

City of Quincy

City Hall

404 West Jefferson Street

Quincy, Florida 32351

www.myquincy.net



Tuesday, August 25, 2020
6:00 PM

City Hall
Commission Chambers
Via Zoom

City Commission

Mayor Ronte R. Harris ~ District III
Mayor Pro-Tem Angela G. Sapp ~ District II
Commissioner Keith A. Dowdell ~ District I
Commissioner Freida Bass-Prieto ~ District IV
Commissioner Anessa A. Canidate ~ District V

"An All American City in the Heart of Florida's Future"



**City of Quincy, Florida
City Commission Meeting**

AMENDED AGENDA

**August 25, 2020
6:00 P.M.**

City Hall Commission Chambers Via Zoom

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Approval of Agenda

Items for Consent by the Commission

1. Approval of Minutes of the August 11, 2020 Regular Meeting
 - Janice Shackelford, City Clerk
2. **Approval of Minutes of the August 19, 2020 Special Meeting**
 - Janice Shackelford, City Clerk
3. Human Resources Monthly Report
 - Jack L. McLean Jr., City Manager
 - Ann Sherman, Human Resources Director
4. Police Monthly Reports: Monthly Traffic Report | Monthly Crime Report
 - Jack L. McLean Jr., City Manager
 - Glenn Sapp, Police Chief
5. City Clerk Contract
 - Jack L. McLean Jr., City Manager
 - Gary A. Roberts, City Attorney
 - Ann Sherman, Human Resources Director
6. Finance Monthly Reports: P-Card Statements | P-Card Allocations | Arrearage Report | Cash Requirements | Financial Report | Budget Transfers
 - Jack L. McLean Jr., City Manager
 - Marcia Carty, Finance Director

Presentations

7. **Robert F. Munroe Day School - Use of Corry Football Field**
 - Jack L. McLean Jr., City Manager

Public Hearings and Ordinances as Scheduled or Agendaed

8. Ordinance 1114-2020 – Zoning Map Change on Second Reading
 - Jack L. McLean Jr., City Manager
 - Bernard Piawah, Building and Planning Director
9. Ordinance 1115-2020 – Amending the Retirement Savings Plan on Second Reading
 - Jack L. McLean Jr., City Manager
 - Ann Sherman, Human Resources Director

Public Opportunity to Speak on Commission Propositions – (Pursuant to Sec. 286.0114, Fla. Stat. and subject to the limitations of Sec. 286.0114(3)(a), Fla. Stat.)

Resolutions

Reports by Boards and Committees

Reports, Requests and Communications by the City Manager

10. Census Count/NFEDC Funding

- Jack L. McLean Jr., City Manager

11. Debris and Trash Pick-up Update

- Jack L. McLean Jr., City Manager
- Reggie Bell, Public Works Director

12. Approval of the Bid Award for Hamilton Street Storm Drainage System

- Jack L. McLean Jr., City Manager
- Reggie Bell, Public Works Director

13. Reappointments to the Planning and Development Review Board

- Jack L. McLean, City Manager
- Bernard Piawah, Building and Planning Director

Other Items Requested to Be Agendaed by Commission Member(s), the City Manager and Other City Officials

Comments

- a) City Manager
- b) City Clerk
- c) City Attorney
- d) Commission Members

Comments from the Audience

Adjournment

If a person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting, he/she may need a record of the proceedings, and for such purpose, he/she may need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. FS 286.0105. Persons with disabilities who require assistance to participate in City meetings are requested to notify the City Clerk's Office at (850) 618-0020 in advance.

CITY COMMISSION
Tuesday, August 11, 2020
6:01 P.M. (Eastern)

VIRTUAL REGULAR MEETING
QUINCY, FLORIDA 32351

CITY COMMISSION VIRTUAL REGULAR MEETING MINUTES

The City of Quincy City Commission met in a regular virtual session via Zoom Communication and Video Conferencing, Tuesday, August 11, 2020, with **Mayor Ronte Harris** presiding and the following Commissioners in attendance:

Mayor Pro-Tem Angela G. Sapp
Commissioner Anessa A. Canidate
Commissioner Keith A. Dowdell
Commissioner Freida Bass-Prieto

City Staff and Guests:

Jack L. McLean Jr., City Manager
Gary Roberts, City Attorney
Glenn Sapp, Police Chief, and Sergeant-at-Arms
Bernard Piawah, Building and Planning Director
DeCody Fagg, Parks and Recreations Director
Reggie Bell, Public Works Director
Curtis Bridges, Fire Chief
Ann Sherman, Human Resources Director
Vancheria Perkins, Acting Clerk/Executive Assistant to the City Manager
Robin Ryals, Utilities Director
Marcia Carty, Finance Director
David Rittman, IT Administrator
Rob Nixon, CRA Manager
Jim Southerland Sr., Southerland Enterprises
Crystal Sears, Azalea Administration, LLC

The regular virtual meeting was recorded, televised, and transmitted by way of the City of Quincy's Facebook page, TV Channel (WQTN-13), and Zoom Communication and Video Conferencing. (Please note: Digital formatted documents/media are public records.)

1. Called to Order:

Mayor Harris called the regular virtual meeting to order at 6:01 pm. Rev. Robin Ryals provided the invocation. Mayor Harris led out in reciting the Pledge of Allegiance Roll call requested by Mayor Harris.

2. Approval of Agenda

Mayor Harris made a motion to approve amended agenda with item #9 removed from the agenda, and item # 5 placed at the top of the agenda. The motion was moved and properly seconded.

The motion carried 5 to 0.

3. Items for Consent by Commission

- **Consent Agenda**

- Approval of Minutes of August 11, 2020, Virtual Regular Commission Meeting, submitted by Janice Shackelford, City Clerk

4. Public Hearings and Ordinances as Scheduled or Agendaed

- Ordinance 1115-2020 – Amending the Retirement Savings Plan on **Second Reading**.

Jack L. McLean Jr., City Manager, and Ann Sherman, Human Resources Director

Mayor Harris requested that the Clerk read Ordinance 1115-2020 by title only.

Ordinance 1112-2020 by title only read by the Acting City Clerk (see below).

Ordinance Number 1115-2020: "An Ordinance amending Chapter 54 of the Code of Ordinance of the City of Quincy, Florida, Article 4 pertaining to the City of Quincy retirement saving plan, amendment Sections 54-86 through 54-96 to update the plan for internal revenue code requirements and to provide for an effective date."

Mayor Harris opened the public hearing per public opportunity to speak on the approval of Ordinance Number 1115-2020, and called upon Staff first to provide a summary. (Pursuant to Sec. 286.0114, Fla. Stat. and subject to the limitations of Sec. 286.0114(3) (a), Fla. Stat.)-Second Reading.

Summary of Discussion by Staff, Guest, and Commissioners.

Ms. Ann Sherman, H.R. Director, provided a recap of the new enhancements that will give employees more benefit options to the current American Funds platform. Ms. Sherman stated that the upgrades include, one, adding additional mutual fund investment options alongside American Fund choice. Two, add an extended provision with limited access to vested balances to help employees meet unexpected financial needs, and, three, secured a third-party administrator who will administer the plan.

Ms. Sherman introduced Ms. Crystal Sears, with Azalea Administration, LLC, to answer specific questions regarding the plan and the third-party administrator involvement.

Ms. Sears provided an overview of Azalea Administration, LLC, a third-part administrator with 600 plans, and 80 to 100 being with American Funds. The company is capable of handling the account.

Public questions, comments and opposition received by the city clerk and city manager- No public questions, comments, or opposition submitted or received.

Mayor Harris closed the public hearing after notification that no person wanted to speak.

Ms. Sears confirmed Commissioner Sapp's question that the repayment for the loan would be through payroll deduction. Ms. Sherman stated that financial planner William McCloud, the City's' financial planner, is meeting with employees educating them according to the law, and will be available to meet with employees and review financial portfolios every quarter.

Commissioner Dowdell wanted more elaboration on mutual fund company investment options. Ms. Sears stated that the City is enrolled in American Funds Recordkeeper Direct and can only enroll in American Funds and American Funds Plan Premiere as the choices, in which Mr. McCloud will assist employees base on age, risk tolerance on how to invest.

Ann Sherman stated that it is an excellent mix of funds.

City Manager, Jack L. McLean Jr, stated that every eligible employee participates in the American Funds, except for 175 and 185, which is reserved for the police and fire employees.

Commissioner Canidate questioned if an employee can sell leave to make the payment. Ms. Sherman responded, "No."

Ms. Sears answered Commissioner Canidate's question that if an employee terminates employment from the City, and there is an outstanding loan, a 1099 ISR form will be issued for the unpaid balance of that loan.

Ms. Sherman stated that Mr. McCloud would be working with the employee to ensure that the employee is not burdensome and can comfortably make the payments while taking care of other obligations.

City Manager Jack L. McLean Jr. stated that there needs to be more eyes looking at this process, and suggested that another review be given in establishing a check and balance system before the commission votes on this item.

Ms. Sears recommended an internal checklist where you have a payroll person, the manager, and then HR as the internal checklist.

Commissioner Bass-Prieto emphasized that there be a limit to the number of salaries and specific percentages that should not exceed that could bankrupt or harm any of our employees based on changes in life situations.

Ms. Sears answered Commissioner Bass-Prieto question by affirming that if an employee wanted to pay back early, they did have the extra money available.

Commissioner Sapp stressed the importance of protecting employees and agreed to table the item until a proper process can be in place.

Commissioner Sapp made a motion to continue this matter at a public hearing at the next regular commission meeting. Commissioner Dowdell seconded.

Mayor Harris asked the clerk to poll the Commission.

Commissioner	Vote
Mayor Pro-Tem/Commissioner Sapp	Yes
Commissioner Canidate	Yes
Commissioner Bass-Prieto	Yes
Commissioner Dowdell	Yes
Mayor Ronte Harris	Yes

The motion carried 5 to 0.

5. Pulled Consent Agenda Items

Residential Sales Analysis

Jack L. McLean Jr., City Manager, and Ms. Marica Carty, Finance Director

Reappointments to the Planning and Development Review Board

Jack L. McLean Jr., City Manager, and Bernard Piawah, Building and Planning Director.

Summary of Discussions by Commissioners

Commissioner Bass-Prieto suggested that item #4, Residential Sales Analysis, be pulled and covered in a workshop; this would allow for getting through July's financial statements and for having a better understanding.

Mr. McLean commented that the City needs to start advertising the process, prescribed by the trim, and get it in line to have our public hearings.

Commissioner Sapp suggested to pull item #3, Reappointments to the Planning and Development Review Board, because individuals currently serving on the board have already termed out and to place the item back on the agenda for the next commission meeting for new appointments.

Mayor Harris asked if there were any other items to be pulled by the commissioners.

Mayor Harris entertained a motion to approve the remaining items under items for consent, items #1 and #2. Commissioner Sapp moved, and Commissioner Bass Prieto seconded.

The motion carried 5 to 0.

Summary of Discussions by Commissioners

Mayor Harris stated that his concern to item #3, Reappointment to the Planning and Development Review Board, was to review the criteria to serve and that current members have exceeded their term limits.

Mayor Harris stated that Staff was to provide a presentation on the criteria and the charter on reappointments.

Commissioner Sapp stated that there should be suggested persons brought before the commission to replace members at our next meeting.

Commissioner Bass-Prieto asked if there anything in the charter or code that prevents reappointment.

City Manager, Jack L. McLean Jr. stated that an individual could be reappointed, after terming out. City Manager Jack L. McLean stated that the issue is, is whether or not they are term-limited.

Mayor Harris stated that the intent of the Commission is to take a look at the Planning and Zoning Board, and recognize that there are individuals who've served on the board and exceeded their term limit, and allow the commissioners an opportunity to appoint individuals to the board according to the charter.

Commissioner Dowdell stated that he was ready to make his appointment, but can wait.

Dr. Bernard Piawah read section 46-72, the criteria for reappointment for consecutive terms.

Attorney Roberts was asked by Mayor Harris to read over section 46-72 and provide guidance to the Commission in the next Commission meeting on the proper way to restart appointments to the Planning and Development Review Board.

Reports, Request, and Communications by the City Manager

6. FDOT Agreement and Resolution-Illumination Upgrades (Adams Street North of US 90)

Jack L. McLean Jr., City Manager, and Robin Ryals, Utilities Director

Summary of Discussions by Staff and Commissioners

Mr. Ryals provided an overview of the State assisting with improving the lighting along North Adams Street, near the courthouse.

Commissioner Dowdell made a motion to enter into an agreement with FDOT, with the Mayor signing off on the documents. Mayor Harris seconded the motion.

The motion carried 5-0.

7. Review/approval of Design and Survey for the Circle Drive Sewage Lift Station Upgrade

Jack L. McLean Jr., City Manager, and Robin Ryals, Utilities Director, Reggie Bell, Public Works Director

Summary of Discussions by Staff and Commissioners

Mr. Bell provided an overview and requested to the Commission to enter in an agreement with Dewberry Engineering, for the Scott resurfacing project of South Stewart Street., to highway 90 and Jefferson Street.

Commissioner Sapp made a motion to approve option 1, to enter into an agreement with Dewberry Engineers for the proposed work of designing and surveying of South Stewart Street Scott's resurfacing project.

The motion was seconded.

The motion carried 5 to 0.

8. Contract with Sun Coast Electric for the Circle Drive Sewage Lift Station Upgrade.

Jack L. McLean Jr., City Manager, and Robin Ryals, Utilities Director, Reggie Bell, Public Works Director

Summary of Discussions by Staff and Commissioners

Mr. Ryals explained the process and need to purchase a natural gas-fired generator to service the Circle Drive Lift Station.

Commissioner Dowdell made a motion to approve the contract with Sun Coast Electric for the Circle Drive Sewage Lift Station.

It was properly moved and seconded by Commissioner Bass Prieto.

The motion carried 5 to 0.

Comments by Commissioners and City Staff

- **City Manager**
 - The City received some funds from the COVID-19 recovery focus grant.
 - The City will begin doing the 2020 Census count.

- We are planning for a special meeting on Fiber Backbone bid and Solar Array.
- **City Clerk** – No comments
- **City Attorney**
 - Currently putting together an amendment to Chapter 201, that will extend election dates.
 - Suggested that the Commission look into setting up a Reapportionment Committee.
 - After conducting research, the City’s position is that the internet cafés within the City are valid, and fact legal.
 - Commissioner Dowdell made a motion for the City Attorney to draft an ordinance according to his new findings to reopen the internet cafés within the City of Quincy.
 - Seconded by Mayor Harris

The motion carried 4 to 1.

- **Commissioners**
 - i. **Commissioner Bass-Prieto**
 - Problems with the City’s emails.
 - Public Works make an effort to keep parks clean, especially after serving children breakfast and lunch.
 - Revisit areas spoken with the City Manager that needed attention from code enforcement.
 - Website does not list an email address for the public. (Staff stated that the email is on the website.
 - ii. **Commissioner Canidate – no comment**
 - iii. **Commissioner Dowdell – no comment**
 - iv. **Mayor Pro-Tem Sapp**
 - Thanked Mr. McLean and staff for all their hard work, and being shorthanded, with maintaining the streets clean.
 - I would like to set up a meeting with Mr. McLean to discuss the crime awareness initiative for the district.
 - Thank you to Rev. Ronald Anderson for managing the feeding program at the Campbell Kelly Center since March, which is always clean.
 - v. **Mayor Harris**
 - Will call the city manager with his concern/issues.

There being no further business to discuss. Adjournment motioned by Mayor Harris, and seconded by Commissioner Sapp at 8:43 pm.

Please Note: the City Commission places the official copies of meeting minutes on file with the Office of the City Clerk upon approval.

Submitted by Janice Shackelford, City Clerk

APPROVED:

Ronte Harris, Mayor and Presiding
Officer of the City Commission and
of the City of Quincy, Florida

ATTEST:

Janice Shackelford, City Clerk
Clerk of the of Quincy, Florida
Clerk of the City Commission

CITY COMMISSION
Tuesday, August 19, 2020
5:37 P.M. (Eastern Standard Time)

VIRTUAL SPECIAL MEETING
QUINCY, FLORIDA 32351

CITY COMMISSION VIRTUAL SPECIAL MEETING MINUTES

The City of Quincy City Commission met in a regular virtual session via Zoom Communication and Video Conferencing, Wednesday, August 19, 2020, with **Mayor Ronte Harris** presiding and the following Commissioners in attendance:

Mayor Pro-Tem Angela G. Sapp
Commissioner Anessa A. Canidate
Commissioner Keith A. Dowdell - Absent
Commissioner Freida Bass-Prieto

City Staff and Guests:

Jack L. McLean Jr., City Manager
Gary Roberts, City Attorney
Janice Shackelford, City Clerk
Glenn Sapp, Police Chief and Sergeant-at-Arms
Bernard Piawah, Building and Planning Director
Reggie Bell, Public Works Director
Curtis Bridges, Fire Chief
Ann Sherman, Human Resources Director
Vancheria Perkins, Executive Assistant to the City Manager
Robin Ryals, Utilities Director
Marcia Carty, Finance Director
David Rittman, IT Administrator
Rob Nixon, CRA Manager
Jim Southerland Sr., Southerland Enterprises
Joshua Williams, IT Contractor

The special virtual meeting was recorded, televised, and transmitted by way of the City of Quincy's Facebook page, TV Channel (WQTN-13), and Zoom Communication and Video Conferencing. (Please note: Digital formatted documents/media are public records.)

1. Called to Order:

Mayor Harris called the special virtual meeting to order at 5:37 pm, followed by rolled call given by the City Clerk, Janice Shackelford. Mayor Harris called for a motion to excuse Commissioner Dowdell from the special meeting. The motion was seconded.

The motion passed 4 to 0.

2. Special Meeting Items of Discussion

Solar Array Professional Consultant Selection

- Jack L. McLean Jr., City Manager
- Robin Ryals, Utilities Director

Summary of Discussion by Staff and Commissioners.

City Manager, Jack L. McLean Jr., The project will allow the City the opportunity to generate some of its electric power. One responsive bidder, Florida Solar United Utilities, LLC, and the Hofstadter & Associates, Inc., responded to July 1, 2020, RFP.

City Manager, Jack L. McLean Jr., stated that both companies have an extensive background in providing solar to wastewater treatment.

City Manager, Jack L. McLean Jr., made a recommendation to approve option one, by selecting Florida Solar Utilities, LLC, and Hofstadter & Associates, Inc., for this project.

Commissioner Bass-Prieto, asked how does it work when two companies come together, and we pay them for one contract, and what happens if one company does not complete their part, what protection do we have when two companies come together?

Commissioner Bass-Prieto, asked is it normal for only one company to respond, or is it because of the specific kind of work?

City Manager, Jack L. McLean Jr., responded to Commissioner Bass-Prieto's questions, that the responsive companies assisted the City in securing the grant, and is most familiar with this line of work.

City Manager, Jack L. McLean Jr., stated that there are not many companies that would bid on this type of project, and these two companies have a mutual working relationship.

Robin Ryals, Utilities Director, stated that the ability and expertise of both companies to perform this job are high.

Mr. Ryals, Utilities Director, also stated that partnering with the companies would allow for the City to save money, due to a portion of the work done by his crew.

Mayor Pro Tem Sapp asked what is the different services that each company will be providing, or are they all intertwined were?

City Manager, Jack L. McLean Jr., responded that Florida Solar Utility has the expertise, and provided the feasibility study. Hofstadter & Associates, Inc., will provide engineering services.

With there being no further discussion, Mayor Pro Tem Sapp made a motion to approve Option One, Florida Solar Utilities, LLC, and Hofstadter & Association, as the engineer for the project. The motion was properly seconded by Commissioner Bass-Prieto

The motion carried 4 to 0

3. Fiber Backbone Bid Award

- Jack L. McLean Jr., City Manager
- David Rittman, IT Administrator

Summary of Discussions by Staff and Commissioners

City Manager, Jack L. McLean Jr., provided the background in rebuilding the fiber backbone.

Mayor Pro Tem Sapp, asked will the rebuilding of the fiber backbone grid affect the email system?

City Manager, Jack L. McLean Jr. responded that the email is on a different system. City Manager, Jack L. McLean Jr. added that Mr. Rittman should have sent out a memorandum explaining to the commissioners the plan to transition from the old system into an efficient platform.

David Rittman, IT Administrator, stated that he is working on transferring emails from the old system into an efficient platform.

City Manager, Jack L. McLean Jr., stated to David Rittman, IT Administrator, that the commissioners be a priority since some are having problems with their emails.

City Manager, Jack L. McLean Jr., confirmed Mayor Pro Tem Sapp's question that the fiber optic project is a joint effort between IT and the Utilities Dept.

City Manager, Jack L. McLean Jr. stated this system restores the automatic reading system for the meters and allows data to get transferred back to the City.

City Manager, Jack L. McLean Jr., responded to Mayor Pro Tem Sapp's question that the meter readers would be repurposed for other jobs.

Robin Ryals, Utilities Director, added that there would be plenty of work.

City Manager, Jack L. McLean Jr., confirmed Commissioner Bass-Prieto's question, that the City would be going back to overhead fiber.

Robin Ryals, Utilities Director, responded to Commissioner Bass-Prieto's question that the life expectancy on a transponder depends on how many times information is extracted, which is not a considerable expense.

City Manager, Jack L. McLean responded to Mayor Pro Tem Sapp's question that the project is reimbursable through FEMA. City Manager, Jack L. McLean Jr., added that three additional companies submitted bids that were higher than Applied Com-Tek.

With there being no further discussion, Mayor Pro Tem Sapp made a motion to approve Option One, to direct staff to begin the negotiation process with Applied Com-Tek Inc, to complete the rebuild of the fiber backbone. The motion was properly seconded by Commissioner Canidate.

The motion carried 4 to 0.

Mayor Harris entertained a motion to adjourn the special meeting. The motion was properly seconded.

Please Note: The City Commission places the official copies of meeting minutes on file with the Office of the City Clerk upon approval.

Submitted by Janice Shackelford, City Clerk.

APPROVED:

Ronte Harris, Mayor and Presiding
Officer of the City Commission and
the City of Quincy, Florida

ATTEST:

Janice Shackelford, City Clerk
Clerk of the of Quincy, Florida
Clerk of the City Commission

HUMAN RESOURCES
MONTHLY REPORT
June 18, 2020–July 21, 2020

NEW HIRES

Name	Department	Ethnicity	Gender
Robyn M. Martinez	Finance	W	F
Jose J. Colon	Utilities	H	M
Sidney Miller (temporary contract)	Public Works	B	M
Michael Robinson (temporary contract)	Public Works	B	M

PROMOTIONS

Name	Department	Ethnicity	Gender

RESIGNATIONS

Name	Department	Ethnicity	Gender
Eric Horne	Public Works	B	M

TERMINATIONS

Name	Department	Ethnicity	Gender

RETIREMENT

Name	Department	Ethnicity	Gender

Quincy Police Department
Monthly Traffic Enforcement Report
JULY 2020

For the month of JULY 2020, the Quincy Police
Department reports:

Citations

30

Warnings

38

Quincy Police Department
 Monthly Traffic Enforcement Report
 July 2020

District 1

VIOLATION	DATE	LOCATION	WARNING	CITATION
Unlawful Speed				
Speeding	07/21/2020	MLK/Camilla	X	
Aggressive Driving				
DUI				
Other Moving Infractions				
Violation Right of Way	07/07/2020	Jefferson/PTP		X
Ran Stop Sign	07/15/2020	MLK/Shelfer		X
Ran Stop sign	07/16/2020	MLK/Shelfer		X
Ran Stop Sign	07/16/2020	MLK/Shelfer		X
Ran Stop Sign	07/17/2020	MLK/Shelfer		X
Ran Stop sign	07/16/2020	MLK/Shelfer	X	
Avoid Traffic Control Device	07/02/2020	Cleveland/Elm		X
Non-Moving Infractions				
Learner Permit Violation	07/07/2020	Jefferson/PTP		X
No Valid SL	07/16/2020	MLK/Camilla		X
Expired Tag<6 months	07/17/2020	MLK/Shelfer		X
Fail to Exhibit DL	07/17/2020	MLK/Shelfer		X
Seat Belt Violation	07/01/2020	MLK/Shelfer	X	
Faulty Equipment	07/16/2020	MLK/Cleveland	X	

Quincy Police Department
 Monthly Traffic Enforcement Report
 July 2020

District 5

VIOLATION	DATE	LOCATION	WARNING	CITATION
Unlawful Speed				
Speeding	07/01/2020	King/Cleveland	X	
Speeding	07/01/2020	King/Cleveland	X	
Speeding	07/02/2020	King/Cleveland	X	
Aggressive Driving				
DUI				
Other Moving Infractions				
Careless Driving	07/22/2020	Jefferson/PTP		X
Non-Moving Infractions				
Expired Tag	07/11/2020	Jefferson/Pavillion	X	
Seat Belt Violation	07/11/2020	Jefferson/Shelfer	X	
Seat belt Violation	07/12/2020	Jefferson/Pitman	X	
Expired Tag	07/25/2020	Jefferson/Graves	X	
Faulty Equipment	07/31/2020	Jefferson/PTP	X	

Violation	Date	Location	Warning	Citation
Ran Stop Sign	07/11/2020	Unknown Area of Stop		X
Follow Too Close	07/13/2020	Unknown Area of Stop		X
Fail to Exhibit DL	07/17/2020	Unknown Area of Stop		X
DWLSR W/O Knowledge	07/20/2020	Unknown Area of Stop		X
DWLSR W/Knowledge	07/29/2020	Unknown Area of Stop		X

Quincy Police Department

Citywide Incident Summary

July 2020

	District One	District Two	District Three	District Four	District Five
Assault	1	0	0	1	0
Battery	0	5	2	0	4
Residential Burglary	1	2	2	0	2
Vehicle Burglary	3	0	2	0	1
Stolen Vehicle	0	0	0	0	0
Shooting Incident	3	7	4	0	5
House/Business Checks	203	501	182	65	267
Foot Patrols	13	12	3	6	10
Escorts, funeral	1	1	0	0	0
Escorts, business	3	5	5	32	1
Suspicious Incidents	6	14	9	2	12
Alarm Activations	18	9	1	13	12
Verbal Disturbance	12	20	7	7	15
Loud Noise/Music	1	10	2	1	14
Animal Complaint	1	4	1	0	1
Baker Act	0	0	1	1	1
Trespassing	1	8	1	0	5
Missing Person	0	0	1	0	0
Wanted Person	0	1	2	0	0
Lost/Stolen Tag	0	0	0	0	0
Bomb Threat	0	0	0	0	0
Fire	4	5	2	1	2

**CITY OF QUINCY EMPLOYMENT
CONTRACT FOR CITY CLERK**

THIS AGREEMENT, made and entered into this _____ day of July, 2020, between the City of Quincy, Florida, a Florida municipal corporation, hereinafter referred to as "Employer," and JANICE SHACKELFORD, hereinafter referred to as "Employee."

WITNESSETH:

WHEREAS, it is the desire of the Employer to retain the services of Employee as THE CITY CLERK and the desire of Employee to serve in that capacity; and

WHEREAS, Employer desires to employ the services of Employee as THE CITY CLERK of the City of Quincy, Florida, pursuant to Charter Article II, Section 2.08; and

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1. DUTIES AND RESPONSIBILITIES:

Employee shall perform the duties as THE CITY CLERK as set forth in the Charter of the City of Quincy, City Code of Ordinance, section 2-121, which services include but are not limited to the following:

- THE CITY CLERK shall attend all meetings of the City Commission;
- THE CITY CLERK shall keep a journal of its proceedings, the correctness of which shall be authenticated within a reasonable time after each meeting by her signature and by the signature of the presiding officer of the City Commission;
- THE CITY CLERK Shall be the custodian of the seal of the City and all records and paper of a general character pertaining to the affairs of the City;
- THE CITY CLERK shall perform such duties as may be required of her by ordinance or resolution of the City Commission;
- THE CITY CLERK shall record all ordinance, resolutions, contracts and deed; administrative oaths, accept affidavits, issue certificates of indebtedness for all lawful purposes;
- THE CITY CLERK shall maintain deeds, leases, agreements and other official records as required and post public notices as required;
- THE CITY CLERK shall ensure control of all public records as custodian of records in accordance with applicable Florida States and regulations;
- In addition to the duties imposed pursuant to the Charter of the City of Quincy, THE CITY CLERK shall perform such duties as may be required of her by ordinance or resolution of the City Commission.

Section 2. TERM:

THE CITY CLERK shall serve in this capacity from the 28th July 2020 until the termination of this agreement as provided herein.

Section 3. COMPENSATION:

Employer agrees to pay Employee \$1,730.76 bi-weekly, for an annual salary of \$45,000.00 for services rendered in performance of her duties as described in Section 1. Employee's salary, at any point in time, may be adjusted by the City Commission.

Section 4. TERMINATION:

A. This Agreement may be terminated by either party with thirty (30) days written notice to the other party.

IN WITNESS WHEREOF, the parties of this Agreement have set their hands and seals on the day and year first above written.

Ronte R. Harris, Mayor and
Presiding Officer of the City Commission of
The City of Quincy, Florida
EMPLOYER

Janice Shackelford (SEAL)
Clerk of the City of Quincy
EMPLOYEE

APPROVED AS TO FORM:

Gary A. Roberts
City Attorney



FL CITY OF QUINCY
XXXX-XXXX-XXXX-5777
July 05, 2020 - August 04, 2020

Purchasing Card

Company Statement

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238 Customer Service: 1.888.449.2273 24 Hours TTY Hearing Impaired: 1.800.222.7365 24 Hours Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 08/04/20 Payment Due Date 08/18/20 Days in Billing Cycle 31 Credit Limit \$250,000 Cash Limit \$50,000 Total Payment Due \$6,627.78	Previous Balance \$7,058.62 Payments -\$7,058.62 Credits \$0.00 Cash \$0.00 Purchases \$6,627.78 Other Debits \$0.00 Overlimit Fee \$0.00 Late Payment Fee \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Finance Charge \$0.00 Current Balance \$6,627.78

Important Messages

Please do not send payment. Your automatic payment is scheduled to be credited to this account on 08/18/20.

Cardholder Activity Summary

Account Number Credit Limit	Credits	Cash	Purchases and Other Debits	Total Activity
BELL, REGINALD XXXX-XXXX-XXXX-5834 5,000	0.00	0.00	1,283.88	1,283.88
DEPARTMENT, FIRE XXXX-XXXX-XXXX-1137 5,000	0.00	0.00	573.52	573.52

0705862 0662778 0662778 4715290003775777

BANK OF AMERICA
PO BOX 15731
WILMINGTON, DE 19886-5731

FL CITY OF QUINCY
404 W JEFFERSON ST
QUINCY, FL 32351-2328

Account Number: XXXX-XXXX-XXXX- 5777
July 05, 2020 - August 04, 2020

Total Payment Due \$6,627.78
Payment Due Date 08/18/20

Enter payment amount

\$

Check here for a change of mailing address or phone numbers.
Please provide all corrections on the reverse side.

Mail this coupon along with your check payable to:
BANK OF AMERICA



FL CITY OF QUINCY
 XXXX-XXXX-XXXX-5777
 July 05, 2020 - August 04, 2020
 Page 3 of 4

Cardholder Activity Summary

Account Number	Credits	Cash	Purchases and Other Debits	Total Activity
FAGG, DECODY XXXX-XXXX-XXXX-9825				
5,000	0.00	0.00	761.26	761.26
JR., JACK L. MCLEAN XXXX-XXXX-XXXX-6847				
5,000	0.00	0.00	39.95	39.95
RYALS, ROBIN XXXX-XXXX-XXXX-3736				
5,000	0.00	0.00	119.96	119.96
SAPP, GLENN H XXXX-XXXX-XXXX-2285				
5,000	0.00	0.00	1,189.40	1,189.40
TECHNOLOGY, INFORMATION XXXX-XXXX-XXXX-5776				
5,000	0.00	0.00	2,659.81	2,659.81

Transactions

Posting Transaction	Date	Date	Description	Reference Number	MCC	Charge	Credit
FL CITY OF QUINCY							Total Activity
Account Number: XXXX-XXXX-XXXX-5777							-7,058.62
07/17	07/17		AUTO PAYMENT DEDUCTION		0071		7,058.62
BELL, REGINALD							Total Activity
Account Number: XXXX-XXXX-XXXX-5834							1,283.88
07/08	07/07		WALMART.COM 800-966-6546 AR	24055230189083334868847	5310	899.90	
07/14	07/13		SIGNS NOW TALLAHASSEE FL	24801970195400948000015	5999	90.00	
07/15	07/14		WINN-DIXIE #0184 QUINCY FL	24137460197001189428793	5411	59.98	
07/16	07/15		SIGNS NOW TALLAHASSEE FL	24801970197400940000011	5999	234.00	
DEPARTMENT, FIRE							Total Activity
Account Number: XXXX-XXXX-XXXX-1137							573.52
07/10	07/09		ALL HANDS FIRE EQUIPME 888-681-1009 NJ	24412900191017048213439	5046	278.97	
07/17	07/16		FELD FIRE 800-5682403 IA	24639230198900012300013	5046	132.93	
07/17	07/16		WAL-MART #0488 QUINCY FL	24226380199091000225098	5411	22.08	
07/27	07/24		WM SUPERCENTER #488 QUINCY FL	24445000207400171048826	5411	44.26	
08/03	07/31		WM SUPERCENTER #488 QUINCY FL	24445000214400170864364	5411	95.28	
FAGG, DECODY							Total Activity
Account Number: XXXX-XXXX-XXXX-9825							761.26
07/09	07/07		AG PRO TALLAHASSEE 010102TALLAHASSEE FL	24067200190408150000934	5599	233.72	
07/15	07/14		WM SUPERCENTER #488 QUINCY FL	24445000197400162184517	5411	17.76	
08/03	07/31		USPS PO 1178450655 QUINCY FL	24137460214001373277484	9402	509.78	
JR., JACK L. MCLEAN							Total Activity
Account Number: XXXX-XXXX-XXXX-6847							39.95
07/13	07/11		www.springer.com 212-4601500 NY	24906410193097999357865	2741	39.95	
RYALS, ROBIN							Total Activity
Account Number: XXXX-XXXX-XXXX-3736							119.96
07/15	07/14		GADSDEN COUNTY TAX COLL QUINCY FL	24427330196740265769746	9311	119.96	
SAPP, GLENN H							Total Activity
Account Number: XXXX-XXXX-XXXX-2285							1,189.40
07/08	07/07		SQ *BARKLEY'S DETAILING LQuincy FL	24692160189100578567634	8999	52.00	
07/08	07/07		BUDGET PRINTING CENTERS 850-576-3332 FL	24607940190200616300042	7338	105.48	
07/09	07/07		STAPLES 00110726 TALLAHASSEE FL	24164070190105002979815	5943	133.84	
07/09	07/07		STAPLES 00110726 TALLAHASSEE FL	24164070190105002979823	5943	134.93	
07/10	07/09		SAFELITE AUTOGLASS 614-210-9192 OH	24493980191700477128368	5533	363.33	
07/13	07/10		SQ *AFFORDABLE TOWING gosq.com FL	24692160192100503987118	4121	131.25	
07/22	07/21		IDI 561-757-4000 FL	24431060204700934072309	8999	5.25	
07/22	07/21		WM SUPERCENTER #488 QUINCY FL	24445000204400159894251	5411	23.82	
07/28	07/27		SQ *BARKLEY'S DETAILING LQuincy FL	24692160209100265678922	8999	165.00	
07/30	07/29		GADSDEN MINI STORAGE 850-875-1077 FL	24194330211017040854289	4225	70.00	
07/30	07/29		DAVIS SAFE & LOCK 850-5759181 FL	24137470212000016900081	7399	4.50	
TECHNOLOGY, INFORMATION							Total Activity
Account Number: XXXX-XXXX-XXXX-5776							2,659.81
07/07	07/06		IN *ZOEYBJ 850-5906513 FL	24692160188100962459464	7372	75.00	
07/08	07/07		NEST LABS 855-469-6378 CA	24492150190027457583020	5065	135.00	
07/13	07/11		BESTBUYCOM806234858056 888-BESTBUY MN	24399000194503985082542	5732	1,568.99	
07/16	07/15		WM SUPERCENTER #488 QUINCY FL	24445000198400159061891	5411	52.90	
07/17	07/16		BESTBUYCOM806245071847 888-BESTBUY MN	24399000198503076057409	5732	79.99	



FL CITY OF QUINCY
XXXX-XXXX-XXXX-5777
July 05, 2020 - August 04, 2020
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Transactions

Posting Transaction

<i>Date</i>	<i>Date</i>	<i>Description</i>	<i>Reference Number</i>	<i>MCC</i>	<i>Charge</i>	<i>Credit</i>
07/20	07/17	BESTBUYCOM806247891849 888-BESTBUY MN	24399000199503085020652	5732	149.98	
07/31	07/30	WM SUPERCENTER #488 QUINCY FL	24445000213400161915002	5411	242.98	
08/03	08/01	IN *ZOEYBJ 850-5906513 FL	24692160214100766583038	7372	75.00	
08/03	08/02	BESTBUYCOM806260364103 888-BESTBUY MN	24399000215503359029595	5732	199.98	
08/04	08/03	BESTBUYCOM806260364103 888-BESTBUY MN	24399000216503365022021	5732	79.99	

Finance Charge Calculation

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	0.00%	\$0.00	\$0.00
CASH	0.00%	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

P-Card Allocations for July 2020

BANK OF AMERICA			Vendor# 11646	5-Jul		July 5, 2020 - August 4, 2020
DEPARTMENT	Date	Amount	Vendor Name	GL Number	COVID	Justification
FIRE	7/9/2020	\$ 278.97	All Hands Free Equipment	001-230-522-60644	No	E4 Mounting Brackets for Equipment
FIRE	7/16/2020	\$ 132.93	Feld Fire	001-230-522-60644	No	Equipment Mounting Brackets for New Engine
FIRE	7/16/2020	\$ 22.08	Walmart	001-230-522-30491	Yes	Cleaning Supplies
FIRE	7/24/2020	\$ 44.26	Walmart	001-230-522-30491	Yes	Cleaning Supplies
FIRE	7/31/2020	\$ 95.28	Walmart	001-230-522-30491	No	AC Filters
POLICE	7/7/2020	\$ 52.00	Barkley Detailing	001-220-521-30407	Yes	Clean Police Vehicle - COVID-19
POLICE	7/7/2020	\$ 105.48	Budget Printing	001-220-521-30491	No	Victim Rights Brochure
POLICE	7/7/2020	\$ 133.84	Staples	001-220-521-30511	No	DVDs/CDs/CD Drive/CD Sleeves
POLICE	7/7/2020	\$ 134.93	Staples	001-220-521-30511	No	Binders/Post It Notes/Disinfective Wipes
POLICE	7/9/2020	\$ 363.33	Safelite Autoglass	001-220-521-30407	No	Police Vehicle Replacement
POLICE	7/10/2020	\$ 131.25	Affordable Towing	001-220-521-30491	No	Tow for Investigations
POLICE	7/21/2020	\$ 5.25	IDI	001-210-521-30492	No	Investigation Software
POLICE	7/21/2020	\$ 23.82	Walmart	001-220-521-30406	No	Floor Mats and Air Fresheners
POLICE	7/27/2020	\$ 165.00	Barkley Detailing	001-210-521-30407	Yes	Clean Police Vehicle - COVID-19
POLICE	7/29/2020	\$ 70.00	Gadsden Mini Storage	001-210-521-30491	No	Storage Shed for Records
POLICE	7/29/2020	\$ 4.50	Davis Safe and Lock	001-220-521-30511	No	Speed Spy Key
CITY MANAGER	7/11/2020	\$ 39.95	Springer.com	001-160-512-30491	Yes	COVID-19 Book from Springer Nature
UTILITIES	7/14/2020	\$ 119.96	Gadsden Co Tax Collector	403-520-531-30407	No	Vehicle Tax
PARKS & REC	7/7/2020	\$ 233.72	Ag-Pro	001-310-572-30462	No	Parts for Lawn Mowers
PARKS & REC	7/14/2020	\$ 17.76	Walmart	001-310-572-30491	Yes	Cleaning Supplies
PARKS & REC	7/31/2020	\$ 509.78	USPS	001-130-519-30343	No	Community Release Mailout
PUBLIC WORKS	7/7/2020	\$ 899.90	Walmart	001-440-519-30463	Yes	Sneeze Guards for City Hall
PUBLIC WORKS	7/13/2020	\$ 90.00	Signs Now	001-430-541-30530	No	Street Signs Replacements
PUBLIC WORKS	7/14/2020	\$ 59.98	Winn-Dixie	001-440-519-30463	Yes	Carpet Cleaning Machine Rental
PUBLIC WORKS	7/15/2020	\$ 234.00	Signs Now	001-430-541-30530	No	Park Signs
INFO TECH	7/6/2020	\$ 75.00	ZoeyBJ	508-539-539-30341	No	Monthly Website Hosting
INFO TECH	7/7/2020	\$ 135.00	Nest Labs	400-274-513-60641	No	Nest Aware 30-Day Video History
INFO TECH	7/11/2020	\$ 1,568.99	Best Buy	508-539-539-60644	No	Laptop and 3 Year Plan for IT
INFO TECH	7/15/2020	\$ 52.90	Walmart	001-310-572-30491	No	HDMI Cable for Rec
INFO TECH	7/16/2020	\$ 79.99	Best Buy	508-539-539-60644	No	Mouse for IT
INFO TECH	7/17/2020	\$ 149.98	Best Buy	001-110-552-60641	No	AmeriCorp Volunteer Office Supplies/Equipment
INFO TECH	7/30/2020	\$ 242.98	Walmart	002-250-552-60641	No	HDMI Adapter and TV Monitor for CRA
INFO TECH	8/1/2020	\$ 75.00	ZoeyBJ	508-539-539-30341	No	Monthly Website Hosting
INFO TECH	8/2/2020	\$ 199.98	Best Buy	508-539-539-60644	No	Hyper Drive USB Hub Docking Station
INFO TECH	8/3/2020	\$ 79.99	Best Buy	508-539-539-60644	No	Hyper Drive USB

\$ 6,627.78

Aged Accounts Receivable

Utility Accounts Current and 30 Days Past Due (or with Payment Plans)

July 2020

Account Number	Service Address	Current 07.31.2020	30 Day 06.30.2020	60 Day 05.31.2020	90 Day 04.30.2020	Account Balance	STATUS
Cycle 1 Minimum Balance 50.00							
56670058	1606 W Jefferson St	3,226	3,288	2,573	0	9,087	NP
722011	N. Adams St(microwav	4,619	72	0	0	4,690	C
976015	911 Myrtle Ave	884	673	522	2,357	4,435	PP
1637004	1831 W Jefferson St	1,351	707	958	0	3,016	NC
497011	208 S Love St	205	194	244	2,107	2,750	W
1769011	101 W Crawford St	390	417	474	1,310	2,591	NP
1724020	120 S 8th St	218	219	235	1,345	2,017	F
8430001	CHALLENGES TO CHAMPI	111	85	117	1,087	1,399	W
647011	18 S Adams St	1,161	217	0	0	1,378	NC
6691017	64 N Cleveland St Ap	272	237	161	576	1,246	PP
1560019	1709 W Jefferson St	524	586	0	0	1,110	W
8520001	1509 W Jefferson St	0	0	0	1,066	1,066	NOOPEN
5989001	31 N Cone St	31	83	24	892	1,030	W
998012	901 W Bellamy Dr	370	319	285	56	1,030	PP
8366006	1743 Lucky St	75	75	266	614	1,029	F
6085005	9 S Jackson St	141	142	136	504	924	F
129024	235 Marshall St	181	362	378	0	921	PP
846014	316 N Key St	506	301	104	0	911	B
8559001	904-B N Adams St	828	19	18	8	875	NP
8524001	120 Earnest St.	31	31	29	778	869	CITY BILL
2338015	1004 4th St	37	37	35	759	867	NP
5873005	1131-c Live Oak St	555	214	0	0	769	NC
205017	803 E Jefferson St	142	142	137	278	700	NP
1734021	416 W Crawford St	406	261	0	0	667	PP
1172010	1008 W King St	334	276	16	0	627	C
1873014	1103 W Clark St	234	207	184	0	625	PP
1350019	1008 W Franklin St	245	218	162	0	625	F
1407012	622 W Franklin St	406	191	0	0	597	F
2080011	632 Lincoln St	306	284	0	0	590	NC
1633011	1840 Live Oak St	231	241	112	0	585	PP
1510016	1118 W Jefferson St	215	160	189	6	570	NP
1010020	716 Woodland Ave	439	129	0	0	568	NC
300011	105 S Shadow St	108	107	98	232	546	F
4671041	1013 W Franklin St F	277	250	0	0	527	C
1481013	804 W Jefferson St	284	232	0	0	516	C
6039008	915 W Clark St Apt B	178	183	152	0	513	F
2195012	511 Thomas St	166	341	0	0	508	NP
1561012	1715 W Jefferson St	251	254	0	0	505	W
6383002	107 S Love St	453	50	0	0	503	C
2256011	1619 Hardin St	189	154	159	0	502	NC
484011	122 S Duval St	252	207	41	0	500	NP
262017	314 S Shadow St	324	175	0	0	499	NC
8226004	64 N Cleveland St Bl	198	147	107	35	486	C
1102014	1107 Pine Ave	289	189	0	0	478	C
66270014	64 N Cleveland St Ap	179	0	0	289	467	NC
585023	104 E Washington St	82	63	81	240	467	F
1804013	323 W Clark St	258	189	0	0	446	C
112014	240 N Chalk St	223	200	24	0	446	C
292013	209 Patton St	246	188	0	0	434	NC
278021	305 Patton St	252	161	11	0	424	C
179016	114 S Chalk St	171	139	90	0	400	PP
6619013	64 N Cleveland St-bl	131	85	0	177	393	PP
2067013	613 Lincoln St	260	129	0	0	389	C
5124002	1222 W King St	259	127	0	0	386	C
8209014	64 N Cleveland St Bl	165	124	90	0	378	PP
392012	381 E Sharon St	53	317	0	0	370	NC
697015	530 N Adams St	291	65	0	0	356	C
156014	135 Bradley St	227	118	0	0	345	NP
2203015	438 Thomas Street	257	88	0	0	345	C
6084004	511 4th St	81	88	6	161	335	F

Aged Accounts Receivable

Utility Accounts Current and 30 Days Past Due (or with Payment Plans)

July 2020

Account Number	Service Address	Current 07.31.2020	30 Day 06.30.2020	60 Day 05.31.2020	90 Day 04.30.2020	Account Balance	STATUS
Cycle 1 Minimum Balance 50.00							
1629014	1847 Florida Ave	172	154	0	0	327	PP
1373022	908 W Washington St	242	84	0	0	326	NC
1972012	1126 Brumby St	239	70	0	0	310	C
1342033	W 1013b Franklin St	52	54	37	162	305	NP
2036033	510 Williams St	224	57	0	0	281	C
124029	217 Marshall St	230	50	0	0	280	C
1435019	209 W Washington St	126	147	0	0	273	NP
1959019	332 S 12th St	144	121	0	0	266	NP
1045027	915 E Bellamy Dr	52	91	122	0	265	F
8240013	64 N Cleveland St Bl	178	83	0	0	261	NC
6729010	64 N Cleveland St Ap	187	67	0	0	254	C
4825007	1033 Green St	127	120	0	0	248	C
5169008	317 N Monroe St	151	87	0	0	238	F
2770120	303 Patton St	154	81	0	0	235	C
1121011	1121 S Magnolia Dr	75	75	71	0	220	F
2212011	416 Thomas St	163	51	0	0	214	C
2488011	512 4th St	141	66	0	0	207	NC
58021	726 E Jefferson St	43	38	35	78	194	C
1875013	1121 W Clark St	80	80	0	0	160	NC
8567001	116 N Adams St	75	75	7	0	158	CB
6427001	904 N Adams St - Sub	54	53	50	0	156	C
1753017	11 S Calhoun St	51	51	45	0	147	NP
428032	103 E Sharon St # C	49	0	0	62	110	PP
8379001	1134 A-w. Jefferson	36	0	0	68	103	C
146025	211 Bradley St	0	0	0	87	87	F
4973004	122 N Cleveland St A	0	0	0	81	81	F

Total in Arrears	27,817	16,512	8,587	15,414	68,330
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Arrears Percentages	41%	24%	13%	23%	100%
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Total Billed	\$1,443,394	1,143,184	1,176,322	1,254,600	5,017,500
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Total Arrears' Percentage	1.9%	1.4%	0.7%	1.2%	1.4%
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Total Percentage Collected	98.1%	98.6%	99.3%	98.8%	98.6%
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Account Number	Service Address	Current 07.31.2020	30 Day 06.30.2020	60 Day 05.31.2020	90 Day 04.30.2020	Account Balance	STATUS
Cycle 2 Minimum Balance 50.00							
3295013	1270 Pat Thomas Pkwy	1,462	1,014	0	0	2,476	NC
2678012	13 Wallace Dr	856	219	247	714	2,036	NC
5667014	635 Strong Rd Apt 17	358	126	175	1,328	1,987	G
8436002	328 E Jefferson, St.	668	233	343	429	1,673	PP
4229013	23617 Blue Star Hwy	923	394	315	0	1,632	PP
4045023	326 Circle Dr	674	189	207	490	1,560	PP
3376015	2034 Hamilton St	1,034	254	186	0	1,474	NC
3134012	55 Reed St	604	237	276	84	1,202	NC
2659018	206 S Betlinet Dr	495	193	181	133	1,003	PP
6405001	1105 Joe Adams Rd	338	210	345	0	893	PP
4046016	325 Circle Dr	583	217	57	0	856	PP
6218001	1189 Joe Adams Rd	528	150	127	24	829	PP
6011002	18520 Blue Star Hwy	121	62	59	424	667	PP
5201008	709 S Adams St	554	68	0	0	622	NC
3309013	1736 M. L. King Blvd	550	67	0	0	617	PP
3237018	1664 Pat Thomas Pkwy	434	80	0	0	514	PP

Aged Accounts Receivable

Utility Accounts Current and 30 Days Past Due (or with Payment Plans)

July 2020

Account Number	Service Address	Current 07.31.2020	30 Day 06.30.2020	60 Day 05.31.2020	90 Day 04.30.2020	Account Balance	STATUS
Cycle 2 Minimum Balance 50.00							
2745020	706 S 9th St	379	98	0	0	477	NC
4605024	Parkview Garden #k-1	292	75	58	0	425	PP
4922002	1318 E Jefferson St	0	0	0	348	348	F
5672008	Triple Oaks Apt 22	244	93	0	0	336	NP
3574012	57 N Virginia St	209	91	0	0	300	NP
4498020	Gadsden Arms #36	186	85	0	0	271	NP
4534018	Gadsden Arms #78	147	95	0	0	241	NP
Total in Arrears		11,639	4,252	2,576	3,974	22,440	
Arrears Percentages		17%	6%	4%	6%	33%	
Total Billed		\$639,695	595,578	434,639	473,281	2,143,193	
Total Arrears' Percentage		1.8%	0.7%	0.6%	0.8%	1.0%	
Total Percentage Collected		98.2%	99.3%	99.4%	99.2%	99.0%	

Account Number	Description	Original Approved Budget 10/1/2019	Adjusted Budget as of 7/31/2020	MTD 7/31/2020	10 Months YTD 7/31/2020	OVER (UNDER) Adjusted Budget	83%	PRIOR YTD Amount 7/31/2019	PRIOR YTD % 7/31/2019	COMMENTS
BUGET TO ACTUAL EXPENDITURES										
NON-DEPARTMENTAL										
001-001-519-30320	ACCOUNTING & AUDITING SERVICES	29,186	29,186	0	28,900	286	99%	27,760	96%	
001-001-519-30341	CONTRACTUAL SERVICES	20,000	20,000	0	0	20,000	0%	0	0%	
001-001-519-30342	RECORDING OF THE COMMISSION MTG	42,000	42,000	0	31,535	10,465	75%	31,500	75%	
001-001-519-30343	PROFESSIONAL SERVICES	2,000	2,500	0	2,290	210	92%	2,000	100%	
001-001-519-30390	CONTINGENCIES	58,023	28,023	0	0	28,023	0%	0	0%	
001-001-519-30410	TELEPHONE	667	667	0	0	667	0%	52	8%	
001-001-519-30435	JUNIOR COMMISSION	7,769	7,769	0	0	7,769	0%	450	8%	
001-001-519-30440	SUMMER YOUTH WORK PROGRAM	20,000	20,000	0	324	19,676	2%	22,172	100%	
001-001-519-30451	INSURANCE	489,013	473,240	12,355	453,253	19,987	96%	491,319	112%	
001-001-519-30465	COPIER PAYMENT	12,023	12,023	169	1,628	10,395	14%	2,068	23%	
001-001-519-30491	OTHER OPERATING EXPENSE	15,000	27,000	0	25,898	1,102	96%	11,580	77%	
001-001-519-30500	LEGAL ADS & RECORDINGS	1,200	1,200	0	0	1,200	0%	0		
001-001-519-30512	POSTAGE	4,120	4,120	0	3,082	1,038	75%	3,705	93%	
001-001-519-70730	TRANSFER DEBT SVC CAP IMP BOND	366,200	366,200	30,000	300,000	66,200	82%	360,000	100%	
001-001-519-70731	HONEYWELL LOAN PRINCIPAL	17,042	16,847	0	16,847	0	100%	15,339	100%	
001-001-519-70732	HONEYWELL LOAN INTEREST	3,111	3,306	0	3,306	0	100%	3,842	100%	
001-001-519-90000	TRANSFER TO INTERNAL SERVICE FUND	60,000	60,000	5,000	50,000	10,000	83%	0	0%	
001-001-552-30645	CRA TIF: ECONOMIC ENVIRON.	164,829	168,102	0	168,102	(0)	100%	162,203	0%	
	TOTAL NON-DEPARTMENTAL	1,312,183	1,282,183	47,524	1,085,166	197,017	85%	1,133,990		
CITY COMMISSION										
001-110-511-10110	SALARIES & WAGES	84,599	82,135	6,318	66,340	15,795	81%	66,829	81%	
001-110-511-10210	FICA TAXES	6,471	6,283	461	4,862	1,421	77%	4,911	78%	
001-110-511-10220	RETIREMENT CONTRIBUTIONS	10,152	9,804	758	7,961	1,843	81%	7,588	77%	
001-110-511-10230	LIFE & HEALTH INSURANCE	0	9,000	881	8,810	190	98%	0	0%	
001-110-511-30343	PROFESSIONAL SERVICES	31,000	48,154	1,650	46,910	1,244	97%	22,500	100%	
001-110-511-30402	TRAVEL	2,800	2,324	0	2,306	18	99%	736	37%	
001-110-511-30436	COMMUNITY OUTREACH - CRIME & CENSUS	0	114,680	0	0	114,680	0%	0	0%	
001-110-511-30491	OTHER EXPENSES	13,702	13,573	607	13,573	0	100%	11,418	122%	
001-110-511-30492	PROPERTY TAX CERTIFICATES	0	3,000	0	2,862	138	95%	0	0%	
001-110-511-30494	Software License	0	1,076	0	0	0	0%	0	0%	
001-110-511-31000	OTHER OPERATING IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	6,824	85%	
001-110-511-80820	AID TO PRIVATE ORGANIZATIONS	74,600	77,600	11,000	77,526	74	100%	1,000	5%	
001-110-552-60641	OFFICE FURNITURE & EQUIPMENT	15,000	5,375	3,393	5,223	152	97%	0	0%	
	TOTAL CITY COMMISSION	246,324	381,004	25,735	243,044	136,885	64%	121,806		
CITY ATTORNEY										
001-120-514-30341	CONTRACTUAL SERVICES	164,000	164,000	64,942	138,390	25,610	84%	91,511	54%	
001-120-514-30343	PROFESSIONAL SERVICES	1,000	1,000	0	0	1,000	0%	0	0%	
001-120-514-30500	LEGAL & RECORDING FEES	1,000	1,000	0	0	1,000	0%	0	0%	
001-120-514-30540	PUBLICATIONS,SUBSCRIP,& MEMBERSHIPS	2,400	2,400	0	0	2,400	0%	0	0%	
001-120-514-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	6,824	85%	
	TOTAL CITY ATTORNEY	176,400	176,400	65,609	145,060	31,340	82%	98,335		
CITY CLERK										
001-130-519-10110	SALARIES & WAGES	64,898	64,898	0	47,741	17,157	74%	52,446	81%	
001-130-519-10210	FICA TAXES	4,965	4,965	0	3,429	1,536	69%	3,721	75%	
001-130-519-10220	RETIREMENT CONTRIBUTIONS	7,788	7,788	0	5,726	2,062	74%	6,290	81%	
001-130-519-10230	LIFE & HEALTH INSURANCE	6,367	6,367	0	4,481	1,886	70%	5,238	82%	
001-130-519-30341	CONTRACTUAL SERVICES	6,000	5,285	0	0	5,285	0%	0	0%	
001-130-519-30343	PROFESSIONAL SERVICES	3,000	2,875	510	1,735	1,140	60%	1,225	41%	
001-130-519-30402	TRAVEL EXPENSE	1,000	500	0	0	500	0%	0	0%	
001-130-519-30410	TELEPHONE	1,842	1,842	40	1,268	574	69%	1,008	56%	
001-130-519-30461	REPAIR & MAINT - OFFICE EQUIPMENT	100	100	0	0	100	0%	0	0%	
001-130-519-30491	OTHER OPERATING EXPENSE	300	1,575	0	1,518	57	96%	207	115%	
001-130-519-30493	TRAINING	100	100	0	0	100	0%	0	0%	
001-130-519-30494	Software License	0	215	0	0	0	0%	0	0%	
001-130-519-30500	LEGAL ADS AND RECORDING FEES	750	1,300	0	1,273	27	98%	382	51%	
001-130-519-30511	OFFICE SUPPLIES-GENERAL	500	500	0	91	409	18%	1,480	296%	
001-130-519-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	6,824	85%	
	TOTAL CITY CLERK	105,610	106,310	1,216	73,931	32,164	70%	11,126		
CITY MANAGER										

Account Number	Description	Original Approved Budget 10/1/2019	Adjusted Budget as of 7/31/2020	MTD 7/31/2020	10 Months YTD 7/31/2020	OVER (UNDER) Adjusted Budget	83%	PRIOR YTD Amount 7/31/2019	PRIOR YTD % 7/31/2019	COMMENTS
BUGET TO ACTUAL EXPENDITURES										
001-160-512-10110	SALARIES & WAGES	73,500	73,500	5,654	59,365	14,135	81%	71,761	88%	
001-160-512-10120	REGULAR SALARIES & WAGES	29,683	29,683	2,769	29,184	499	98%	26,854	93%	
001-160-512-10140	OVERTIME	2,512	2,512	0	0	2,512	0%	2,439	100%	
001-160-512-10210	FICA TAXES	8,897	8,897	635	8,029	868	90%	7,560	88%	
001-160-512-10220	RETIREMENT CONTRIBUTIONS	13,957	13,957	1,011	12,747	1,210	91%	11,461	85%	
001-160-512-10230	LIFE & HEALTH INSURANCE	18,280	5,274	516	5,067	207	96%	4,195	37%	
001-160-512-30341	CONTRACTUAL SERVICES	3,000	1,170	0	0	1,170	0%	6,939	41%	
001-160-512-30343	PROFESSIONAL SERVICES	1,700	1,100	0	0	1,100	0%	1,710	100%	
001-160-512-30402	TRAVEL EXPENSE	1,000	1,100	0	1,047	54	95%	648	65%	
001-160-512-30403	GAS	250	250	0	145	105	58%	95	38%	
001-160-512-30410	TELEPHONE	6,304	7,704	523	6,679	1,025	87%	4,935	81%	
001-160-512-30461	REPAIR & MAINTENANCE OFFICE EQUIP	800	800	0	293	507	37%	187	23%	
001-160-512-30491	OTHER OPERATING EXPENSE	400	1,900	40	1,491	409	78%	393	100%	
001-160-512-30493	TRAINING	0	500	0	400	100	80%	0	0%	
001-160-512-30494	Software License	0	430	0	0	0	0%	0	0%	
001-160-512-30511	OFFICE SUPPLIES GENERAL	600	600	0	514	86	86%	336	56%	
001-160-512-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	7,846	98%	
001-160-519-00001	ADMINISTRATIVE EXPENSE	30,000	30,000	0	8,697	21,303	29%	0	0%	
	TOTAL CITY MANAGER	198,883	187,377	11,814	140,328	46,618	75%	147,358		
	LAW ENFORCEMENT ADMIN									
001-210-521-10110	EXE SALARIES & WAGES	75,232	75,232	5,982	61,200	14,032	81%	59,173	81%	
001-210-521-10120	REGULAR SALARIES & WAGES	99,900	99,695	8,078	84,877	14,818	85%	80,480	83%	
001-210-521-10150	SPEC PAY-INCENTIVE,HOL,LV BUYBACK	1,030	1,235	130	1,235	0	100%	130	13%	
001-210-521-10210	FICA TAXES	14,458	14,458	1,047	10,906	3,552	75%	10,254	73%	
001-210-521-10220	RETIREMENT CONTRIBUTIONS	22,680	22,680	1,703	17,670	5,010	78%	16,767	76%	
001-210-521-10230	LIFE & HEALTH INSURANCE	32,350	24,081	2,140	21,416	2,665	89%	23,491	77%	
001-210-521-30341	CONTRACTUAL SERVICES	50,000	47,598	0	17,993	29,606	38%	41,624	86%	
001-210-521-30402	TRAVEL EXPENSE	1,500	1,500	0	405	1,095	27%	0	0%	
001-210-521-30403	GAS & DIESEL	4,000	4,000	242	3,296	704	82%	3,470	100%	
001-210-521-30404	OIL & GREASE	350	350	0	0	350	0%	139	40%	
001-210-521-30405	TIRES	800	800	0	0	800	0%	292	37%	
001-210-521-30406	VEHICLE PARTS ONLY	3,750	3,750	0	15	3,735	0%	3,798	101%	
001-210-521-30407	VEHICLE REPAIRS	1,000	1,000	165	1,147	(147)	115%	250	63%	
001-210-521-30410	TELEPHONE	37,080	37,080	2,456	35,273	1,807	95%	28,061	79%	
001-210-521-30430	UTILITIES	10,000	9,000	645	2,800	6,200	31%	11,986	128%	
001-210-521-30464	REPAIRS & MAINTENANCE-RADIO	2,000	1,502	0	0	1,502	0%	(1,128)	226%	
001-210-521-30491	OTHER OPERATING EXPENSE	2,500	2,050	95	1,226	824	60%	2,176	109%	
001-210-521-30492	INVESTIGATIVE FUNDS	1,000	2,550	244	2,519	31	99%	1,092	109%	
001-210-521-30493	TRAINING	800	800	0	330	470	41%	245	33%	
001-210-521-30494	Software License	0	2,152	0	0	0	0%	0	0%	
001-210-521-30511	OFFICE SUPPLIES-GENERAL	2,250	2,898	520	2,898	0	100%	2,283	105%	
001-210-521-30521	OPERATING MATERIALS & SUPPLIES	750	750	70	365	385	49%	434	87%	
001-210-521-30522	OPERATING SUPPLIES-UNIFORMS	500	500	113	171	329	34%	315	63%	
001-210-521-30540	PUBLICATIONS, SUBSCRIP. & MEMBERSHP	750	750	0	190	560	25%	1,043	100%	
001-210-521-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	7,529	471	94%	6,824	85%	
001-210-521-60641	OFFICE FURNITURE & EQUIPMENT	500	1,000	0	912	88	91%	336	67%	
001-210-521-60644	EQUIPMENT	2,000	2,000	0	523	1,477	26%	0	0%	
	TOTAL LAW ENFORCEMENT ADMIN	375,180	367,411	24,296	274,896	90,364	75%	293,536		
	FIRE CONTROL ADMIN									
001-210-522-10110	EXE SALARIES & WAGES	66,043	66,043	5,080	53,113	12,930	80%	51,817	81%	
001-210-522-10120	REGULAR SALARIES & WAGES	45,505	45,505	3,237	35,276	10,229	78%	36,118	82%	
001-210-522-10150	SPEC PAY-INCENTIVE,HOL,LV BUYBACK	1,545	1,545	130	1,235	310	80%	1,300	87%	
001-210-522-10210	FICA TAXES	8,652	8,652	579	6,259	2,393	72%	6,190	74%	
001-210-522-10220	RETIREMENT CONTRIBUTIONS	28,575	28,575	1,962	20,635	7,940	72%	20,344	73%	
001-210-522-10230	LIFE & HEALTH INSURANCE	22,878	22,878	2,002	19,976	2,902	87%	17,773	82%	
001-210-522-30410	TELEPHONE	16,995	16,995	1,516	16,861	134	99%	13,783	84%	
001-210-522-30430	UTILITIES	30,000	29,150	1,883	19,229	9,921	66%	30,816	111%	
001-210-522-30461	REPAIR & MAINTENANCE-OFFICE EQUIP.	1,800	1,800	0	1,190	610	66%	1,155	64%	
001-210-522-30463	REPAIR & MAINT.-BUILDINGS & GROUNDS	6,500	7,000	16	6,608	392	94%	6,164	100%	
001-210-522-30464	REPAIR & MAINTENANCE-RADIO	1,500	1,500	0	1,472	28	98%	0	0%	
001-210-522-30465	COPIER PAYMENT	1,550	1,900	169	1,628	272	86%	495	32%	
001-210-522-30491	OTHER OPERATING EXPENSE	1,000	1,000	0	181	819	18%	853	85%	
001-210-522-30494	Software License	6,500	6,500	0	2,631	2,147	40%	0	0%	
001-210-522-30511	OFFICE SUPPLIES-GENERAL	550	550	0	461	89	84%	285	52%	
001-210-522-30521	OPERATING MATERIALS & SUPPLIES	1,000	1,000	0	928	72	93%	812	100%	

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BUGET TO ACTUAL EXPENDITURES										
001-210-522-30522	OPERATING SUPPLIES - UNIFORMS	1,000	1,000	16	328	672	33%	301	60%	
001-210-522-31000	OTHER OPERATING EXP -IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	6,824	85%	
001-210-522-60620	Buildings and Other Improvements	25,000	175,000	0	0	25,523	0%	0	0%	
001-210-522-60641	OFFICE FURNITURE & EQUIPMENT	10,500	10,500	0	888	9,612	8%	872	8%	
	TOTAL FIRE CONTROL ADMIN	285,093	435,093	17,257	195,570	88,325	45%	195,902		
LAW ENFORCEMENT OPERATIONS										
001-220-521-10120	REGULAR SALARIES & WAGES	1,195,275	1,169,820	93,385	993,000	176,820	85%	910,141	83%	
001-220-521-10130	OTHER SALARIES & WAGES - P/T	31,197	31,197	1,978	2,933	2,933	91%	31,248	100%	
001-220-521-10140	OVERTIME	145,252	175,252	14,406	156,999	18,253	90%	135,053	92%	
001-220-521-10150	SPEC PAY-INCENTIVE,HOL, LV BUYBACK	15,795	15,795	1,280	12,600	3,195	80%	16,070	100%	
001-220-521-10210	FICA TAXES	101,144	101,144	7,956	87,303	13,841	86%	81,176	83%	
001-220-521-10220	RETIREMENT CONTRIBUTIONS	228,811	228,811	32,336	168,042	60,769	73%	137,187	59%	
001-220-521-10230	LIFE & HEALTH INSURANCE	234,553	262,158	23,910	230,623	31,535	88%	195,376	88%	
001-220-521-30341	CONTRACTURAL SERVICES	1,000	1,000	0	800	200	80%	231	23%	
001-220-521-30402	TRAVEL EXPENSE	1,000	1,000	0	19	982	2%	798	80%	
001-220-521-30403	GASOLINE & DIESEL	43,000	33,000	3,380	31,153	1,847	94%	34,422	95%	
001-220-521-30404	OIL & GREASE	1,750	1,601	0	499	1,101	31%	1,613	100%	
001-220-521-30405	TIRES	3,250	3,250	0	2,862	388	88%	2,206	63%	
001-220-521-30406	VEHICLE PARTS ONLY	7,750	7,250	268	4,612	2,638	64%	8,347	100%	
001-220-521-30407	OTHER AUTO EXPENSE	1,000	1,649	415	1,649	0	100%	284	28%	
001-220-521-30435	YOUTH DEVELOPMENT ACADEMY & PROGRAM	0	1,574	0	500	1,074	32%	0	0%	
001-220-521-30462	REPAIR & MAINT.-EQUIPMENT & TOOLS	600	600	0	86	514	14%	0	0%	
001-220-521-30464	REPAIR & MAINTENANCE - RADIOS	500	500	0	0	500	0%	0	0%	
001-220-521-30491	OTHER OPERATING EXPENSE	6,000	13,726	(528)	13,726	0	100%	5,917	100%	
001-220-521-30493	TRAINING	7,000	4,000	0	3,041	959	76%	2,700	68%	
001-220-521-30494	Software License	0	6,455	0	0	0	0%	0	0%	
001-220-521-30499	CANINE EXPENSE	10,000	5,500	(37)	631	4,869	11%	635	32%	
001-220-521-30511	OFFICE SUPPLIES	1,000	3,500	962	1,452	2,048	41%	533	104%	
001-220-521-30521	OPERATING MATERIALS & SUPPLIES	7,000	11,150	0	10,483	667	94%	9,020	110%	
001-220-521-30522	OPERATING SUPPLIES - UNIFORMS	10,000	22,000	266	20,544	1,456	93%	15,209	100%	
001-220-521-60641	OFFICE FURNITURE & EQUIPMENT	0	2,500	0	1,058	1,442	42%	0	0%	
001-220-521-60642	VEHICLES	50,000	50,000	1,385	50,000	48,615	3%	85,998	100%	
001-220-521-60644	EQUIPMENT	7,000	9,850	0	2,826	7,024	29%	6,939	100%	
	TOTAL LAW ENFORCEMENT OPERATIONS	2,109,877	2,164,282	181,362	1,774,158	383,669	82%	1,681,102		
FIRE CONTROL OPERATIONS										
001-230-522-10120	REGULAR SALARIES & WAGES	837,681	762,681	58,478	569,064	193,617	75%	521,908	82%	
001-230-522-10130	OTHER SALARIES & WAGES - P/T	20,600	20,600	0	0	20,600	0%	583	4%	
001-230-522-10140	OVERTIME	32,000	107,000	780	39,845	67,155	37%	105,614	100%	
001-230-522-10150	SPEC PAY-INCENTIVE,HOL, LV BUYBACK	17,000	17,000	1,200	11,840	5,160	70%	12,930	76%	
001-230-522-10210	FICA TAXES	61,278	61,278	4,353	44,909	16,369	73%	46,405	78%	
001-230-522-10220	RETIREMENT CONTRIBUTIONS	195,561	195,561	16,141	155,516	40,045	80%	136,986	74%	
001-230-522-10230	LIFE & HEALTH INSURANCE	167,639	167,639	15,859	147,065	20,574	88%	122,788	78%	
001-230-522-30402	TRAVEL EXPENSE	500	500	0	0	500	0%	0	0%	
001-230-522-30403	GASOLINE & DIESEL	9,500	9,500	561	6,724	2,776	71%	7,612	80%	
001-230-522-30404	OIL & GREASE	1,250	1,250	0	355	895	28%	476	38%	
001-230-522-30405	TIRES	4,500	4,500	0	231	4,269	5%	628	25%	
001-230-522-30406	VEHICLE PARTS ONLY	3,000	3,000	25	1,382	1,618	46%	1,720	57%	
001-230-522-30462	REPAIR & MAINT. - EQUIPMENT & TOOLS	13,400	13,400	223	6,696	6,704	50%	8,808	85%	
001-230-522-30464	REPAIRS TURNKEY - HURRICANE MICHAEL	0	18,771	0	18,771	0	100%	0	0%	
001-230-522-30491	OTHER OPERATING EXPENSE	1,500	1,200	162	546	654	45%	1,286	106%	
001-230-522-30493	TRAINING	10,000	10,000	0	3,858	6,142	39%	3,211	76%	
001-230-522-30494	Software License	0	3,443	0	0	0	0%	0	0%	
001-230-522-30511	OFFICE SUPPLIES	1,000	1,000	31	280	720	28%	357	98%	
001-230-522-30521	OPERATING MATERIALS & SUPPLIES	1,100	1,400	145	1,344	56	96%	880	100%	
001-230-522-30522	OPERATING SUPPLIES - UNIFORMS	16,000	16,000	556	12,025	3,975	75%	11,213	100%	
001-230-522-60644	EQUIPMENT	75,000	71,557	1,023	34,104	25,409	48%	14,538	125%	
	TOTAL FIRE CONTROL OPERATIONS	1,468,509	1,487,280	99,536	1,054,554	417,238	71%	997,943		
PERSONNEL										
001-260-513-10110	EXE SALARIES & WAGES	31,500	31,500	2,423	25,442	6,058	81%	0	0%	
001-260-513-10120	REGULAR SALARIES & WAGES	50,146	58,678	3,702	33,748	24,930	58%	31,019	78%	
001-260-513-10130	OTHER SALARIES & WAGES - P/T	15,532	7,000	1,247	3,933	3,067	56%	12,688	84%	
001-260-513-10140	OVERTIME	649	649	11	11	638	2%	630	100%	
001-260-513-10210	FICA TAXES	5,325	5,325	443	4,306	1,019	81%	3,191	62%	

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BUGET TO ACTUAL EXPENDITURES										
001-260-513-10220	RETIREMENT CONTRIBUTIONS	6,489	6,954	735	6,954	0	100%	3,719	63%	
001-260-513-10230	LIFE & HEALTH INSURANCE	5,224	5,354	619	5,352	1	100%	4,107	100%	
001-260-513-30314	PSYCHIATRIC EVALUATIONS	3,500	3,500	0	2,700	800	77%	1,275	80%	
001-260-513-30315	EMPLOYEE QUALITY OF LIFE	5,000	5,000	0	2,500	2,500	50%	1,561	100%	
001-260-513-30341	CONTRACTUAL SERVICES	10,500	10,100	202	3,808	6,292	38%	9,819	101%	
001-260-513-30343	PROFESSIONAL SERVICES	8,500	7,650	0	4,881	2,770	64%	765	41%	
001-260-513-30402	TRAVEL EXPENSE	1,500	1,360	0	0	1,360	0%	1,295	100%	
001-260-513-30410	TELEPHONE	3,800	4,973	387	4,834	139	97%	3,161	100%	
001-260-513-30461	REPAIR AND MAINTENANCE OFFICE EQ	1,000	1,000	0	116	884	12%	49	10%	
001-260-513-30491	OTHER OPERATING EXPENSE	1,500	1,500	0	95	1,406	6%	813	58%	
001-260-513-30493	TRAINING	2,000	1,476	0	0	1,476	0%	0	0%	
001-260-513-30494	Software License	0	645	0	0	0	0%	0	0%	
001-260-513-30511	OFFICE SUPPLIES GENERAL	1,500	1,000	0	373	627	37%	1,038	65%	
001-260-513-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	6,824	85%	
	TOTAL PERSONNEL	161,665	161,665	10,435	105,723	55,297	65%	81,954		
FINANCE										
001-271-513-10110	EXE SALARIES & WAGES	21,718	21,718	1,865	18,891	2,827	87%	10,088	48%	
001-271-513-10120	REGULAR SALARIES & WAGES	36,226	36,226	2,978	32,350	3,876	89%	31,147	89%	
001-271-513-10140	OVERTIME	770	770	20	171	599	22%	747	100%	
001-271-513-10210	FICA TAXES	4,492	4,492	353	3,705	787	82%	2,976	68%	
001-271-513-10220	RETIREMENT CONTRIBUTIONS	7,045	7,045	552	5,988	1,057	85%	4,955	73%	
001-271-513-10230	LIFE & HEALTH INSURANCE	12,219	12,219	643	7,311	4,908	60%	7,677	67%	
001-271-513-30343	PROFESSIONAL SERVICES	24,000	22,709	0	15,939	6,770	70%	52,167	316%	
001-271-513-30402	TRAVEL EXPENSE	3,200	3,700	0	3,535	165	96%	648	100%	
001-271-513-30410	TELEPHONE	6,600	6,600	448	5,565	1,035	84%	4,657	73%	
001-271-513-30461	REPAIR & MAINT OFFICE EQUIPMENT	500	500	0	0	500	0%	40	8%	
001-271-513-30491	OTHER OPERATING EXPENSE	1,000	1,500	0	587	913	39%	981	98%	
001-271-513-30493	TRAINING	2,000	2,000	0	1,330	670	67%	169	17%	
001-271-513-30494	Software License	0	1,291	0	0	0	0%	0	0%	
001-271-513-30511	OFFICE SUPPLIES GENERAL	8,000	5,950	127	4,217	1,733	71%	4,694	64%	
001-271-513-30512	POSTAGE	0	150	0	53	97	35%	0	0%	
001-271-513-30521	OPERATING SUPPLIES	600	1,500	0	734	766	49%	364	61%	
001-271-513-30540	DUES, PUBLICATIONS, & MEMBERSHP	750	750	0	0	750	0%	0	0%	
001-271-513-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	6,824	85%	
001-271-513-60000	Software	8,000	8,000	0	0	8,000	0%	0	0%	
001-271-513-60641	OFFICE FURNITURE & EQUIPMENT	5,250	5,250	0	4,803	447	91%	720	24%	
	TOTAL FINANCE	150,370	150,370	7,653	111,851	37,229	74%	128,856		
GENERAL SERVICES ADMIN										
001-276-513-10110	EXE SALARY & WAGES	10,322	10,322	923	9,728	594	94%	8,951	89%	
001-276-513-10210	FICA	790	790	65	688	102	87%	692	90%	
001-276-513-10220	RETIREMENT	1,239	1,239	111	1,166	73	94%	1,074	89%	
001-276-513-10230	LIFE & HEALTH INSURANCE	1,647	1,647	134	1,339	308	81%	1,263	81%	
	TOTAL GENERAL SERVICES ADMIN	13,998	13,998	1,232	12,921	1,077	92%	11,980		
BUILDING & PLANNING										
001-284-515-10110	EXE SALARIES & WAGES	80,051	72,051	5,308	53,884	18,167	75%	52,019	81%	
001-284-515-10120	REGULAR SALARIES & WAGES	72,173	72,173	5,442	59,659	12,514	83%	51,750	74%	
001-284-515-10140	OVERTIME	1,724	1,724	100	994	730	58%	1,718	100%	
001-284-515-10210	FICA TAXES	10,725	10,725	730	8,320	2,405	78%	7,645	73%	
001-284-515-10220	RETIREMENT CONTRIBUTIONS	16,824	16,824	1,290	12,602	4,222	75%	12,446	76%	
001-284-515-10230	LIFE & HEALTH INSURANCE	35,672	20,154	1,952	18,444	1,710	92%	19,187	65%	
001-284-515-30341	CONTRACTUAL SERVICES	8,000	164,900	0	54,742	110,158	33%	5,150	13%	
001-284-515-30342	CONTRACTUAL SERVICES HOUSING DEMOLTION	35,000	35,000	0	3,000	32,000	9%	3,325	9%	
001-284-515-30343	PROFESSIONAL SERVICES	2,500	2,500	0	2,000	500	80%	0	0%	
001-284-515-30403	GAS & DIESEL	1,400	1,400	27	482	918	34%	643	46%	
001-284-515-30404	OIL & GREASE	200	200	0	0	200	0%	0	0%	
001-284-515-30405	TIRES	200	200	0	0	200	0%	19	9%	
001-284-515-30406	VEH PARTS ONLY	1,000	1,000	0	9	991	1%	0	0%	
001-284-515-30407	VEH REPAIRS	1,000	1,000	0	0	1,000	0%	0	0%	
001-284-515-30410	TELEPHONE	6,045	7,245	450	6,523	722	90%	4,576	76%	
001-284-515-30461	REPAIR & MAINT. OFFICE EQUIPMENT	500	500	0	228	272	46%	423	85%	
001-284-515-30491	OTHER OPERATING EXPENSE	3,000	2,000	82	1,082	918	54%	2,803	132%	
001-284-515-30493	TRAINING	1,500	3,700	0	3,489	211	94%	0	0%	
001-284-515-30494	Software License	0	861	0	0	0	0%	0	0%	

Account Number	Description	Original Approved Budget 10/1/2019	Adjusted Budget as of 7/31/2020	MTD 7/31/2020	10 Months YTD 7/31/2020	OVER (UNDER) Adjusted Budget	83%	PRIOR YTD Amount 7/31/2019	PRIOR YTD % 7/31/2019	COMMENTS
BUGET TO ACTUAL EXPENDITURES										
001-284-515-30500	ADVERTISEMENTS	2,200	1,900	0	448	1,452	24%	1,246	100%	
001-284-515-30511	OFFICE SUPPLIES GENERAL	1,000	1,300	0	1,041	259	80%	528	53%	
001-284-515-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	6,824	85%	
001-284-515-60641	OFFICE FURNITURE & EQUIPMENT	12,000	8,739	0	1,231	7,508	14%	0	0%	
	TOTAL BUILDING & PLANNING	300,714	434,096	16,048	234,847	198,389	54%	170,301		
RECREATIONAL ACTIVITY										
001-310-572-10110	EXE SALARIES & WAGES	63,155	63,155	3,638	35,332	27,823	56%	35,448	58%	
001-310-572-10120	REGULAR SALARIES & WAGES	214,127	214,127	16,659	175,265	38,862	82%	128,401	65%	
001-310-572-10130	OTHER SALARIES & WAGES - P/T	41,541	41,541	218	6,009	35,532	14%	10,745	27%	
001-310-572-10140	OVERTIME	670	670	0	519	151	77%	650	100%	
001-310-572-10210	FICA TAXES	24,398	24,398	1,441	15,355	9,043	63%	12,233	52%	
001-310-572-10220	RETIREMENT CONTRIBUTIONS	33,274	33,274	2,436	25,258	8,016	76%	17,938	56%	
001-310-572-10230	LIFE & HEALTH INSURANCE	63,356	72,544	5,872	59,237	13,307	82%	47,629	80%	
001-310-572-30341	CONTRACTUAL SERVICES	10,000	10,000	467	683	9,317	7%	1,443	18%	
001-310-572-30402	TRAVEL EXPENSE	1,000	1,000	0	0	1,000	0%	375	35%	
001-310-572-30403	GAS & DIESEL	8,000	8,000	775	6,141	1,859	77%	7,025	100%	
001-310-572-30404	OIL & GREASE	500	500	10	360	140	72%	149	99%	
001-310-572-30405	TIRES	500	500	92	445	55	89%	304	76%	
001-310-572-30406	VEH PARTS ONLY	1,000	1,000	0	533	467	53%	153	31%	
001-310-572-30407	VEHICLE REPAIRS	800	600	0	121	479	20%	48	7%	
001-310-572-30410	TELEPHONE	8,200	8,400	783	8,251	149	98%	5,822	71%	
001-310-572-30440	RENTAL OF EQUIPMENT & BUILDINGS	500	500	0	305	195	61%	148	30%	
001-310-572-30441	SWIMMING POOL REPAIRS	10,000	10,000	0	0	10,000	0%	2,273	122%	
001-310-572-30462	REPAIR & MAINT-EQUIPMENT & TOOLS	5,000	5,000	346	1,351	3,649	27%	5,483	106%	
001-310-572-30464	REPAIRS TURNKEY - HURRICANE MICHAEL	0	74,700	0	74,700	0	100%	0	0%	
001-310-572-30491	OTHER OPERATING EXPENSES	15,000	15,000	581	13,686	1,314	91%	19,506	102%	
001-310-572-30492	MAINTENANCE OF TANYARD CREEK PARK	5,000	5,000	6	945	4,055	19%	1,194	38%	
001-310-572-30493	TRAINING	2,000	2,000	0	0	2,000	0%	964	96%	
001-310-572-30494	Software License	0	1,076	0	0	0	0%	0	0%	
001-310-572-30511	OFFICE SUPPLIES - GENERAL	1,600	1,600	0	234	1,366	15%	1,246	78%	
001-310-572-30521	OPERATING MATERIALS & SUPPLIES	2,000	2,000	0	83	1,917	4%	1,931	92%	
001-310-572-30522	OPERATING SUPPLIES - UNIFORMS	5,000	5,000	252	2,904	2,096	58%	0	0%	
001-310-572-30523	OPERATING SUP - CHEM	1,500	1,500	0	0	1,500	0%	0	0%	
001-310-572-30524	SWIMMING POOL SUPPLIES	4,000	4,000	0	0	4,000	0%	905	60%	
001-310-572-30525	ATHLETIC EQUIPMENT - FOOTBALL	20,000	18,924	0	18,396	528	97%	2,494	237%	
001-310-572-30526	ATHLETIC EQUIP BASEBALL & SOFTBALL	4,000	4,000	0	13	3,987	0%	3,724	40%	
001-310-572-30528	ATHLETIC EQUIPMENT - BASKETBALL	5,000	5,000	0	4,619	381	92%	3,721	100%	
001-310-572-30529	ATHLETIC EQUIPMENT - OTHER	4,000	4,000	20	1,396	2,604	35%	2,863	95%	
001-310-572-30540	OTHER RECREATIONAL ACTIVITIES	15,000	15,000	0	11,259	3,741	75%	1,814	45%	
001-310-572-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	8,639	102%	
001-310-572-60641	OFFICE FURNITURE & EQUIPMENT	0	750	0	705	45	94%	7,718	97%	
001-310-572-60642	VEHICLES	46,000	46,000	0	25,668	64,416	56%	0	0%	
	TOTAL RECREATIONAL ACTIVITY	624,121	708,759	34,262	496,444	255,323	70%	35,054		
PUBLIC WORKS ADMIN										
001-410-539-10110	EXE SALARIES & WAGES	43,182	43,082	3,494	36,711	6,371	85%	35,789	85%	
001-410-539-10120	REGULAR SALARIES & WAGES	7,018	7,018	593	6,144	874	88%	7,102	100%	
001-410-539-10140	OVERTIME	37	137	0	120	17	87%	36	100%	
001-410-539-10210	FICA TAXES	3,843	3,843	282	2,995	848	78%	3,000	80%	
001-410-539-10220	RETIREMENT CONTRIBUTIONS	6,029	6,029	491	5,150	879	85%	5,093	87%	
001-410-539-10230	LIFE & HEALTH INSURANCE	9,932	9,932	913	9,124	808	92%	8,501	91%	
001-410-539-30410	TELEPHONE	10,000	8,500	449	7,294	1,206	86%	6,491	67%	
001-410-539-30430	UTILITIES	68,000	66,924	2,565	59,014	7,910	88%	63,621	94%	
001-410-539-30440	REPAIR & MAINT BUILDING	1,500	750	0	0	750	0%	0	0%	
001-410-539-30491	OTHER OPERATING EXPENSE	5,000	8,000	115	7,717	283	96%	2,873	58%	
001-410-539-30493	TRAINING	1,000	1,000	0	0	1,000	0%	0	0%	
001-410-539-30494	Software License	0	1,076	0	0	0	0%	0	0%	
001-410-539-30511	OFFICE SUPPLIES	400	400	0	109	291	27%	386	97%	
001-410-539-30521	OPERATING MATERIALS & SUPPLIES	2,000	1,250	0	624	626	50%	120	6%	
001-410-539-30522	OPERATING EXPENSE - UNIFORMS	13,500	13,500	951	10,674	2,826	79%	10,086	61%	
001-410-539-30524	OPERATING SUPPLIES - TOOLS	500	500	0	80	420	16%	106	21%	
001-410-539-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	6,824	85%	
001-410-539-60641	OFFICE FURNITURE & EQUIPMENT	0	750	0	705	45	94%	0	0%	
	TOTAL PUBLIC WORKS ADMIN	179,941	180,691	10,521	153,131	26,484	85%	150,028		

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BUGET TO ACTUAL EXPENDITURES										
ROAD & STREETS										
001-430-541-10110	SALARIES & WAGES	15,374	15,374	499	6,613	8,761	43%	15,547	100%	
001-430-541-10120	REGULAR SALARIES & WAGES	295,149	295,149	22,713	240,528	54,621	81%	213,857	80%	
001-430-541-10140	OVERTIME	9,785	9,785	442	6,389	3,396	65%	8,837	93%	
001-430-541-10210	FICA TAXES	22,501	22,501	1,651	18,036	4,465	80%	17,225	79%	
001-430-541-10220	RETIREMENT CONTRIBUTIONS	35,296	35,296	2,726	31,177	4,119	88%	26,237	77%	
001-430-541-10230	LIFE & HEALTH INSURANCE	57,028	57,028	5,779	53,214	3,814	93%	46,299	86%	
001-430-541-30341	CONTRACTUAL SERVICES	44,000	32,000	0	2,174	29,827	7%	270	14%	
001-430-541-30403	GASOLINE & DIESEL	60,000	58,709	3,653	43,497	15,212	74%	49,025	82%	
001-430-541-30494	Software License	0	1,291	0	0	0	0%	0	0%	
001-430-541-30524	OPERATING SUPPLIES - SMALL TOOLS	5,000	5,000	0	1,836	3,164	37%	1,007	194%	
001-430-541-30530	ROAD MATERIALS & SUPPLIES	37,500	37,500	841	22,089	15,411	59%	34,818	93%	
001-430-541-60632	RESURF & SIDEWALKS	710,000	710,000	273	641,481	68,519	90%	118,429	30%	
001-430-541-60634	STORM WATER FACILITIES	25,000	254,680	0	242,315	4,624	95%	1,750	1%	
001-430-541-60643	HEAVY EQUIPMENT	76,000	76,000	0	47,298	54,871	62%	0	0%	
	TOTAL ROADS & STREETS	1,392,633	1,610,313	38,577	1,356,646	270,804	84%	533,301		
CEMETERIES & GROUNDS										
001-431-542-10120	REGULAR SALARIES & WAGES	76,812	75,521	5,024	48,108	27,413	64%	43,725	59%	
001-431-542-10140	OVERTIME	2,060	2,060	171	1,318	742	64%	1,625	81%	
001-431-542-10210	FICA TAXES	5,954	5,954	370	3,481	2,473	58%	3,245	56%	
001-431-542-10220	RETIREMENT CONTRIBUTIONS	9,341	9,341	566	6,365	2,976	68%	4,705	52%	
001-431-542-10230	LIFE & HEALTH INSURANCE	12,508	12,508	1,213	11,082	1,426	89%	9,438	80%	
001-431-542-30494	Software License	0	1,291	0	0	0	0%	0	0%	
001-431-542-30521	OPERATING SUPPLIES	1,000	1,000	26	85	915	8%	16	2%	
	TOTAL CEMETERIES & GROUNDS	107,675	107,675	7,369	70,439	35,945	65%	62,755		
BUILDING & GROUNDS										
001-440-519-10120	REGULAR SALARIES & WAGES	164,668	164,668	11,458	125,135	39,533	76%	131209.77	84%	
001-440-519-10140	OVERTIME	5,665	5,665	180	1,795	3,870	32%	4139.08	75%	
001-440-519-10210	FICA TAXES	12,676	12,676	786	8,927	3,749	70%	9640.74	78%	
001-440-519-10220	RETIREMENT CONTRIBUTIONS	19,884	19,884	1,368	16,114	3,770	81%	14955.56	78%	
001-440-519-10230	LIFE & HEALTH INSURANCE	32,235	32,235	2,657	29,548	2,687	92%	32611.12	100%	
001-440-519-30341	CONTRACTUAL SERVICES	60,800	50,800	0	47,881	2,919	94%	84705.52	100%	
001-440-519-30463	REPAIR & MAINT.-BUILDINGS & GROUNDS	24,600	36,224	1,455	29,407	6,817	81%	15460.17	100%	
001-440-519-30464	REPAIRS TURNKEY - HURRICANE MICHAEL	0	3,749	0	2,841	908	76%	0	0	
001-440-519-30491	OTHER OPERATING EXPENSE	8,000	12,500	563	11,922	578	95%	12747.35	86%	
001-440-519-30494	Software License	0	1,076	0	0	0	0%	0	0%	
001-440-519-60641	OFFICE FURNITURE & EQUIPMENT	0	4,800	0	4,796	4	100%	0	0	
001-440-519-60644	EQUIPMENT	4,500	4,500	0	3,318	1,182	74%	19017.64	181%	
	TOTAL BUILDINGS & GROUNDS	333,028	348,777	18,466	281,684	66,017	81%	324486.95		
PARKS										
001-440-572-30341	CONTRACTUAL SERVICES	12,500	12,500	0	6,487	6,013	52%	0	0%	
001-440-572-30391	PARKS & FACILITY	5,000	12,000	169	3,507	1,563	29%	0	0%	
001-440-572-30430	UTILITIES	30,000	29,139	1,063	12,429	16,710	43%	-14607.67	-58%	
001-440-572-30440	RENTAL OF EQUIPMENT & BUILDINGS	8,500	5,000	0	1,290	3,710	26%	0	0	
001-440-572-30462	REPAIR & MAINT.-EQUIPMENT & TOOLS	15,000	4,000	0	99	3,901	2%	2320.37	27%	
001-440-572-30463	REPAIR & MAINTENANCE-BLDGS. & GRNDS	0	7,500	323	5,465	2,035	73%	14053.67	100%	
001-440-572-30464	REPAIRS TURNKEY - HURRICANE MICHAEL	0	24,393	0	24,393	0	100%	0	0%	
001-440-572-30494	Software License	0	861	0	0	0	0%	0	0%	
001-440-572-60610	HILLSIDE PARK DEVELOPMENT	50,000	50,000	0	0	50,000	0%	675.57	5%	
001-440-572-60644	EQUIPMENT	17,500	17,500	0	16,649	851	95%	2756.76	77%	
	TOTAL PARKS	138,500	162,893	1,555	70,320	84,783	43%	5,199		
FLEET MAINTENANCE										
001-450-541-10120	REGULAR SALARIES & WAGES	78,556	78,556	3,590	37,489	41,067	48%	51603.61	68%	
001-450-541-10140	OVERTIME	1,030	1,030	0	118	912	11%	550.52	55%	
001-450-541-10210	FICA TAXES	6,088	6,088	196	2,546	3,542	42%	3920.26	66%	
001-450-541-10220	RETIREMENT CONTRIBUTIONS	9,550	9,550	431	4,496	5,054	47%	6187.17	68%	
001-450-541-10230	LIFE & HEALTH INSURANCE	9,042	9,274	1,130	9,274	0	100%	8631.82	100%	
001-450-541-30404	OIL & GREASE	3,700	3,700	72	2,779	921	75%	3640.82	98%	
001-450-541-30405	TIRES	3,000	7,212	756	7,212	0	100%	3902.75	90%	
001-450-541-30406	VEH PARTS ONLY	35,000	32,556	2,145	25,700	6,856	79%	24367.72	98%	
001-450-541-30407	VEHICLE REPAIRS	20,000	17,570	83	12,187	5,383	69%	21548.66	101%	

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BUGET TO ACTUAL EXPENDITURES										
001-450-541-30491	OTHER OPER EXPENSE	6,700	6,700	0	5,307	1,393	79%	2872.89	90%	
001-450-541-30494	Software License	0	430	0	0	0	0%	0	0%	
	TOTAL FLEET MAINTENANCE	172,666	172,666	8,402	107,107	65,129	62%	127,226		
	TOTAL BUSINESS ACTIVITY & CUSTOMER SERV	9,853,370	10,639,243	628,871	7,987,819	2,520,096	75%	6,312,237		
COMMUNITY REDEVELOPMENT AGENCY										
002-250-552-10110	EXECUTIVE SALARIES & WAGES	66,705	66,705	5,053	53,137	13,568	80%	52,465	81%	
002-250-552-10120	REGULAR SALARIES & WAGES	15,000	8,000	0	0	8,000	0%	0	0%	
002-250-552-10210	FICA	6,250	6,250	364	3,930	2,320	63%	0	0%	
002-250-552-10220	RETIREMENT CONTRIBUTIONS	9,131	9,131	606	3,948	5,183	43%	4,019	80%	
002-250-552-10230	LIFE & HEALTH INSURANCE	6,930	6,930	881	5,285	1,645	76%	565	7%	
002-250-552-30341	CONTRACTUAL SERVICES	26,000	26,000	0	5,568	20,433	21%	503	9%	
002-250-552-30342	CONTRACTUAL SERVICES HOUSING DEMOLITION	100,000	0	0	0	0	#DIV/0!	85,621	81%	
002-250-552-30343	PROFESSIONAL SERVICES	43,600	43,600	0	300	43,300	1%	0	0%	
002-250-552-30344	MOM AND POP BUSINESS GRANT PROGRAM	0	300,000	135,500	276,000	24,000	92%	31,000	62%	
002-250-552-30390	CONTINGENCIES - TANYARD CREEK	3,350	3,350	0	0	3,350	0%	0	0%	
002-250-552-30402	TRAVEL EXPENSES	1,000	1,000	0	0	1,000	0%	0	0%	
002-250-552-30403	GAS & DIESEL	250	250	0	0	250	0%	0	0%	
002-250-552-30410	TELEPHONE	550	550	0	516	34	94%	0	0%	
002-250-552-30463	RENTAL EXPENSE	0	5,000	0	4,000	1,000	80%	396	79%	
002-250-552-30490	BANK CHARGES	0	500	0	399	101	80%	0	0%	
002-250-552-30491	OTHER OPERATING EXPENSES	5,000	4,785	743	743	4,042	16%	552	0%	
002-250-552-30493	TRAINING	1,000	1,000	0	175	825	18%	0	0%	
002-250-552-30494	Software License	0	215	0	0	0	0%	620	89%	
002-250-552-30500	LEGAL ADS & RECORDINGS	800	800	0	0	800	0%	0	0%	
002-250-552-30512	POSTAGE	100	100	0	0	100	0%	645	81%	
002-250-552-30521	OPERATING SUPPLIES	4,249	4,249	0	2,532	1,717	60%	0	0%	
002-250-552-31000	OTHER OPERATING EXPENSE- IT SUPPORT	1,000	1,000	83	830	170	83%	2,551	85%	
002-250-552-32000	ADMINISTRATIVE SUPPORT SERVICES	20,000	20,000	0	16,670	3,330	83%	625	63%	
002-250-552-60000	SENIOR ENERGY EFF PROGRAM	100,000	31,437	0	7,300	24,137	23%	0	0%	
002-250-552-60010	BEAUTIFICATION PROJECTS	5,000	5,000	0	0	5,000	0%	19,800	20%	
002-250-552-60040	CRA CATALYST PROJECTS	204,000	249,500	0	136,138	113,362	55%	2,250	45%	
002-250-552-60641	OFFICE FURNITURE & EQUIPMENT	1,000	1,063	678	1,063	0	100%	200,773	98%	
002-250-552-70711	CRA LINE OF CREDIT INTEREST	0	2,000	0	1,107	893	55%	0	0%	
	TOTAL CRA	620,915	798,415	143,908	519,640	278,560	65%	402,386		
BUSINESS ACTIVITY										
FINANCIAL SERVICES										
400-271-513-10110	EXECUTIVE SALARIES & WAGES	65,153	65,153	5,596	54,165	10,988	83%	0	0%	
400-271-513-10120	REGULAR SALARIES & WAGES	111,130	111,130	8,993	100,062	11,068	90%	31,519	50%	
400-271-513-10210	FICA TAXES	13,486	13,486	1,059	11,115	2,371	82%	94,418	88%	
400-271-513-10220	RETIREMENT CONTRIBUTIONS	21,154	21,154	1,656	17,961	3,193	85%	8,928	68%	
400-271-513-10230	LIFE & HEALTH INSURANCE	36,651	25,532	1,928	21,931	3,601	86%	14,865	72%	
400-271-513-30341	CONTRACTUAL SERVICES	0	11,119	1,021	10,283	836	92%	23,029	67%	
	TOTAL FINANCIAL SERVICES	247,574	247,574	20,254	215,516	32,058	87%	172,758		
CUSTOMER SERVICES										
400-274-513-10110	EXE SALARIES & WAGES	31,500	31,500	2,423	25,469	6,031	81%	0	0%	
400-274-513-10120	REGULAR SALARIES & WAGES	99,750	99,750	3,538	56,663	43,087	57%	46,671	82%	
400-274-513-10140	OVERTIME	523	523	46	390	133	75%	81,026	92%	
400-274-513-10210	FICA TAXES	11,471	11,471	431	5,863	5,608	51%	514	100%	
400-274-513-10220	RETIREMENT CONTRIBUTION	17,993	17,993	715	10,304	7,689	57%	9,457	85%	
400-274-513-10230	LIFE & HEALTH INSURANCE	24,038	24,038	895	13,195	10,843	55%	14,755	85%	
400-274-513-30280	Credit Card Processing Charges	36,283	36,283	0	84,538	(48,255)	233%	15,933	70%	
400-274-513-30402	TRAVEL EXPENSES	1,000	1,000	0	0	1,000	0%	16,203	81%	
400-274-513-30410	TELEPHONE	7,000	7,000	536	6,835	165	98%	0	0%	
400-274-513-30461	REPAIR & MAINTAIN OFFICE EQUIPMENT	2,500	2,500	169	1,628	872	65%	5,865	95%	
400-274-513-30491	OTHER OPERATING EXPENSES	2,000	1,050	0	168	882	16%	963	39%	
400-274-513-30493	TRAINING	2,000	709	0	0	709	0%	1,418	71%	
400-274-513-30494	Software License	0	1,291	0	0	0	0%	505	25%	
400-274-513-30511	OFFICE SUPPLIES-GENERAL	500	500	0	429	71	86%	0	0%	
400-274-513-31000	OTHER OPERATING EXPENSE IT SUPPORT	8,000	7,929	667	6,670	1,259	84%	440	88%	
400-274-513-60641	OFFICE FURNITURE & EQUIPMENT	2,500	3,521	270	3,521	0	100%	7,925	99%	
	TOTAL CUSTOMER SERVICES	247,058	247,058	9,691	215,673	30,094	87%	201,674		

Account Number	Description	Original Approved Budget 10/1/2019	Adjusted Budget as of 7/31/2020	MTD 7/31/2020	10 Months YTD 7/31/2020	OVER (UNDER) Adjusted Budget	83%	PRIOR YTD Amount 7/31/2019	PRIOR YTD % 7/31/2019	COMMENTS
BUGET TO ACTUAL EXPENDITURES										
	TOTAL BUSINESS ACTIVITY & CUSTOMER SERV	494,632	494,632	29,945	431,190	62,152	87%	374,432		
SEWER ADMINISTRATION										
402-520-535-10110	EXE SALARIES & WAGES	14,032	14,032	1,080	11,883	2,149	85%	0	0%	
402-520-535-10120	REGULAR SALARIES & WAGES	34,538	48,356	4,940	48,356	0	100%	11,013	81%	
402-520-535-10140	OVERTIME	2,265	3,492	589	3,492	0	100%	29,437	88%	
402-520-535-10210	FICA TAXES	2,681	4,425	456	4,425	0	100%	2,709	100%	
402-520-535-10220	RETIREMENT CONTRIBUTIONS	4,599	7,115	696	7,115	0	100%	3,072	100%	
402-520-535-10230	LIFE & HEALTH INSURANCE	7,633	20,429	1,818	18,160	2,269	89%	4,778	100%	
402-520-535-30320	ACCOUNTING & AUDITING SERVICES	9,543	8,043	0	6,463	1,581	80%	8,893	100%	
402-520-535-30341	CONTRACTUAL SERVICES	4,000	5,500	31	4,523	977	82%	9,543	100%	
402-520-535-30343	PROFESSIONAL SERVICES	35,000	54,395	0	30,716	23,680	56%	2,813	80%	
402-520-535-30390	CONTINGENCY	50,000	0	0	0	0	#DIV/0!	21,300	90%	
402-520-535-30402	TRAVEL EXPENSE	200	200	0	30	170	15%	0	0%	
402-520-535-30403	GAS & DIESEL	200	200	0	0	200	0%	192	96%	
402-520-535-30404	OIL & GREASE	400	400	0	0	400	0%	0	0%	
402-520-535-30405	TIRES	200	200	0	0	200	0%	0	0%	
402-520-535-30410	TELEPHONE	14,000	14,000	1,051	10,849	3,151	77%	144	72%	
402-520-535-30440	RENTALS & LEASES	3,000	3,000	0	341	2,659	11%	9,749	79%	
402-520-535-30451	INSURANCE - PROPERTY LIABILITY & WC	36,933	36,933	0	35,071	1,862	95%	459	27%	
402-520-535-30491	OTHER OPERATING EXPENSE	5,000	5,000	289	3,359	1,641	67%	32,397	100%	
402-520-535-30511	OFFICE SUPPLIES	300	300	0	236	64	79%	4,334	100%	
402-520-535-30521	OPERATING SUPPLIES	300	300	104	125	175	42%	0	0%	
402-520-535-30522	OPERATING SUPPLIES - UNIFORMS	300	300	11	151	149	50%	287	96%	
402-520-535-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	114	38%	
402-520-535-60644	EQUIPMENT	10,000	10,000	0	0	10,000	0%	7,507	94%	
402-520-535-70031	2003 BOND DEBT SERVICE PRINCIPAL	115,575	106,394	0	106,394	0	100%	0	0%	
402-520-535-70032	2003 BOND DEBT SERVICE INTEREST	83,792	35,596	0	35,596	0	100%	84,068	100%	
402-520-535-70111	2011 BOND DEBT SERVICE PRINCIPAL	23,400	27,400	0	27,400	0	100%	63,803	99%	
402-520-535-70112	2011 BOND DEBT SERVICE INTEREST	31,761	18,648	0	24,605	(5,956)	132%	22,100	100%	
402-520-535-70720	DEBT SRL 12064107P	218,358	218,358	0	108,484	109,874	50%	32,700	99%	
402-520-535-70721	DEBT SRL 12064107P	22,159	4,201	0	2,795	1,406	67%	117,042	55%	
402-520-535-70731	HONEYWELL LOAN PRINCIPAL	45,487	45,487	0	45,487	0	100%	25,796	266%	
402-520-535-70732	HONEYWELL LOAN INTEREST	8,926	8,926	0	8,926	(0)	100%	41,415	100%	
402-520-535-70733	DEBT SERVICE SRL 641090 PRINCIPAL	0	12,176	0	12,176	0	100%	10,373	100%	
402-520-535-70734	DEBT SERVICE SRL 641090 INTEREST	0	5,780	0	5,780	0	100%	0	0%	
402-520-535-70735	DEBT SERVICE SRL 200100 PRINCIPAL	0	22,908	0	11,420	11,489	50%	0	0%	
402-520-535-70736	DEBT SERVICE SRL 200100 INTEREST	0	4,297	0	2,183	2,114	51%	0	0%	
402-520-535-90990	TRANSFER OF PROFIT	115,038	115,038	9,587	95,870	19,168	83%	0	0%	
402-520-535-90991	TRANSFER CAPITAL IMPROVEMENT	50,000	50,000	0	50,000	0	100%	100,000	83%	
402-520-535-91000	BUSINESS ACTIVITY SHARED EXP	45,300	45,300	3,775	37,750	7,550	83%	0	0%	
	TOTAL SEWER ADMINISTRATION	1,002,920	965,130	25,094	766,830	198,301	79%	646,037		
SEWER TREATMENT										
402-531-535-30341	CONTRACTUAL SERVICES	800,000	800,000	58,421	530,455	269,545	66%	34,710	83%	
402-531-535-30343	PROFESSIONAL SERVICES	0	373,000	0	219,710	153,290	59%	665,363	93%	
402-531-535-30430	UTILITIES	220,000	220,000	6,036	121,032	98,968	55%	0	0%	
402-531-535-30464	REPAIRS TURNKEY - HURRICANE MICHAEL	0	3,300	0	3,300	0	100%	188,316	99%	
402-531-535-30466	REPAIR & MAINTENANCE - PLANT	7,000	7,000	0	6,760	240	97%	0	0%	
402-531-535-30491	OTHER OPERATING EXPENSE	144,550	149,550	0	149,000	120	100%	0	0%	
402-531-535-60644	EQUIPMENT	143,500	125,704	0	0	125,704	0%	0	0%	
	TOTAL SEWER TREATMENT	1,315,050	1,678,554	64,457	1,030,257	647,867	61%	888,389		
HURRICANE MICHAEL - SEWER										
402-539-531-10120	REGULAR SALARIES & WAGES - LINE CLEARING CREW	0	17,000	1,175	11,469	5,531	67%	0	0%	
402-539-531-10140	OVERTIME - LINE CLEARING CREW	0	1,163	223	932	231	80%	0	0%	
402-539-531-10210	FICA TAXES- LINE CLEARING CREW	0	1,341	100	888	453	66%	0	0%	
402-539-531-10220	RETIREMENT CONTRIBUTIONS - LINE CLEARIN...	0	2,003	125	1,315	688	66%	0	0%	
402-539-531-10230	LIFE & HEALTH INS - LINE CLEARING CREW	0	4,158	261	2,605	1,552	63%	0	0%	
	TOTAL HURRICANE MICHAEL - SEWER	0	25,665	1,883	17,209	8,456	67%	0		
SEWER DISTRIBUTION										
402-540-535-10120	REGULAR SALARIES & WAGES	111,585	91,396	5,998	63,970	27,427	70%			
402-540-535-10140	OVERTIME	8,316	7,153	140	2,904	4,248	41%	61,394	57%	
402-540-535-10210	FICA TAXES	9,184	7,843	406	4,547	3,296	58%	8,285	100%	

Account Number	Description	Original Approved Budget 10/1/2019	Adjusted Budget as of 7/31/2020	MTD 7/31/2020	10 Months YTD 7/31/2020	OVER (UNDER) Adjusted Budget	83%	PRIOR YTD Amount 7/31/2019	PRIOR YTD % 7/31/2019	COMMENTS
BUGET TO ACTUAL EXPENDITURES										
402-540-535-10220	RETIREMENT CONTRIBUTIONS	14,406	12,403	701	7,542	4,861	61%	4,862	56%	
402-540-535-10230	LIFE & HEALTH INSURANCE	23,673	22,704	2,209	22,704	0	100%	7,209	53%	
402-540-535-30312	ENGINEERING STUDY	2,000	2,000	0	0	2,000	0%	18,908	85%	
402-540-535-30341	CONTRACTUAL SERVICES	3,000	3,000	0	0	3,000	0%	0	0%	
402-540-535-30401	AUTO EXPENSE	200	200	0	0	200	0%	1,676	96%	
402-540-535-30403	GASOLINE & DIESEL	2,000	2,000	90	1,108	892	55%	0	0%	
402-540-535-30404	OIL & GREASE	500	500	33	255	245	51%	1,905	100%	
402-540-535-30405	TIRES	2,000	2,000	0	901	1,099	45%	41	10%	
402-540-535-30406	AUTO PARTS	1,000	1,000	0	920	80	92%	910	46%	
402-540-535-30407	VEHICLE REPAIRS-PARTS AND LABOR	1,500	8,000	0	6,128	1,872	77%	582	58%	
402-540-535-30440	RENTALS/LEASES	200	200	0	0	200	0%	292	29%	
402-540-535-30462	REPAIR & MAINT.-EQUIPMENT & TOOLS	4,000	4,000	16	1,409	2,591	35%	0	0%	
402-540-535-30467	MAINTENANCE OF MAINS & LINES	751,215	1,275,743	192	83,690	1,192,053	7%	3,076	88%	
402-540-535-30491	OTHER OPERATING EXPENSE	500	500	5	(10)	80	-2%	3,337	21%	
402-540-535-30521	OPERATING SUPPLIES	400	400	164	206	194	51%	333	83%	
402-540-535-30522	OPERATING SUPPLIES - UNIFORMS	1,500	1,500	96	1,403	97	94%	128	32%	
402-540-535-60644	EQUIPMENT	209,000	105,000	35,050	86,397	18,603	82%	1,022	68%	
402-540-535-60646	EQUIPMENT - FIBER OPTIC SYSTEM UPGRADE	0	104,000	0	0	104,000	0%	41,023	39%	
	TOTAL SEWER DISTRIBUTION	1,146,179	1,651,542	45,102	284,074	1,367,038	17%	154,984		
	TOTAL SEWR FUND	3,464,149	4,320,891	136,536	2,098,370	2,221,661	49%	1,689,410	71%	
	ELECTRIC WAREHOUSE									
403-502-531-10120	REGULAR SALARIES & WAGES	29,829	29,829	2,294	24,120	5,709	81%	0	0%	
403-502-531-10140	OVERTIME	3,526	3,526	11	441	3,085	13%	23,640	82%	
403-502-531-10210	FICA TAXES	2,322	2,322	149	1,594	728	69%	3,684	100%	
403-502-531-10220	RETIREMENT CONTRIBUTIONS	3,641	3,641	275	2,891	750	79%	1,892	84%	
403-502-531-10230	LIFE & HEALTH INSURANCE	6,216	6,216	526	5,287	929	85%	2,834	80%	
403-502-531-30430	UTILITIES	4,000	4,000	250	2,284	1,716	57%	4,970	85%	
403-502-531-30461	R/M-OFFICE EQUIPMENT	400	400	0	199	201	50%	949	29%	
403-502-531-30462	REPAIR & MAINT - EQUIP AND TOOLS	1,000	800	0	132	668	17%	105	26%	
403-502-531-30463	REPAIR & MAINT - BLDG AND GROUNDS	3,000	3,000	0	1,247	1,753	42%	40	8%	
403-502-531-30464	REPAIRS TURNKEY - HURRICANE MICHAEL	0	12,375	0	12,375	0	100%	7,052	100%	
403-502-531-30491	OTHER OPERATING EXPENSE	500	500	0	59	11	12%	0	0%	
403-502-531-30521	OPERATING SUPPLIES	1,000	1,000	0	760	240	76%	96	25%	
403-502-531-30522	OPERATING SUPPLIES - UNIFORMS	400	600	32	499	101	83%	199	20%	
	TOTAL ELECTRIC WAREHOUSE	55,834	68,209	3,538	51,888	15,891	76%	45,461		
	ELECTRIC ADMINISTRATION									
403-520-531-10110	EXE SALARIES & WAGES	165,407	165,407	4,583	49,548	115,859	30%	341	100%	
403-520-531-10120	REGULAR SALARIES & WAGES	129,391	129,391	6,988	71,959	57,432	56%	62,444	69%	
403-520-531-10140	OVERTIME	656	656	213	630	26	96%	49,013	64%	
403-520-531-10210	FICA TAXES	13,202	13,202	873	8,300	4,902	63%	649	100%	
403-520-531-10220	RETIREMENT CONTRIBUTIONS	20,707	14,288	1,388	13,370	918	94%	8,338	65%	
403-520-531-10230	LIFE & HEALTH INSURANCE	12,873	12,873	1,277	12,526	347	97%	8,521	42%	
403-520-531-30320	ACCOUNTING & AUDITING SERVICES	20,820	20,820	0	20,000	820	96%	9,003	74%	
403-520-531-30341	CONTRACTUAL SERVICES	190,000	183,500	3,205	45,052	138,448	25%	20,820	100%	
403-520-531-30343	PROFESSIONAL SERVICES	20,000	82,054	0	64,202	17,852	78%	29,807	24%	
403-520-531-30370	PURCHASED ELECTRIC	7,549,900	7,549,900	596,614	5,821,014	1,728,887	77%	4,094	21%	
403-520-531-30390	CONTINGENCY	166,361	160,648	0	0	160,648	0%	5,019,187	69%	
403-520-531-30402	TRAVEL EXPENSE	3,000	3,000	0	2,208	792	74%	0	0%	
403-520-531-30403	GASOLINE & DIESEL	7,000	13,609	1,289	13,609	0	100%	1,928	77%	
403-520-531-30404	OIL & GREASE	250	250	0	0	250	0%	7,468	100%	
403-520-531-30405	TIRES	400	400	0	0	400	0%	53	24%	
403-520-531-30406	VEHICLE PARTS ONLY	500	500	0	0	500	0%	0	0%	
403-520-531-30407	VEHICLE REPAIRS	200	200	120	120	80	60%	68	14%	
403-520-531-30410	TELEPHONE	3,362	3,362	249	2,693	669	80%	0	0%	
403-520-531-30440	RENTALS/LEASES	2,782	2,782	339	680	2,102	24%	2,552	78%	
403-520-531-30451	INSURANCE - PROPERTY LIABILITY & WC	105,350	135,213	0	135,213	0	100%	459	17%	
403-520-531-30462	REPAIR & MAINT-EQUIPMENT & TOOLS	300	300	0	7	293	2%	87,934	100%	
403-520-531-30491	OTHER OPERATING EXPENSE	201,850	122,246	289	19,545	102,271	16%	0	0%	
403-520-531-30493	TRAINING	20,000	18,500	1,705	7,838	10,662	42%	11,576	100%	
403-520-531-30500	LEGAL ADS & RECORDING	5,000	4,500	0	168	4,332	4%	14,540	100%	
403-520-531-30511	OFFICE SUPPLIES	500	500	0	39	461	8%	3,981	100%	
403-520-531-30512	POSTAGE	22,525	22,507	16	7,699	14,808	34%	440	88%	
403-520-531-30521	OPERATING SUPPLIES	200	700	0	229	471	33%	1,811	7%	

Account Number	Description	Original Approved Budget 10/1/2019	Adjusted Budget as of 7/31/2020	MTD 7/31/2020	10 Months YTD 7/31/2020	OVER (UNDER) Adjusted Budget	83%	PRIOR YTD Amount 7/31/2019	PRIOR YTD % 7/31/2019	COMMENTS
BUGET TO ACTUAL EXPENDITURES										
403-520-531-30522	OPERATING SUPPLIES - UNIFORMS	450	468	32	468	0	100%	158	79%	
403-520-531-30540	DUES, PUBLICATION, & MEMBERSHIPS	40,000	40,000	0	34,796	5,204	87%	341	97%	
403-520-531-30580	STATE ASSESSMENT TAXES	2,100	2,600	0	2,513	87	97%	33,398	92%	
403-520-531-30591	UNCLAIMED PROPERTY UTILITY REFUND	2,000	3,500	0	3,036	464	87%	2,280	100%	
403-520-531-30646	ECONOMIC DEVELOPMENT INITIATIVES	102,127	102,127	0	10,000	92,127	10%	0	0%	
403-520-531-31000	OTHER OPERATING EXP - IT SUPPORT	47,000	23,000	1,917	19,375	3,625	84%	0	0%	
403-520-531-60641	OFFICE FURNITURE & EQUIPMENT	0	2,850	0	2,417	433	85%	7,507	16%	
403-520-531-70031	2003 BOND DEBT SERVICE PRINCIP	113,850	212,787	0	212,787	0	100%	0	0%	
403-520-531-70032	BOND DEBT SERVICE INTEREST	82,541	71,193	0	71,193	0	100%	167,500	0%	
403-520-531-70111	2011 BOND DEBT SERVICE PRINCIPAL	109,800	128,569	0	128,569	0	100%	127,605	0%	
403-520-531-70112	2011 BOND DEBT SERVICE INTEREST	149,031	138,847	0	138,847	0	100%	103,700	100%	
403-520-531-90990	TRANSFER OF PROFIT	4,360,899	4,360,899	363,408	3,634,080	726,819	83%	153,438	99%	
403-520-531-90991	TRANSFER OF TECH COSTS	232,279	151,072	6,771	67,710	83,362	45%	3,347,984	83%	
403-520-531-91000	BUSINESS ACTIVITY SHARED EXP	307,035	307,035	25,586	251,135	55,900	82%	0	0%	
	TOTAL ELECTRIC ADMINISTRATION	14,211,648	14,206,256	1,016,862	10,873,573	3,332,252	77%	9,288,939		
HURRICANE MICHAEL - ELECTRIC										
403-539-531-10120	REGULAR SALARIES & WAGES - LINE CLEARING CREW	0	139,746	5,877	74,840	64,906	54%	248,358	83%	
403-539-531-10140	OVERTIME - LINE CLEARING CREW	0	5,355	875	5,355	0	100%	0	0%	
403-539-531-10210	FICA TAXES - LINE CLEARING CREW	0	10,767	477	7,075	3,692	66%	0	0%	
403-539-531-10220	RETIREMENT CONTRIBUTIONS - LINE CLEARING CREW	0	16,263	647	8,334	7,929	51%	0	0%	
403-539-531-10230	LIFE & HEALTH INS - LINE CLEARING CREW	0	26,543	1,644	15,646	10,897	59%	0	0%	
403-539-531-30343	PROFESSIONAL SERVICES	0	60,000	0	136,238	(76,238)	227%	0	0%	
403-539-531-30469	CONTRACTUAL SRVC TREE TRIMMING	0	163,145	7,818	151,406	11,739	93%	0	0%	
403-539-531-60640	STORM HARDENING POLES EQUIPMENT	200,000	13,000	0	6,503	6,497	50%	98,248	85%	
403-539-531-70191	H-M LOAN CCB 3M '19 PRINCIPAL	50,000	500,000	500,000	997,622	(497,622)	200%	0	0%	
403-539-531-70192	H-M LOAN CCB 3M '19 INT	41,750	105,750	0	56,172	49,578	53%	0	0%	
	TOTAL HURRICANE MICHAEL - ELECTRIC	291,750	1,040,569	517,339	1,459,191	(418,623)	140%	346,606		
ELECTRIC DISTRIBUTION										
403-591-531-10120	REGULAR SALARIES & WAGES	494,525	354,525	27,101	275,883	78,642	78%	21,989	23%	
403-591-531-10140	OVERTIME	47,658	23,584	749	11,583	12,001	49%	304,181	75%	
403-591-531-10210	FICA TAXES	29,484	20,690	1,934	20,690	0	100%	47,420	100%	
403-591-531-10220	RETIREMENT CONTRIBUTIONS	46,249	35,773	3,114	31,848	3,925	89%	26,313	92%	
403-591-531-10230	LIFE & HEALTH INSURANCE	47,368	51,457	4,702	47,369	4,088	92%	33,937	76%	
403-591-531-30341	CONTRACTUAL SERVICES	25,000	25,000	0	0	25,000	0%	42,065	94%	
403-591-531-30403	GASOLINE & DIESEL	25,000	25,000	605	7,219	17,781	29%	6,585	28%	
403-591-531-30404	OIL & GREASE	1,000	1,100	0	1,022	78	93%	25,043	100%	
403-591-531-30405	TIRES	3,500	3,500	20	1,975	1,525	56%	402	40%	
403-591-531-30406	PARTS	15,000	15,000	319	9,448	5,552	63%	2,774	100%	
403-591-531-30407	VEHICLE REPAIRS-LABOR & PARTS	16,000	22,542	8,440	22,542	0	100%	10,723	100%	
403-591-531-30430	UTILITIES	80,000	71,858	1,538	13,321	58,537	19%	14,256	89%	
403-591-531-30440	RENTALS / LEASES	2,000	2,000	0	0	2,000	0%	50,859	61%	
403-591-531-30461	REPAIR & MAINT - OFFICE EQUIPMENT	5,000	5,000	0	1,875	3,125	38%	0	0%	
403-591-531-30462	REPAIR & MAINT - EQUIPMENT & TOOLS	8,500	8,500	2,844	3,212	5,288	38%	1,583	32%	
403-591-531-30467	REPAIR & MAINT-MAINS & LINES	76,528	375,280	2,964	15,470	359,810	4%	7,482	88%	
403-591-531-30468	REPAIR & MAINTENANCE - SERVICES	10,000	10,000	150	4,257	5,743	43%	26,255	58%	
403-591-531-30469	CONTRACTUAL TREE TRIMMING & LINE CLEARING	30,000	30,000	0	8,600	21,400	29%	1,571	16%	
403-591-531-30491	OTHER OPERATING EXPENSES	1,200	587,100	0	50	736	0%	11,578	77%	
403-591-531-30521	OPERATING SUPPLIES	800	800	709	1,192	(392)	149%	1,055	100%	
403-591-531-30522	OPERATING SUPPLIES - UNIFORMS	10,000	11,500	816	11,155	345	97%	653	82%	
403-591-531-60635	STREET LIGHTS	30,000	30,000	0	0	30,000	0%	8,506	85%	
403-591-531-60636	SIGNALIZATION	40,000	35,000	0	90	34,910	0%	27,750	100%	
403-591-531-60642	VEHICLES	50,000	55,000	24,986	24,986	30,014	45%	27,628	69%	
403-591-531-60644	EQUIPMENT	488,000	0	0	0	0	#DIV/0!	17,553	100%	
403-591-531-60646	EQUIPMENT - FIBER OPTIC SYSTEM UPGRADE	0	488,000	0	0	488,000	0%	166,631	100%	
403-591-531-70731	HONEYWELL LOAN PRINCIPAL	80,865	80,865	0	80,865	(0)	100%	0	0%	
403-591-531-70732	HONEYWELL LOAN INTEREST	15,869	15,869	0	15,869	0	100%	73,627	120%	
	TOTAL ELECTRIC DISTRIBUTION	1,679,546	2,384,943	80,990	610,522	1,188,107	26%	958,419		
	TOTAL ELECTRIC FUND	16,238,778	17,699,977	1,618,728	12,995,175	4,117,627	73%	10,639,424		
WATER ADMINISTRATION										
404-520-533-10110	EXE SALARIES & WAGES	13,390	13,390	1,080	11,883	1,507	89%	18,441	73%	
404-520-533-10120	REGULAR SALARIES & WAGES	37,064	37,064	1,497	15,734	21,330	42%	11,013	85%	
404-520-533-10140	OVERTIME	515	515	106	315	200	61%	15,276	43%	

Account Number	Description	Original Approved Budget 10/1/2019	Adjusted Budget as of 7/31/2020	MTD 7/31/2020	10 Months YTD 7/31/2020	OVER (UNDER) Adjusted Budget	83%	PRIOR YTD Amount 7/31/2019	PRIOR YTD % 7/31/2019	COMMENTS
BUGET TO ACTUAL EXPENDITURES										
404-520-533-10210	FICA TAXES	2,874	2,874	195	2,042	832	71%	325	65%	
404-520-533-10220	RETIREMENT CONTRIBUTIONS	4,511	4,511	309	3,312	1,199	73%	1,945	70%	
404-520-533-10230	LIFE & HEALTH INSURANCE	4,285	4,285	362	3,599	686	84%	3,153	72%	
404-520-533-30312	ENGINEERING FEES	2,000	2,000	0	0	2,000	0%	3,395	84%	
404-520-533-30314	ANNUAL MEMBERSHIP FEES	600	600	0	0	600	0%	0	0%	
404-520-533-30320	ACCOUNTING & AUDITING SERVICES	9,543	9,543	0	6,463	3,081	68%	560	93%	
404-520-533-30341	CONTRACTUAL SERVICES	10,000	10,000	31	8,385	1,615	84%	9,543	100%	
404-520-533-30343	PROFESSIONAL SERVICES	5,000	23,500	0	21,716	1,785	92%	2,841	28%	
404-520-533-30390	CONTINGENCY	119,058	42,573	0	0	42,573	0%	0	0%	
404-520-533-30402	TRAVEL EXPENSE	200	200	0	0	200	0%	0	0%	
404-520-533-30404	OIL & GREASE	100	100	0	0	100	0%	0	0%	
404-520-533-30405	TIRES	400	400	0	0	400	0%	0	0%	
404-520-533-30410	TELEPHONE	3,374	3,374	249	3,053	321	90%	24	6%	
404-520-533-30440	RENTALS & LEASES	2,000	2,000	0	341	1,659	17%	2,552	78%	
404-520-533-30451	INSURANCE - PROPERTY LIABILITY & WC	42,208	42,208	0	40,081	2,127	95%	459	23%	
404-520-533-30491	OTHER OPERATING EXPENSE	6,000	6,000	289	2,986	2,584	50%	37,025	100%	
404-520-533-30493	TRAINING	2,500	2,500	0	0	2,500	0%	4,241	71%	
404-520-533-30501	PERMITS & FEES	4,000	4,000	0	0	4,000	0%	0	0%	
404-520-533-30511	OFFICE SUPPLIES	300	300	0	160	140	53%	170	4%	
404-520-533-30521	OPERATING SUPPLIES	300	300	0	0	300	0%	0	0%	
404-520-533-30522	OPERATING SUPPLIES - UNIFORMS	200	200	11	156	44	78%	0	0%	
404-520-533-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	114	95%	
404-520-533-70031	2003 BOND DEBT SERVICE PRINCIPAL	115,575	106,394	0	106,394	0	100%	7,507	94%	
404-520-533-70032	2003 BOND DEBT SERVICE INTEREST	83,792	35,596	0	35,596	0	100%	83,750	100%	
404-520-533-70111	2011 BOND DEBT SERVICE PRINCIPAL	23,400	27,400	0	27,400	0	100%	63,803	99%	
404-520-533-70112	2011 BOND DEBT SERVICE INTEREST	31,761	29,590	0	29,590	0	100%	22,100	100%	
404-520-533-70710	SRL DRNK WTR 200601 PRIN	176,140	198,740	0	229,974	(31,234)	116%	32,700	99%	
404-520-533-70720	DRK WTR SRL 200601 INT	80,897	58,297	0	58,916	(619)	101%	171,199	100%	
404-520-533-70722	2020C FDEP BBT PRINCIPAL	0	50,000	0	50,000	0	100%	85,838	100%	
404-520-533-70723	2020C FDEP BBT INTEREST	0	12,946	0	12,946	0	100%	0	0%	
404-520-533-70731	HONEYWELL LOAN PRINCIPAL	25,270	25,270	0	25,270	(0)	100%	0	0%	
404-520-533-70732	HONEYWELL LOAN INTEREST	4,959	4,959	0	4,959	(0)	100%	23,008	100%	
404-520-533-90990	TRANSFER OF PROFIT	37,215	37,215	3,101	31,010	6,205	83%	5,763	100%	
404-520-533-91000	BUSINESS ACTIVITY SHARED EXP	60,400	60,400	5,033	50,330	10,070	83%	150,000	83%	
404-520-535-90991	RATE STABILIZATION	50,000	50,000	0	50,000	0	100%	46,610	83%	
	TOTAL WATER ADMINISTRATION	967,831	917,245	12,931	839,280	77,535	92%	803,353		
	WATER TREATMENT									
404-530-533-30341	CONTRACTUAL SERVICES	383,538	383,538	31,458	284,871	98,667	74%	0	0%	
404-530-533-30430	UTILITIES	100,940	100,940	516	69,134	31,806	68%	369,255	99%	
404-530-533-30466	REPAIR & MAINTENANCE - PLANT	4,120	4,120	0	0	4,120	0%	71,044	73%	
404-530-533-30469	REPAIR & MAINT RESERVOIRS	15,450	15,450	5,378	5,453	9,997	35%	75	2%	
404-530-533-60644	EQUIPMENT	179,000	179,000	0	0	179,000	0%	0	0%	
	TOTAL WATER TREATMENT	683,048	683,048	37,352	359,458	323,590	53%	440,374		
	HURRICANE MICHAEL - WATER									
404-539-531-10120	REGULAR SALARIES & WAGES - LINE CLEARING CREW	0	17,000	1,175	11,469	5,531	67%	4,889	11%	
404-539-531-10140	OVERTIME- LINE CLEARING CREW	0	1,161	223	931	230	80%	0	0%	
404-539-531-10210	FICA TAXES - LINE CLEARING CREW	0	1,341	100	887	453	66%	0	0%	
404-539-531-10220	RETIREMENT CONTRIBUTIONS - LINE CLEARING CREW	0	2,003	125	1,315	688	66%	0	0%	
404-539-531-10230	LIFE & HEALTH INS - LINE CLEARING CREW	0	4,156	261	2,605	1,551	63%	0	0%	
	TOTAL HURRICANE MICHAEL - WATER	0	25,661	1,883	17,207	8,453	67%	0	0%	
	WATER DISTRIBUTION									
404-539-533-10120	REGULAR SALARIES & WAGES	107,697	88,694	5,998	63,966	24,728	72%			
404-539-533-10140	OVERTIME	8,153	6,992	140	2,901	4,091	41%	61,392	59%	
404-539-533-10210	FICA TAXES	8,751	7,410	406	4,546	2,864	61%	8,280	100%	
404-539-533-10220	RETIREMENT CONTRIBUTIONS	11,636	9,633	701	7,541	2,092	78%	4,861	57%	
404-539-533-10230	LIFE & HEALTH INSURANCE	24,856	22,701	2,209	22,701	0	100%	7,208	64%	
404-539-533-30403	GASOLINE & DIESEL	2,500	2,500	212	2,224	276	89%	18,905	81%	
404-539-533-30404	OIL & GREASE	500	500	0	307	193	61%	2,209	88%	
404-539-533-30405	TIRES	750	750	105	481	269	64%	62	13%	
404-539-533-30406	AUTO PARTS	675	675	0	450	225	67%	498	66%	
404-539-533-30407	VEHICLE REPAIRS-PARTS AND LABOR	1,500	1,500	0	0	1,500	0%	324	48%	
404-539-533-30440	RENTALS/LEASES	600	600	0	0	600	0%	1,038	99%	
404-539-533-30462	REPAIR & MAINT- EQUIPMENT & TOOLS	3,100	3,100	0	496	2,604	16%	0	0%	

Account Number	Description	Original Approved Budget 10/1/2019	Adjusted Budget as of 7/31/2020	MTD 7/31/2020	10 Months YTD 7/31/2020	OVER (UNDER) Adjusted Budget	83%	PRIOR YTD Amount 7/31/2019	PRIOR YTD % 7/31/2019	COMMENTS
BUGET TO ACTUAL EXPENDITURES										
404-539-533-30464	REPAIRS TURNKEY - HURRICANE MICHAEL	0	47,712	0	47,712	0	100%	1,447	47%	
404-539-533-30467	REPAIR & MAINT.-MAINS & LINES	14,160	14,160	0	1,500	12,660	11%	0	0%	
404-539-533-30468	REPAIR & MAINT.- SERVICES	10,700	10,700	0	1,062	9,638	10%	268	2%	
404-539-533-30491	OTHER OPERATING EXPENSE	1,000	1,000	109	109	460	11%	5	0%	
404-539-533-30521	OPERATING SUPPLIES	500	497	0	98	399	20%	178	18%	
404-539-533-30522	OPERATING SUPPLIES - UNIFORMS	1,400	1,403	96	1,403	0	100%	144	29%	
404-539-533-60000	PURCHASE OF LAND&WATER RIGHTS	80,000	80,000	0	0	80,000	0%	1,022	88%	
404-539-533-60610	JOYLAND WELL LAND & EQUIPMENT	70,000	70,000	0	0	70,000	0%	0	0%	
404-539-533-60644	EQUIPMENT	144,000	40,000	0	36,414	3,586	91%	0	0%	
404-539-533-60646	EQUIPMENT FIBER OPTIC SYSTEM UPGRADE	0	104,000	0	0	104,000	0%	42,908	100%	
	TOTAL WATER DISTRIBUTION	492,478	514,528	9,977	193,913	320,185	38%	150,751		
	TOTAL WATER FUND	2,143,357	2,140,482	62,143	1,409,858	729,763	66%	1,394,478		
GAS ADMINISTRATION										
405-520-532-10110	EXE SALARIES & WAGES	13,390	13,390	1,080	11,883	1,507	89%	0	0%	
405-520-532-10120	REGULAR SALARIES & WAGES	19,459	19,107	1,497	15,734	3,374	82%	11,013	85%	
405-520-532-10140	OVERTIME	328	328	106	315	13	96%	15,276	81%	
405-520-532-10210	FICA TAXES	1,909	2,042	195	2,042	0	100%	325	100%	
405-520-532-10220	RETIREMENT CONTRIBUTIONS	3,093	3,312	309	3,312	0	100%	1,945	100%	
405-520-532-10230	LIFE & HEALTH INSURANCE	4,282	4,282	362	3,598	684	84%	3,153	100%	
405-520-532-30320	ACCOUNTING & AUDITING SERVICES	9,543	9,543	0	6,463	3,081	68%	3,395	84%	
405-520-532-30341	CONTRACTUAL SERVICES	20,000	20,000	31	12,421	7,579	62%	9,543	100%	
405-520-532-30343	PROFESSIONAL SERVICES	0	7,718	0	7,718	0	100%	17,981	91%	
405-520-532-30380	PURCHASED GAS	801,855	801,855	50,656	535,182	266,673	67%	0	0%	
405-520-532-30390	CONTINGENCY	0	1,395	0	0	1,395	0%	653,279	84%	
405-520-532-30402	TRAVEL EXPENSE	200	200	0	0	200	0%	0	0%	
405-520-532-30403	GAS & DIESEL	500	500	0	0	500	0%	0	0%	
405-520-532-30404	OIL & GREASE	100	100	0	43	57	43%	0	0%	
405-520-532-30405	TIRES	100	100	0	0	100	0%	0	0%	
405-520-532-30410	TELEPHONE EXPENSE	3,296	3,296	249	3,044	252	92%	0	0%	
405-520-532-30440	RENTALS/LEASES	2,000	2,000	0	341	1,659	17%	2,552	80%	
405-520-532-30451	INSURANCE - PROPERTY LIABILITY & WC	26,380	26,380	0	25,051	1,329	95%	459	23%	
405-520-532-30491	OTHER OPERATING EXPENSE	5,000	5,000	289	2,829	1,740	57%	23,140	100%	
405-520-532-30493	TRAINING	6,000	6,000	0	0	6,000	0%	2,284	46%	
405-520-532-30511	OFFICE SUPPLIES	300	300	0	12	288	4%	1,181	20%	
405-520-532-30521	OPERATING SUPPLIES	300	300	35	67	233	22%	148	49%	
405-520-532-30522	OPERATING SUPPLIES - UNIFORMS	200	200	11	156	44	78%	0	0%	
405-520-532-30580	TAXES-STATE ASSESSMENT	2,900	2,900	0	2,311	589	80%	114	84%	
405-520-532-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	8,000	667	6,670	1,330	83%	2,629	91%	
405-520-532-70111	2011 BOND DEBT SERVICE PRINCIPAL	23,400	27,400	0	27,400	0	100%	7,507	94%	
405-520-532-70112	2011 BOND DEBT SERVICE INTEREST	31,761	18,648	0	29,590	(10,942)	159%	22,100	100%	
405-520-532-90990	TRANSFER OF PROFIT	349,981	349,981	29,165	291,650	58,331	83%	32,700	99%	
405-520-532-91000	BUSINESS ACTIVITY SHARED EXP	42,902	42,902	3,575	35,750	7,152	83%	313,512	83%	
	TOTAL GAS ADMINISTRATION	1,377,179	1,377,179	88,228	1,023,580	353,169		1,124,234		
GAS DISTRIBUTION										
405-561-532-10120	REGULAR SALARIES & WAGES	82,638	82,638	7,750	81,578	1,060	99%	34,710	83%	
405-561-532-10140	OVERTIME	6,065	4,082	101	2,473	1,608	61%	67,023	84%	
405-561-532-10210	FICA TAXES	6,480	6,480	546	5,961	519	92%	5,930	100%	
405-561-532-10220	RETIREMENT CONTRIBUTIONS	10,163	10,163	920	9,671	492	95%	5,266	84%	
405-561-532-10230	LIFE & HEALTH INSURANCE	16,825	18,808	1,821	18,808	0	100%	7,920	80%	
405-561-532-30403	GASOLINE & DIESEL	4,120	4,120	196	1,895	2,225	46%	12,940	82%	
405-561-532-30404	OIL & GREASE	500	500	0	10	490	2%	3,876	97%	
405-561-532-30405	TIRES	500	500	22	233	267	47%	30	6%	
405-561-532-30406	VEHICLE PARTS	1,300	1,300	0	213	1,087	16%	16	3%	
405-561-532-30407	VEHICLE REPAIR PARTS AND LABOR	1,000	500	0	0	500	0%	6	1%	
405-561-532-30430	UTILITIES	1,700	2,200	124	2,241	(41)	102%	769	77%	
405-561-532-30440	RENTALS/LEASES	330	330	0	0	330	0%	935	55%	
405-561-532-30462	REPAIR & MAINT-EQUIPMENT & TOOLS	500	500	0	54	446	11%	0	0%	
405-561-532-30467	MAINT. OF MAINS & LINES - GAS	12,000	12,000	1,761	3,906	8,094	33%	95	19%	
405-561-532-30468	MAINTENANCE OF SERVICES - GAS	6,000	6,000	0	3,866	2,134	64%	4,418	63%	
405-561-532-30491	OTHER OPERATING EXPENSE	500	500	109	135	(66)	27%	786	22%	
405-561-532-30520	OPER SUPP-WATER HEATERS	2,000	2,000	0	0	2,000	0%	161	32%	
405-561-532-30521	OPERATING SUPPLIES	200	200	0	0	200	0%	0	0%	
405-561-532-30522	OPERATING SUPPLIES - UNIFORMS	1,600	1,600	107	1,559	41	97%	2	1%	

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BUGET TO ACTUAL EXPENDITURES										
405-561-532-60644	EQUIPMENT	134,000	30,000	0	0	30,000	0%	1,136	71%	
405-561-532-60646	EQUIPMENT - FIBER OPTIC SYSTEM UPGRADE	0	104,000	0	0	104,000	0%	1,885	9%	
	TOTAL GAS DISTRIBUTION	288,421	288,421	13,456	132,603	155,388	46%	147,905		
	TOTAL GAS FUND	1,665,600	1,665,600	101,684	1,156,182	508,557	69%	1,272,139		
REFUSE ADMINISTRATION										
406-410-539-30320	ACCOUNTING & AUDITING SERVICES	11,543	11,543	0	6,463	5,081	56%	0	0%	
406-410-539-30390	CONTINGENCY	42,205	42,205	0	0	42,205	0%	9,543	100%	
406-410-539-30443	RESIDENTIAL REFUSE	645,386	645,386	0	480,924	164,462	75%	0	0%	
406-410-539-30451	INSURANCE - PROPERTY LIABILITY & WC	23,068	23,068	0	20,041	3,027	87%	490,412	79%	
406-410-539-30480	YARD/SOLID WASTE TIPPING FEES	91,671	91,671	0	90,451	1,220	99%	18,512	100%	
406-410-539-31443	COMMERCIAL REFUSE	515,927	515,927	0	394,281	121,646	76%	74,167	100%	
406-410-539-90990	TRANSFER PROFITS TO GF	34,600	34,600	2,883	28,830	5,770	83%	401,983	82%	
406-410-539-91000	BUSINESS ACTIVITY SHARED EXP	45,300	45,300	3,775	37,750	7,550	83%	95,000	83%	
	TOTAL REFUSE ADMINISTRATION	1,409,700	1,409,700	6,658	1,058,739	350,961	75%	1,089,617		
LANDFILL OPERATIONS										
407-422-536-10120	REGULAR SALARIES & WAGES	72,890	69,537	3,988	39,129	30,408	56%	34,710	83%	
407-422-536-10140	OVERTIME	2,575	2,575	72	976	1,599	38%	39,880	56%	
407-422-536-10210	FICA TAXES	5,773	5,773	274	2,828	2,945	49%	1,876	75%	
407-422-536-10220	RETIREMENT CONTRIBUTIONS	9,056	9,056	418	4,441	4,615	49%	3,045	54%	
407-422-536-10230	LIFE & HEALTH INSURANCE	9,573	11,426	1,339	11,426	0	100%	4,781	54%	
407-422-536-30312	ENGINEERING FEES	4,500	4,500	0	0	4,500	0%	8,438	93%	
407-422-536-30346	MONITORING FEES	30,000	30,000	0	20,370	9,630	68%	0	0%	
407-422-536-30430	UTILITIES	1,200	1,142	82	758	384	66%	30,099	100%	
407-422-536-30462	REPAIR & MAINT-EQUIPMENT & TOOLS	500	400	0	29	371	7%	1,410	64%	
407-422-536-30463	REPAIR & MAINT.-BUILDINGS & GROUNDS	2,100	2,200	0	2,176	24	99%	257	51%	
407-422-536-30491	OTHER OPERATING EXPENSE	0	608	0	177	0	29%	0	0%	
407-422-536-30493	TRAINING	1,000	1,950	0	1,639	311	84%	2,132	97%	
407-422-536-90990	TRANSFER PROFIT	38,831	38,831	3,236	32,360	6,471	83%	0	0%	
	TOTAL LANDFILL OPERATIONS	177,998	177,998	9,410	116,309	61,258		126,627		
TELECOMMUNICATIONS										
508-539-539-10110	EXECUTIVE SALARIES & WAGES	54,164	54,164	3,666	38,516	15,648	71%	30,000	83%	
508-539-539-10120	REGULAR SALARIES & WAGES	50,180	25,180	0	0	25,180	0%	0	0%	
508-539-539-10140	OVERTIME	846	846	0	0	846	0%	37,657	77%	
508-539-539-10210	FICA	3,544	3,544	258	2,733	811	77%	821	110%	
508-539-539-10220	RETIREMENT CONTRIBUTIONS	7,414	7,414	440	4,619	2,795	62%	2,717	79%	
508-539-539-10230	LIFE & HEALTH INSURANCE	10,229	10,229	925	9,309	920	91%	4,516	63%	
508-539-539-30341	CONTRACTUAL SERVICES	70,000	50,500	150	32,274	18,226	64%	8,619	89%	
508-539-539-30343	PROFESSIONAL SERVICES	0	500	50	225	275	45%	21,668	31%	
508-539-539-30402	TRAVEL EXPENSE	2,000	2,000	0	0	2,000	0%	0	0%	
508-539-539-30403	GAS & DIESEL	1,804	804	0	72	732	9%	0	0%	
508-539-539-30410	TELEPHONE	1,848	1,848	(341)	(159)	2,007	-9%	196	10%	
508-539-539-30430	UTILITIES	10,000	10,000	1,073	5,881	4,119	59%	(1,823)	0%	
508-539-539-30491	OTHER OPERATING EXPENSES	20,000	55,009	0	48,738	6,271	89%	6,756	68%	
508-539-539-30494	Software License	0	1,076	0	0	0	0%	2,429	243%	
508-539-539-60644	EQUIPMENT	15,000	23,915	5,169	23,915	0	100%	0		
	TOTAL TELECOMMUNICATIONS	247,029	247,029	11,389	166,122	79,831	67%	7,558		
	TOTAL ENTERPRISE FUND EXPENDITURES	26,462,158	28,954,724	2,120,400	19,951,585	8,410,369	69%	16,996,072		
	TOTAL FUNDS	36,315,528	39,593,967	2,749,271	27,939,404	10,930,465	71%	23,308,309		
	FY 2019 ENCUMBERANCES (*)			BEGINNING BAL	YTD Expenditures	REMAINING BAL				
	FIRE BURN HOUSE			75000	0	75000				
	RE-ROOFING PROGRAM			229680	221939	7741				
	ELECTRIC TRANSFORMERS			545900	0	545900				
	TOTAL			850580	221939	628641				

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BUDGET TO ACTUAL REVENUES										
GENERAL FUND										
001-311-10000	CURRENT AD VALOREM TAX	1,105,818	1,105,818	437	1,071,830	33,988	97%	1,085,610	99%	
001-312-41000	SALES-LOCAL OPTION GAS TAX	250,000	250,000	12,445	184,987	65,013	74%	209,569	88%	
001-312-60000	LOCAL GOV INFRASTRUCTURE SURTAX	500,000	500,000	36,555	446,294	53,706	89%	440,251	89%	
001-314-80000	UTILITY SERVICE TAX - PROPANE	11,550	11,550	159	5,400	6,150	47%	9,351	85%	
001-315-00000	COMMUNICATION SERVICES TAX	214,000	214,000	20,711	182,661	31,339	85%	170,325	79%	
001-321-10000	PROFESSIONAL & OCCUPATION LICENSE	11,000	11,000	70	6,514	4,486	59%	8,688	37%	
001-321-11000	COMPETENCY LICENSE	800	800	0	0	800	0%	25	3%	
001-322-10000	PERMITS	120,000	120,000	9,240	108,963	11,037	91%	154,703	172%	
001-329-10000	OTHER LICENSES, FEES & PERMITS	3,811	3,811	0	425	3,386	11%	150	4%	
001-331-50000	FEMA REIMBURSEMENT MICHAEL	400,000	400,000	103,261	894,748	(494,748)	224%	0	0%	
001-334-49000	State Grant - Transportation	360,000	360,000	0	317,165	42,835	88%	14,830	4%	
001-335-12000	STATE REVENUE SHARING PROCEEDS	300,000	300,000	21,172	234,316	65,684	78%	249,791	81%	
001-335-14000	STATE - MOBILE HOME LICENSE	1,400	1,400	26	1,254	146	90%	1,094	61%	
001-335-15000	STATE - ALCOHOLIC BEVERAGE LICENSE	3,000	3,000	0	3,631	(631)	121%	2,123	28%	
001-335-17000	STATE - D O T REIMBURSEMENT	90,000	90,000	48,646	63,145	26,855	70%	74,857	68%	
001-335-18000	STATE - HALF CENT SALES TAX	300,000	300,000	26,372	249,466	50,534	83%	254,229	93%	
001-335-23000	FIREFIGHTERS SUPP COMPENSATION FUND	1,500	1,500	1,355	2,165	(665)	144%	1,440	0%	
001-335-41000	STATE - REBATE ON MUN VEH FUEL TAX	9,000	9,000	970	8,949	51	99%	12,816	149%	
001-335-43000	STATE DEPARTMENT OF HIGHWAY PATROL	0	0	55	490	(490)	100%	0	0%	
001-335-50000	STATE - ECONOMIC DEVELOPMENT	75,000	75,000	0	0	75,000	0%	0	0%	
001-340-21000	SERVICES - COUNTY FIRE PROTECTION	460,000	460,000	115,000	460,000	0	100%	440,000	100%	
001-340-21500	SERVICES-FIRE INSPECTIONS	2,500	2,500	150	1,352	1,148	54%	2,354	98%	
001-340-21750	SERVICES - CROSSING GUARDS	150	150	0	0	150	0%	0	0%	
001-341-50000	SALE OF SOD	4,000	4,000	0	0	4,000	0%	0	0%	
001-347-21000	REVENUE - BASEBALL	8,681	8,681	0	0	8,681	0%	3,590	120%	
001-347-22000	REVENUE - FOOTBALL	5,695	5,695	360	1,724	3,971	30%	6,330	45%	
001-347-23000	REVENUE - BASKETBALL	0	0	35	5,270	(5,270)	100%	4,520	73%	
001-347-24000	REVENUE - DAY CAMP	3,780	3,780	0	0	3,780	0%	0	0%	
001-347-25000	REVENUE - CHEERLEADING	0	0	0	(60)	60	100%	(35)	0%	
001-347-26000	REVENUE - SOFTBALL	1,600	1,600	0	0	1,600	0%	0	0%	
001-347-27000	REVENUE - OTHER ACTIVITY FEES	17,000	17,000	0	736	16,264	4%	1,599	267%	
001-347-30000	RENT ON FACILITIES	0	0	6,650	10,777	(10,777)	100%	13,027	52%	
001-347-30010	RENTAL TANYARD CREEK	2,600	2,600	0	0	2,600	0%	0	0%	
001-347-46993	QuincyFest Vendors	420	420	0	0	420	0%	0	0%	
001-347-50000	COKE FUND REVENUE	0	0	25	430	(430)	100%	622	156%	
001-359-10000	OTH FINES & FORFEITS	35,500	35,500	2,141	25,327	10,173	71%	28,734	76%	
001-361-10000	INTEREST INC ON INVESTMENTS	7,000	7,000	0	0	7,000	0%	0	0%	
001-361-13000	UNREALIZED GAIN	10,000	10,000	0	0	10,000	0%	0	0%	
001-364-11000	SALE OF LAND - HILLCREST CEMETERY	12,000	12,000	3,500	29,550	(17,550)	246%	11,700	146%	
001-364-12000	SALE OF LAND - SUNNYVALE CEMETERY	35,000	35,000	7,300	41,580	(6,580)	119%	33,250	98%	
001-366-00521	WALMART GRANT - POLICE	0	5,000	0	5,000	0	100%	0	0%	
001-366-10000	OFFICE OF ATTORNEY GENERAL VOCA GRA	0	16,000	0	3,878	12,122	24%	0	0%	
001-366-10001	GADSDEN COUNTY FIRE TRAINING STATION	0	75,000	0	0	75,000	0%	0	0%	
001-366-10003	FLORIDA DEO RIF GRANT	0	148,900	0	0	148,900	0%	0	0%	
001-366-10004	FLORIDA DEM HURRICANE MICHAEL GRAN	0	121,613	0	121,613	0	100%	0	0%	
001-366-10010	HILLSIDE PARK GRANT	50,000	50,000	0	0	50,000	0%	0	0%	
001-369-90000	OTHER MISCELLANEOUS REVENUES	84,000	84,000	2,420	33,484	50,516	40%	120,160	150%	
001-369-92000	CRA Administrative Fees	0	20,000	0	16,670	3,330	83%	0	0%	
001-369-95000	Insurance Proceeds	120,000	100,000	30,935	168,286	(68,286)	168%	172,078	2868%	
001-382-10000	CONTRIBUTION FR INTER OPER-ELECTRIC	4,360,899	4,360,899	363,408	3,634,080	726,819	83%	3,347,984	83%	
001-382-20000	CONTRIBUTION FR INTER OPER-GAS FUND	349,981	349,981	29,165	291,650	58,331	83%	313,512	83%	
001-382-30000	CONTRIBUTION FR INTER OPER-WATER FD	37,215	37,215	3,101	31,010	6,205	83%	150,000	83%	
001-382-40000	CONTRIBUTION FR INTER OPER-REFUSE	34,600	34,600	2,883	28,830	5,770	83%	95,000	83%	
001-382-50000	CONTRIBUTION FR INTER OPER-SEWER FD	115,038	115,038	9,587	95,870	19,168	83%	100,000	83%	
001-382-60000	CONTRIBUTION FR INTER OPER LANDFILL	38,831	38,831	3,236	32,360	6,471	83%	30,000	83%	
001-389-00000	USE OF FUND BALANCE	300,000	300,000	0	0	300,000	0%	0	0%	

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BUDGET TO ACTUAL REVENUES										
	TOTAL GENERAL FUND REVENUE	9,853,370	10,219,883	861,370	8,821,818	1,398,064	86%	7,564,276	82%	
	COMMUNITY REDEVELOPMENT AGENCY									
002-341-00000	CRA TIF COUNTY FUNDS	291,441	291,440	0	292,137	(697)	100%	0	0%	
002-341-10000	CRA TIF CITY FUNDS	164,829	164,829	0	168,102	(3,274)	102%	162,203	125%	
002-361-10000	INTEREST REVENUE	0	0	0	258	(258)	100%	1,127	0%	
002-385-00000	CREDIT LINE	135,000	64,100	0	64,100	0	100%	0	0%	
002-389-00000	USE OF FUND BALANCE	29,646	278,046	0	0	278,046	0%	0	0%	
	TOTAL CRA REVENUES	620,915	798,415	0	524,598	273,817	66%	163,330	24%	
	BUSINESS ACTIVITY & CUSTOMER SERVICE									
400-381-10000	INTERFUND TRANSFER	494,631	494,631	41,219	412,190	82,441	83%	399,098	83%	
	ENTERPRISE FUNDS REVENUE									
	SEWER									
402-331-35000	EPA Grant Reimbursement	0	531,028	0	348,568	182,460	66%	0	0%	
402-331-35001	FLORIDA DEM HURRICANE MICHAEL GRAN	0	3,300	0	3,300	0	100%	0	0%	
402-331-36000	CDBG GRANT	735,000	735,000	12,150	14,150	720,850	2%	0	0%	
402-331-37000	SAND & GRIT GRANT	172,850	149,000	0	149,000	0	100%	0	0%	
402-331-38000	FLORIDA DEO GAA GRANT	0	75,000	0	0	75,000	0%	0	0%	
402-343-10000	SALES	2,044,858	2,042,552	162,863	1,627,568	414,984	80%	1,633,261	83%	
402-343-16000	CONNECTIONS	2,500	2,500	588	2,912	(412)	116%	0	0%	
402-343-17000	FORFEITED DISCOUNTS - PENALTIES	20,000	20,000	2,013	20,138	(138)	101%	22,318	112%	
402-343-50000	SEWER SURCHARGE O/S	60,000	60,000	4,478	46,249	13,751	77%	48,237	76%	
402-361-10000	INTEREST REVENUE	53	53	0	640	(587)	1219%	2,481	4963%	
402-381-10000	INTERFUND TRANSFER	347,944	131,250	6,771	117,710	13,540	90%	0	0%	
402-381-39000	CLEAN WATER SRL GRANT	0	298,000	20,000	20,000	278,000	7%	0	0%	
402-389-90000	LOAN PROCEEDS	80,945	80,945	0	0	80,945	0%	0	0%	
402-389-90001	USE OF RETAINED EARNINGS	0	242,850	0	0	242,850	0%	0	0%	
	TOTAL SEWER REVENUE	3,464,150	4,371,478	208,863	2,350,235	2,021,243	54%	1,706,297	79%	
	ELECTRIC									
403-331-35000	FLORIDA DEM HURRICANE MICHAEL	0	478,807	0	478,807	0	100%	0	0%	
403-343-11000	RESIDENTIAL SALES	5,586,000	5,586,000	518,652	4,232,759	1,353,241	76%	4,409,292	79%	
403-343-12000	COMMERCIAL SALES	7,138,669	7,138,669	623,632	5,668,578	1,470,091	79%	5,773,403	89%	
403-343-13000	INDUSTRIAL SALES	1,400,000	1,400,000	110,100	1,102,520	297,480	79%	1,158,963	77%	
403-343-14000	STREET LIGHTING SALES	100,000	100,000	160	81,985	18,015	82%	2,999	3%	
403-343-15000	INTERDEPARTMENTAL SALES	325,000	325,000	20,825	220,290	104,710	68%	320,821	106%	
403-343-16000	CONNECTIONS	10,000	10,000	25,868	53,936	(43,936)	539%	4,442	22%	
403-343-16500	Hurricane Michael Surcharge	961,300	961,300	87,088	799,815	161,486	83%	480,650	91%	
403-343-17000	FORFEITED DISCOUNTS - PENALTIES	140,823	140,823	12,286	111,238	29,585	79%	140,732	104%	
403-343-18500	SPECIAL PROJECT - MATERIAL SALES	420	420	0	2,612	(2,192)	622%	73,748	18437%	
403-343-19000	CUT ON/OFF FEES	31,500	31,500	5,771	28,868	2,632	92%	25,849	86%	
403-343-24000	TRANSFORMER RENT	8,715	8,715	705	7,049	1,666	81%	7,045	85%	
403-343-27000	MISCELLANEOUS CHARGES	7,350	7,350	5,651	8,678	(1,328)	118%	8,682	124%	
403-343-28000	REIMBURSEMENT-HURRICANE IRMA	123,868	123,868	0	4,133	119,734	3%	0	0%	
403-343-29000	POLE RENT-CABLEVISION	25,000	25,000	0	0	25,000	0%	19,824	105%	
403-343-90000	MISCELLANEOUS REVENUES	315	315	9,370	12,476	(12,161)	3961%	2,340	780%	
403-361-10000	INTEREST REVENUE	0	0	0	1,961	(1,961)	100%	8,904	0%	

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BUDGET TO ACTUAL REVENUES										
403-389-90000	LOAN PROCEEDS	379,818	379,818	0	0	379,818	0%	0	0%	
403-389-90001	USE OF RETAINED EARNINGS	0	450,000	0	450,000	0	100%	0	0%	
	TOTAL ELECTRIC REVENUE	16,238,778	17,167,585	1,420,110	13,265,704	3,901,881	77%	12,437,694	70%	
	WATER									
404-331-35000	FLORIDA DEM HURRICANE MICHAEL GRAN	0	47,712	0	47,712	0	100%	0	0%	
404-343-10000	SALES	1,652,112	1,652,112	136,931	1,383,684	268,428	84%	1,381,436	88%	
404-343-15000	INTERDEPARTMENTAL SALES	100,000	100,000	7,686	77,792	22,208	78%	45,823	42%	
404-343-16000	CONNECTIONS	10,000	10,000	2,819	28,737	(18,737)	287%	29,789	426%	
404-343-17000	FORFEITED DISCOUNTS-PENALTIES	21,000	21,000	1,492	16,233	4,767	77%	20,255	101%	
404-343-19000	CUT ON/OFF FEES	300	300	0	0	300	0%	0	0%	
404-343-27000	MISCELLANEOUS CHARGES	6,000	6,000	0	17,252	(11,252)	288%	(2,364)	-39%	
404-343-30000	WATER SURCHARGE O/S	95,000	95,000	7,603	76,523	18,477	81%	79,432	82%	
404-361-10000	INTEREST REVENUE	6,000	6,000	0	3,281	2,719	55%	8,622	144%	
404-361-13000	UNREALIZED GAIN	7,000	7,000	0	0	7,000	0%	0	0%	
404-381-10000	INTERFUND TRANSFER	165,000	50,000	0	50,000	0	100%	0	0%	
404-389-90000	LOAN PROCEEDS	80,945	80,945	0	0	80,945	0%	0	0%	
404-389-90001	USE OF RETAINED EARNINGS	0	115,000	0	0	115,000	0%	0	0%	
	TOTAL WATER REVENUE	2,143,357	2,191,069	156,531	1,701,214	489,855	78%	1,562,992	86%	
	GAS									
405-343-10000	GAS SALES	1,459,455	1,459,455	59,637	1,035,144	424,311	71%	1,212,187	86%	
405-343-15000	GAS INTERDEPARTMENTAL SALES	9,000	9,000	187	5,830	3,170	65%	6,763	75%	
405-343-16000	GAS CONNECTIONS	2,100	2,100	588	4,644	(2,544)	221%	254	13%	
405-343-17000	GAS FORFEITED DISCS-PENALTIES	14,000	14,000	1,347	10,578	3,422	76%	11,675	106%	
405-343-19000	GAS CUT ON/OFF FEES	100	100	0	196	(96)	196%	0	0%	
405-343-27000	GAS OTHER CHARGES	0	0	226	256	(256)	100%	2,404	0%	
405-361-10000	INTEREST REVENUE	0	0	0	409	(409)	100%	1,644	0%	
405-369-90000	MISCELLANEOUS REVENUE	100,000	100,000	0	113,106	(13,106)	113%	102,427	106%	
405-389-90000	LOAN PROCEEDS	80,945	80,945	0	0	80,945	0%	0	0%	
	TOTAL GAS REVENUE	1,665,600	1,665,600	61,986	1,170,163	495,437	70%	1,337,353	87%	
	REFUSE									
406-343-11000	RESIDENTIAL SALES	744,000	744,000	60,808	607,621	136,379	82%	603,409	84%	
406-343-12000	COMMERCIAL SALES	504,600	504,600	45,288	430,704	73,896	85%	417,275	85%	
406-343-15000	YARD TRASH COLLECTION	145,600	145,600	11,896	119,099	26,501	82%	118,806	84%	
406-343-17000	FORFEITED DISCOUNTS-PENALTIES	15,500	15,500	1,373	12,670	2,830	82%	14,813	99%	
	TOTAL REFUSE REVENUE	1,409,700	1,409,700	119,365	1,170,094	239,606	83%	1,154,302	84%	
	LANDFILL									
407-343-27000	MISCELLANEOUS INCOME	0	0	0	503	(503)	100%	368	0%	
407-343-44000	GARBAGE TIPPING FEES	177,998	177,998	15,297	157,907	20,091	89%	167,177	98%	
	TOTAL LANDFILL REVENUE	177,998	177,998	15,297	158,410	19,588	89%	167,544	99%	
	TELECOMMUNICATIONS									
508-381-00010	Non-Operating Transfer	136,000	136,000	9,338	93,380	42,620	69%	75,064	85%	
508-381-10000	INTERFUND TRANSFER FROM GENERAL FU	60,000	60,000	5,000	50,000	10,000	83%	0	0%	
508-381-20000	INTERFUND TRNFR FROM ENTERPRISE FD	51,029	51,029	4,252	42,520	8,509	83%	37,535	60%	
508-381-30000	INTERFUND TRANSFER FROM CRA	0	0	83	830	(830)	100%	2,500	0%	
508-389-00000	OTHER REVENUE	0	0	0	1,772	(1,772)	100%	0	0%	
	TOTAL TELECOMMUNICATIONS REVENUE	247,029	247,029	18,673	188,502	58,527	76%	115,099	58%	
	TOTAL ENTERPRISE FUND REVENUE	26,462,158	28,523,506	2,042,043	20,941,110	7,582,396	73%	19,043,709	73%	
	TOTAL REVENUE	36,315,528	38,743,388	2,903,414	29,762,928	8,980,460	77%	26,607,985	76%	

Account Number	Description	Adjusted Budget as of 07/31/2020	Account Balance as of 07/31/2020	TRANSFER AMOUNT	COMMENTS
001-110-511-30343	PROFESSIONAL SERVICES	\$ 51,000.00	\$ 4,089.58	\$ (2,846.08)	10% compliance ordinance met
001-110-511-30402	TRAVEL	\$ 2,800.00	\$ 494.19	\$ (475.80)	Emergency operations waiver - ordinance
001-110-511-30491	OTHER EXPENSES	\$ 10,827.00	\$ (2,746.08)	\$ 2,746.08	Necessary - expenses exceeds budget
001-110-511-30494	Software License	\$ -	\$ (1,075.80)	\$ 1,075.80	Necessary - expenses exceeds budget
001-110-552-60641	OFFICE FURNITURE EQUIPMENT	\$ 5,875.00	\$ 802.10	\$ (500.00)	10% compliance ordinance met
001-130-519-30341	CONTRACTUAL SERVICES	\$ 6,000.00	\$ 6,000.00	\$ (715.16)	Emergency operations waiver - ordinance
001-130-519-30491	OTHER OPERATING EXPENSE	\$ 1,075.00	\$ (443.44)	\$ 500.00	Necessary - expenses exceeds budget
001-130-519-30494	Software License	\$ -	\$ (215.16)	\$ 215.16	Necessary - expenses exceeds budget
001-160-512-30341	CONTRACTUAL SERVICES	\$ 3,000.00	\$ 3,000.00	\$ (1,830.32)	Emergency operations waiver - ordinance
001-160-512-30410	TELEPHONE	\$ 6,304.00	\$ (375.08)	\$ 1,400.00	Necessary - expenses exceeds budget
001-160-512-30494	Software License	\$ -	\$ (430.32)	\$ 430.32	Necessary - expenses exceeds budget
001-210-521-10120	REGULAR SALARIES WAGES	\$ 99,900.00	\$ 15,022.97	\$ (205.00)	10% compliance ordinance met
001-210-521-10150	SPEC PAY-INCENTIVE,HOL,LV BUYBACK	\$ 1,030.00	\$ (205.00)	\$ 205.00	Necessary - expenses exceeds budget
001-210-521-30341	CONTRACTUAL SERVICES	\$ 49,850.00	\$ 31,857.36	\$ (2,251.60)	10% compliance ordinance met
001-210-521-30492	INVESTIGATIVE FUNDS	\$ 2,450.00	\$ (64.01)	\$ 100.00	Necessary - expenses exceeds budget
001-210-521-30494	Software License	\$ -	\$ (2,151.60)	\$ 2,151.60	Necessary - expenses exceeds budget
001-210-521-30511	OFFICE SUPPLIES-GENERAL	\$ 2,250.00	\$ (498.39)	\$ 498.39	Necessary - expenses exceeds budget

001-210-521-30464	REPAIRS MAINTENANCE-RADIO	\$ 2,000.00	\$ 2,000.00	\$ (498.39)	Emergency operations waiver - ordinance
001-210-522-30430	UTILITIES	\$ 29,500.00	\$ 12,153.59	\$ (350.00)	10% compliance ordinance met
001-210-522-30465	COPIER PAYMENT	\$ 1,550.00	\$ (78.42)	\$ 350.00	Necessary - expenses exceeds budget
001-220-521-10120	REGULAR SALARIES WAGES	\$ 1,206,275.00	\$ 213,274.58	\$ (36,454.80)	10% compliance ordinance met
001-220-521-10140	OVERTIME	\$ 145,252.00	\$ (11,747.32)	\$ 30,000.00	Necessary - expenses exceeds budget
001-220-521-30404	OIL GREASE	\$ 1,750.00	\$ 1,750.00	\$ (149.17)	10% compliance ordinance met
001-220-521-30407	OTHER AUTO EXPENSE	\$ 1,000.00	\$ (149.17)	\$ 149.17	Necessary - expenses exceeds budget
001-220-521-30435	YOUTH DEVELOPMENT ACADEMY PROGRAM	\$ 2,000.00	\$ 2,000.00	\$ (426.28)	Emergency operations waiver - ordinance
001-220-521-30491	OTHER OPERATING EXPENSE	\$ 6,000.00	\$ (426.28)	\$ 426.28	Necessary - expenses exceeds budget
001-220-521-30494	Software License	\$ -	\$ (6,454.80)	\$ 6,454.80	Necessary - expenses exceeds budget
001-230-522-30494	Software License	\$ -	\$ (3,442.56)	\$ 3,442.56	Emergency operations waiver - ordinance
001-230-522-60644	EQUIPMENT	\$ 75,000.00	\$ 29,262.99	\$ (3,442.56)	10% compliance ordinance met
001-260-513-10120	REGULAR SALARIES WAGES	\$ 65,678.00	\$ 31,929.76	\$ (3,933.09)	10% compliance ordinance met
001-260-513-10130	OTHER SALARIES WAGES - P/T	\$ -	\$ (3,933.09)	\$ 3,933.09	Necessary - expenses exceeds budget
001-260-513-10220	RETIREMENT CONTRIBUTIONS	\$ 6,489.00	\$ (465.30)	\$ 1,350.00	Necessary - expenses exceeds budget
001-260-513-10230	LIFE HEALTH INSURANCE	\$ 5,224.00	\$ (128.42)	\$ 1,000.00	Necessary - expenses exceeds budget
001-260-513-30315	EMPLOYEE QUALITY OF LIFE	\$ 5,000.00	\$ 2,500.00	\$ (500.00)	10% compliance ordinance met
001-260-513-30341	CONTRACTUAL SERVICES	\$ 10,100.00	\$ 6,292.25	\$ (1,000.00)	10% compliance ordinance met
001-260-513-30343	PROFESSIONAL SERVICES	\$ 8,500.00	\$ 3,619.50	\$ (850.00)	10% compliance ordinance met
001-260-513-30410	TELEPHONE	\$ 4,200.00	\$ (634.20)	\$ 1,234.20	Necessary - expenses exceeds budget
001-260-513-30493	TRAINING	\$ 2,000.00	\$ 2,000.00	\$ (1,879.68)	Emergency operations waiver - ordinance

001-260-513-30494	Software License	\$ -	\$ (645.48)	\$ 645.48	Necessary - expenses exceeds budget
001-271-513-30343	PROFESSIONAL SERVICES	\$ 24,000.00	\$ 8,061.00	\$ (1,290.96)	10% compliance ordinance met
001-271-513-30494	Software License	\$ -	\$ (1,290.96)	\$ 1,290.96	Necessary - expenses exceeds budget
001-284-515-30410	TELEPHONE	\$ 6,045.00	\$ (477.57)	\$ 1,200.00	Necessary - expenses exceeds budget
001-284-515-30494	Software License	\$ -	\$ (860.64)	\$ 860.64	Necessary - expenses exceeds budget
001-284-515-60641	OFFICE FURNITURE EQUIPMENT	\$ 10,800.00	\$ 9,568.51	\$ (2,060.64)	Emergency operations waiver - ordinance
001-310-572-30407	VEHICLE REPAIRS	\$ 800.00	\$ 678.55	\$ (200.00)	Emergency operations waiver - ordinance
001-310-572-30410	TELEPHONE	\$ 8,200.00	\$ (51.08)	\$ 200.00	Necessary - expenses exceeds budget
001-310-572-30494	Software License	\$ -	\$ (1,075.80)	\$ 1,075.80	Necessary - expenses exceeds budget
001-310-572-30525	ATHLETIC EQUIPMENT - FOOTBALL	\$ 20,000.00	\$ 1,604.17	\$ (1,075.80)	10% compliance ordinance met
001-410-539-30430	UTILITIES	\$ 68,000.00	\$ 11,550.94	\$ (1,075.80)	10% compliance ordinance met
001-410-539-30494	Software License	\$ -	\$ (1,075.80)	\$ 1,075.80	Necessary - expenses exceeds budget
001-430-541-30403	GASOLINE DIESEL	\$ 60,000.00	\$ 16,502.61	\$ (1,290.96)	10% compliance ordinance met
001-430-541-30494	Software License	\$ -	\$ (1,290.96)	\$ 1,290.96	Necessary - expenses exceeds budget
001-431-542-10120	REGULAR SALARIES WAGES	\$ 76,812.00	\$ 28,704.01	\$ (1,290.96)	10% compliance ordinance met
001-431-542-30494	Software License	\$ -	\$ (1,290.96)	\$ 1,290.96	Necessary - expenses exceeds budget
001-440-519-30463	REPAIR MAINT.-BUILDINGS GROUNDS	\$ 37,300.00	\$ 8,852.96	\$ (1,075.80)	10% compliance ordinance met
001-440-519-30494	Software License	\$ -	\$ (1,075.80)	\$ 1,075.80	Necessary - expenses exceeds budget
001-440-572-30430	UTILITIES	\$ 30,000.00	\$ 18,633.45	\$ (860.64)	10% compliance ordinance met

001-440-572-30494	Software License	\$ -	\$ (860.64)	\$ 860.64	Necessary - expenses exceeds budget
001-450-541-10230	LIFE HEALTH INSURANCE	\$ 9,042.00	\$ (232.42)	\$ 232.42	Necessary - expenses exceeds budget
001-450-541-30405	TIRES	\$ 3,000.00	\$ (511.58)	\$ 511.58	Necessary - expenses exceeds budget
001-450-541-30406	VEH PARTS ONLY	\$ 35,000.00	\$ 7,600.10	\$ (744.00)	10% compliance ordinance met
001-450-541-30407	VEHICLE REPAIRS	\$ 18,000.00	\$ 5,813.18	\$ (430.32)	10% compliance ordinance met
001-450-541-30494	Software License	\$ -	\$ (430.32)	\$ 430.32	Necessary - expenses exceeds budget
002-250-552-30491	OTHER OPERATING EXPENSES	\$ 5,000.00	\$ 4,257.32	\$ (215.16)	10% compliance ordinance met
002-250-552-30494	Software License	\$ -	\$ (215.16)	\$ 215.16	Necessary - expenses exceeds budget
400-274-513-30493	TRAINING	\$ 2,000.00	\$ 2,000.00	\$ (1,290.96)	Emergency operations waiver - ordinance
400-274-513-30494	Software License	\$ -	\$ (1,290.96)	\$ 1,290.96	Necessary - expenses exceeds budget
402-520-535-10120	REGULAR SALARIES WAGES	\$ 34,538.00	\$ (13,818.30)	\$ 13,818.30	Necessary - expenses exceeds budget
402-520-535-10140	OVERTIME	\$ 2,265.00	\$ (1,227.17)	\$ 1,227.17	Necessary - expenses exceeds budget
402-520-535-10210	FICA TAXES	\$ 2,681.00	\$ (1,744.11)	\$ 1,744.11	Necessary - expenses exceeds budget
402-520-535-10220	RETIREMENT CONTRIBUTIONS	\$ 4,599.00	\$ (2,515.50)	\$ 2,515.50	Necessary - expenses exceeds budget
402-520-535-30343	PROFESSIONAL SERVICES	\$ 56,078.00	\$ 25,362.50	\$ (1,682.93)	10% compliance ordinance met
402-520-535-30390	CONTINGENCY	\$ 17,622.15	\$ 17,622.15	\$ (17,622.15)	Emergency operations waiver - ordinance
402-540-535-10120	REGULAR SALARIES WAGES	\$ 94,585.00	\$ 30,615.36	\$ (3,188.86)	10% compliance ordinance met
402-540-535-10230	LIFE HEALTH INSURANCE	\$ 19,515.48	\$ (3,188.86)	\$ 3,188.86	Necessary - expenses exceeds budget
403-520-531-30403	GASOLINE DIESEL	\$ 12,000.00	\$ (1,608.78)	\$ 1,608.78	Necessary - expenses exceeds budget

403-520-531-30451	INSURANCE - PROPERTY LIABILITY WC	\$ 105,350.00	\$ (29,862.74)	\$ 29,862.74	Necessary - expenses exceeds budget
403-520-531-30491	OTHER OPERATING EXPENSE	\$ 123,855.00	\$ 103,879.39	\$ (1,608.78)	10% compliance ordinance met
403-520-531-70112	2011 BOND DEBT SERVICE INTEREST	\$ 87,503.39	\$ (51,344.08)	\$ 51,344.08	Necessary - expenses exceeds budget
403-520-531-90991	TRANSFER OF TECH COSTS	\$ 232,279.00	\$ 164,569.00	\$ (81,206.82)	Necessary - expenses exceeds budget
403-539-531-10120	REGULAR SALARIES WAGES - LINE CLEARING CREW	\$ 140,000.00	\$ 65,160.40	\$ (254.50)	10% compliance ordinance met
403-539-531-10140	OVERTIME - LINE CLEARING CREW	\$ 5,100.68	\$ (254.50)	\$ 254.50	Necessary - expenses exceeds budget
403-539-531-30469	CONTRACTUAL SRVC TREE TRIMMING	\$ -	\$ (24,406.48)	\$ 36,145.00	Necessary - expenses exceeds budget
403-539-531-60630	EQUIPMENT	\$ 36,145.00	\$ -	\$ (36,145.00)	Emergency operations waiver - ordinance
403-591-531-10140	OVERTIME	\$ 25,557.32	\$ 13,974.13	\$ (1,973.12)	10% compliance ordinance met
403-591-531-10210	FICA TAXES	\$ 18,717.16	\$ (1,973.12)	\$ 1,973.12	Necessary - expenses exceeds budget
403-591-531-30407	VEHICLE REPAIRS-LABOR PARTS	\$ 16,000.00	\$ (6,542.22)	\$ 6,542.22	Necessary - expenses exceeds budget
403-591-531-30430	UTILITIES	\$ 78,400.00	\$ 66,617.55	\$ (6,542.22)	10% compliance ordinance met
403-591-531-30467	REPAIR MAINT-MAINS LINES	\$ 414,960.00	\$ 399,489.75	\$ (40,000.00)	10% compliance ordinance met
403-591-531-30491	OTHER OPERATING EXPENSES	\$ 547,100.00	\$ (39,264.45)	\$ 40,000.00	Necessary - expenses exceeds budget
404-539-533-10120	REGULAR SALARIES WAGES	\$ 90,697.00	\$ 26,730.62	\$ (2,002.51)	10% compliance ordinance met
404-539-533-10230	LIFE HEALTH INSURANCE	\$ 20,698.80	\$ (2,002.51)	\$ 2,002.51	Necessary - expenses exceeds budget
405-520-532-10120	REGULAR SALARIES WAGES	\$ 19,459.00	\$ 3,725.44	\$ (351.93)	10% compliance ordinance met
405-520-532-10210	FICA TAXES	\$ 1,909.00	\$ (133.07)	\$ 133.07	Necessary - expenses exceeds budget
405-520-532-10220	RETIREMENT CONTRIBUTIONS	\$ 3,093.00	\$ (218.86)	\$ 218.86	Necessary - expenses exceeds budget
405-561-532-10140	OVERTIME	\$ 6,065.00	\$ 3,591.80	\$ (1,983.37)	Emergency operations waiver - ordinance

405-561-532-10230	LIFE HEALTH INSURANCE	\$ 16,825.00	\$ (1,983.37)	\$ 1,983.37	Necessary - expenses exceeds budget
407-422-536-10120	REGULAR SALARIES WAGES	\$ 71,390.00	\$ 32,261.42	\$ (1,853.06)	10% compliance ordinance met
407-422-536-10230	LIFE HEALTH INSURANCE	\$ 9,573.00	\$ (1,853.06)	\$ 1,853.06	Necessary - expenses exceeds budget
407-422-536-30430	UTILITIES	\$ 1,200.00	\$ 523.76	\$ (57.60)	10% compliance ordinance met
407-422-536-30491	OTHER OPERATING EXPENSE	\$ 550.00	\$ (57.60)	\$ 57.60	Necessary - expenses exceeds budget
508-539-539-30491	OTHER OPERATING EXPENSES	\$ 60,000.00	\$ 11,262.38	\$ (4,991.01)	10% compliance ordinance met
508-539-539-30494	Software License	\$ -	\$ (1,075.80)	\$ 1,075.80	Necessary - expenses exceeds budget
508-539-539-60644	EQUIPMENT	\$ 20,000.00	\$ (3,915.21)	\$ 3,915.21	Necessary - expenses exceeds budget

72%	34	10% compliance ordinance met
28%	13	Emergency operations waiver ordinance
100%	47	Total Transfers

CITY OF QUINCY, FL
Net Results Per Fund
For the Ten Months Ended July 31, 2020
(Unaudited)

Fund Number	Fund Description	Revenue	Expenses	Net Results	Comments
001	General	\$8,821,818	\$7,987,819	\$833,999	
002	CRA	\$524,598	\$519,640	\$4,958	
400	Business Activity	\$412,190	\$431,190	-\$19,000	Adjust Transfers In
402	Sewer	\$2,350,235	\$2,098,370	\$251,865	
403	Electric	\$13,265,704	\$12,995,175	\$270,529	Includes \$1 million
404	Water	\$1,701,221	\$1,409,858	\$291,363	
405	Gas	\$1,170,163	\$1,156,182	\$13,981	
406	Refuse	\$1,170,094	\$1,058,739	\$111,355	
407	Landfill	\$158,410	\$116,309	\$42,100	
508	IT	\$188,502	\$166,122	\$22,379	
		\$29,762,934	\$27,939,404	\$1,823,530	

Total \$30,277,153 \$28,305,646

Robert F. Munroe Guidelines for Using Corry Field

Corry Field Max Occupancy - 2,000 - 20% capacity = 400

Admission into the game will be guided through two separate gates.

- Mask to be worn all times while admitted into the game.
- Each spectator will be screened and have temp. checked upon entry.
- Hand Sanitizer stations will be placed at the gate.
- 350 max occupancy spectators, plus school administration
- Each team is in charge of their own water.
- Seats for the home team will be marked and assigned, with social distancing in place.
- School administration and off duty security and police will work to assure all social distancing requirements are met.
- Restrooms limited to one person at a time for spectators

Home Team:

- Parents and Immediate family for players and cheerleaders and coaches - 180
- General admission - 70
- Student section - 50
- No locker room use at any time.
- Normal concessions on the home side.

HOME TEAM ON FIELD GUIDELINES - Players wearing face shields strapped to helmet face mask or a cloth covering over nose and mouth. Hand sanitizer stations on sidelines. Individual water bottles for personal use. Non-player personnel (Coaches, administrators, game day staff) will wear masks at all times except referees.

Away Team: Guest list sent in advance - 50 spectators, plus School Administration

- Small concessions stand on the away side.
- Home team will not use the locker room.
- Away team uses both with 5 at a time to change. Pre game - Post game
- No halftime locker room use.

AWAY TEAM ON FIELD - Players wearing face shields strapped to helmet face mask or a cloth face covering over nose and mouth. Have hand sanitizer stations on the sidelines. Individual water bottles for personal use. Non-player personnel (Coaches, administrators, game day staff) wear masks at all times.

Away team brings its own administration to police social distancing amongst their own fans. **Home team administration will not police away team's bleachers.**

Visitors will use bathrooms and concession stands on the visiting side.

Concessions Stand

The concession stand will create prepacked and bagged meals prepared in advance. Clear barrier will separate staff from spectators purchasing drinks and meals. All staff and spectators will have on masks.

Also, game dates are as follows:

Middle School

9/24

10/8

Varsity

9/4

9/11

9/25

10/16

10/23

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

DATE OF MEETING: August 25, 2020

DATE SUBMITTED: August 20, 2020

TO: Honorable Mayor and Members of the City Commission

FROM: Jack L. McLean, Jr., Manager, City of Quincy
Bernard O. Piawah, Director, Building and Planning

SUBJECT: **Second Reading of Ordinance No. 1114-2020: Zoning Map Change**

Statement of Issue:

This agenda item involves the request for a second reading of Ordinance 1114-2020 to revise the City's zoning atlas to assign to annexed properties the City's zoning designations in order to be consistent with the Future Land Use Map designations assigned to these properties, as required by State law. The ordinance passed on First Reading during the City Commission meeting of July 28, 2020. The attached ordinance and the subject sites are the same as what was presented in the agenda package for the meeting of July 28, 2020 that passed on first reading. The City's staff is recommending that the City Commission approve the second reading of Ordinance 1114-2020 because no change has been made to it since its approval on the first reading and also because it is consistent with the comprehensive plan designation for the subject sites, as required. (See Attachment 1 for Ordinance 1114 2020 and Figure 1 for zoning map that were approved on First Reading).

OPTIONS:

- Option 1: Adopt Ordinance No. 1114-2020 on second reading making changes to the zoning map to be consistent with the comprehensive plan.
- Option 2: Do not approve Ordinance No. 1114-2020 on first reading making changes to the zoning map.

Staff Recommendation:

Option 1

ATTACHMENTS:

1. Ordinance 1114-2020; and
2. Zoning Map
3. The agenda item of July 28, 2020 (for information sake only).

ATTACHMENT 1

ORDINANCE NO. 1114-2020

AN ORDINANCE OF THE CITY OF QUINCY, FLORIDA, AMENDING THE CITY OF QUINCY ZONING MAP AS ADOPTED BY ORDINANCE NUMBER 789 ON AUGUST 11, 1992, AS MAY HAVE BEEN AMENDED FROM TIME TO TIME; PROVIDING FOR FINDINGS; PROVIDING FOR PURPOSE AND INTENT; PROVIDING FOR TITLE OF ZONING MAP AMENDMENT; PROVIDING FOR ZONING MAP AMENDMENT BY ADOPTING NEW ZONING DESIGNATIONS FOR THE CERTAIN IDENTIFIED PARCELS TO CORRESPOND WITH RECENTLY ADOPTED FUTURE LAND USE DESIGNATIONS FOR SUCH PARCELS IN THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING FOR COPY ON FILE; AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION 1. Findings.

WHEREAS, pursuant to the requirements of the Community Planning Act, Chapter 2011-139, Laws of Florida, amending Chapter 163, Part II, Florida Statutes, (formerly the Local Government Comprehensive Planning and Land Development Regulation Act of Chapter 163, Part II, Florida Statutes, and former Chapter 9J-5, Florida Administrative Code) (hereinafter "Community Planning Act") the City of Quincy has adopted and has in effect the City of Quincy Comprehensive Plan; and

WHEREAS, to implement the Comprehensive Plan and as required by Section 163.3202, Florida Statutes, the City has adopted a Land Development Code by Ordinance No. 789 effective on August 11, 1992, as may have been amended from time to time, which code includes Zoning Designations that are consistent with and implement the Comprehensive Plan Future Land Use Map designations for all parcels of land within the City; and

WHEREAS, the City recently adopted amendments to the Comprehensive Plan Future Land Use Map to include land use designations for a number of recently annexed parcels; and

WHEREAS, the City now desires to enact amendments and additions to the City Zoning Map to include zoning designations for all parcels included in the Comprehensive Plan Future Land Use Map amendments that are consistent with and implement the Plan designations; and

WHEREAS, the public hearings required to be held by Florida Statutes and City code have been appropriately noticed and held by the Planning and Development Review Board, functioning as the Local Planning Agency, and by the City Commission.

NOW THEREFORE, BE IT ENACTED BY THE CITY OF QUINCY, FLORIDA THAT THE CITY OF QUINCY ZONING MAP IS HEREBY AMENDED AS FOLLOWS:

SECTION 2. Purpose and Intent

This ordinance is enacted pursuant to Section 2(b), Article VIII of the Constitution of the State of Florida in order to carry out the purpose and intent of, and exercise the authority set out in, the Community Planning Act, Sections 163.3161 through 3215, Florida Statutes.

SECTION 3. Title of City Zoning Map Amendment

This zoning map amendment of the City of Quincy, Florida shall be entitled Zoning Map Amendment 2020-1.

SECTION 3. Zoning Map Amendment Adopted

The City of Quincy Zoning Map (Ordinance No. 789 effective on August 11, 1992, as may have been amended from time to time), is hereby amended as follows:

Parcel 1: Located on Barack Obama Blvd; (2.5 acres, Parcel Number 3-11-2N-4W-0000-00324-0200), zoned “Multifamily Residential - R3”.

Parcel 2: Located on the eastern side of Ben Bostic Road (7.6 Acres, Parcel Number 3-11-2N-4W-0000-00324-0100, zoned “Heavy Commercial – C2”;

Parcels 3: Located on the western side of Ben Bostic Road (10.0 acres; Parcel Number 3-10-2N-4W-0000-00144-0100, zoned “Heavy Commercial – C2”;

Parcel 4: Located on the western side of Ben Bostic Road (20.97 acres; Parcel Number 3-10-2N-4W-0000-00144-0200, zoned “Heavy Commercial – C2”;

Parcel 4: Located on the western side of Ben Bostic Road (10 acres; Parcel Number 3-10-2N-4W-0000-00144-0100), zoned “Heavy Commercial – C2”;

Parcel 5: Located on the eastern outskirts of Quincy, on the northern side of US 90, (17.54 acres, Parcel Number 3-16-2N-3W-0000-00200-0000), zoned “Heavy Commercial – C2”; and

Parcel 6: Located at 470 Strong Road (12.27 acres, Parcel Number 3-20-2N-3W-0000-00221-0000), zoned “Mixed Use”.

SECTION 4. Severability

If any portion of this ordinance is deemed by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then the remaining provisions and portions shall remain in full force and effect.

SECTION 5. Copy on File

A certified copy of the enacting Ordinance as well as certified copies of the City of Quincy Zoning Map Amendment cited in Section 3 above shall be filed with the City Clerk of the City of Quincy.

SECTION 6. Effective Date

This Ordinance shall become effective upon passage.

INTRODUCED on first reading in open session of the City Commission of the City of Quincy, Florida, on this 28 day of July, A.D. 2020.

PASSED on second and final reading in open session of the City Commission of the City of Quincy, Florida, on this 25 day of August, A.D. 2020.

Ronte R. Harris, Mayor
Presiding Officer of the City Commission of
the City of Quincy, Florida

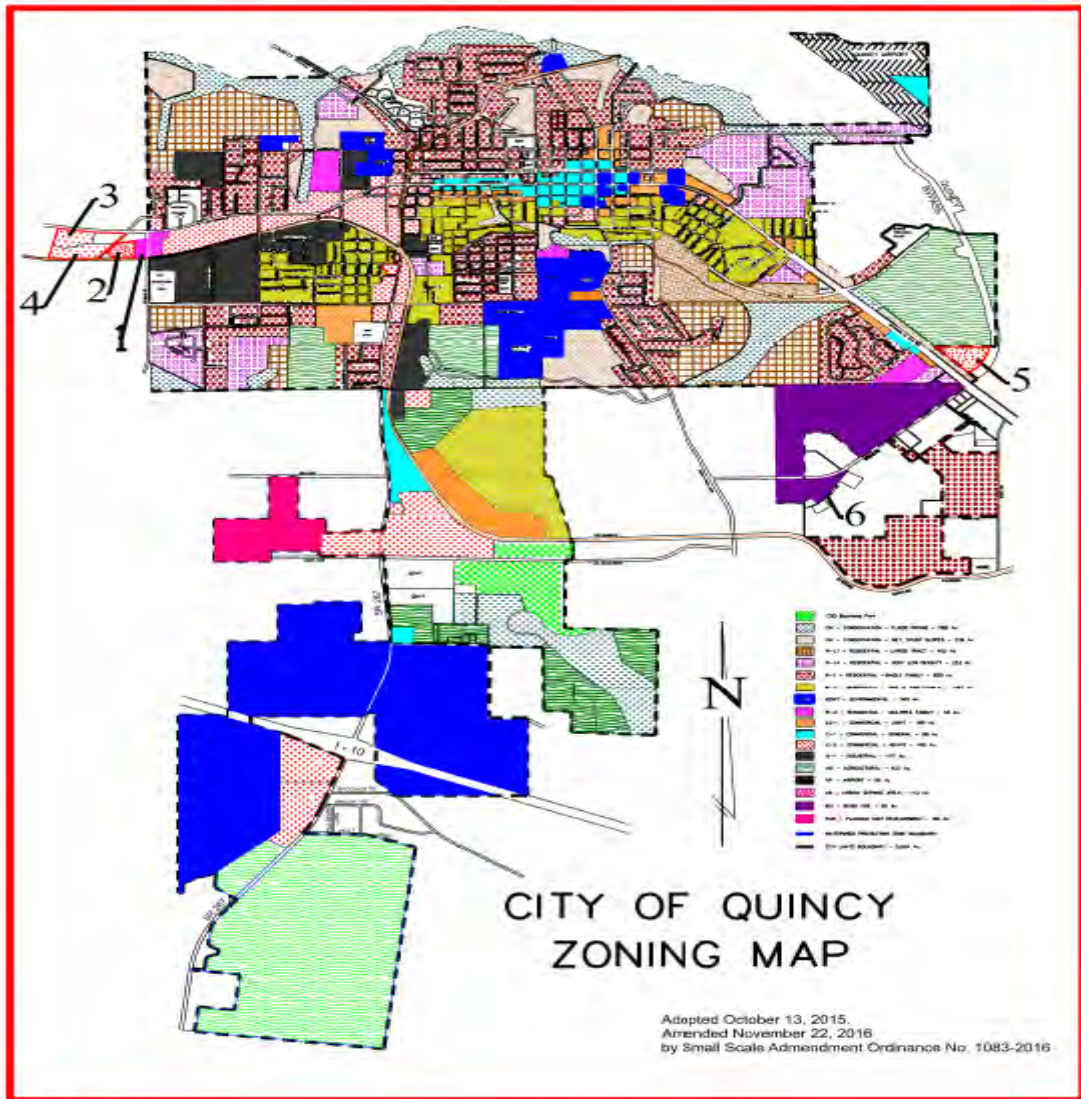
ATTEST:

Approved as to Form:

Beverly Nash, Ph.D.
Interim Clerk of the City of Quincy and
Clerk of the City Commission thereof

Gary A. Roberts
City Attorney

**Figure 1
Zoning Map**



**TABLE 1
SITES FOR ZONING MAP CHANGE**

Zoning Change Site	Location	Current FLUM Designation	Proposed Zoning Designation	Size (Acres)
1	430 Barack Obama Road	County Commercial	High Density Residential – R-3	2.5
2	Eastern side of Ben Bostic Road	County Commercial	Quincy Heavy Commercial – C-2	7.6
3	Western side of Ben Bostic Road	County Commercial	Quincy Heavy Commercial – C-2	10.0
4	Western side of Ben Bostic Road	County Commercial	Quincy Heavy Commercial – C-2	20.97
5	East Quincy (E. US 90/Quincy Bypass)	County Ag.	Quincy Heavy Commercial – C-2	17.54
6	470 Strong Road	County Urban Service Area	Quincy Mixed Use	12.27

AGENDA ITEM FROM THE MEETING OF JULY 28, 2020 (FOR INFORMATION SAKE, ONLY)

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

DATE OF MEETING: July 28, 2020

DATE SUBMITTED: July 23, 2020

TO: Honorable Mayor and Members of the City Commission

FROM: Jack L. McLean, Jr., Manager, City of Quincy
Bernard O. Piawah, Director, Building and Planning

SUBJECT: **First Reading of Ordinance No. 1114-2020: Zoning Map Change**

Statement of Issue:

This agenda item involves the request for first reading of Ordinance 1114-2020 to revise the City's zoning atlas to assign to annexed properties the City's zoning designations. These are the same properties that were the subject of Future Land Use Map changes under Ordinance 1112-2020. The revision of the Future Land Use Map is a state required process while the revision of the zoning map is a local process; both actions have to take place subsequent to every annexation, and under state law the City has to assign to these same properties the corresponding zoning designations. So, the assigned zoning designations are consistent with the Future Land Use Map designations as required by state law. The Planning and Development Review Board (PDRB) reviewed this proposal on March 25, 2020 and voted to recommend its approval. The City's staff is equally asking the City Commission to approve Ordinance 1114-2020 on first reading. Please see attached Ordinance 1114-2020.

Summary of the Proposed Zoning Changes:

The subject sites for the zoning assignments involve six parcels that were annexed into the City during the past few years. Four of the parcels are on the western outskirts of the City along Barack Obama Blvd and Ben Bostic road while two of the parcels are located on the eastern outskirts (one in the vicinity of US 90 and the Bypass and the other is Cross Road Academy on Strong Road). The subject sites are identified on Figure 1 and in Table 1 below.

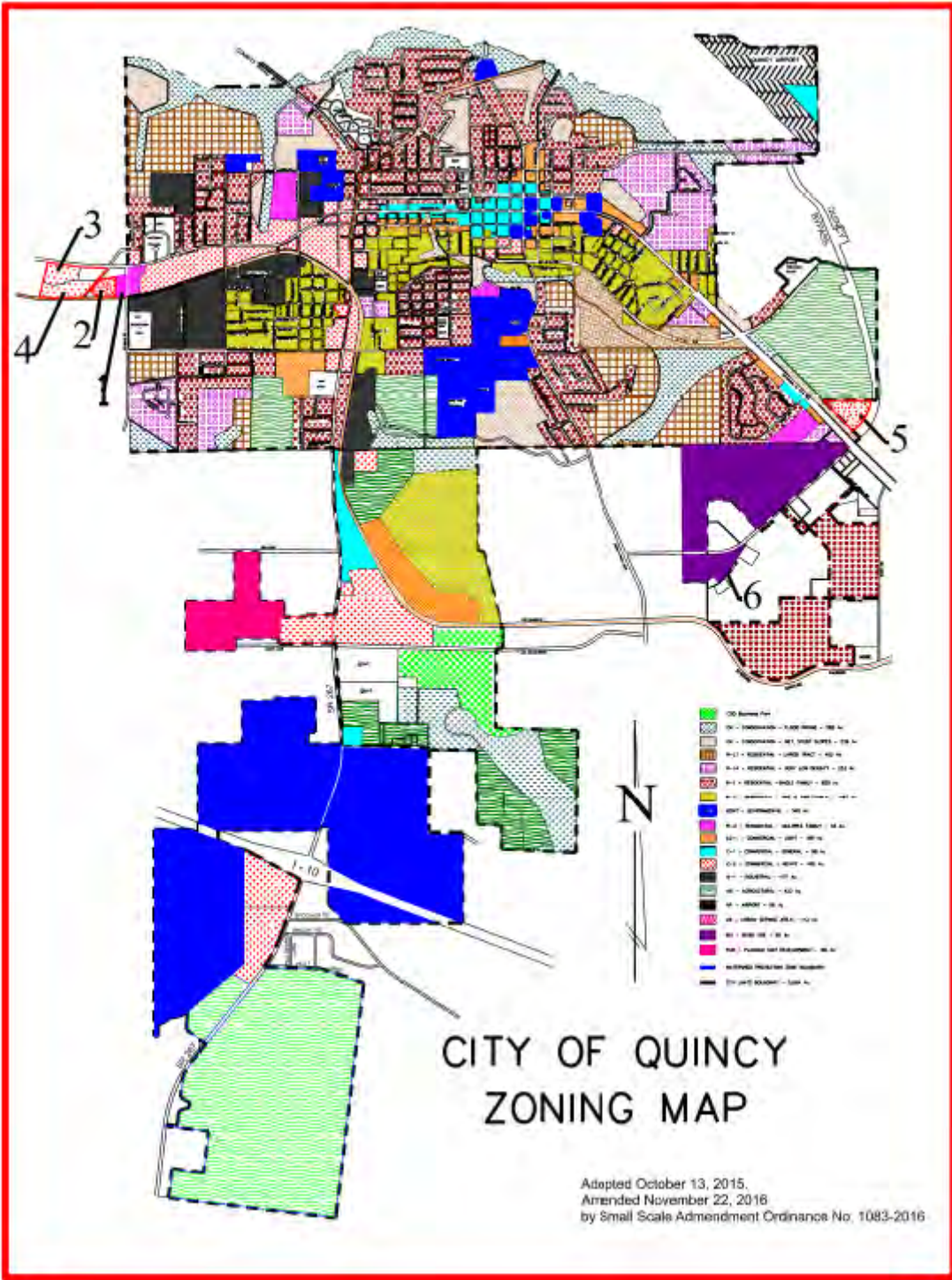


TABLE 1
SITES FOR ZONING MAP CHANGE

<i>Zoning Change Site</i>	<i>Location</i>	<i>Current FLUM Designation</i>	<i>Proposed Zoning Designation</i>	<i>Size (Acres)</i>
1	430 Barack Obama Road	County Commercial	High Density Residential – R-3	2.5
2	Eastern side of Ben Bostic Road	County Commercial	Quincy Heavy Commercial – C-2	7.6
3	Western side of Ben Bostic Road	County Commercial	Quincy Heavy Commercial – C-2	10.0
4	Western side of Ben Bostic Road	County Commercial	Quincy Heavy Commercial – C-2	20.97
5	East Quincy (E. US 90/Quincy Bypass)	County Ag.	Quincy Heavy Commercial – C-2	17.54
6	470 Strong Road	County Urban Service Area	Quincy Mixed Use	12.27

Consistency with City’s Comprehensive Plan:

The proposed zoning changes are consistent with the City’s comprehensive plan because the assigned zoning classifications correspond with and are consistent with the Future Land Use Map designation for these sites.

OPTIONS:

Option 1: Adopt Ordinance No. 1114-2020 on first reading making changes to the zoning map.

Option 2: Do not approve Ordinance No. 1114-2020 on first reading making changes to the zoning map

Staff Recommendation:

Option 1

ATTACHMENTS:

4. Ordinance 1114-2020; and
5. Minutes of PDRB Meeting of March 25, 2020.

ATTACHMENT 1

ORDINANCE NO. 1114-2020

AN ORDINANCE OF THE CITY OF QUINCY, FLORIDA, AMENDING THE CITY OF QUINCY ZONING MAP AS ADOPTED BY ORDINANCE NUMBER 789 ON AUGUST 11, 1992, AS MAY HAVE BEEN AMENDED FROM TIME TO TIME; PROVIDING FOR FINDINGS; PROVIDING FOR PURPOSE AND INTENT; PROVIDING FOR TITLE OF ZONING MAP AMENDMENT; PROVIDING FOR ZONING MAP AMENDMENT BY ADOPTING NEW ZONING DESIGNATIONS FOR THE CERTAIN IDENTIFIED PARCELS TO CORRESPOND WITH RECENTLY ADOPTED FUTURE LAND USE DESIGNATIONS FOR SUCH PARCELS IN THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; PROVIDING FOR COPY ON FILE; AND PROVIDING FOR AN EFFECTIVE DATE.

SECTION 1. Findings.

WHEREAS, pursuant to the requirements of the Community Planning Act, Chapter 2011-139, Laws of Florida, amending Chapter 163, Part II, Florida Statutes, (formerly the Local Government Comprehensive Planning and Land Development Regulation Act of Chapter 163, Part II, Florida Statutes, and former Chapter 9J-5, Florida Administrative Code) (hereinafter "Community Planning Act") the City of Quincy has adopted and has in effect the City of Quincy Comprehensive Plan; and

WHEREAS, to implement the Comprehensive Plan and as required by Section 163.3202, Florida Statutes, the City has adopted a Land Development Code by Ordinance No. 789 effective on August 11, 1992, as may have been amended from time to time, which code includes Zoning Designations that are consistent with and implement the Comprehensive Plan Future Land Use Map designations for all parcels of land within the City; and

WHEREAS, the City recently adopted amendments to the Comprehensive Plan Future Land Use Map to include land use designations for a number of recently annexed parcels; and

WHEREAS, the City now desires to enact amendments and additions to the City Zoning Map to include zoning designations for all parcels included in the Comprehensive Plan Future Land Use Map amendments that are consistent with and implement the Plan designations; and

WHEREAS, the public hearings required to be held by Florida Statutes and City code have been appropriately noticed and held by the Planning and Development Review Board, functioning as the Local Planning Agency, and by the City Commission.

NOW THEREFORE, BE IT ENACTED BY THE CITY OF QUINCY, FLORIDA THAT THE CITY OF QUINCY ZONING MAP IS HEREBY AMENDED AS FOLLOWS:

SECTION 2. Purpose and Intent

This ordinance is enacted pursuant to Section 2(b), Article VIII of the Constitution of the State of Florida in order to carry out the purpose and intent of, and exercise the authority set out in, the Community Planning Act, Sections 163.3161 through 3215, Florida Statutes.

SECTION 3. Title of City Zoning Map Amendment

This zoning map amendment of the City of Quincy, Florida shall be entitled Zoning Map Amendment 2020-1.

SECTION 3. Zoning Map Amendment Adopted

The City of Quincy Zoning Map (Ordinance No. 789 effective on August 11, 1992, as may have been amended from time to time), is hereby amended as follows:

Parcel 1: Located on Barack Obama Blvd; (2.5 acres, Parcel Number 3-11-2N-4W-0000-00324-0200), zoned “Multifamily Residential - R3”.

Parcel 2: Located on the eastern side of Ben Bostic Road (7.6 Acres, Parcel Number 3-11-2N-4W-0000-00324-0100, zoned “Heavy Commercial – C2”;

Parcels 3: Located on the western side of Ben Bostic Road (10.0 acres; Parcel Number 3-10-2N-4W-0000-00144-0100, zoned “Heavy Commercial – C2”;

Parcel 4: Located on the western side of Ben Bostic Road (20.97 acres; Parcel Number 3-10-2N-4W-0000-00144-0200, zoned “Heavy Commercial – C2”;

Parcel 4: Located on the western side of Ben Bostic Road (10 acres; Parcel Number 3-10-2N-4W-0000-00144-0100), zoned “Heavy Commercial – C2”;

Parcel 5: Located on the eastern outskirts of Quincy, on the northern side of US 90, (17.54 acres, Parcel Number 3-16-2N-3W-0000-00200-0000), zoned “Heavy Commercial – C2”; and

Parcel 6: Located at 470 Strong Road (12.27 acres, Parcel Number 3-20-2N-3W-0000-00221-0000), zoned “Mixed Use”.

SECTION 4. Severability

If any portion of this ordinance is deemed by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then the remaining provisions and portions shall remain in full force and effect.

SECTION 5. Copy on File

A certified copy of the enacting Ordinance as well as certified copies of the City of Quincy Zoning Map Amendment cited in Section 3 above shall be filed with the City Clerk of the City of Quincy.

SECTION 6. Effective Date

This Ordinance shall become effective upon passage.

INTRODUCED on first reading in open session of the City Commission of the City of Quincy, Florida, on this 28 day of July, A.D. 2020.

PASSED on second and final reading in open session of the City Commission of the City of Quincy, Florida, on this ___ day of ___, A.D. 2020.

Ronte R. Harris, Mayor
Presiding Officer of the City Commission of
the City of Quincy, Florida

ATTEST:

Approved as to Form:

Beverly Nash, Ph.D.
Interim Clerk of the City of Quincy and
Clerk of the City Commission thereof

Gary A. Roberts
City Attorney

ATTACHMENT 2

404 West Jefferson Street



Quincy, Florida 32351

PLANNING AND DEVELOPMENT REVIEW BOARD

MEETING MINUTES

MARCH 25, 2020

6:00 P.M.

Members Present:

Mr. Dan Hooker, Chairperson

Mr. Alvin Young

Mrs. Denise Hannah, via phone

Ms. Judy Ware, via phone

Ms. Kimberly W. Ray, via phone

Members Absent:

Mr. Thomas Skipper

Mr. Willie Reeves

Staff Present:

Bernard Piawah, Building & Planning

Joann G. Kimble, Administrative Assistant

Gary Roberts, City Attorney

The meeting was called to order by Chairman, Dan Hooker followed by roll call, meeting a quorum.

The previous minutes were reviewed by members of the Planning & Development Review Board.

Action Taken: The Chairman, Mr. Hooker, and for a motion on the approval of the minutes of the April 10, 2019 meeting. Mr. Alvin Young motioned for approval with any corrections deemed appropriate. Mrs. Denise Hannah second. The motion carried.

New Business:

1. The Review of Variance Request for Property located at 229 E Washington Street.

Mr. Sampson requested for a variance from the setback requirement of the code for the addition for a laundry room. Mr. Piawah has viewed the site and no issues have been identified with the application. The adjacent property owner has been informed of the variance request. The recommendation to board is to approve the request.

Mr. Alvin Young motioned to approve Option 1: Vote to approve the request for variance by Mr. Joel Sampson for the property located at 229 E Washington Street. The motion was seconded by Judy Ware. The motion carried.

2. The Review of Special Use from Gadsden County to Construct a New Telecommunication Tower behind the County Jail on Pat Thomas Pkwy.

Mr. Piawah addressed the board with a Special Use Request from Gadsden County. The county will build a new tower adjacent to its existing tower located behind the Gadsden County jail. Mr. Piawah explained that the request to build the cell tower also includes a request for a waiver of the height restriction because the proposed exceeds the height prescribed by the code. Furthermore, Mr. Piawah explained the requirements of the code for cell tower and the extent to which the applicant addressed those requirements. Some of the requirements include the design of the tower, FAA assessment, the height of the tower and balloon test Mr. Piawah told the PDRB that the applicant addressed all the requirements of the code and is asking the board to recommend approval of the application. The County representatives at the meeting, Mr. Meade and co; spoke on the application and stressed the need for the tower and asked the board to recommend approval of the request.

Mrs. Hannah asked if the County will come with another request for height change since the original tower is about 40 years old and they are asking for a height change now. Mr. Meade stated that there would be no future changes to the tower.

After discussion, Mr. Alvin Young motioned to vote Option 1: To recommend approval of the proposal from Gadsden County to build a new 400-foot telecommunication tower. Judy Ware seconded. The motion carried.

3. Review of City Initiated Comprehensive Plan Future Land Use Map (FLUM) Amendment to Assign City FLUM designations to Annexed Properties and to Assign City Zoning Designation as well.

Mr. Piawah, explained that in recent years the City has annexed certain properties into its jurisdiction. He stated that under state law, the City is required to submit a comprehensive plan FLUM amendment to the state changing the FLUM designation of those properties from County designation to City designation. He also stated that, in general, the amendments will not result in increased development potential because the City is simply assigning identical designations to those properties and also, for the fact that almost all of the properties have already been developed.

Zoning: Furthermore, Mr. Piawah stated that the City is also going to assign the appropriate zoning designations to those properties. Below is a summary of the amendments:

- **Amendment 1:** Future Land Use Map Change from County Commercial to High Density Residential. The City is proposing to designate a 2.5-acre parcel that was annexed into the City in 2016. It has been developed into a mobile home park.

Zoning Assignment: Multifamily Residential (R-3)

- **Amendment 2:** Change from County Commercial To City Commercial. The change request involves a 7.6-acre parcel annexed into the City in 2016. The parcel is currently vacant and designated Commercial on the Gadsden County FLUM. The City wants to designate the property as Commercial as well.

Zoning Assignment: Heavy Commercial (C-2)

- **Amendment 3:** Change From County Commercial To City Commercial. The amendment involves a 30.97-acre site annexed into the City. The property contains two parcels located on the Ben Bostic Road. The subject site is already developed into warehouse use and marijuana grow facility. The City is proposing to designate it Commercial as well.

Zoning Assignment: Heavy Commercial (C-2).

- **Amendment 4:** Change From County Agriculture to City Commercial – The amendment involves a 17.54-acre property located on the eastern outskirts of the City along US 90. The property is currently vacant and designated County Ag 3. The City is proposing to designate it Commercial.

Zoning Assignment: Heavy Commercial (C-2)

- **Amendment 5:** Change From County Urban Service Area to City Mixed Use: The amendment involves a 12-27-acre site previously annexed into the City. The property is located at 470 Strong Road on the eastern outskirts of the City. The City is proposing to designate the property to “Mixed Use”. Zoning Assignment: Mixed Use.

The City staff asked the Planning and Development Review Board to recommend approval of the proposed amendments and corresponding zoning classifications. Mr. Dan Hooker motioned to vote to recommend approval of the amendments and the corresponding zoning assignments. Alvin Young seconded. The motion carried.

Stating no further business, the meeting adjourned.

Dan Hooker, Chairperson

Date:

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: August 25, 2020
Date Submitted: August 20, 2020
To: Honorable Mayor and Members of the City Commission
From: Jack L. McLean Jr., City Manager
Ann Sherman, Human Resources Director
Subject: Ordinance 1115-2020 - Retirement Savings Plan on
Second Reading

Statement of Issue:

This agenda item, Ordinance Number 1115-2020 the City of Quincy Employees' Retirement Savings Plan is being re-presented for a second reading. During the July 28th Commission Meeting the Commissioners passed the recommended enhancements with a 5/0 vote. This item was again presented at the August 11th Commission Meeting for a second reading and failed to pass as a result of Commissioner's concerns. Those concerns were not as a result of the Ordinance, as presented but were process related.

Staff feels those concerns have been addressed and are identified for Commissioners consideration in attachment **#1: The Loan Application** and attachment **#2: The Loan Application Supplemental Process**.

General Loan Provisions:

The maximum amount that an employee may request to borrow is 50% of their vested account balance or \$50,000.00, whichever is less. The loan interest rate is Prime which is (3.25%) currently.

Loan Administration:

The landscape of options for all 401k's and 457 plan loans must meet specific requirements as depicted below:

- Each loan must be established under a written loan agreement.
- The plan must set a commercially reasonable interest rate for plan loans
- A loan cannot exceed the maximum permitted amount.

- A loan must be repaid within a five-year term (**unless used for the purchase of a principal residence**).
- Loan repayment must be made semi-monthly through payroll deductions in equal payments to include principal and interest (P&I).

Conclusion:

In conclusion, adding the loan option opens the door for retention, as employees will no longer need to terminate their employment with the City to access their funds in an emergency. It also eliminates the possibility of employees having to secure a loan through a financial institution by allowing them to borrow from themselves and the interest they pay is to themselves rather than another institution.

Additionally, with the larger diversity of fund mix, this too opens the doors of opportunity for greater returns on investments (ROI).

Based on the meeting with the board and the passing of this agenda item at the November 12th Commission Meeting, staff proceeded with the implementation of all recommended enhancements.

Options:

Option 1: Adopt Ordinance No. 1115-2020 on second reading, adding the recommended enhancements.

Option 2: Do not approve Ordinance No. 1115-2020 on second reading.

Staff Recommendation:

Option 1

Attachment:

- Ordinance Number 1115-2020
- Loan Application
- Loan Application Supplemental Process

ORDINANCE NO. 1115 - 2020

AN ORDINANCE AMENDING CHAPTER 54 OF THE CODE OF ORDINANCES OF THE CITY OF QUINCY, FLORIDA, ARTICLE IV PERTAINING TO THE CITY OF QUINCY RETIREMENT SAVINGS PLAN; AMENDING SECTIONS 54-86 THROUGH 54-96 TO UPDATE THE PLAN FOR INTERNAL REVENUE CODE REQUIREMENTS; AND TO PROVIDE FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Quincy, Florida meet in regular sessions; and

WHEREAS, the City maintains the City of Quincy Retirement Savings Plan (“Plan”), established on April 9, 1991, for the benefit of eligible employees; and

WHEREAS, the City Commission is authorized and empowered to amend the Plan; and

WHEREAS, the City desires to restate the Plan to comply with various Internal Revenue Code Requirements, including those outlined in the Pension Protection Act of 2006 (PPA), the Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART Act), the Worker, Retiree, and Employer Recovery Act of 2008 (WRERA).

NOW, THEREFORE BE IT ENACTED BY THE PEOPLE OF THE CITY OF QUINCY, FLORIDA:

SECTION 1. The restated Plan, consisting of an adoption agreement and basic plan document outlining the terms of the Plan as effective on October 1, 2019, attached hereto as Exhibit A, is hereby adopted

SECTION 2. Sections 54-86 through 54-96 are hereby repealed and replaced with the following:

ARTICLE IV. - RETIREMENT SAVINGS PLAN

Sec. 54-86. The City of Quincy maintains the City of Quincy Retirement Savings Plan, a copy of which is maintained in the Office of Human Resources.

SECTION 3. The City Manager, Director of Human Resources, and any other authorized person is hereby authorized to perform the actions necessary to adopt the Plan restatement, including signing the plan adocument and arranging for distribution to participants of a summary of the Plan provisions.

SECTION 4. If any word, phrase, clause, paragraph, section or provision of this Ordinance or the application thereof to any person or circumstances is held invalid or

unconstitutional, such finding shall not affect the other provisions or applications of the ordinance which can be given effect without the invalid or unconstitutional provisions or applications, and to this end the provisions of the Ordinance are declared severable.

SECTION 5. This Ordinance shall be effective upon its passage by the City Commission.

INTRODUCED, in open session of the City Commission of the City of Quincy, Florida, on the _____ day of _____ A.D. 2020.

PASSED, in open session of the City Commission of the City of Quincy, Florida, on the _____ day of _____ A.D. 2020.

RONTE R. HARRIS, Mayor
Presiding Officer of the City Commission
of the City of Quincy, Florida

ATTEST

DR. BEVERLY NASH,
Clerk of the City of Quincy and
Clerk of the City Commission thereof



ABC Company 401k

For My Information

I would use this form when I am requesting an Account Reduction Loan.

- Please note that this withdrawal request may be subject to an administrative review period prior to processing and the investments in your account will not be sold until the withdrawal is processed. The administrative review period may take several business days. Note that your investments may fluctuate with market performance so you may want to re-direct or diversify those investments prior to making a withdrawal request. If you initiate a fund transfer during the administrative review period, it may delay the processing of your withdrawal. If you want to make changes to the investments in your account prior to withdrawal, please contact Service Center or access your account online.

Additional Information

- I may track the status of this withdrawal request by logging into my account on the website at myretirement.americanfunds.com.
For questions regarding this form, refer to the attached Loan Provisions, visit the website at myretirement.americanfunds.com or contact Service Center at 1-800-204-3731.
Return instructions for this form are in Section G.
Use black or blue ink when completing this form.

A Participant Information

Account extension, if applicable, identifies a participant with multiple accounts.

Account Extension

U.S. Social Security/U.S. Taxpayer Identification Number (Must provide all 9 digits)

Last Name First Name M.I. Date of Birth (mm/dd/yyyy) Required

(The name provided MUST match the name on file with Service Center.)

()

Daytime Phone Number

Mailing Address on My Account

()

Alternate Phone Number

City State Zip Code

- I have confirmed the address on my account by accessing my account online at myretirement.americanfunds.com. If the address on my account does not match the address provided above, there will be processing delays.
If I require an address change, I must update my address with my employer who will then need to update the address Service Center has on file.
Once the address is updated on my account, I may submit this form with my new address entered above.

Division

Email Address

Select One (Required):



- I am a U.S. Citizen or U.S. Resident Alien.
I am a Non-Resident Alien or Other. (Complete 'Non-Resident Alien or Other Certification' section.)

Required - Provide Country of Residence:

B Loan Options (Please read Loan Provisions before completing)

Loan Refinance (Complete this section only if refinancing existing loan(s))

- Refinance all outstanding loan(s)
Refinance outstanding loan number(s):

Type of Loan (Select ONE type)

- General Purpose Loan (Available for any purpose)
Loan term will be 60 months unless otherwise indicated: (12 - 59 months)
Principal Residence Loan (Available only to purchase or build a principal residence. Not available to renovate or refinance a principal residence)
I understand that I must provide documentation to my employer for a residential loan if the repayment period exceeds five (5) years.
Loan term will be 180 months unless otherwise indicated: (61 - 179 months)

C Amount of Loan

Amount of Loan: \$ _____

Express Delivery (Optional) \$ _____ -25.00
\$25.00 will be deducted

Estimated Check Amount: \$ _____

- **Refinancing Existing Loan(s):** Indicate the additional amount of loan on the Amount of Loan line provided.
- **Minimum Loan:** \$1000.00
- **Maximum Loan:** Generally the lesser of 50% of my vested account balance or \$50,000.00 reduced by my highest outstanding loan balance during the previous 12 months.
- **Amount Requested:** If the amount requested exceeds available funds, the loan will be processed for the maximum amount available.
- **Fee Information:** Please refer to cost section in the Loan Provisions for fee information.
- **Documentary Tax:** If I am a resident of the State of Florida, please see the Loan Provisions for documentary tax information.

D Method of Payment (To be verified by my Employer)

Payroll Deduction

First Payroll Deduction Date: _____ / _____ / _____ Payroll Frequency: _____
(weekly, bi-weekly, semi-monthly, monthly or quarterly)

Payroll Contact Name: _____

E Non-Resident Alien or Other Certification (Continue to the next section after completing.)
Only Complete if I indicated I am a non-resident alien or other under Section A of this form.

Do not complete if U.S. Citizen or U.S. Resident Alien was indicated in Section A of this form.

Under penalty of perjury, if I checked Non-Resident Alien or Other in Section A of this form, my signature certifies that:

- I am the individual that is the beneficial owner of all the income to which this form relates or am using this form to document myself for chapter 4 purposes.
- I am not a U.S. person
- The income to which this form relates is:
 - a. not effectively connected with the conduct of a trade or business in the United States,
 - b. effectively connected but is not subject to tax under applicable income tax treaty, or
 - c. the partner's share of a partnership's effectively connected income.
- I am a resident of the treaty country listed below under the "Claim of Tax Treaty Benefits" (if any) within the meaning of the income tax treaty between the United States and that country.
- I agree that I will submit a Form W8-BEN within 30 days if any certification made on this form becomes incorrect.

Identification of Beneficial Owner

Country of citizenship _____ Foreign tax identifying number _____

Permanent resident address (street, apt. or suite no., or rural route) **Do not use P.O. Box or in-care of address** _____

City or town, state or province. Include postal code where appropriate. _____ Country _____

Mailing Address (if different from above) _____

City or town, state or province. Include postal code where appropriate. _____ Country _____

Claim of Tax Treaty Benefits (for chapter 3 purpose only)

I certify that the beneficial owner is a resident of _____ within the meaning of the income tax treaty between the United States and that country.

Special rates and conditions (if applicable): The beneficial owner is claiming the provisions of Article and paragraph _____ of the treaty identified on the line above to claim a _____% rate of withholding on (specify type of income): _____

Explain the additional conditions in the Article and paragraph the beneficial owner meets to be eligible for the rate of withholding: _____

F Participant Consent (Please sign on the 'Participant Signature' line below.)

My signature acknowledges that I have read, understand and agree to all pages of this Loan Application and Loan Provisions and affirms that all information that I have provided is true and correct. I also understand that:

- Funds may impose redemption fees on certain transfers, redemptions or exchanges if assets are held less than the period stated in the fund's prospectus or other disclosure documents. I will refer to the fund's prospectus and/or disclosure documents for more information.
- Under penalty of perjury, I certify that the U.S. Social Security Number or U.S. Taxpayer Identification Number shown in Section A is correct. I am a U.S. person if I marked the U.S. Citizen or U.S. Resident Alien box of Section A.

Last Name

First Name

M.I.

U.S. Social Security Number

Number

Participant Consent *(Please sign on the 'Participant Signature' line below.)*

- Service Center accepts no responsibility for any tax consequences to me resulting from my failure to adhere to the terms of this loan and all applicable federal and state loan laws, and I hereby hold Service Center harmless from any claim, of whatever nature, from myself, my creditors, my family, my heirs, successors and assigns in connection with this loan.
- **Additional authentication may be necessary before my loan is processed and/or payment released.**
- **It is entirely my responsibility to ensure that timely loan payments are being remitted to Service Center to avoid the tax consequences associated with a defaulted Plan loan.**

Any person who presents a false or fraudulent claim is subject to criminal and civil penalties.

Participant Signature _____ **Date (Required)** _____

A handwritten signature is required on this form. An electronic signature will not be accepted and will result in a significant delay.

G Delivery Instructions

After all signatures have been obtained, this form can be

Uploaded Electronically:

Login to account at
myretirement.americanfunds.com
Click on Upload Documents to submit

OR

Faxed to:

American Funds Service
Center
1-866-745-5766

OR

Sent Regular Mail to:

American Funds Service
Center
PO Box 173764
Denver, CO 80217-3764

OR

Sent Express Mail to:

American Funds Service
Center
8515 E. Orchard Road
Greenwood Village, CO 80111

We will not accept hand delivered forms at Express Mail addresses.

Loan Provisions

Loans may be denied to individuals who have previously defaulted on a loan, subject to the terms of the Plan's Loan Policy.

Non-Resident Alien or Other Status

- If I selected non-resident alien or other on page 1, I must complete the 'Non-Resident Alien or Other Certification' section on this form.
- I may call 1-800-TAX-FORM (829-3676) or visit <http://www.irs.gov> for further information.

Changes to My Request

- Any changes to this Loan Application must be crossed-out and initialed. If I do not initial all changes, this Loan Application may be returned to me for verification.

Incomplete or Inaccurate Information

- In the event that any section of this Loan Application is incomplete, inaccurate or approvals have not been obtained, Service Center may not be able to process the transaction requested. I may be required to complete a new form or provide additional or proper information before the transaction will be processed.

Refinance Option

Loan Refinance

- If sufficient funds are available and I meet the requirement for the refinance loan, I will be allowed to replace an existing loan with a new loan and request an additional amount.
- The refinance loan term cannot exceed the shortest term of all outstanding loans and cannot be refinanced if less than the minimum term allowed by my Plan.

Detailed Loan Information

Amount of Loan

- The maximum loan amount is generally the lesser of 50% of the vested account balance or \$50,000.00.
 - This amount must be reduced by any current total outstanding loan balance from all qualified plans sponsored by the employer.
 - Additionally, this amount must be reduced by the excess, if any, of the highest total outstanding loan balance of all loans for the previous 12 months ending on the day before the date this loan is made minus the current outstanding loan balance.
- Service Center is not responsible for aggregation of loans under different plans maintained by the same employer.

Cost

- A loan origination fee will be deducted from the loan approved amount.
- An additional annual loan administration fee of \$50.00 will be deducted from the account in quarterly installments of \$12.50 until the loan is paid in full.
- If I am a resident of the State of Florida, a documentary stamp tax is payable to the state. More information is available at: <http://www.myflorida.com/dor/>.

Interest Rate Determination

- The interest rate is the Prime Rate published in the Wall Street Journal on the first business day of the month the loan is originated plus 2% and is fixed for the life of the loan.
- The interest I pay on this loan is not tax deductible.

Source and Application of Funds

- All money sources, including Roth and Non-Roth money sources, and investment options will be disbursed according to the Plan rules.
- Roth and Non-Roth money sources will be depleted according to the Plan.
- The funds may impose redemption fees on certain transfers, redemptions or exchanges if assets are held less than the period stated in the fund's prospectus or other disclosure documents.

Delivery Method

Loan Check

- A check made payable to me will be mailed to my address on file.
- I may confirm my address on file by accessing my account online at myretirement.americanfunds.com or by calling 1-800-204-3731.

Express Delivery (Optional)

- Estimated delivery time is 1-2 business days.
- In addition to any loan fees, a \$25.00 non-refundable charge will be deducted from my loan amount.
- Available for delivery Monday - Friday, with no signature required upon delivery.
- If address is a P.O. Box, check will be sent by USPS Priority Mail and estimated delivery time is 2-3 business days.
- Delivery is not guaranteed to all areas.

Detailed Payment Information

Repayment

- Payments are made by payroll deduction and are deducted on an after-tax basis.
- Notification will be sent to my employer's payroll department at the time the loan is made, indicating the repayment dollar amount and frequency.
- Principal repayments and interest payments shall be reinvested in accordance with my investment election in effect at the time the payments are received by Service Center.

Prepayment

- Full Prepayment of the outstanding loan principal and the accrued interest may be made by the next loan payment due date. Consider submitting payment by certified check or bank money order. I must obtain a payoff quote by accessing the website at myretirement.americanfunds.com or by calling 1-800-204-3731 to obtain a prepayment figure no more than 15 days before the payoff.
- Partial prepayments may be accepted by checking with the Plan Administrator for details on what is applicable within the Plan.

Principal Reduction Method

- I can elect to send a payment to reduce the principal balance of my loan by contacting Service Center for a required Principal Reduction Loan Payment Request. Consider submitting payment by certified check or bank money order.
- The payment received will be applied first to the current payment due and then to the outstanding principal balance.

Returned Payment Checks

- If a check is returned for failed payment due to non-sufficient funds or account closure, my loan will become delinquent, which can result in adverse tax consequences.

Default

- Loans are in arrears and delinquent when any payment is missed.
- If the sum of all loan payments due in a calendar quarter are not made and payments are not received by the end of the following calendar quarter, pursuant to Internal Revenue Code rules and regulations, the loan will be in default. As a result, the entire outstanding loan balance, including accrued but unpaid interest, shall be deemed distributed and will be tax reported in the calendar year of default.
- An IRS premature withdrawal penalty may also apply.
- Borrowers who default on a loan from the Plan will be prohibited from obtaining future loans from the Plan.
- The loan must continue to be repaid even in the event of default until the entire outstanding loan balance, plus all accrued interest thereon, is repaid in full or until, I experience a qualifying event subject to the terms of the Plan Document, allowing the Plan to offset the outstanding loan amounts against my account balance, whichever comes first.

Withdrawals**Full Withdrawals**

- A full withdrawal cannot be processed until I have experienced a qualifying event and elect either to treat the loan as a taxable withdrawal or pay the loan in full.

Partial Withdrawals

- A partial withdrawal cannot be processed until I have experienced a qualifying event.

Death Withdrawals

- Any cash withdrawals from the Plan will be reduced by any outstanding loan obligation.
- Any loans outstanding at the time of death will be handled per the Plan rules.
- The loan cannot be transferred to, or assumed by, my beneficiary.

Leave of Absence

- Contact Service Center or visit the website at myretirement.americanfunds.com for a Loan Payment Change Request form.

City of Quincy Employee Supplemental Loan Application Process

1. Loan Approvals

All loans will require (2) signatures as follows:

- *Human Resources Director*
- *Finance Director*
- *Upon approved the employee will be notified and the documentation is forwarded to the Third Party Administrator:
Azalea Administration, LLC
Post Office Box 180293
Mobile, Al 36618*

2. Loan Denial

- *If an application is denied, the employee may request a review with the Retirement Board. The Retirement Board has the final authorization to approve or deny a loan application based solely on the employee's ability to make required payments*

3. Liabilities

- *All applicants will be required to disclose all financial obligations as follows:*
 - *Rent/mortgage*
 - *Car Note*
 - *Child support*
 - *Other loan/Credit Cards*

**APPENDIX B
LOAN POLICY**

Use this Appendix B to identify elections dealing with the administration of Participant loans. These elections may be changed without amending this Agreement by substituting an updated Appendix B with new elections. Any modifications to this Appendix B or any modifications to a separate loan policy describing the loan provisions selected under the Plan will not affect an Employer's reliance on the IRS Favorable Letter.

B-1 Are **PARTICIPANT LOANS** permitted? (See Section 13 of the Plan.)

- (a) Yes
 (b) No

B-2 **LOAN PROCEDURES.**

- (a) Loans will be provided under the **default loan procedures set forth in Section 13 of the Plan**, unless modified under this Appendix B.
 (b) Loans will be provided under a separate written loan policy. *[If this subsection (b) is checked, do not complete the rest of this Appendix B.]*

B-3 **AVAILABILITY OF LOANS.** Participant loans are **available to all active Participants and Beneficiaries**. Participant loans are **not available to a former Employee or Beneficiary (including an Alternate Payee under a QDRO)**. To override this default provision, check (a) and/or (b) below:

- (a) A former Employee or Beneficiary (including an Alternate Payee) who has a vested Account Balance may request a loan from the Plan.
 (b) A "limited participant" as defined in Section 3.05 of the Plan may not request a loan from the Plan.
 (c) An officer or director of the Employer, as defined for purposes of the Sarbanes-Oxley Act, may **not** request a loan from the Plan.

B-4 **LOAN LIMITS.** The default loan policy under Section 13.03 of the Plan allows Participants to take a loan provided all outstanding loans do not exceed 50% of the Participant's vested Account Balance. To override the default loan policy to allow loans up to \$10,000, even if greater than 50% of the Participant's vested Account Balance, check this AA §B-4.

- A Participant may take a loan equal to the greater of \$10,000 or 50% of the Participant's vested Account Balance. *[If this AA §B-4 is checked, the Participant may be required to provide adequate security as required under Section 13.06 of the Plan.]*

B-5 **NUMBER OF LOANS.** The default loan policy under Section 13.04 of the Plan restricts Participants to **one loan outstanding at any time**. To override the default loan policy and permit Participants to have more than one loan outstanding at any time, complete (a) or (b) below.

- (a) A Participant may have ___ loans outstanding at any time.
 (b) There are no restrictions on the number of loans a Participant may have outstanding at any time.

B-6 **LOAN AMOUNT.** The default loan policy under Section 13.04 of the Plan provides that a Participant **may not receive a loan of less than \$1,000**. To modify the minimum loan amount or to add a maximum loan amount, complete this AA §B-6.

- (a) There is no minimum loan amount.
 (b) The minimum loan amount is \$_____.
 (c) The maximum loan amount is \$_____.

B-7 **INTEREST RATE.** The default loan policy under Section 13.05 of the Plan provides for an interest rate commensurate with the interest rates charged by local commercial banks for similar loans. To override the default loan policy and provide a specific interest rate to be charged on Participant loans, complete this AA §B-7.

- (a) The prime interest rate
 plus 0 ___ percentage point(s).
 (b) Describe: _____

[Note: Any interest rate described in this AA §B-7 must be reasonable and must apply uniformly to all Participants.]

- B-8 **PURPOSE OF LOAN.** The default loan policy under Section 13.02 of the Plan provides that a Participant may receive a Participant loan for any purpose. To modify the default loan policy to restrict the availability of Participant loans to hardship events, check this AA §B-8.
- (a) A Participant may only receive a Participant loan upon the demonstration of a hardship event, as described in Section 7.10(e)(1)(i) of the Plan.
- (b) A Participant may only receive a Participant loan under the following circumstances: _____
- B-9 **APPLICATION OF LOAN LIMITS.** If Participant loans are not available from all contribution sources, the limitations under Code §72(p) and the adequate security requirements of the Department of Labor regulations will be applied by taking into account the Participant's entire Account Balance. To override this provision, complete this AA §B-9.
- The loan limits and adequate security requirements will be applied by taking into account only those contribution Accounts which are available for Participant loans.
- B-10 **CURE PERIOD.** The Plan provides that a Participant incurs a loan default if a Participant does not repay a missed payment by the end of the calendar quarter following the calendar quarter in which the missed payment was due. To override this default provision to apply a shorter cure period, complete this AA §B-10.
- The cure period for determining when a Participant loan is treated as in default will be _____ days (cannot exceed 90) following the end of the month in which the loan payment is missed.
- B-11 **PERIODIC REPAYMENT – PRINCIPAL RESIDENCE.** If a Participant loan is for the purchase of a Participant's primary residence, the loan repayment period for the purchase of a principal residence may not exceed ten (10) years.
- (a) The Plan does not permit loan payments to exceed five (5) years, even for the purchase of a principal residence.
- (b) The loan repayment period for the purchase of a principal residence may not exceed _____ years (may not exceed 30).
- (c) Loans for the purchase of a Participant's primary residence may be payable over any reasonable period commensurate with the period permitted by commercial lenders for similar loans.
- B-12 **TERMINATION OF EMPLOYMENT.** Section 13.10(a) of the Plan provides that a Participant loan becomes due and payable in full upon the Participant's termination of employment. To override this default provision, complete this AA §B-12.
- A Participant loan will not become due and payable in full upon the Participant's termination of employment.
- B-13 **DIRECT ROLLOVER OF A LOAN NOTE.** Section 13.10(b) of the Plan provides that upon termination of employment a Participant may request the Direct Rollover of a loan note. To override this default provision, complete this AA §B-13.
- A Participant may **not** request the Direct Rollover of the loan note upon termination of employment.
- B-14 **LOAN RENEGOTIATION.** The default loan policy provides that a Participant may renegotiate a loan, provided the renegotiated loan separately satisfies the reasonable interest rate requirement, the adequate security requirement, the periodic repayment requirement and the loan limitations under the Plan. The Employer may restrict the availability of renegotiations to prescribed purposes provided the ability to renegotiate a Participant loan is available on a non-discriminatory basis. To override the default loan policy and restrict the ability of a Participant to renegotiate a loan, complete this AA §B-14.
- (a) A Participant may **not** renegotiate the terms of a loan.
- (b) The following special provisions apply with respect to renegotiated loans: _____
- B-15 **SOURCE OF LOAN.** Participant loans may be made from all available contribution sources, to the extent vested, unless designated otherwise under this AA §B-15.
- Participant loans will not be available from the following contribution sources: _____
- B-16 **MODIFICATIONS TO DEFAULT LOAN PROVISIONS.**
- The following special rules will apply with respect to Participant loans under the Plan: _____

[*Note: Any provision under this AA §B-16 must satisfy the requirements under Code §72(p) and the regulations thereunder and will control over any inconsistent provisions of the Plan dealing with the administration of Participant loans.*]

SECTION 13
PARTICIPANT LOANS

- 13.01** Availability of Participant Loans. The Employer may elect under Appendix B of the Adoption Agreement to permit Participants to take loans from their vested Account Balance under the Plan. Participant loans may be treated as a segregated investment on behalf of each individual Participant for whom the loan is made or may be treated as a general investment of the Plan. If the Employer elects to permit loans under the Plan, the Employer may elect to use the default loan policy under this Section 13, as modified under Appendix B of the Adoption Agreement, or an outside loan policy for purposes of administering Participant loans under the Plan. If a separate written loan policy is adopted, the terms of such separate loan policy will control over the terms of this Plan with respect to the administration of any Participant loans. Any separate written loan policy must satisfy the requirements under Code §72(p) and the regulations thereunder.

To receive a Participant loan, a Participant must sign a promissory note along with a pledge or assignment of the portion of the Account Balance used for security on the loan. The loan will be evidenced by a legally enforceable agreement which specifies the amount and term of the loan, and the repayment schedule.

- 13.02** Must be Available in Reasonably Equivalent Manner. Participant loans must be made available to Participants in a reasonably equivalent manner. The Employer may elect under AA §B-7 to limit the availability of Participant loans to specified events. For example, the availability of Participant loans may be limited to the occurrence of a hardship event as described in Section 7.10(e)(1)(i).

- 13.03** Loan Limitations. A Participant loan may not be made to the extent such loan (when added to the outstanding balance of all other loans made to the Participant) exceeds the lesser of:

- (a) \$50,000 (reduced by the excess, if any, of the Participant's highest outstanding balance of loans from the Plan during the one-year period ending on the day before the date on which such loan is made, over the Participant's outstanding balance of loans from the Plan as of the date such loan is made) or
- (b) one-half (½) of the Participant's vested Account Balance, determined as of the Valuation Date coinciding with or immediately preceding such loan, adjusted for any contributions or distributions made since such Valuation Date.

If so elected under AA §B-4, a Participant may take a loan equal to the greater of \$10,000 or 50% of the Participant's vested Account Balance. However, if a Participant takes a loan in excess of 50% of the Participant's vested Account Balance, such loan is still subject to the adequate security requirements under Section 13.06.

In applying the limitations under this Section 13.03, all plans maintained by the Employer are aggregated and treated as a single plan. In addition, any assignment or pledge of any portion of the Participant's interest in the Plan and any loan, pledge, or assignment with respect to any insurance contract purchased under the Plan will be treated as loan under this Section.

- 13.04** Limit on Amount and Number of Loans. Unless elected otherwise under AA §B-5 and/or AA §B-6, or under a separate written loan policy, a Participant may not receive a Participant loan of less than \$1,000 nor may a Participant have more than one Participant loan outstanding at any time.

- (a) Loan renegotiation. Unless designated otherwise under AA §B-15, a Participant may be permitted to renegotiate a loan without violating the one outstanding loan requirement to the extent such renegotiated loan is a new loan (i.e., the renegotiated loan separately satisfies the reasonable interest rate requirement under Section 13.05, the adequate security requirement under Section 13.06, and the periodic repayment requirement under Section 13.07) and the renegotiated loan does not exceed the limitations under Section 13.03 above, treating both the replaced loan and the renegotiated loan as outstanding at the same time. However, if the term of the renegotiated loan does not end later than the original term of the replaced loan, the replaced loan may be ignored in applying the limitations under Section 13.03 above.
- (b) Participant must be creditworthy. The Plan Administrator may refuse to make a loan to any Participant who is determined to be not creditworthy. For this purpose, a Participant is not creditworthy if, based on the facts and circumstances, it is reasonable to believe that the Participant will not repay the loan. A Participant who has defaulted on a previous loan from the Plan and has not repaid such loan (with accrued interest) at the time of any subsequent loan will be treated as not creditworthy until such time as the Participant repays the defaulted loan (with accrued interest).

- 13.05** Reasonable Rate of Interest. All Participant loans will be charged a reasonable rate of interest. Alternative methods for determining a reasonable rate of interest may be identified under AA §B-7 or under a separate written loan policy. The interest rate assumptions must be periodically reviewed to ensure the interest rate charged on Participant loans is reasonable.

If a Participant is in military service while he/she has an outstanding Participant loan, the applicable interest charged on such loan during the period while the Participant is in military service will not exceed 6% per year provided the Participant provides

written notice and a copy of his/her call-up or extension orders to the Plan Administrator within 180 days following the Participant's termination or release from military service. For this purpose, military service is as defined in the Soldier's and Sailor's Civil Relief Act of 1940 as modified by the Servicemembers Civil Relief Act of 2003. The Participant may voluntarily waive this 6% interest limitation and the Plan Administrator may petition the court to retain the original interest rate if the ability to repay is not affected by the Participant's activation to military duty.

13.06 **Adequate Security.** All Participant loans must be adequately secured. The Participant's vested Account Balance shall be used as security for a Participant loan provided the outstanding balance of all Participant loans made to such Participant does not exceed 50% of the Participants vested Account Balance, determined immediately after the origination of each loan. The Plan Administrator (with the consent of the Trustee) may require a Participant to provide additional collateral to receive a Participant loan if the Plan Administrator determines such additional collateral is required to protect the interests of Plan Participants. A separate loan policy or written modifications to this loan policy may prescribe alternative rules for obtaining adequate security.

13.07 **Periodic Repayment.** A Participant loan must provide for level amortization with payments to be made not less frequently than quarterly. A Participant loan must be payable within a period not exceeding five (5) years from the date the Participant receives the loan from the Plan, unless the loan is for the purchase of the Participant's principal residence, in which case the loan may be payable within ten (10) years or such longer period that is commensurate with the repayment period permitted by commercial lenders for similar loans. **Loan repayments must be made through payroll withholding, except to the extent the Plan Administrator determines payroll withholding is not practical given the level of a Participant's wages, the frequency with which the Participant is paid, or other circumstances.**

(a) **Leave of absence.** A Participant with an outstanding Participant loan may suspend loan payments to the Plan for up to 12 months for any period during which the Participant's pay is insufficient to fully repay the required loan payments. Upon the Participant's return to employment (or after the end of the 12-month period, if earlier), the Participant's outstanding loan will be reamortized over the remaining period of such loan to make up for the missed payments. The reamortized loan may extend beyond the original loan term so long as the loan is paid in full by whichever of the following dates comes first:

- (1) the date which is five (5) years from the original date of the loan (or the end of the suspension, if sooner), or
- (2) the original loan repayment deadline (or the end of the suspension period, if later) plus the length of the suspension period.

(b) **Military leave.** A Participant with an outstanding Participant loan also may suspend loan payments for any period such Participant is on military leave, in accordance with Code §414(u)(4). Upon the Participant's return from military leave (or the expiration of five years from the date the Participant began his/her military leave, if earlier), loan payments will recommence under the amortization schedule in effect prior to the Participant's military leave, without regard to the five-year maximum loan repayment period. Alternatively, the loan may be reamortized to require a different level of loan payment, as long as the amount and frequency of such payments are not less than the amount and frequency under the amortization schedule in effect prior to the Participant's military leave.

13.08 **Designation of Accounts.** A Participant loan will be treated as a segregated investment on behalf of the individual Participant for whom the loan is made or may be treated as a general investment of the Plan. Unless designated otherwise under AA §B-9 or under a separate loan procedure, loan amounts may be taken from any available contribution source under the Plan. The Plan Administrator may determine the contribution sources from which a loan is taken or may follow directions of the Participant.

Each payment of principal and interest paid by a Participant on his/her Participant loan shall be credited to the same Participant Accounts and investment funds within such Accounts from which the loan was taken.

13.09 **Procedures for Loan Default.** A Participant will be considered to be in default with respect to a loan if any scheduled repayment with respect to such loan is not made by the end of the calendar quarter following the calendar quarter in which the missed payment was due. The Employer may apply a shorter cure period under AA §B-11.

If a Participant defaults on a Participant loan, the Plan may not offset the Participant's Account Balance until the Participant is otherwise entitled to an immediate distribution of the portion of the Account Balance which will be offset and such amount being offset is available as security on the loan, pursuant to Section 13.06. For this purpose, a loan default is treated as an immediate distribution event to the extent the law does not prohibit an actual distribution of the type of contributions which would be offset as a result of the loan default. The Participant may repay the outstanding balance of a defaulted loan (including accrued interest through the date of repayment) at any time.

Pending the offset of a Participant's Account Balance following a defaulted loan, the following rules apply to the amount in default.

- (a) Interest continues to accrue on the amount in default until the time of the loan offset or, if earlier, the date the loan repayments are made current or the amount is satisfied with other collateral.
- (b) A subsequent offset of the amount in default is not reported as a taxable distribution, except to the extent the taxable portion of the default amount was not previously reported by the Plan as a taxable distribution.
- (c) The post-default accrued interest included in the loan offset is not reported as a taxable distribution at the time of the offset.

A separate loan policy or written modifications to this loan policy may modify the procedures for determining a loan default.

13.10 Termination of Employment.

- (a) **Offset of outstanding loan.** Unless elected otherwise under AA §B-13, a Participant loan becomes due and payable in full immediately upon the Participant's termination of employment. Upon a Participant's termination, the Participant may repay the entire outstanding balance of the loan (including any accrued interest) within a reasonable period following termination of employment. If the Participant does not repay the entire outstanding loan balance, the Participant's vested Account Balance will be reduced by the remaining outstanding balance of the loan to the extent such Account Balance is available as security on the loan, pursuant to Section 13.06, and the remaining vested Account Balance will be distributed in accordance with the distribution provisions under Section 7. If the outstanding loan balance of a deceased Participant is not repaid, the outstanding loan balance shall be treated as a distribution to the Participant and shall reduce the death benefit amount payable to the Beneficiary under Section 7.07.
- (b) **Direct Rollover.** Unless elected otherwise under AA §B-14, upon termination of employment, a Participant may request a Direct Rollover of the loan note (provided the distribution is an Eligible Rollover Distribution as defined in Section 7.04(a)(1)) to another qualified plan which agrees to accept a Direct Rollover of the loan note. A Participant may not engage in a Direct Rollover of a loan to the extent the Participant has already received a deemed distribution with respect to such loan. (See the rules regarding deemed distributions upon a loan default under Section 13.09.)

13.11 Amendment of Plan to Eliminate Participant Loans. The Plan may be amended at any time to eliminate Participant loans on a prospective basis. However, the elimination of a Participant loan feature may not result in the acceleration of payment of any existing Participant loans, unless the terms of the Participant loan permit such acceleration.

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

DATE OF MEETING: August 25, 2020
DATE SUBMITTED: August 24, 2020
To: Honorable Mayor and Members of the Commission
From: Jack L. McLean Jr., City Manager
Subject: Quincy 2020 Census Count

Statement of Issue:

The COVID-19 outbreak affects all segments of the population. It is particularly detrimental to members of those social groups in the most vulnerable situations, continues to impact communities, including people living in poverty situations, older persons, persons with disabilities, youth, and indigenous peoples. These are the populations that benefit most from an accurate 2020 Census Count. Programs such as elderly housing, rental assistance program, energy (utility) assistance program, and Medicaid, and section 8 housing are vital in the life of the poor and hard-to-reach members of our community. Whether because stay at home orders, emotional and physical stress of the pandemic and rising unemployment, dislocation, and homelessness, Quincy 2020 census survey/mail participation rate is abysmal compared to the 2010 census count. Gadsden County 2020 survey/mail participation rate is three percentage points behind its 2010 participation rate. Quincy's 2010 survey participation rate was **67%**, and its 2020 survey participation rate is **54.4%**. Gadsden County's 2010 survey participation was **56.6%**, and its 2020 survey participation rate is **53.9%**.

Background

North Florida Educational Development Corporation, (NFEDC) is a grass-roots organization committed to empowering individuals and families in Gadsden and surrounding counties. NFEDC is sanctioned by and works in partnership with the U.S. Census 2020. Ancillary to its collaboration with the U.S. Census 2020, the organization has received a foundation grant for \$6000 to educate Gadsden County on the importance of the completion of the census count mail survey.

The City Manager entered a \$10,000 Profession Service Agreement with NFEDC on August 19, 2020. The Contractor is obligated to achieve the following:

1. Engage in community organizing and education outreach increasing the rate of the census count
2. Coordinate a community campaign among the City of Quincy, U.S. Census Bureau (Atlantic Region), Gadsden Census Committee and NFEDC until September 30, 2020
3. **Spread the Word** through all social media, radio spots, person to person contacts, mail, and phone calls
4. Manage coordinators and youth during the scope of work

Quincy will pay \$3,333.33 to the Contractor not to exceed \$10,00 or such other sum as may be agreed to by the parties. Additionally, Quincy will make available "summer employment" students/young people to assist with the Project. NFEDC will supervise the students and submit the required timesheet to the Finance Department every three weeks. (Each Commissioner will provide two names to the H.R. for employment.)

The Quincy 2020 Census Project is about "Spreading the Word" to complete the Self-Response Census Process. This process is essential because it shapes the future of communities and the inhabitants of Quincy and Gadsden's lives. The census count will help determine how federal funds are distributed for health clinics, school lunch programs, disaster recovery initiatives, roads, and other critical programs and services for the next ten (10) years.

Analysis:

The Quincy survey/mail participation rate is **13.4%** behind its 2010 survey/mail participation rate. Without a significant community intervention, our final census count will fall short of the 67% 2010 final census participation rate. The deadline turnaround date is September 30, 2020-that is the last date for the census count. The U.S. Census Bureau has begun door-to-door canvassing to count residents who have not yet responded to the 2020 Census questionnaire. We do not know the number of federal enumerators assigned to Quincy and Gadsden County. However, our current numbers are so low these enumerators will require all the assistance the community can provide. We can leverage these enumerators' efforts with every completed self-response that is mail-in or submitted online at the Census web portal. The best way to avoid a visit by a Census worker is to complete the Census online at my2020census.gov if our citizens have concerns thru a friendly reminder from people you know!

NFEDC estimates a need for an additional \$20,000 from the City to hire other workers (for a total of 33 workers and coordinators) and purchase needed gloves,

sanitizers, advertisement-paper, and radio. The City Commission appropriate sufficient sum related to the census count. Those funds are in GL 00111051130436.

Options:

1. Approve amending the Professional Service Agreement with NFEDC to add \$20,000.
2. Disapprove amending the Professional Service Agreement with NFEDC to add \$20,000.

Recommendation:

Option 1.

Attachment:

Profession Service Agreement



Professional Service Agreement

This Professional Service Agreement (therein "Agreement" is made and entered into this 19th day of August, 2020, by and between the City of Quincy, 404 West Jefferson Street, Quincy, FL (herein "Client") and North Florida Educational Development Corporation. A Florida non-profit corporation (herein "Contractor").

(The term Contractor includes professionals performing in the capacity as a Service Provider)

BACKGROUND

- A. The Client is of the opinion that the Contractor has the necessary qualifications experiences and abilities to provide outreach to the clients.
- B. The Contractor is agreeable to providing such services to the client on the terms and conditions set out in this agreement. The Contractor is a non-profit corporation legally described below:

501c(3) = 59-2801357

Florida Certified Business = N19965

SERVICE PROVIDER

- 1. The hereby agrees to engage the Contractor to provide the Client with services (the services) consisting of
- 2. Community organizing and education outreach increasing the rate of the census count
- 3. Coordinate a community campaign among the City of Quincy, U.S. Census Bureau (Atlantic Region), Gadsden Census Committee and NFEDC until September 30, 2020
- 4. Spread the Word through all social media, radio spots, person to person contacts, mail, and phone calls
- 5. Manage coordinators and youth during the scope of work

TERMS OF AGREEMENT

6. The terms of this agreement will begin on the date of this agreement and remain in full force until September 30, 2020

COMPENSATION

7. For the services rendered by the Contractor as required by the agreement (the compensation to the Contractor), the flat fee of \$10,000.00. This fee will cover expenses for payment to Coordinators, and travel expenses. (The Contractor will match the 10,000 City contribution. The Contractor's match is \$6,000. The total project budget is \$16,000.
8. The Client will pay \$3,333.33 to the Contractor for three weeks, not to exceed \$10,000 or such other sum as may be agreed to by parties.
9. The Contractor will finish voucher to the client payable.

Client Additional Hires

10. Client will make available additional "summer employment" workers to assist with the project. Contractor agrees to provide supervision and to submit the required timesheet to the Client's Finance Department every three weeks.

CONFIDENTIALITY

11. The Contractor agrees that it will not disclose, divulge, reveal, report or use, for any purpose, and confidential information which the Contractor has obtained, except as authorized by the client. This obligation will end on the expiration or termination of this agreement.

CAPACITY/INDEPENDENT CONTACTOR

12. In providing the services under this agreement it is expressly agreed that the Contractor is acting as an independent contractor and not as an employee. The contractor and the client acknowledge that this agreement does not create a partnership or joint venture between them, and is exclusively a contract for service.

NOTICE

13. All notices, request, demands or other communications require or permitted by the term of this agreement will be given in writing and delivered to the parties of this agreement as follow:

a. City of Quincy
Jack McLean Jr.
City Manager
404 West Jefferson Street
Quincy, Florida
32351

b. North Florida Educational
Development Corporation
Carolyn Ford, ED.S
Executive Director
P.O. Box 550
Gretna, Florida
32332

SEVERABILITY

14. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this agreement shall be declared invalid or unenforceable by a valid judgement or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this agreement meaningless.

AUTHORITY

15. The persons executing this agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this agreement on behalf of said party, (iii) by so executing this agreement, such party is formally bound to the provisions of this agreement to which said party is bound.

In WITNESS WHEREOF, the parties have executed and entered into this agreement as of the date first written above.

Client: City of Quincy

/s/ _____
Jack L. McLean Jr.
City Manager

Contractor: North Florida Educational Development Corporation

/s/ _____
Carolyn Ford, ED.S
Executive Director
P.O. Box SS0, Gretna, FL 32332

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: August 25, 2020

Date Submitted: August 24, 2020

To: Honorable Mayor and Members
of the Commission

From: Jack L. McLean Jr., City Manager
Reggie Bell, Public Works Director

Subject: City Quincy Trash Collections Rules and Regulations

Trash Collections Update:

The City of Quincy goal is to provide services to all City residential customers. In order to do that, we ask all customers to only put out a reasonable amount of trash and debris to help Public Works Department assure that everyone is serviced.

Public Works Department Rules and Regulations consist of picking up two (2) scoops of debris, household goods, and bagged trash per customer. All customers are asked to place all materials to the edge of curve and separate all materials.

As a result of Hurricane Michael, the City assisted several citizens with the removal of leaning trees, damaged trees, and hanging limbs on their private property. These services were performed to help the citizens of Quincy in their efforts to restore their property's appearance as it was before Hurricane Michael. City of Quincy has now concluded those services that was offer during the time of the storm. As a result of assisting with those services, a large amount of damaged was caused to Public Works Grapple Trucks. Since Hurricane Michael, Public Works Grapple Trucks, P-59 and P-58, have picked up over 5,000 tons of debris. This excessive amount of pickups caused the City a substantial amount of funds.

Public Works Department is currently back on their regular schedules and providing services to the Citizens of Quincy.

Attachments:

Code 1958: Sec. 58-31 – Pre-collection Requirements

Sec. 58-31. - Precollection requirements.

The following solid waste precollection practices, rules and regulations shall govern and be complied with:

- (1) All garbage, including papers and magazines, must be placed in closed containers, not exceeding 32 gallons in capacity for residential units and not exceeding 32 gallons in capacity for commercial and industrial units. Metal or plastic containers may be used.
- (2) All trash and other refuse shall be placed near the curblin, but not in the street. Refuse that cannot be easily lifted by one man will not be collected. Leaves shall be placed in separate piles from other trash.
- (3) For those commercial and industrial units not renting containers from the city, all corrugated paper boxes, veneer boxes and crates shall be collapsed and bundled in bundles not exceeding 50 pounds in weight. All commercial and industrial refuse shall be placed in containers.
- (4) The city will not remove the following:
 - a. Trees or limbs over three inches in diameter and eight feet in length.
 - b. Refuse materials from tearing down, repairing or the construction of buildings.
 - c. Any debris arising from the ordinary or from unreasonable accumulation.

The producer of or the person causing the accumulation of such refuse mentioned in this subsection and the owner, tenant or other occupant of the premises on which the refuse is accumulated are jointly and severally required to collect, convey and dispose of the refuse in compliance with the provisions of applicable law. Any unauthorized accumulation of refuse on any premises is declared to be a nuisance and is prohibited. Failure to remove any accumulation of refuse within ten days after being notified by the city manager to remove the refuse shall be deemed a violation of this article and punished as such.

- (5) All prunings, trimmings or cuttings from shrubbery, trees or other growth must not be over three inches in diameter or over eight feet long. Those exceeding these dimensions will not be removed.
- (6) Refuse containers shall be provided by the owner, tenant, lessee or other occupant of the premises. Refuse containers shall be maintained in good condition. Any container that does not conform to the provisions of this article or that may have ragged or sharp edges or any other defect liable to hamper or injure the person collecting the contents thereof shall be promptly replaced upon notice. The city manager shall have the authority to refuse collection services for failure to comply with this subsection.
- (7) No person shall place any refuse in any street, alley or other public place or upon any private property, whether owned by such person or not, within the city, except in compliance with this article and any lawful rule or regulation made by the city manager under the authority of this article. No person shall throw or deposit any refuse in any stream or other body of water.
- (8) No person shall cast, place, sweep or deposit, anywhere within the city, any refuse in such a manner that it may be carried or deposited by the elements upon any street, sidewalk, alley, sewer, parkway or other public place or onto any occupied premises within the city.
- (9) No person shall cast, place, sweep or deposit any refuse into any catch basin, manhole or storm sewer within the city.

(Code 1958, § 17-13.6)

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: August 25, 2020

Date Submitted: August 24, 2020

To: Honorable Mayor and Members
Of the Commission

From: Jack L. McLean Jr., City Manager
Reginald Bell, Public Works Director

Subject: Approve and Accept the Bid Award for Improvements to
Hamilton Street Storm Drainage System

Issue:

This Agenda Item is a request for the Commission's approval for improvements to the Hamilton Street storm drainage system and accept the Bid Award Recommendation from Dewberry Engineers Inc.

Background:

The RFP was advertised in the local newspaper and requested the necessary information for completing the repairs to the Hamilton Street storm drainage system project. On August 20, 2020, the City of Quincy received a total of (7) sealed bids from contractors and/or construction companies. Based on the review of the provided bids, it appears that the lowest bid falls within the available budget.

Analysis:

The results from the seven (7) bids submitted by contractors and construction companies were:

- **Thames Farms: \$160,000.00**
- North Florida Asphalt: \$188,000.00
- Duggar Excavating: \$191,025.00
- Pyramid Excavation: \$228,000.00
- Hale Contracting: \$234,500.00
- Infrastructure: \$283,750.00
- North Florida Construction: \$398,300.00

Therefore, it is Dewberry's recommendation that the City move forward with the contract and award the bid to **Thames Farms, LLC in the amount of \$ 160,000.00.**

Recommendation:

Option 1: Approve the bid award recommendation from Dewberry Engineers, Inc. awarding the bid to Thames Farms, LLC in the amount of 160,000.00.

Option 2: Provide Directions.

Staff Recommendation:

Option 1: Approve the bid award recommendation from Dewberry Engineers, Inc. awarding the bid to Thames Farms, LLC in the amount of 160,000.00.

Attachments:

1. Award Recommendation from Dewberry Engineers, Inc.
2. Detailed Bid Tabulation
3. Notice to Receive Sealed Bids



Dewberry Engineers Inc. | 850.674.3300
20684 Central Avenue East | 850.644.3330 fax
Blountstown, FL 32424 | www.dewberry.com

August 21, 2020

Jack L. McLean Jr., City Manager
City of Quincy
404 West Jefferson Street
Quincy, FL 32351

RE: Hamilton Street Drainage Improvements – Award Recommendation

Dear Mr. McLean:

On August 20, 2020, the City of Quincy received sealed bids for the above referenced project. A total of seven (7) bids were received. Thames Farms, LLC was the apparent low bidder as shown in the attached Detailed Bid Tabulation. Based on a review of the provided bids, it appears that the base bid falls within the available budget. The bid documents have been reviewed by Dewberry Engineers Inc. to confirm accuracy of the bid.

Based on our review it appears that the bid submittal will meet all of the requirements of the solicitation. **Therefore, it is our recommendation that the City move forward with the contract award to Thames Farms, LLC in the amount of \$160,000.00.**

If you have any questions, please give me a call at 850.674.3300.

Sincerely,

A handwritten signature in blue ink, appearing to read "M. Chester".

Matthew Chester, P.A.

City of Quincy
Hamilton Street Drainage Improvements
Dewberry Project # 50115135
Bid Date: August 20, 2020



ITEM NO.	DESCRIPTION	QTY	ITEM	THAMES FARMS		NORTH ASPHALT		DUGGAR EXCAVATING		PYRAMID EXCAVATION		HALE CONTRACTING		INFRASTRUCTURE		NORTH FL CONSTRUCTION	
				UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
General Costs																	
1.01	Mobilization (10% of Bid Max)	1	LS	\$14,000.00	\$14,000.00	\$16,000.00	\$16,000.00	\$10,300.00	\$10,300.00	\$11,500.00	\$11,500.00	\$15,000.00	\$15,000.00	\$28,000.00	\$28,000.00	\$4,000.00	\$4,000.00
1.02	Maintenance of Traffic (2% of Bid Max)	1	LS	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$5,400.00	\$5,400.00	\$4,500.00	\$4,500.00	\$4,000.00	\$4,000.00	\$5,500.00	\$5,500.00	\$7,000.00	\$7,000.00
	SUBTOTAL				\$17,000.00		\$19,500.00		\$15,700.00		\$16,000.00		\$19,000.00		\$33,500.00		\$41,000.00
Construction Costs																	
2.01	Erosion and Sediment Control	1	LS	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$11,500.00	\$11,500.00	\$5,000.00	\$5,000.00	\$15,000.00	\$15,000.00	\$3,500.00	\$3,500.00	\$5,000.00	\$5,000.00
2.02	Demolition (Debris Removal)	1	LS	\$8,000.00	\$8,000.00	\$7,500.00	\$7,500.00	\$3,500.00	\$3,500.00	\$8,690.00	\$8,690.00	\$15,000.00	\$15,000.00	\$16,000.00	\$16,000.00	\$8,000.00	\$8,000.00
2.03	Mgd. FDOT Endwall Headwall	1	LS	\$8,000.00	\$8,000.00	\$17,200.00	\$17,200.00	\$20,850.00	\$20,850.00	\$43,500.00	\$43,500.00	\$27,000.00	\$27,000.00	\$38,000.00	\$38,000.00	\$56,000.00	\$56,000.00
2.04	Concrete Union to Existing Headwall	1	LS	\$8,000.00	\$8,000.00	\$24,500.00	\$24,500.00	\$6,300.00	\$6,300.00	\$22,000.00	\$22,000.00	\$16,000.00	\$16,000.00	\$10,000.00	\$10,000.00	\$21,000.00	\$21,000.00
2.05	60" Diameter HDPE (Double Wall, Black, Corrugated)	400	LF	\$18,000.00	\$7,200,000.00	\$207.00	\$80,800.00	\$179.00	\$71,600.00	\$220.00	\$88,000.00	\$200.00	\$80,000.00	\$275.00	\$110,000.00	\$237.00	\$94,800.00
2.06	60" x 60" x 24" HDPE Tee	2	EA	\$1,500.00	\$3,000.00	\$2,250.00	\$4,500.00	\$2,900.00	\$5,800.00	\$2,200.00	\$4,400.00	\$4,000.00	\$8,000.00	\$4,000.00	\$9,000.00	\$4,500.00	\$9,000.00
2.07	24" Nyloplast Inline Drain Covers	2	EA	\$1,000.00	\$2,000.00	\$1,650.00	\$3,300.00	\$4,200.00	\$8,400.00	\$1,500.00	\$3,000.00	\$1,500.00	\$3,000.00	\$4,500.00	\$9,000.00	\$2,000.00	\$4,000.00
2.08	Class II Rip-Rap Outfall Protection	60	TN	\$108.33	\$6,499.80	\$75.00	\$4,500.00	\$150.00	\$9,000.00	\$150.00	\$9,000.00	\$225.00	\$13,500.00	\$225.00	\$13,500.00	\$900.00	\$54,000.00
2.09	Type III Matting (Pyramat 25 PDS Color Green or Approved Equal)	250	SY	\$7.17	\$1,792.50	\$20.00	\$5,000.00	\$12.00	\$3,000.00	\$17.00	\$4,250.00	\$10.00	\$2,500.00	\$25.00	\$6,250.00	\$100.00	\$25,000.00
2.10	Concrete Level Spreader	1	LS	\$1,200.00	\$1,200.00	\$3,800.00	\$3,800.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00	\$4,500.00	\$4,500.00	\$12,000.00	\$12,000.00
2.11	Bedding and Backfill	700	CY	\$15.72	\$11,004.00	\$14.00	\$9,800.00	\$35.25	\$24,675.00	\$18.00	\$12,600.00	\$30.00	\$21,000.00	\$30.00	\$21,000.00	\$65.00	\$45,500.00
2.12	Fine Grading	700	SY	\$9.29	\$6,503.00	\$14.00	\$9,800.00	\$12.00	\$8,400.00	\$7.50	\$5,250.00	\$20.00	\$14,000.00	\$10.00	\$7,000.00	\$20.00	\$14,000.00
2.13	Permanent Seeding	1	LS	\$1,900.00	\$1,900.00	\$2,500.00	\$2,500.00	\$4,200.00	\$4,200.00	\$2,110.00	\$2,110.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$33,000.00	\$33,000.00
	SUBTOTAL				\$143,000.00		\$168,500.00		\$175,325.00		\$212,800.00		\$215,500.00		\$250,250.00		\$357,300.00
TOTAL BASE BID					\$160,000.00		\$188,000.00		\$191,025.00		\$228,800.00		\$234,500.00		\$283,750.00		\$398,300.00

HAMILTON STREET DRAINAGE PROJECT

PROJECT # 50115135

NOTICE TO RECEIVE SEALED BIDS

The Quincy City Council will receive sealed bids from any qualified person, company or corporation interested in constructing the:

HAMILTON STREET DRAINAGE PROJECT

The project shall consist of updating the existing drainage ditch located South of the intersection of Hamilton Street and Shelfer Street.

Bid documents can be obtained at Dewberry Engineers, Inc., 20684 Central Avenue East, Blountstown, Florida 32424, (850) 674-3300. The bid must conform to Section 287.133(3) Florida Statutes, on public entity crimes.

Completion date for this project will be 90 days from the date of the Notice to Proceed presented to the successful bidder.

Liquidated damages for failure to complete the project on the specified date will be set at \$200.00 per day.

Please indicate on the envelope that this is a sealed bid for the "*Hamilton Street Drainage Project*".

Bids will be received, opened, and read aloud at 3:00 pm (EST) on the 20th of August, 2020 at the City Manager's Office in the Quincy City Hall, 404 West Jefferson Street, Quincy, FL 32351

Cost for Plans and Specifications will be \$50.00 per set and is non-refundable. Checks should be made payable to DEWBERRY ENGINEERS, INC.

The Quincy City Council reserves the right to waive informalities in any bid, to accept and/or reject any or all bids, and to accept the bid that in their judgment will be in the best interest of The City of Quincy.

If you have any questions, please call Matthew Chester at (850) 674-3300 or email him at MChester@Dewberry.com.

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

DATE OF MEETING: August 25, 2020

DATE SUBMITTED: August 19, 2020

TO: Honorable Mayor and Members of the City Commission

FROM: Jack L. McLean, Jr., City Manager
Bernard O. Piawah, Building and Planning Director

SUBJECT: **Appointment of the Planning and Development Review Board Membership**

Statement of Issue:

This agenda item is in response to the directive from the City Commission to reorganize the Planning and Development Review Board (PDRB). Sections 46-71 of the code gives the City Commission the power to create the PDRB, while Section 46-72(a) gives it the power to appoint seven individuals to the board. As could be seen in Table 1, the current members have exceeded their term limits, therefore reorganization of the board is necessary.

Background:

It is unclear, in the code how the seven members of the board should be appointed; that is whether, they should simply be appointed as a body without any regard to the City Commission Districts from which they hail, or whether they should be appointed with at least one member per District in order to be more representative of the City Commission Districts. Also, there is nothing in the code that says a commissioner cannot appoint someone outside his or her district to serve on the board. According to the previous City Clerk, the appointments were made with representation from each City Commission District; that is the Commissioner for each District was given the opportunity to appoint one resident of their district to serve on the board; the previous Clerk did not say how the remaining two members were selected in order to create a seven-member board as required by the code.

Section 46-72(b) states that the members shall serve for staggered terms of three years each and may be reappointed for consecutive terms.

For the first membership, according to the code, two members shall be appointed to serve a one-year term, two members appointed to serve two-year terms, and three members appointed to serve three-year terms. After that the Commission can start all over as provided in Section 46-72(a) and described above.

Table 1 below identifies the current membership of the PDRB and the City Commission Districts from which they hail, while Table 2 identifies staff suggestions for a staggered term for the first membership.

**TABLE 1:
CURRENT MEMBERS OF THE
PLANNING AND DEVELOPMENT BOARD**

#	Name	District of Residence	Title	Attendance	Term Limit	Comment
1	Dan Hooker	District 4	Chairman	Very Good	Exceeded	Very knowledgeable. Conducts meetings very well.
2.	Alvin Young	District 4	Vice Chairman	Very Good	Exceeded	
3.	Kimberly Williams	District 1		Very Good	Exceeded	
4.	Judy Ware	District 3		Very Good	Exceeded	
5.	Denise Hannah	District 2		Very Good	Exceeded	
6.	Willie Reeves	District 2		Not very good	Exceeded	Has missed several most recent meetings
7.	Thomas Skipper	District 4		Very poor		Has missed most of the board's meetings.

Qualification for Appointment on the PDRB

Experience or interest in the field of planning and zoning.

According to Section 46-72(a), of the code, any person with experience or interest in the field of planning and zoning shall receive special consideration.

**TABLE 2:
SUGGESTED STAGGERED APPOINTMENT**

PDRB Number	City Commission District	Name of Appointee	Initial Term of Office	Duration of Initial Term
1	District I		One-year Term	September 2020 to September 2021
2	District II		One-year term	September 2020 to September 2021
3	District III		Two-year term	September 2020 to September 2022
4	District IV		Two-year term	September 2020 to September 2022
5	District V		Three-year term	September 2020 to September 2023
6	At Large Appointment	City Staff will bring some names to the Commission for Consideration	Three-year term	September 2020 to September 2023
7	At Large Appointment	City Staff will bring some names to the Commission for consideration	Three-year term	September 2020 to September 2023

Functions, Powers and Duties of the PDRB.

According to **Section 46-78**, of the code, the functions, powers and duties of the planning and development review board shall be to:

1. Acquire and maintain such information and materials as are necessary to an understanding of past trends, present conditions, and forces at work to cause changes in these conditions;
2. Serve as the local planning agency for the City in accordance with the Local Government Comprehensive Planning and Land Development Regulation Act, F.S. ch. 163;
3. Establish principles and policies for guiding action in the development of the area;
4. Review proposed re-zonings and develop a recommendation to forward to the city commission;
5. Review proposed comprehensive plan amendments and develop a recommendation to forward to the city commission;
6. Review requested special uses and home occupations. The board will develop a recommendation to the city commission concerning these requests;
7. Review and act upon requests for variances;
8. Review proposed major developments and develop a recommendation to forward to the city commission;
9. Act as an appeal board on decisions made concerning signage outside the historic district, and any other decision made by the administrators of this chapter;
10. Serve as the accredited representative of the city commission for the purpose of reviewing and approving plats as provided for in F.S. chs. 163 and 177 where so designated by the city commission in the city's land use and development regulations and procedures for subdivision and plat approval; and
11. Perform any other duties which lawfully may be assigned to it.

Summary and Conclusion:

City staff recommends that the PDRB be reconstituted. Since there are five City Commission Districts and seven board membership slots to fill, every Commissioner should have at least one person from his or her District serving on the board. The remaining two slots should be filled by people appointed at large by the Commission. For the at large appointments, City staff will bring some names to the City Commissioners for consideration and approval to join the board.

City Commission Action: The Commissioners should provide to the City Manager the names of their appointees for compilation and presentation to the full City Commission during the next City Commission meeting.