinent training.

Training:

The SRO shall attend the 40-hour "School Resource Officer Basic Training Course" offered by the Attorney General's Office and the 64-hour "Instructor Techniques Course" offered by the Institute of Public Safety as soon as practical. In addition, the officer may be required to attend additional courses in drug education, crime prevention, or such appropriate topics as part of his or her prerequisite training or specialized training. In addition to the listed training, all City personnel are required by the agency to attend mandatory retraining every year. HSPD will make a good-faith effort to schedule training for times other than regular school hours.

Pending the availability of funds, the School Board may provide tuition costs for additional training for the SRO Program (i.e., Florida Association of School Resource Officer Training Conference (F.A.S.R.O.) or Training approved and/or offered by the Attorney General's Office of Florida Crime Prevention Training Institute).

Reports:

On a monthly basis, the City will provide SBAC a copy of the SRO's bi-weekly attendance and leave record and overtime log (timesheet), which documents the SRO's work schedule. This report will indicate hours at school, hours in training, sick hours used, vacation hours used, hours assigned to special details, etc. The report will be sent to the superintendent, or designee, in an electronic format.



Commission Agenda Item Request Form

MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE BY NOON ON THE WEDNESDAY PRIOR TO THE COMMISSION MEETING

MEETING DATE: AUGUST 27, 2015

SUBJECT: CONSIDER APPROVAL OF TRAFFIC SIGNALS AND BEACONS AGREEMENT.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT:

PREPARED BY: CITY CLERK

RECOMMENDED ACTION: APPROVAL OF INTERLOCAL AGREEMENT

Summary

THE COMMISSION WILL CONSIDER RENEWAL OF THE INTERLOCAL AGREEMENT WITH THE CITY OF GAINESVILLE FOR REPAIR AND SERVICE OF THE TRAFFIC SIGNALS AND BEACONS IN THE AMOUNT OF \$1,849.27.

THE CITY RECEIVES COMPENSATION FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION TO MAINTAIN THE TRAFFIC SIGNALS AND BEACONS.

ATTACHMENTS: INTERLOCAL AGREEMENT.

REVIEWED BY CITY MANAGER: _____

**RENEWAL OF THE INTERLOCAL AGREEMENT
FOR REPAIR AND SERVICE OF TRAFFIC SIGNALS AND BEACONS**

THIS RENEWAL is entered into by and between THE CITY OF GAINESVILLE, FLORIDA, a municipal corporation (hereinafter referred to as "CITY"), and the CITY OF HIGH SPRINGS, a municipal corporation (hereinafter referred to as "HIGH SPRINGS").

WHEREAS, the CITY and HIGH SPRINGS have previously entered into an Interlocal Agreement for Repair and Service of Traffic Signals and Beacons effective October 1, 2007 (the "Agreement") and;

WHEREAS, Section I of the Agreement provides for automatic annual renewals of the Agreement, until amended or terminated; and

WHEREAS, the CITY and HIGH SPRINGS desire to memorialize in writing their intent to renew and amend the Agreement;

NOW, THEREFORE, the parties agree as follows:

1. The CITY and HIGH SPRINGS hereby renew the Agreement, effective October 1, 2015.
2. The CITY and HIGH SPRINGS agree to the Service Locations and Extraordinary Repairs or Services set forth in Attachments A & B respectively, attached to this Renewal and made a part hereof.
3. The CITY and HIGH SPRINGS agree to the costs and charges set forth in Attachment C, attached to this Renewal and made a part hereof.
4. The CITY and HIGH SPRINGS agree that Attachments A, B, and C, attached to this Renewal supercede those attached to the Agreement.
5. This Renewal shall inure to the benefit of and be binding on both the CITY and HIGH SPRINGS.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

6. Except as amended herein, the terms and conditions of the Agreement remain in full force and effect.

WITNESS:

Print Name: _____

CITY OF HIGH SPRINGS

Mayor

Print Name: _____

Date: _____

WITNESS:

Print Name: _____

CITY OF GAINESVILLE, FLORIDA

Russ Blackburn, City Manager

Date: _____

Approved as to Form and Legality:

ATTACHMENT A – SERVICE LOCATIONS

CITY OF HIGH SPRINGS

The City of Gainesville will perform emergency repairs and preventive maintenance at the following locations:

<u>Type of Installation</u>	<u>Location</u>
Traffic Signal	US 441 & County Road 236
Traffic Signal	SR 20 & County Road 236
School Flasher	Middle School County Road 236 (2)

ATTACHMENT B

The activities listed below, but not limited to those below, are defined as extraordinary repair or service activities requiring the use of specialized or heavy equipment the City Traffic Operations Section may not have readily available:

- Respanning overhead span or messenger wire and supporting materials
- Rewiring overhead messenger wire
- Replacing concrete controller pads
- Reworking or repairing underground conduit and cables
- Re-installation of poles supporting traffic signal, flashing school beacon and flashing warning beacon installations
- Specification, design, ordering and purchasing of special equipment (non off-the-shelf items)
- Repainting of mast arms and poles
- Structural repairs of mast arms and poles
- Utility locates (Sunshine One-Call)

Extraordinary repair activities would also include repairs required as a result of severe weather, including but not limited to tornadoes, hurricanes and windstorms.

The determination of whether a repair activity is extraordinary or not will be made by the Traffic Operations Manager, or designee, once all aspects of the repairs are determined.

**ATTACHMENT C
CITY-CITY OF HIGH SPRINGS TRAFFIC ENGINEERING SERVICES
AGREEMENT FY 2015/2016 COST DETERMINATION FOR PREVENTATIVE SIGNAL
MAINTENANCE & ROUTINE REPAIR**

Cost for FY 2015-16

The CPI increase for 2014 was 0.8%

(2) Traffic signals at \$600.00 each =	\$1,200.00
(1) School flasher at \$500.00 each =	<u>500.00</u>
Total Annual Cost	\$1,700.00
Total Cost FY2014-15 (2013 CPI increase 1.5%)	\$1,834.59
CPI increase	<u>1.008</u>
Total Cost including CPI increase—FY2015-16	<u>\$1,849.27</u>

Charges for service calls will be billed on a monthly basis.

RESOLUTION 15- 58

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, ESTABLISHING AND IMPOSING A NON-AD VALOREM ASSESSMENT FOR ROADWAY IMPROVEMENTS TO NW 210 AVENUE, NW 205 STREET, NW 218 AVENUE AND NW 202 STREET LOCATED IN THE UNINCORPORATED AREA OF ALACHUA COUNTY; DESCRIBING THE METHOD OF ASSESSING THE ROADWAY IMPROVEMENT COSTS AGAINST PROPERTY WITHIN THE SPECIAL ASSESSMENT DISTRICT; PROVIDING FOR INCLUSION OF THE ASSESSMENT ON THE ASSESSMENT ROLL; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Alachua County, Florida (hereinafter, the "Board"), finds that the roadway improvements to portions of NW 210 Avenue, NW 205 Street, NW 218 Avenue and NW 202 Street within Alachua County, specifically identified and described in **Exhibit "A"** are necessary for the health, safety, and welfare of the citizens of Alachua County, Florida; and

WHEREAS, the Alachua County Public Works Department has agreed to provide the roadway improvements within the district; and

WHEREAS, the properties to be benefitted by the roadway improvements have been specifically identified and described in **Exhibit "B"**; and

WHEREAS, pursuant to Section 197.3632(3)(a), Florida Statutes, and Alachua County Code Chapter 37, Alachua County, on October 28, 2014, the Board adopted Resolution 14-108 which gave Notice of the County's intent to impose a non-ad valorem assessment for roadway improvements to portions of NW 210 Avenue, NW 205 Street, NW 218 Avenue and NW 202 Street within Alachua County, and to use the uniform method of collecting such assessments; and

WHEREAS, pursuant to Section 197.3632(3)(a), Florida Statutes, and Alachua County Code Chapter 37, Alachua County has provided notice of the roadway

improvements to the owners of assessed property within the special assessment district through published notice by newspaper publication (proof of publication attached hereto as **Exhibit "C-1"**) and through notice by individual mailing (sample individual mailing attached hereto as **Exhibit "C-2"**); and

WHEREAS, the Board conducted a Public Hearing on October 28, 2014 and on June 09, 2015 and comments and objections of all interested persons have been heard and considered by the Board as required by law.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA:

1. That it finds, determines and declares that the recitals in the preamble are true and correct, and hereby incorporates them by reference.
2. That this Resolution is adopted pursuant to the County's Home Rule Authority as a Charter County, Code Chapter 37 and Section 197.3632, Florida Statutes, and other applicable provisions of law.
3. That, it is hereby ascertained, determined, and declared that each parcel of assessed property within the special assessment district will be specially benefitted by the roadway improvements by Alachua County Public Works in an amount not less than the amount of the roadway improvements assessment for such parcel. That, roadway improvements will enhance the assessed property and may result in a potential increase in the value to the property.
4. That, apportioning the roadway improvements costs among the property within the Assessment District according to the ratio of the average daily vehicular trips of each property over the total average daily vehicular trips of the district is fair and reasonable and proportional to the special benefit received.
5. There is hereby levied and imposed a non-ad valorem assessment against all properties in this Special Assessment District in the amount of \$3,242.65± per each property. The assessment may be paid over a 10-year period at an annual interest rate of 2%. The assessment is to be shared among the 68 parcels within the district. A copy of the roadway improvements cost summary with a methodology for determining the assessment cost is attached as **Exhibit "D"**, as incorporation herein by reference. Any difference in assessment revenues and actual construction costs shall be funded by Fuel Tax Revenues.
6. The roadway improvements assessment shall continue as a lien upon the assessed property that is equal in rank and dignity with the liens of all State, County, District or Municipal taxes and other non-ad valorem assessments. Except as otherwise provided by law, such liens shall be superior in dignity to all other liens, titles and claims, until paid. Collection of the assessment shall commence with the Property Tax Notice mailed out during the Fiscal Year 2015-2016.

7. The non-ad valorem assessment imposed by this resolution shall be included in the assessment roll that will be adopted by the County and certified by the County Commission Chair prior to September 15, 2015. The County Manager or his designee is authorized and directed to ensure that this assessment is so included on the assessment roll of the Tax Notice for 2015 and all applicable subsequent notices for the duration of the roadway improvements assessment. The roadway improvements assessments shall be collected on the same bill as ad valorem taxes.

8. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED in regular session, this 9th day of June, A.D., 2015.

(SEAL)

BOARD OF COUNTY COMMISSIONERS
ALACHUA COUNTY, FLORIDA

By: Charles S. Chestnut, IV
Charles S. Chestnut, IV, Chair

ATTEST:

J.K. Irby, D.C.
J.K. Irby, Clerk

APPROVED AS TO FORM:

[Signature]
Alachua County Attorney

EXHIBIT "A"

THAT PART OF NW 210 AVENUE FROM COUNTY ROAD 236 RUNNING EASTERLY TO ITS INTERSECTION WITH NW 205 STREET; LYING AND BEING IN SECTIONS 25 AND 26, TOWNSHIP 7 SOUTH, RANGE 17 EAST, ALACHUA COUNTY FLORIDA.

AND ALSO:

THAT PART OF NW 205 STREET FROM NW 210 AVENUE RUNNING NORTHERLY TO ITS INTERSECTION WITH NW 218 AVENUE; LYING AND BEING IN SECTION 25, TOWNSHIP 7 SOUTH, RANGE 17 EAST, ALACHUA COUNTY FLORIDA.

AND ALSO:

THAT PART OF NW 218 AVENUE FROM NW 205 STREET RUNNING EASTERLY TO ITS EASTERLY TERMINATION; LYING AND BEING IN SECTION 25, TOWNSHIP 7 SOUTH, RANGE 17 EAST AND IN SECTION 30, TOWNSHIP 7 SOUTH, RANGE 18 EAST, ALACHUA COUNTY FLORIDA.

AND ALSO:

THAT PART OF NW 202 STREET FROM NW 218 AVENUE RUNNING NORTHERLY TO ITS TERMINUS WITH THE EXISTING PAVED PORTION OF NW 202 STREET; LYING AND BEING IN SECTION 30, TOWNSHIP 7 SOUTH, RANGE 18 EAST, ALACHUA COUNTY FLORIDA.

EXHIBIT "B"

NW 210 AVENUE, NW 205 STREET, NW 218 AVENUE
AND NW 202 STREET IN ALACHUA COUNTY, FLORIDA
SPECIAL ASSESSMENT DISTRICT

Description of the boundaries of the real property to be included in the district to benefit by the non-ad valorem assessments for roadway improvements indentified by Tax Parcel Number:

Section 26, Township 7 South, Range 17 East:

00076-002-000	00076-005-000	00146-030-000	00148-002-000
00076-002-001	00076-010-004	00146-030-001	00148-003-000
00076-002-002	00076-010-005	00146-034-000	00148-004-000
00076-002-003	00076-010-006	00148-000-000	
00076-004-000	00146-002-001	00148-001-000	

Section 25, Township 7 South, Range 17 East:

00065-001-000	00068-000-000	00070-002-000	00071-001-000
00065-002-000	00068-001-000	00070-002-001	00071-002-000
00065-003-000	00068-002-000	00070-002-002	00071-003-000
00065-003-001	00068-003-000	00070-003-000	00071-004-000
00065-003-002	00068-003-001	00070-004-000	00071-005-000
00065-005-001	00068-004-000	00070-005-000	00071-006-000
00065-006-000	00068-005-000	00070-005-001	00071-007-000
00065-007-000	00068-007-000	00070-006-000	00072-000-000
00067-010-015	00070-000-000	00071-000-000	

Section 36, Township 7 South, Range 17 East:

00242-000-000	00244-003-001	00244-010-003	00246-000-000
00244-001-000	00244-010-001	00244-010-004	

Section 30, Township 7 South, Range 18 East:

02935-000-000	02937-001-000	02937-001-002	02937-002-000
02937-000-000	02937-001-001	02937-001-003	02937-002-001

Exhibit "C-1"

Proof of publication

RECEIVED

MAY 26 2015



STATE OF FLORIDA
COUNTY OF ALACHUA

Published Daily and Sunday
Gainesville, Florida

Before the undersigned authority personally appeared Eryka Rollins

Who on oath says that he/she is Advertising Account Manager of THE

GAINESVILLE SUN, a daily newspaper published in Gainesville in Alachua County, Florida, that the attached copy of advertisement, being a Notice of Public Hearing

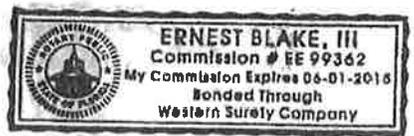
In the matter of Board of County Commissioners of Alachua County, Florida, hereby Provides Notice Pursuant to Section 197.3632(3)(a), Florida Statutes, of its Intent to Use the Uniform Method of Collecting Non-Ad Valorem Assessments to be Levied for the Use of the Alternative Surface Treatment for NW 210 Avenue, NW 205 Street, NW 218 Avenue and NW 202 Street, Lying Easterly and Southerly of County Road 236

In the County Administration Building, was published in said newspaper in the issue of, May 19, 2015.

Affiant further says that THE GAINESVILLE SUN is a newspaper published at Gainesville, in said Alachua County, Florida and that the said newspaper has heretofore been continuously published in said Alachua County, each day, and has been entered as second class mail matter at the post office in Gainesville, in said Alachua County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount for publication in said newspaper.

Sworn to and subscribed before me this 17th Day of May A.D. 202015.

[Signature]
(Seal) Notary Public



NOTICE OF PUBLIC HEARING



The Alachua County Board of County Commissioners will hold a public hearing Tuesday, June 9, 2015 at 5:00 p.m., or as soon thereafter as the matter may be heard, at the County Administration Building, Jack Durrance Auditorium Room 209, 12 S.E. 1st Street, Gainesville, Florida to consider the following item:

The Board of County Commissioners of Alachua County, Florida, hereby provides notice pursuant to Section 197.3632(3)(a), Florida Statutes, of its intent to use the uniform method of collecting non-ad valorem assessments to be levied for the use of the alternative surface treatment for NW 210 Avenue, NW 205 Street, NW 218 Avenue and NW 202 Street, lying easterly and southerly of County Road 236.

The boundaries of the proposed improvements are:

That part of NW 210 Ave from County Road 236 running easterly to its intersection with NW 205 St; lying and being in Sections 25 and 26, Township 7 South, Range 17 East, Alachua County Florida. And also: That part of NW 205 St from NW 210 Ave running northerly to its intersection with NW 218 Ave; lying and being in Section 25, Township 7 South, Range 17 East, Alachua County Florida. And also: That part of NW 218 Ave from NW 205 St running easterly to its easterly termination; lying and being in Section 25, Township 7 South, Range 17 East and in Section 30, Township 7 South, Range 18 East, Alachua County Florida. And also: That part of NW 202 St from NW 218 Ave running northerly to its terminus with the existing paved portion of NW 202 St; lying and being in Section 25, Township 7 South, Range 17 East and in Section 30, Township 7 South, Range 18 East, Alachua County Florida. The estimated cost for the proposed improvements is \$283,882.65

The Board will consider the adoption of a resolution electing to use the uniform method of collecting non-ad valorem assessments on all or part of the boundaries referenced in the previous paragraph, authorized by Section 197.3632, Florida Statutes, at a public hearing to be held in Room 209 of the Alachua County Administration Building, 12 South East 1st Street, Gainesville, Florida, 32601, on Tuesday, October 26, 2014, at 5:00 p.m., or as soon thereafter as the matter may be heard. Such resolution will state the need for the levy and will contain a legal description of the boundaries of the real property subject to the levy. Copies of the proposed resolution are available at the Office of County Commissioners, second floor, Alachua County Administration Building, 12 South East 1st Street, Gainesville, Florida, 32601.

All persons are advised that, if they decide to contest any decision made at this public hearing, they will need a record of the proceedings and, for such purpose, they 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. All interested persons are invited to attend and be heard.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation or an interpreter to participate in this proceeding should contact the Alachua County Equal Opportunity Office at 352 374-5275 (voice) or 352 374-5284 (TTD) at least seven days prior to the date of the hearing.

Exhibit "C-2"

(SAMPLE NOTICE BY INDIVIDUAL MAILING)

ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS

Commissioners:

Charles S. Chestnut, IV, Chair
Robert "Hutch" Hutchinson
Mike Byerly
Lee Pinkoson
Ken Cornell

P.O. Box 5547
Gainesville, FL 32627-5547
(352) 338-3233
Dr. Lee A. Niblock
County Manager
Michelle Lieberman
County Attorney

May 13, 2015

Tax Parcel No. «Tax_Parcel»
«Name1» «and» «Name2»
«Address»
«City», «State» «Zip»

***** THIS IS NOT A BILL. DO NOT PAY. *****

This is to notify you that the Alachua County Board of County Commissioners will hold a public hearing to consider the imposition of a non-ad valorem assessment for road improvements for NW 210 Avenue, NW 205 Street, NW 218 Avenue and NW 202 Street, east of NW County Road 236 on Tuesday, June 9, 2015 at 5:00 p.m., or as soon thereafter as may be heard, in Room 209 of the Alachua County Administration Building, 12 South East 1st Street, Gainesville, Florida.

The purpose of this Special Assessment is to fund roadway improvements for the roadways listed above located within the unincorporated area of the County. The total amount of revenue collected by this assessment will be \$220,500.00. The total Road Improvement Assessment for this tax parcel number will be \$3,242.65±. This is calculated as follows:

=====

=

Annual Assessment Amount		No. of Residential Properties		Owners Annual Rate
<u>\$22,050.00±</u>	÷	<u>68</u>	=	<u>\$324.26±</u>

=====

Because the assessment is on the property tax bill, it is treated the same as property taxes. Therefore, state law requires that you be informed that failure to pay this assessment will cause a tax certificate to be issued against this property which may result in a loss of title. All property owners have the right to appear at the public hearing on June 9, 2015 and to file written objections with the Alachua County Board of County Commissioners within 20 days of this notice.

We are also required to advise you that if you decide to contest any decisions made at this public hearing, you will need a record of the proceedings, and, for such purpose, you may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based.

If any accommodations are needed for persons with disabilities, please contact the Alachua County Equal Opportunity Office at 352/374-5275 (voice) or 352/374-5284 (TDD).

Charles S. Chestnut, IV, Chair
Alachua County Board of County Commissioners

Exhibit "D"

Cost Summary

April 28, 2015

ESTIMATED ROAD COST	\$250,000.00
TOTAL LOAN INTEREST 2%	\$28,316.32
SUB TOTAL	\$278,316.32
ALACHUA COUNTY TAX COLLECTOR, 2% FEE (Billing Charge) ON ASSESSMENT AMOUNT	\$4,410.00
TOTAL ASSESSMENT AMOUNT	\$220,500.00
ANNUAL ASSESSMENT AMOUNT	\$22,050.00
TOTAL NUMBER OF PARCELS BEING ASSESSED (see note below)	68
COST PER PARCEL BEING ASSESSED (68)	\$3,242.65

YEARLY ASSESSMENT PER TAX PARCEL NUMBER

AMOUNT	TERM	YEARLY COST
<u>\$3,242.65</u>	10 YEARS =	<u>\$324.26</u>

NOTE: There are 68 Tax Parcel Numbers in this assessment and the assessment rate is calculated on a per tax parcel number basis with some owners owning multiple parcels. This includes 1 commercial property being assessed the same as the residential properties.

The difference between actual construction costs and the administrative costs to include loan interest rates and the Tax Collector's billing rates are to be funded by Gas Tax Revenues.

Ordinance No. 2015-__

AN ORDINANCE PROVIDING CONSENT FOR CERTAIN PROPERTIES WITHIN THE CORPORATE LIMITS OF THE CITY OF HIGH SPRINGS, FLORIDA, TO BE INCLUDED IN A SPECIAL ASSESSMENT DISTRICT FOR A NON-AD VALOREM ASSESSMENT CREATED BY ALACHUA COUNTY FOR ROADWAY IMPROVEMENTS TO PORTIONS OF NW 210 AVENUE, NW 205 STREET, NW 218 AVENUE AND NW 202 STREET LOCATED IN ALACHUA COUNTY; PROVIDING CONDITIONS FOR THE CONSENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to §197.3632(3)(a), Florida Statutes, and Alachua County Code Chapter 37, Alachua County (the "County") adopted Resolution 14-108 which gave notice of the County's intent to impose a non-ad valorem assessment for certain roadway improvements; and

WHEREAS, pursuant to §197.3632(3)(a), Florida Statutes, and Alachua County Code Chapter 37, Alachua County has provided notice of the roadway improvements to the owners of assessed property within the special assessment district; and

WHEREAS, by Resolution 15-__, the County created a special assessment district for roadway improvements to portions of NW 210 Avenue, NW 205 Street, NW 218 Avenue and NW 202 Street within Alachua County; and

WHEREAS, the City's properties to be benefitted by the roadway improvements are identified by Tax Parcel Number 00076-004-000, 00146-002-001, 00146-030-000, 00146-030-001, 00146-034-000, 00148-001-000 and 00148-002-000; and

WHEREAS, pursuant to §125.01(1)(q), Florida Statutes, a special assessment may include all or part of a municipality with the consent of the governing body of the municipality given either annually or for a term of years; and

WHEREAS, at least 10 days notice has been given once by publication in a

newspaper of general circulation notifying the public of this proposed ordinance and of a Public Hearing in the City Hall, City of High Springs; and

WHEREAS, a Public Hearing was held on _____, 2015, pursuant to the published notice described at which hearing the parties in interest and all others had an opportunity to be and were, in fact, heard;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS, FLORIDA:

Section 1. Subject to the conditions provided in this ordinance, the City Commission of the City of High Springs, as the City's governing body, consents to the inclusion of seven municipal properties in a non-ad valorem special assessment for the special assessment district. The roadway improvement assessment provides for roadway improvements to portions of NW 210 Avenue, NW 205 Street, NW 218 Avenue and NW 202 Street. This assessment is as set forth in Alachua County Resolution 15-___ adopted on June 9, 2015, a copy of which is attached as Exhibit "A."

Section 2. Consent is granted for the roadway improvements assessment, subject to the following conditions: 1) the total assessment in both the incorporated and unincorporated areas of the county does not exceed the maximum amount to be collected from the assessment which is printed on the first class notice distributed by Alachua County; 2) all properties of the unincorporated and incorporated areas in the special assessment district area are assessed equally; 3) all unincorporated and incorporated property in the special assessment district are assessed an amount based on factors other than their location in an incorporated or unincorporated area; and 4) that the benefit of the roadway improvements provided for by this assessment equals or exceeds the amount assessed. This consent does

not apply to assessments for costs other than specifically provided herein.

Section 3. This consent is granted for ten years and only for the assessment to be billed in November of each year beginning 2015 and ending 2024.

Section 4. This ordinance shall become effective immediately upon final adoption.

PASSED AND ADOPTED this _____ day of _____, 2015.

Sue Weller, Mayor

ATTEST:

Approved as to form and legality

City Clerk

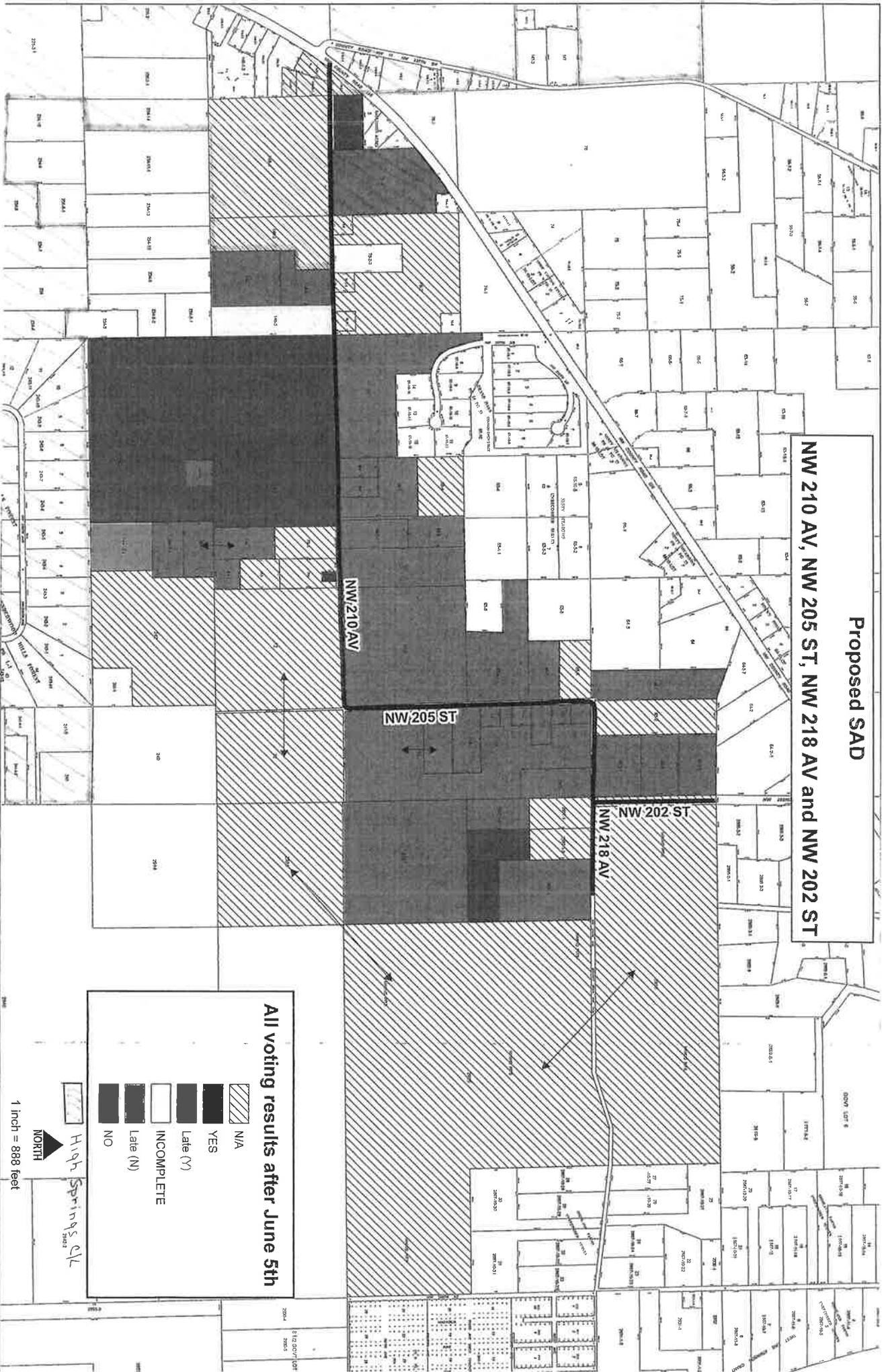
City Attorney

This Ordinance passed on first reading this _____ day of _____, 2015.

This Ordinance passed on second reading this _____ day of _____, 2015.

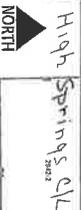
Proposed SAD

NW 210 AV, NW 205 ST, NW 218 AV and NW 202 ST



All voting results after June 5th

-  N/A
-  YES
-  Late (Y)
-  INCOMPLETE
-  Late (N)
-  NO



1 inch = 888 feet



Commission Agenda Item Request Form

***MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE BY NOON ON THE
WEDNESDAY PRIOR TO THE COMMISSION MEETING***

MEETING DATE: AUGUST 27, 2015

SUBJECT: CONSIDER DECLARING PROPERTY SURPLUS

AGENDA SECTION: NEW

DEPARTMENT: CITY MANAGER

PREPARED BY: FINANCE DIRECTOR

RECOMMENDED ACTION: DECLARE PROPERTY SURPLUS

COST: None

Summary

Discuss and consider declaring property surplus

ATTACHMENTS: PROPERTY DESCRIPTION

REVIEWED BY CITY MANAGER: _____

Surplus Property from the COHS Police Department:

To be given to the Columbian / Panamanian Police Department through an organization that sends the equipment.

1. Twenty Eight (28) light bars for Ford Explorers.
2. Eighteen (18) cages for Ford Explorers.
3. Eight (8) siren control boxes
4. One (1) radio tower

To be sold at auction:

1. One (1) old coke machine
2. One (1) old candy machine = Two (2) antique candy bars
3. Miscellaneous electrical parts



Commission Agenda Item Request Form

MUST BE SUBMITTED TO THE CITY CLERK'S OFFICE BY NOON ON THE WEDNESDAY PRIOR TO THE COMMISSION MEETING

MEETING DATE: AUGUST 27, 2015

SUBJECT: CONSIDER CHANGING THE SECOND REGULAR MEETING IN SEPTEMBER TO MONDAY, SEPTEMBER 21ST.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT:

PREPARED BY: CITY CLERK

RECOMMENDED ACTION: APPROVAL OF SUGGESTED MEETING DATES.

COST:

Summary

IT IS BEING RECOMMENDED TO CHANGE THE 2ND REGULAR MEETING IN SEPTEMBER FROM THURSDAY THE 24TH TO THE SEPTEMBER 21ST SCHEDULED BUDGET HEARING. THE CITY MANAGER WILL BE OUT OF TOWN ON SEPTEMBER 24TH AND WOULD BE UNABLE TO ATTEND THE MEETING.

ATTACHMENTS: SEPTEMBER MEETING CALENDAR

REVIEWED BY CITY MANAGER: _____

September 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 LABOR DAY HOLIDAY	8	9	10 COMMISSION MTG 1ST BUDGET HEARING 6:30	11	12
13	14	15	16	17	18	19
20	21 COMMISSION MTG 2ND BUDGET HEARING 6:30	22 PLAN BOARD MEETING (IF REQUIRED)	23	24 NO COMMISSION MEETING	25	26
27	28 CUSTOMER SERVICE TRAINING	29	30			

