

City of Quincy

City Hall

404 West Jefferson Street

Quincy, FL 32351

www.myquincy.net



Meeting Agenda

Tuesday, January 14, 2014

6:00 PM

City Hall Commission Chambers

City Commission

Keith Dowdell, Mayor (Commissioner District One)

Larry Edwards, Mayor Pro-Tem (Commissioner District Five)

Micah Brown (Commissioner District Two)

Derrick Elias (Commissioner District Three)

Andy Gay (Commissioner District Four)

**AGENDA FOR THE REGULAR MEETING OF
THE CITY COMMISSION OF
QUINCY, FLORIDA
Tuesday
January 14, 2014
6:00 PM
CITY HALL CHAMBERS**

Call to Order

Invocation

Pledge of Allegiance

Roll Call

Special Presentations by Mayor or Commission

1. Proclamation to Recognize the Heroism of Sylvia Hicks
2. Resolution for O.Z. Marshall, Jr.
3. Resolution for Jeffrey D. Southerland, Sr.

Approval of the Minutes of the previous meetings

4. Approval of Minutes of the 12/10/13 Regular Meeting
(Sylvia Hicks, City Clerk)
5. Approval of Minutes of the 12/16/13 Special Meeting
(Sylvia Hicks, City Clerk)

Public Hearings as scheduled or agendaed

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

6. Firefighter's Recognition
(Jack L. McLean Jr., City Manager; Scott Haire, Fire Chief)
7. Resurfacing Roads
(Jack L. McLean Jr., City Manager; Earl Banks, Public Works Director)

8. Are Modular Homes Allowed In The City
(Jack L. McLean Jr., City Manager, Bernard Piawah, Building and Planning Director)
9. Capital Equipment Purchase
(Jack L. McLean Jr., City Manager; Mike Wade, Utilities Director)
10. Mobile Food Vendors and Mobile Vendors
(Jack L. McLean Jr., City Manager; Bernard Piawah, Building and Planning Director)
11. Public Works Quarterly Report
(Jack L. McLean Jr., City Manager, Earl Banks, Public Works Director)
12. Financials/P-Card Statement
(Jack L. McLean Jr., City Manager; Jeffrey Williams, Interim Finance Director)

Other items requested to be agendaed by Commission Member(s), the City Manager and other City Officials

13. City Manager's Contract

Comments

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

Comments from the audience

Adjournment

*Item(s) Not in Agenda Packet

PROCLAMATION

TO RECOGNIZE THE HEROISM

OF

SYLVIA HICKS

WHEREAS, on December 16, 2013, Sylvia Hicks, City Clerk for the City of Quincy, demonstrated great bravery, quick thinking, and heroism when she saved a choking visitor at City Hall from a potentially life threatening situation by assisting in the performance of Heimlich maneuver; and

WHEREAS, the City Commission wishes to commend Sylvia Hicks for her rapid response and the heroism she demonstrated on December 16, 2013, and for the outstanding example she set for her coworkers, visitors and citizens of all ages;

NOW, THEREFORE; BE IT PROCLAIMED by the City of Quincy City Commission this 14th day of January 2014, That the City Commission does hereby commend Sylvia Hicks for her selfless act of bravery and heroism in saving the life of a fellow human being; and, be it

PROCLAIMED FURTHER, that the Quincy City Commission hereby extends its best wishes to Sylvia Hicks for continued success in all future endeavors.

Keith A. Dowdell, Mayor
Presiding Officer of the City Commission
And of the City Quincy, Florida

Commissioners Brown, Edwards, Gay, and Elias 2014

R E S O L U T I O N

CITY OF QUINCY, FLORIDA EXPRESSING SYMPATHY TO THE FAMILY OF O. Z. MARSHALL, JR.

WHEREAS, it has pleased our Heavenly Father to translate from the labor of this life, to rest and fellowship with the Saints, in Heaven, our beloved retired firefighter “Jesse” Marshall; and

WHEREAS, it is with deepest sympathy and tenderness of our hearts that we, THE CITY OF QUINCY express our sincere love and expression of bereavement to the Marshall family; and

WHEREAS, the passing of your loved one is the will of our Heavenly Father, who never makes a mistake; and

WHEREAS, you must find comfort and consolation in the words of Jesus who said “Cast your burdens on him for earth has no sorrow that heaven cannot heal” Lift up your heads and be strong knowing that God sees and knows just how much you can bear; and

BE IT RESOLVED, that we must rejoice in knowing that the pain and suffering has ended and that he has a home more beautiful than we have ever known; and

NOW, THEREFORE BE IT FURTHER RESOLVED, by the power vested in me, Keith A. Dowdell as Mayor of the City of Quincy, Florida and on behalf of my colleagues of the City Commission: Mayor Pro-Tem Larry D. Edwards, Commissioner Derrick D. Elias, Commissioner Micah Brown and Commissioner Gerald A. Gay, III and the Citizens of Quincy, Florida surrender to the home going of Mr. O.Z. Marshall, Jr.; and

NOW BE IT FURTHER RESOLVED, that a copy of this resolution be placed in the annual of Quincy’s history and a copy presented to the family.

Dated this 14th day of December 2013

Keith A. Dowdell
Mayor

Sylvia Hicks
City Clerk

Jack L. McLean, Jr.,
City Manager

RESOLUTION

CITY OF QUINCY, FLORIDA EXPRESSING SYMPATHY TO THE FAMILY OF JEFFREY D. SOUTHERLAND, SR.

WHEREAS, it has pleased our Heavenly Father to translate from the labor of this life, to rest and fellowship with the Saints, in Heaven, our beloved co-worker Mr. Jim Southerland's son, Mr. Jeffrey D. Southerland, Sr.; and

WHEREAS, it is with deepest sympathy and tenderness of our hearts that we, THE CITY OF QUINCY express our sincere love and expression of bereavement to the Southerland family; and

WHEREAS, the passing of your loved one is the will of our Heavenly Father, who never makes a mistake; and

WHEREAS, you must find comfort and consolation in the words of Jesus who said "Cast your burdens on him for earth has no sorrow that heaven cannot heal" Lift up your heads and be strong knowing that God sees and knows just how much you can bear; and

BE IT RESOLVED, that we must rejoice in knowing that the pain and suffering has ended and that he has a home more beautiful than we have ever known; and

NOW, THEREFORE BE IT FURTHER RESOLVED, by the power vested in me, Keith A. Dowdell as Mayor of the City of Quincy, Florida and on behalf of my colleagues of the City Commission: Mayor Pro-Tem Larry D. Edwards, Commissioner Derrick D. Elias, Commissioner Micah Brown and Commissioner Gerald A. Gay, III and the Citizens of Quincy, Florida surrender to the home going of Mr. Jeffrey D. Southerland, Sr.; and

NOW BE IT FURTHER RESOLVED, that a copy of this resolution be placed in the annual of Quincy's history and a copy presented to the family.

Dated this 8th day of January, 2014

Keith A. Dowdell
Mayor

Sylvia Hicks
City Clerk

Jack L. McLean Jr.,
City Manager

CITY COMMISSION
CITY HALL
QUINCY, FLORIDA

REGULAR MEETING
DECEMBER 10, 2013
6:00 P.M.

The Quincy City Commission met in regular session Tuesday, December 10, 2013, with Mayor Commissioner Dowdell presiding and the following present:

Commissioner Larry D. Edwards
Commissioner Micah Brown
Commissioner Derrick D. Elias
Commissioner Gerald A. Gay, III

Also Present:

City Manager Jack L. McLean Jr.
City Attorney Jerry Miller
City Clerk Sylvia Hicks
Customer Service Director Ann Sherman
Utilities Director Mike Wade
Fire Chief Scott Haire
Planning Director Bernard Piawah
Public Works Director Willie Earl Banks, Sr.
Interim CRA Manager Regina Davis
Police Chief Walt McNeil
Account Specialist Catherine Robinson
Accountant III Yvette McCullough
OMI Representative Terry Presnal
Sergeant At Arms Captain Michael Beers

Call to Order:

Mayor Commissioner Dowdell called the meeting to order, followed by the Lord's Prayer and the Pledge of Allegiance.

Special Presentations by Mayor or Commission:

Approval of Minutes:

Commissioner Gay made a motion to approve the minutes of the November 26, 2013, regular meeting with any corrections if necessary. Commissioner Brown seconded the motion. The ayes were unanimous.

Ordinances, Public Hearings, and Resolutions:

Resolution No: 1308-2013 – A Resolution of the City Describing and Nominating a Boundary Amendment for the Gadsden County Enterprise Zone.

Commissioner Gay made a motion to approve Resolution No. 1308-2013 Amending the Boundary for the Gadsden County Enterprise Zone. Commissioner Edwards seconded the motion. The ayes were unanimous.

Presentation(s):

Citizens Opportunity to Speak on Commission Agenda:

Consent Agenda:

Commission Discussion(s) and/or Report(s):

Quincy Byrd Landfill 2014 Monitoring Report Contract with Trinity, Inc., and Water Spigot, Inc.

Commissioner Edwards made a motion to authorize staff to enter into a contract with Trinity, Inc and Water Spigot, Inc to conduct reports on the Quincy-Byrd Landfill for 2014. Commissioner Brown seconded the motion. Attorney Miller stated that the motion needs to be contingent between the parties for negotiation of liability. Both Commissioner Edwards and Brown amended their motion. The ayes were unanimous.

Normal Disability Retirement

City Manager McLean stated that the City's normal retirement date is the first day of the month following the date you attain 62. Retiree benefits are subject to change; however, currently the City provides the same group health insurance to eligible retirees as to eligible employees. Eligible retirees are full time employees with 10 years' service who retire at the minimum age of 62, full time employees retiring under normal retirement as defined by the Police and Fire Pension Plan or full time employees with 40 years of services who wish to retire. The foregoing eligibility does not address whether the medical insurance will be provided to employees who retire because of a disability. The Manager stated that on September 10, 2013, a certain employee, terminated from the Utilities Department, rendering fifteen years of services to the City, at age 58. At the time of his departure, he was undergoing medical treatments, and his medical condition led to him being unable to perform his current employment duties as a fulltime regular employee. The medical condition was determined to be a permanent disability, and he would not be able to perform work in his current position. Under the current guidelines for normal employee's disability, the employee would be eligible for retirement with the Commissioner's approval. He is currently on Cobra; however, Cobra's insurance coverage is high. He wishes to have the retiree medical benefit. The Manager stated that staff recommends extending the retirement benefit to those employees who retire because of a disability who are within four years of normal retirement. Commissioner Elias stated that he sees a problem and why the four years

decided upon and this should be on a case by case basis. The Manager stated for cost control measures. Commissioner Gay also agreed with Commissioner Elias, it should be done a case by case basis. Commissioner Edwards made a motion to approve health benefits for the employee who retired because of a disability. Commissioner Gay seconded the motion. The ayes were unanimous.

Staff Report(s) and Communications:

Quincy Fire Department Monthly Report

Comments from City Manager, City Attorney and Commission Members:

City Manager McLean reported that he street sweeper will begin a new schedule at 5:00 a.m. in the morning.

Commissioner Gay asked the Manager if he had made the payment for the Line-of-Credit. The Manager stated he did not make the payment, our actual receipts were \$150,000 less and he had gotten an extension until January 28, 2014, but we will make a payment towards the line of credit. The Manager stated that he did pay \$272,000 to Waste Pro, \$98,000 to OMI, \$260,000 to SEPA and paid \$215,000 to the Department of Revenue.

Commissioner Elias asked the Manager if he had a priority schedule of how he paid the vendors. The Manager stated he needed to see how the cash was coming in to make sure that we had funds for payroll. He stated he made a big effort in paying our small vendors. The Manager stated we will make some payments toward the line of credit but not the \$400,000 and it depends on the collection.

Commissioner Gay stated we a new plan of our debt payment that shows December and January, we still don't have an audit and the Manager needs to keep us abreast of our finances as things transpires. He also asked if the work that were sent to Jeff from Thomas, Howell and Ferguson, had it been forwarded to Watson and Rice for review. The work is not complete and has not been sent to Watson and Rice. The Manager stated no, Jeff had questions. The Manager stated on Monday & Tuesday, we sent a response back to Jeff. Commissioner Gay also stated it is to a point of being ridiculous that we don't have an audit, he don't know the repercussion and is very disturbed and is running out of patience, it makes us look bad. It is a reflection on the Commission.

Commissioner Elias asked the Manager if the work had been given to Watson Rice. The Manager stated as soon as Thomas, Howell and Ferguson complete their work, it will be forwarded to Watson Rice. The Manager stated afterwards, approximately two to three weeks for Watson & Rice to complete their review and give us an audit. Commissioner Elias asked if there is going to be repercussions of not having an audit. The Manager stated no, with the exception of the pension 175/185, we won't receive any funds from the state until we filed an audit. Commissioner Elias asked if any other repercussions. The Manager stated no. Commissioner Elias stated the next audit is due June 30th and we have not identified an auditor to perform the work, what then is going to be different with the upcoming audit. The Manager stated that we are now

reconciling our books. Commissioner Edwards asked since we have not put out a RFP, how long would it take for it to go out. The Manager stated 45 days for a RFP selection.

Mayor Dowdell asked the Finance Director to get with the CRA Manager regarding invoices that were submitted but was not paid. Mayor Dowdell asked the Manager to explain why \$5,000 was taken from the CRA's budget to pay the auditor. The Manager stated that CRA has to have an independent audit done annually and \$5,000 is their share for the annual audit.

City Attorney had no concerns:

Commissioner Gay stated at the last meeting, he suggested that the Commission will be tasked with confirming the Manager at the first meeting in January, but he found out that in 2006, the Commission changed that portion of the Charter with Ordinance No. 993 and asked the Attorney to give an update on what that does to the Charter. The Attorney stated he could not find any reference to the annual review of the City Manager's Contract and was using as his base document, the online version of Municode. Attorney Miller stated that he suggest that everyone use the online version of the Municipal Code web site to be consistent. He stated that 3.01 Appointments; qualifications and 3.02 Removal were changed, Section 3 of the ordinance stated that these amendments will be submitted for referendum, those changes did not change the form of government and he believes that provision was a requirement. He also stated the Ordinance had the language "shall be effective immediately upon passing" was the intent of the Commission and was provided to municipal code for codification. The Attorney stated he looked at the City Manager's contract along with Ordinance 993 and it was consistent with Ordinance 993, but if the Commission wants a different resolution, certainly we can take up that legislation.

Commission Concerns:

Commissioner Elias has the following concerns:

- Asked the Manager the balance of the forfeiture funds - The Manager stated approximately \$6,000 - Commissioner Elias asked the total prior to the bonus and the Christmas Party. The Manager stated approximately \$19,000
- Trash on GF&A Drive
- Copy of the Finance report and P-Card statement
- Wished everyone a Merry Christmas

Commissioner Gay's concerns:

- Asked the Manager if the trash truck was down - Public Works Director stated that we were experiencing some problems but they have since been worked out.
- Have not received the evaluation tool for the City Manager and the only correspondence he had received was an email from the Mayor stating that the

evaluations for the Manager and the Clerk are due by the 10th of December but he has not received anything yet. The Manager stated that the form is in HR and he would make sure that they receive it. He also stated we need one for the Clerk as well. Commissioner Elias stated we need to let a person know what they are being evaluated on. Commissioner Elias stated we have never evaluated the Clerk. Commissioner Gay stated that should be facilitated by HR. The Manager stated we have never set any goals for any of the appointed officials the evaluation tool-the evaluation is after the fact. Commissioner Gay stated that each appointed official must have specific goals and be evaluated at the end of the year. Commissioner Gay stated that since we don't have to confirm the City Manager the first meeting in January, we need to be accountable to the people and give the feedback and he would like us to move forward with that process. The Manager stated he would take the lead and get that done. Commissioner Edwards asked if an evaluation has been on the City Attorney. City Manager McLean stated that when he was the Attorney that one year, the Commission did do an evaluation.

- Commissioner Gay stated that the City Manager's contract expired in 2011 and he asked the Attorney how Mr. McLean continues to work on a contract that expired in 2011 and we don't make a motion to confirm the Manager. Attorney Miller stated that the contract is setup on a notice basis and the window to inform either party is in the Spring. Commissioner Gay stated he is no longer comfortable with the Manager's Contract and requested that we mutually agree to renegotiate the contract. The City Manager asked the Commission to sit down with him to discuss the personnel matter with him instead of in a public forum. Commissioner Gay also requested a weekly status report of the audit. Commissioner Elias also stated that he too would like to renegotiate the Manager's contract but two of them can't. Commissioner Gay stated we need to meet in a workshop to determine if the majority of the Commission wants to renegotiate the contract or give him a 180 day notice to terminate the contract. Commissioner Elias stated that we don't have to have a workshop; we can put it in the form of a motion to see where everyone is on the matter. Commissioner Elias made a motion to entertain a motion to renegotiate the Manager's contract. Commissioner Gay seconded the motion. Mayor Dowdell asked the Attorney if that was possible. The Attorney stated that the Commission have rules and give notice of proceedings and if you are challenged, you would need to set aside a motion and a 2/3 vote. Commissioner Elias withdrew his motion and Commissioner Gay withdrew his second. Commissioner Elias made a motion to place the item on the agenda for the next meeting. Commissioner Gay seconded the motion. Mayor Dowdell stated we don't need a motion for that. The Manger stated he would have it on the agenda.

Commissioner Edwards concerns:

- Commissioner Edwards stated that he know we passed an Ordinance that prevents having someone on every corner that is very strict on selling food. He asked the Clerk if a person is state certified and is a certified chef, they still can't get a license to sell food. The Clerk stated that is the Ordinance. Ordinance

1028 prevents people from mobile vending. He stated we need to readdress that.

- Commissioner Edwards thanked everyone for all the calls regarding the loss of his brother.

Commissioner Brown – None

Mayor Dowdell concerns:

Mayor Dowdell thanked the staff for their participation in the Parade and wished everyone a Merry Christmas and Happy New Year

Citizens Comments on non-agenda items:

Ms. Freida Bass Prieto of 328 East King Street addressed the Commission with the following concerns: September 30th financial statements, asked if it took two meter readers to read the meters, how much it is going to cost the City in interest since the Manager renegotiated the Department of Revenue's Stipulated Agreement. Mayor Dowdell asked Ms. Prieto to get with the Manager to discuss the day to day matters, they can't take them up.

Ms. Denise P. Hannah of 714 South 9th Street had the following comments: (1) The Christmas Parade was wonderful but request that candy is not thrown from the parade participant's because small children could get hurt. (2) Asked if there was a public restroom at Customer Service because there is a sign that there are no public restrooms. The Manager stated it is a matter of security and we will be constructing a new entrance for access.

Minister Alphonso Figgers had the following comments: Thanked the Commission for everything they have given to the Citizens of Shaw Quarter, Wished everyone a Merry Christmas and gave Christmas cards to all the Commissioners and personally thanked the Police Department, Recreation Department and Florida Vault for the part they played in their success throughout the year.

Commissioner Edwards made a motion to adjourn the meeting. Commissioner Brown seconded the meeting. There being no further business to discuss, the meeting was adjourned.

APPROVED:

Keith A. Dowdell, Mayor and Presiding
Officer of the City Commission and of
City of Quincy, Florida

ATTEST:

Sylvia Hicks
Clerk of the City Quincy and
Clerk of the City Commission thereof

CITY COMMISSION
CITY HALL
QUINCY, FLORIDA

SPECIAL MEETING
DECEMBER 16, 2013
6:00 P.M.

The Quincy City Commission met in special session Thursday, December 16, 2013, with Mayor Commissioner Dowdell presiding and the following present:

Commissioner Micah Brown
Commissioner Larry D. Edwards
Commissioner Gerald A. Gay, III
Commissioner Derrick D. Elias

Also Present:

City Manager Jack L. McLean Jr.
City Clerk Sylvia Hicks
Executive Assistant to the City Manager Cynthia Shingles

The purpose of the Special Meeting was to consider allowing mobile food vendors and mobile vendors in certain locations.

City Manager McLean reported that since the passage of the Ordinance, a number of vendors approached the City to locate and operate a mobile vending facility on Highway 90. Some of the potential vendors were local and others were from outside the City. In recent Commission meetings, several Commissioners expressed an interest in revisiting the Ordinance. The Manager stated he met with a potential local vendor and was presented documentation of a substantial investment in acquisition of a mobile vending facility, state food preparation certification, signed off from the health department to operate the facility and written permission or lease from the property owner to locate the mobile facility. The Manager stated this particular vendor has site access to one of the grandfathered sites, Big Daddy's. Under the existing Ordinance, there were few grandfathered site locations. It is recommended that the Ordinance be amended to permit mobile vendors at grandfathered locations that are presently capable of tying into City utilities. Such an amendment would not lead to the proliferation of mobile vendors along Highway 90. The Manager stated, in anticipation of an amendment to the Ordinance, the mobile vendor with site control to the grandfather location, requested the issuance of a 60 day permit to operate at the Big Daddy's location.

Commissioner Edwards made a motion to approve the issuance of a 60 day permit to the potential vendor pending changing the Ordinance. Commissioner Gay seconded the motion. The ayes were Commissioners Brown, Edwards, Gay, and Dowdell. Nay was Commissioner Elias. The motion carried.

The City Manager reported to the Commission that this afternoon, a visitor was in City Hall and was choking and the Clerk administered the Heimlich maneuver and prevented the individual from a potential life threatening situation.

Commissioner Edwards stated anyone that is in food business should make sure that they are a legitimate business and stated that from his seat, he wants this amendment to include not just the grandfathered locations, but any legitimate business, we shouldn't keep them out.

Commissioner Elias asked what the motion was that we just passed because we did not direct the Manager to amend the Ordinance. The Manager stated he will have this item at the January 14, 2014 City Commission Meeting.

Commissioner Edwards made a motion to adjourn. Commissioner Brown seconded the motion. There being no further business to discuss, the meeting was adjourned.

APPROVED:

Keith A. Dowdell, Mayor and Presiding
Officer of the City Commission and of
City of Quincy, Florida

ATTEST:

Sylvia Hicks
Clerk of the City Quincy and
Clerk of the City Commission thereof

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: January 14, 2014
Date Submitted: January 7, 2014
To: Honorable Mayor and Members
of the Commission
From: Jack L. McLean Jr., City Manager
Willie Earl Banks, Public Works Director
Subject: Resurfacing Roads
North Street: From Adams Street to Calhoun Street
From Calhoun Street to Stewart Street
North Jackson: From King Street to North Street
Valley Street: From EGF&F Drive to and across BW Robert
to the end of Valley Drive

Issue:

This agenda item is regarding a request for approval by the City Commissioners and requires the signature of the City Manager.

Background:

It has been at least 10 years now since the streets have been resurfaced. North Street and North Jackson are two of the streets included in the FY 2014 budget for resurfacing. These two streets are badly in need of resurfacing. Valley Drive was also identified in the FY 2014 budget for milling and paving.

Analysis:

Staff has identified funding for the three streets listed above to fulfill at this time the FY 2014 budget commitment. The other streets approved in the FY 2014 budget will be addressed at a later date. The funding source is the proceeds from the timber sale that occurred in the last quarter of 2013. The milling from North Street and North Jackson Street will be used for paving Valley Drive. Public Works will have the selected contractor immediately move the milling from North Street/North Jackson Streets to Valley Drive. The actual paving will be done by the County Public Works via the inter-local agreement between the City and the County.

Options:

- Option 1: Approve the lowest bid and authorize the City Manager to execute the resurfacing agreement.
- Option 2: Reject all bids.

Staff Recommendation:

Option 1: Approve the lowest bid and authorize the City Manager to execute the resurfacing agreement.

Attachments:

A. Bid Attachments

C.W. Roberts Contracting, Inc.

1. North Jackson Street: From King Street to North Street
1100 LF X 21 LF wide +/- (2,567 SY) \$33,435.15

2. North Street: From Adams Street to Calhoun Street
725 LF X 17 LF wide +/- (1,370 SY)

North Street: From Calhoun Street to Stewart Street
360 LF X 21 LF wide +/- (840 SY) \$35,467.00

Total: \$68,902.15

Roberts & Roberts Contracting Inc.

1. North Jackson Street: From King Street to North Street
1100 LF X 21 LF wide +/- (2,567 SY) \$37,645.25

2. North Street: From Adams Street to Calhoun Street
725 LF X 17 LF wide +/- (1,370 SY)

North Street: From Calhoun Street to Stewart Street
360 LF X 21 LF wide +/- (840 SY) \$30,687.50

Total: \$68,332.75

C.W. Roberts Bid	\$68,602.15	
Roberts & Roberts Bid	<u>\$68,332.75</u>	Lowest Bid
Difference	\$569.40	

Valley Drive will be coordinated with the County Public Works during the same time that the milling of the streets begins.

**CITY OF QUINCY
CITY COMMISSION
AGENDA REQUEST**

Date of Meeting: January 14, 2014
Date Submitted: January 9, 2014
To: Honorable Mayor and Members of the City Commission
From: Jack L. McLean Jr., City Manager
Bernard O. Piawah, Director, Building and Planning
Subject: Are Modular Homes Permitted in the City?

Statement of Issue

Last month, the City approved a building permit for the location of a modular home on Martin Luther King Blvd (M.L.K.). Subsequently, while the structure was being situated on the site, some citizens called the City Manager's office complaining about the location of the structure. The unit just approved by the City is one of a few modular homes that have been allowed in the City. However, while mobile homes are not allowed in the City except in a mobile home park, modular homes are allowed in the City except in the historic district. The purpose of this memorandum is to provide the City Commission with a brief background of the code and Statutory requirements pertaining to the location of modular homes.

Background

The City has not approved the location of a modular home in the City for several years, not because their location was prohibited, but because the request for their location was not made. So, it is not surprising that people would wonder if they were permitted in the City.

Section 46-161 of the City's code defines modular homes as follows:

"Modular home means a dwelling unit that: 1) is constructed in accordance with the standards set forth by the state Department of Community Affairs; 2) is composed of components substantially assembled in a manufacturing plant transported to the building site for final assembly on a permanent foundation; and 3) consists of two or more sections transported on a truck and erected or joined together on the site.

Thus a modular home is regarded by the City's code as a dwelling unit that should locate wherever residential units are allowed except in the historic district where, per Section 46-583(a), they are prohibited in order to maintain the integrity of the City's historic district. As required by the City's code, the structure permitted on M.L.K. has been approved by the State (former Department of Community Affairs, now housed in the Department of Business and Professional Regulations), and has the state's insignia on it.

State Requirement:

Section 553.80(d), F.S states that: "state-approved manufactured buildings, including buildings manufactured and assembled offsite are exempt from local code enforcing agency plan reviews except for provisions of the code relating to erection, assembly, or construction at the site." That is all site related works are subject to local permitting and inspections.

Section 553.38, F.S. requires modular homes to be subject to local land use and zoning requirements, fire zones, building setback requirements, side and rear yard requirements, site development requirements, property line requirements, subdivision control and onsite installation requirements. Section 553.38 F.S., further states that "such local requirements and rules which may be enacted by local authorities must be reasonable and uniformly applied and enforced without any distinction as to whether a building is a conventionally constructed or manufactured building"; and the permit fees shall be equal to the amount charged for similar permits for conventionally built housing. Thus, according to Section 553.38, F.S., modular homes are to be treated in the same manner as site-built homes with respect to their location; i.e., shall not be discriminated against.

City Permitting Requirements:

The City's requirements for the location of a modular home is consistent with and implements Section 553.38, F.S , and are identical to the requirements for a site-built home. Modular home applicants complete the same permit application process as site-built homes. With respect to foundation work, site-built homes have the following options; they could be: 1) monolithic; 2) block wall; 3) pier or piling; or 4) other types that should be specifically indicated. Modular homes are granted these same options.

Conclusion:

As discussed above, modular homes are allowed in the City except in the historic district and pursuant to State law (Section 553.38), they are not to be discriminated against. That is, they are to be subjected to the same site and location standards as site-built homes and the permit fees charged shall be similar to those charged for site-

built homes. The City's permitting process meets these requirements. However, the City Commission could consider reasonable differences in the site preparations and foundation for modular homes. Just as in the historic district, monolithic foundation may be more consistent with the surrounding neighborhood than pier or piling. Any substantive changes should be review by the City Attorney for consistency with Section 553.38, F.S.

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: January 14, 2014

Date Submitted: January 10, 2014

To: Honorable Mayor and Members of the Commission

From: Jack L. McLean Jr., City Manager
Mike Wade, Utilities Director

Subject: Capital Equipment Purchase

Statement of Issue

The Utilities Department is requesting approval for the purchase of a used aluminum bodied dump-trailer for the price of \$14,000 to be used for hauling dewatered biosolids from the waste water treatment plant.

Background and Analysis

As the result of a Department of Environmental Protection rule change, the City's wastewater treatment plant is converting the method of biosolids disposal from a liquid land applied method to a dewatered dry cake method that can be disposed of in an approved landfill. The dewatered biosolids will need to be hauled to a landfill. Two methods for hauling were evaluated. The first method was to contract with a third party to provide containers and hauling service. The second method was for the City to acquire the equipment to perform the hauling service. Two companies, Waste Pro and Pyramid Hauling, were contacted for pricing information to provide the collection and hauling service. The price from each of these vendors was estimated to be at a minimum \$60,000 to \$70,000 per year. The cost for the City to haul the biosolids to the Decatur Landfill is estimated to be \$35,000 per year but would require the purchase of a dump trailer.

The OMI Project Manager and the Utilities Director have reviewed numerous trailers ranging in price between \$10,000 and \$25,000. The lower price trailers were generally older trailers that were in varying needs of repair and the higher priced trailers were generally newer well-kept trailers. Most of the lower price trailers were in rough condition and needed tires, brakes, hydraulic lift replacement and other repairs that would drive the total cost to the same or exceed the price of the selected trailer.

The selected trailer is a Florida Spec trailer which meets the criteria needed for the application and is in very good overall condition. The trailer is a 24 foot 1999 Hardee and has been owned by an owner/operator that is no longer continuing his business as a result of the economic downturn. This trailer appears to have been well taken care of and is "road ready". Staff is of the opinion that this trailer will provide the service needed for the wastewater treatment plant. The trailer will be a capital asset for the City and with proper maintenance, should maintain its current value or greater value for several years to come.

The trailer purchase will be funded from the 2003 Bond Renewal and Replacement Fund. The Renewal and Replacement Fund account will then be reimbursed when funds are received from the DEP loan disbursement for the Bio-Solids Dewatering Facility loan.

Options

Option 1: Authorize the purchase of the used 1999 Hardee aluminum dump-trailer for \$14,000.

Option 2: Do not approve the purchase of the used dump trailer.

Staff Recommendation:

Option 1

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: January 14, 2014
Date Submitted: January 10, 2014
To: Honorable Mayor and Members of the Commission
From: Jack L. McLean Jr., City Manager
Subject: Mobile Food Vendors and Mobile Vendors

Issue:

Pursuant to the Mobile Food Vendor/Mobile Vendor Ordinance passed on January 26, 2010, and subsequently amended on January 25, 2011, the Planning Department denied numerous mobile vending licensing permits. Those mobile vending permit denials occurred because the ordinance criteria were not met.

Background:

Since the passage of the Ordinance, a number of vendors approached the City to locate and operate a mobile vending facility on Highway 90. Some of the potential vendors were local and others were from outside of the City. In each of the cases, the potential vendors were denied a permit because the mobile vending facility did not comply with the Ordinance. The enactment process for the Mobile Food/Mobile Vendor Ordinance started in 2009. The City Commission considered and revised at least five different versions of the Ordinance before final adoption on January 26, 2010. Nearly a year to the day, the City Commission amended Section 46-233, and again, on January 25, 2011. Two sections of the Ordinance were amended: the section dealing with affixing tents to the ground and the section concerning license issuance for holidays/special events.

On December 16, 2013, the City Commission approved the issuance of a 60 day mobile vending license to a person owning a full service mobile vending vehicle—a vehicle designed and equipped to prepare and serve food products. The particular vehicle has a generator, water and waste disposal systems. The local owner presented documentation of a substantial investment in acquisition of the mobile vendor facility, state food preparation certification, sign-off from the health department to operate the facility and written permission or property lease for the Big Daddy's location. The initial mobile vending permit application was denied because the vehicle would not operate at

one “fixed location,” and did not have a host business, as required by the Ordinance. The owner’s business plans provided for the vehicle to move from site to site.

Staff recommended the 60 day mobile vending license for the old Big Daddy’s site, because of the likelihood that the City Commission may consider amending the Ordinance.

Analysis/Discussion:

Section 26-233, among other things, required for the issuance of the mobile vending license:

- The mobile site be locate at a host business; [Section 46-233 (b)(3)d]
- The mobile vending applicant to have a lease with the property owner [Section 46-233 (b)(3)b];
- The presence of only one mobile vending unit per location [Section 46-233 (c)(3)d] and
- Restrict operation within 25 feet of loading zone or bus stop, 15 feet of a building entrance or exit, 25 feet of a fire hydrant, fire escape, or 25 feet of parking spaces of a person with disability. [Section 46-233 (c)(3)e]
- Restrict to within the established building setback and not operate within required parking spaces or within the required interior or terminal islands of the vehicle use area. Section 46-233 (c)(3)e]

At the time of the Ordinance passage, all mobile vending permit holders were in compliance. Big Daddy’s on Jefferson Street and C&W on Pat Thomas Parkway were the two semi-permanent vendors. (Those sites were not grandfathered sites as previously mentioned.) There is one other vendor who continued to be issued a license whose mobile vending facility moved from site to site within the City, but not on the two major thoroughfares.

Recommendation:

The Mobile Food Vending/Mobile Vending Ordinance achieved the original objective of eliminating the proliferation of mobile vending units through the City and particularly Pat Thomas Parkway and Jefferson Street. There are a number of places on Jefferson Street for mobile vendors. A recent survey of the possible sites identified 4 potential host business locations that are available as mobile vending sites under the current ordinance.¹ However, potential vendors at any of those locations must have a lease with a host business and operate their mobile vending equipment at the “fixed location” described in the lease. Mobile vendors cannot operate on vacant lots on property where there is not an on-going host business.

¹ There are 3 old and abandoned business properties and 5 vacant lots on that corridor, which are not available for mobile vending under the current ordinance.

Most mobile vendors wish to move from site to site. That is not possible as the Ordinance is currently drafted. Staff recommends that the City Commission direct the PDRB to consider possible changes to the Mobile Food Vendor/Mobile Vendor Ordinance and make recommendations to the City Commission.

Options:

Option 1: Schedule a Commission workshop to identify possible changes to the Mobile Food Vendor/Mobile Vendor Ordinance and refer the changes to the PDRB for review and comment.

Option 2: Direct the PDRB to consider possible changes to the Mobile Food Vendor/Mobile Vendor Ordinance and make recommendations to the City Commission.

Option 3: Make no changes to the Mobile Food Vendor/Mobile Vendor Ordinance.

Staff's Recommendation:

Option 2.

Attachment

Section 46-233

shall any person, on any premises in the city, in such areas which he owns or over which he exercises control, permit any livestock to be kept or used:

- (1) Where the keeping or use of such livestock destroys or materially impairs the comfort of owners or occupants of adjacent premises; or
 - (2) Where the keeping or use of such livestock impairs the value of adjacent premises.
- (Ord. No. 789, art. II, § 11.02, 8-11-92)

Sec. 46-233. Flea markets, vending booths, mobile food vendors, mobile vendors and semi-permanent vendors.

(a) *Definitions.*

- (1) Flea market means a permanent ongoing merchandise sale which takes place in a nonresidential area. The display shall not be located in the right-of-way. For this type of use, the vendor may erect a temporary structure and must obtain a permit.
- (2) A "vending booth" is a temporary wheeled cart-mounted food or retail establishment located on public property, or a permanent structure constructed by the City of Quincy at location designated by the city commission. A vending booth cannot be propelled by an internal combustion engine, electric motor or other similar mechanical device. A vending booth, except a permanent structure constructed by the City of Quincy, must be capable of being moved from place to place, but may be stationary during the business day. Examples of vending booths are, but are not limited to, the following: coffee/cappuccino stands; stands selling muffins, bagels and other bakery items; ice cream carts; snow cone and Italian ice carts; fast-food carts; souvenirs carts; clothing and newsstands.
- (3) A "mobile food vendor" is a natural person or business entity, that sells immediately

consumable food products and non-alcoholic beverage items from a non-permanent cart, trailer, or vehicle (a "mobile food vending conveyance") at a fixed location on private property.

- * (4) A "mobile vendor" is a natural person or business entity, that sells non-perishable items, such as the following but not limited thereto, souvenirs, clothing, hardware, electronics, etc., from a non-permanent cart, trailer, or vehicle (a "mobile vending conveyance") at a fixed location on private property. For purposes of this article fruit and vegetable vendors are defined as a mobile vendor."

- ↙ (5) A "semi-permanent vendor" is a natural person or a business entity, that sells from a mobile vending conveyance, however, the conveyance is attached to a city utility pole from which it can unplug, have city water and a grease trap and have access to restroom facilities that meet Florida Building Code and other state regulations.

(b) *Annual permit.*

- (1) A flea market permit, a vending booth permit, mobile food vendor permit, mobile vendor, semi-permanent vendor permit is required and can be obtained from the city manager, or designee, upon payment of the fee specified by city council resolution, along with submitting a completed application that includes a description of the nature, character and quality of food, beverage or retail items to be offered for sale; photographs of the vending booth, mobile food vending conveyance or mobile vending conveyance and sufficient information for city reviewing staff to determine compliance with the requirements listed in subsection (b) or (c) below, the applicable regulations listed in subsection (3) and other applicable code and safety requirements. Flea markets, vending booth, mobile food vendor, mobile vendor and semi-permanent vendors permit expire on September 30 of each year. Vending booth, mobile food vendor permits, mobile ven-

dor permits semi-permanent vendors permits issued between April 1 and September 30 are subject to one-half the permit fees for the initial period (between issuance and September 30). Vending booth, mobile food vendor permits and mobile vendor permits shall not be valid during any event declared to be a special event by the city manager or designee. A separate permit shall be required for vending at these events. Events such as Relay for Life and Quincy Fest and other non-profit and church events shall be exempt from the requirements of this article by resolution of the city commission.

(2) Requirements to obtain a vending booth permit:

- a. Proof of liability insurance, in amounts to annually be determined by the city manager, which shall include the city as an additional insured and which shall indemnify, defend and hold harmless the city, its elected and appointed officers, employees and agents, from any resultant claims which may arise from operation of the booth due to intentional or unintentional wrongdoing or negligence by the operator, or employees, contractors or agents of the operator.
- b. Proof of workers compensation insurance or provide a certificate of exemption.
- c. Select an available public property site from the official vending booth site map on file with the city manager or designee. When more than one application is received for a designated site, that site will be made available by random drawing of all qualified applicants. Once an operator has received a space, that site will not become available again unless the operator does not renew the permit or the owner's permit is revoked under this article.

- d. Submission of a site drawing clearly depicting the public property site location, size of the vending booth, set up of the vending booth and any other information necessary for the city reviewing staff to determine that the vending booth will comply with all applicable City Codes. The vending booth must be located a minimum of five feet from the curb or improved right-of-way and so positioned as to leave an unobstructed way for pedestrian passage on any sidewalk and shall not be positioned within five feet of any crosswalk or fire hydrant, nor block any ingress or egress from a building entrance or emergency exit. Vending booths shall be located a minimum of 25 feet from intersections and shall be located outside of the vision triangle.

X (3) Requirements to obtain a mobile food vendor and a semi-permanent vendor permit:

- a. Provide the name and address of the applicant's employer, if not self-employed.
- b. Provide written permission or lease from the owner of the property where the mobile food vendor will operate.
- c. Provide documentation of compliance with The Florida Department of Agriculture Division of Food Safety, Guidelines for Mobile Food Establishments F.S. ch. 500, Chapter 5K-4 Florida Administrative Code, (F.A.C) and with guides referenced in that guideline including 2001 FDA Food Code and Gadsden County Health Department Regulations and Guidelines.
- d. Submit a site plan meeting the requirements of section 46-105 of the land development code for a minor development plan to include dimensions and the proposed location of the mobile food vending conveyance as well as entrance and exits to the host business, parking and any other

information necessary for the city reviewing staff to areas, bus stops, loading zones, fire hydrants, zoning district setbacks determine that the mobile food vending conveyance will comply with all applicable City Codes.

(c) *Regulations.*

(1) The following are the regulations concerning yard sales, and flea markets.

- a. Yard sales. Yard sales may be operated within the city for a maximum of three days each month. These sales may occur in residential areas, but may not take place in the right-of-way.
- b. Flea markets. Flea markets may be operated in nonresidential areas only, but not in the right-of-way. Flea markets are considered a commercial operation and must be properly licensed by the city.

(2) Vending booths, mobile food vending conveyances, mobile vending conveyances operating in the city shall be subject to the following regulations:

- a. The county/state health department must license any vending booths and mobile food vending operations preparing and selling food items. All applicable codes of the health department shall be met.
- b. A trash container must be available on the vending booth, mobile food vending conveyance, mobile vending conveyance or semi-permanent conveyance.
- c. Lighting may be used to continuously illuminate the vending booth, mobile food vending conveyance canopy, mobile food vending conveyance or semi-permanent conveyance canopy and provide task lighting for night operation, provided it is in conformity with the city's lighting regulations.
- d. Change of ownership, booth/conveyance or location will require that the

owner apply for a new vending booth, mobile food vendor permit, mobile vendor permit or semi-permanent permit.

- e. All required licenses must be conspicuously displayed on the vending booth, mobile food vending conveyance, mobile vending conveyance or semi-permanent conveyance.
- f. Vending booths, mobile food vending conveyances, mobile vending conveyances and semi-permanent conveyance must be provided with at least one approved portable fire extinguisher having a minimum rating of 8 BC.
- g. All liquefied petroleum gas containers must be installed on the outside of the vending booth, or mobile food vending conveyance, mobile vending conveyance or semipermanent conveyance protected from physical damage and, if enclosed, vented at the lowest point of the enclosure. All liquefied petroleum gas containers must be properly secured and comply with all applicable standards.
- h. Signs using lettering painted on or applied to the canopy valance will be allowed. Additional signs in conformity with the city's sign regulations will be allowed at a maximum size of six square feet, to be mounted on the vending booth, mobile food vending conveyance mobile vending conveyance semi-permanent conveyance. No other signs, pictures or advertisements of any kind, such as stickers, flags, balloons, inflatables or lights shall be allowed.
- i. The vendor must obtain a local business tax receipt from the city.
- j. The vendor shall keep the sidewalks, parking areas and other spaces adjacent to their vending sites or locations clean and free of paper, peelings and refuse of any kind generated from their vending operation.

- k. Vendors shall not conduct business in a way that will restrict or interfere with the entrance or exit of a business, create a nuisance, create a hazard to pedestrians, life or property, or obstruct vehicular circulation, pedestrian circulation, or access to emergency exits.

* (3) The following additional regulations shall apply to mobile food vendors, mobile vendors and semi-permanent vendors.

- a. Tent structures shall be permitted, but only upon approval of the city building and planning department and must be affixed to the ground in a permanent attractive fashion.
- b. No alcoholic beverages may be sold.
- c. All food shall be prepared on-site from the mobile food vending conveyance or semi-permanent conveyance.

* d. There shall be only one mobile food vending conveyance or semi-permanent conveyance per parcel, location or development.

- e. No mobile food vendor or mobile vendor shall be permitted to operate in any of the following areas:
 - 1. Within 25 feet of any loading zone or bus stop.
 - 2. Within 15 feet of a building entrance or exit.
 - 3. Against display windows of a business.
 - 4. Within 25 feet of any fire hydrant, fire escape or fire control device.
 - 5. Within 25 feet of any parking space or access ramp designated for persons with disabilities.
 - 6. Outside of the established building setbacks of the zoning district.

- 7. Within required parking spaces or within the required interior or terminal islands of the vehicle use area.
- 8. On a vacant lot or property.

- f. Mobile food vending and mobile vending shall be limited to the hours between 7:00 a.m. and 10:00 p.m. daily and shall take place only at the approved location. The mobile food vending conveyance or the mobile vendor shall not be set up prior to 6:00 a.m. and must be removed by 11:00 p.m. of that same day

- g. Outdoor seating shall be permitted only to the extent of the allowed tent structure coverage.

- h. A mobile food vending conveyance or a mobile vending conveyance shall not exceed a size of ten feet in width and 20 feet in length. If the mobile food vending conveyance is a trailer, the trailer shall be unhitched from the motorized vehicle and stabilized prior to operating the vending conveyance and it is the trailer alone that will be considered the mobile food vending conveyance or the mobile vending conveyance for purposes of the size limitation.

- i. The mobile food vending conveyance mobile vending conveyance or semi-permanent conveyance shall not be operated in a manner that destroys existing sodded areas, results in erosion or breaks down the previous or impervious surface of the site. In the event of erosion or destruction of the site surface, the owner of the site shall be required to restore the site to its original condition.

(d) *Revocation of permit/license.* Permits/licenses issued under this article may be revoked by the city manager or designee after written notice and opportunity for hearing for any of the following reasons:

- a. Fraud, misrepresentation or false statement contained in the application for permit.

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: January 14, 2014

Date Submitted: January 8, 2014

To: Honorable Mayor and Members
of the Commission

From: Jack L. McLean Jr., City Manager
Willie Earl Banks, Public Works Director

Subject: Public Works Quarterly Report

Statement of Issue:

The Public Works Department is assigned to Roads and Streets, wherein, we have kept the grass cut, picked up paper and debris along our right-of-ways, edged the curbs and initiated a sweeping schedule that started the first of December starting at 5:00 a.m. until 3:30 p.m. for 4 days a week. Since the schedule begun, we have not gotten or received any complaints. The streets are being swept in a timely manner 2 to 3 times a month.

Public Works provide ground maintenance for the City's four cemeteries at least 2 times a month, which consists of mowing, edging, trimming, raking trash, limbs and debris pickup. Public Works make 3 different weekly trash pickups and ensure that all parks are cleaned daily. Also, the Ferolito Recreation Center, Campbell Kelly Center and the Landfill Office are cleaned daily.

This quarter, Public Works repainted and waxed the Recreation Center's gym floor. Burmah Heights Park was redone: pressure washed all the playground equipment and installed new mulch in and around the playing area. Sunset Park was also redone: pressure washed the playground equipment, installed new mulch in and around the playing area, removed concrete from existing basketball court and installed asphalt as a new court and repaired/replaced broken sidewalks. Additionally, Public Works had new ceiling tile installed on the East and West ends of the City Hall.

Public Works has maintained the Landfill by burning limbs, stock piling leaves, maintaining existing cells and making sure household goods are placed in their proper places.

Fleet Maintenance Department has maintained the City's 5 backup generators, replaced tires on one of the Fire Engines, replaced 20 tires on Police Cars, replaced 8 tires on vehicles in the Utility Department, replaced 12 tires on Public Works vehicles, replaced

the engine in a pickup truck for Utility Department, rebuilt the transmission in Unit #100 for the Police Department and painted 2 Police cars. Fleet Maintenance have done many other repairs on City vehicles from completing brake jobs, replacing lights, changing oil and filters, and radiator replacements. In addition, Fleet Maintenance has maintained the entire City Fleet including all small equipment such as lawn mowers, weed eaters, blowers, saws and etc.

Public Works is responsible for maintaining the Industrial Park on Joe Adams Road.

Within the next quarter, Public Works' goals are to have some roads resurfaced, have Hamilton Street ditch covered, and began the close out of Cell 9 at the Landfill.

**City of Quincy
City Commission
Agenda Request**

Date of Meeting: January 14, 2014

Date Submitted: January 10, 2014

To: Honorable Mayor and Commissioners

From: Jack L. McLean Jr., City Manager
Jeffrey Williams, Interim Finance Director

Subject: Financial Report as of **November 30, 2013**

Attached you will find preliminary financial data for November 30, 2013 relating to the City of Quincy. As we progress through this fiscal year, Finance will provide monthly reports to keep the Mayor and the Commission abreast of the financial activity of the City. We have completed two months (16.7%) of the financial activity for the current fiscal year. Below are some highlights for early fiscal year (FY2014).

Revenue:

- Overall, General Fund revenues reflect that we have received 42% of budgeted Ad valorem tax revenue for the year through the end of November and 73% through December. Tax payments are mostly collected in November and December.
- State tax payments and revenue sharing is normal for the year-to-date.
- Revenues pertaining to the Enterprise Funds are arriving at a rate slightly below the budgeted amounts.

Expenses:

- The General Fund expended less than the standard amount of its annually budgeted expenses. This is partly due to the hiring freeze and limited purchasing but also and partly because many of the debt payments are expended on a quarterly or semi-annual basis.
- The Enterprise Fund expended less than the expected 16.7% of their annual budgets for the same reasons. There are no unusual items included in these expenses.

Accounts Payable and the Line of Credit will be discussed in the workshop.

The additional financial data is presented below for your review.

Current Cash Balances:

	<u>Oct 31, 2013</u>	<u>Nov 30, 2013</u>
Cash Balance Operating - (Capital City)	\$ 608,161	\$ 822,292
Operating - (Premier)	<u>\$ 76,242</u>	<u>\$ 76,269</u>
Total	\$ 684,403	\$ 898,561

Line of Credit (Capital City Bank)

Beginning Balance	\$ 947,570	\$ 947,570
Draws	\$ 0	\$ 0
Repayment	<u>\$ 0</u>	<u>\$ 0</u>
Ending Balance	\$ 947,570	\$ 947,570

Reserves:

Investments Restricted* and unrestricted	\$4,077,306	\$4,176,312
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(*Includes funds placed in escrow to cover debt service.)

ATTACHMENTS

Budget to Actual Revenue – November 30, 2013

Budget to Actual Expenses – November 30, 2013

P-card statement for November, 2013

Revenue Fiscal Year: 2014 Through November 30, 2013

Account Number	Description	Budget	MTD Amt	YTD Amt	Balance Expected	% Recvd
001-311-10000	CURRENT AD VALOREM TAX	\$ 984,420	\$ 412,239	\$ 412,298	\$ 572,122	42%
001-312-41000	SALES-LOCAL OPTION GAS TAX	274,589	-	-	274,589	0%
001-312-60000	LOCAL GOV INFRASTRUCTURE SURTAX	347,873	-	-	347,873	0%
001-314-80000	UTILITY SERVICE TAX - PROPANE	8,200	184	719	7,481	9%
001-315-00000	COMMUNICATION SERVICES TAX	272,337	-	-	272,337	0%
001-321-10000	PROFESSIONAL & OCCUPATION LICENSE	50,139	1,492	16,343	33,796	33%
001-321-11000	COMPETENCY LICENSE	2,123	-	100	2,023	5%
001-322-10000	PERMITS	58,687	3,240	11,083	47,604	19%
001-329-10000	OTHER LICENSES, FEES & PERMITS	2,029	-	-	2,029	0%
001-335-12000	STATE REVENUE SHARING PROCEEDS	234,478	-	-	234,478	0%
001-335-14000	STATE - MOBILE HOME LICENSE	1,983	-	-	1,983	0%
001-335-15000	STATE - ALCOHOLIC BEVERAGE LICENSE	4,638	-	-	4,638	0%
001-335-17000	STATE - D O T REIMBURSEMENT	63,104	15,776	15,776	47,328	25%
001-335-18000	STATE - HALF CENT SALES TAX	208,343	-	-	208,343	0%
001-335-41000	STATE - REBATE ON MUN VEH FUEL TAX	4,194	990	2,175	2,019	52%
001-335-42000	STATE - UNCLAIMED PROPERTY	1,071	-	-	1,071	0%
001-340-21000	SERVICES - COUNTY FIRE PROTECTION	405,000	-	101,250	303,750	25%
001-340-21500	SERVICES-FIRE INSPECTIONS	1,646	50	50	1,596	3%
001-347-22000	REVENUE - FOOTBALL	4,429	-	285	4,144	6%
001-347-23000	REVENUE - BASKETBALL	4,708	110	110	4,598	2%
001-347-26000	REVENUE - SOFTBALL	2,213	-	-	2,213	0%
001-347-27000	REVENUE - OTHER ACTIVITY FEES	686	-	-	686	0%
001-347-30000	RENT ON FACILITIES	6,200	280	793	5,407	13%
001-347-41000	REVENUE - POOL ADMISSION FEES - K S	5,001	-	-	5,001	0%
001-359-10000	OTH FINES & FORFEITS	24,000	2,815	7,157	16,843	30%
001-364-11000	SALE OF LAND - HILLCREST CEMETERY	5,192	200	700	4,492	13%
001-364-12000	SALE OF LAND - SUNNYVALE CEMETERY	21,303	2,760	5,921	15,382	28%
001-369-90000	OTHER MISCELLANEOUS REVENUES	-	30,616	30,779	(30,779)	na
001-369-91000	DISCOUNTS/REFUNDS/REBATES	5,733	-	-	5,733	0%
001-382-10000	CONTRIBUTION FR INTER OPER-ELECTRIC	3,858,481	-	-	3,858,481	0%
001-382-20000	CONTRIBUTION FR INTER OPER-GAS FUND	578,391	-	-	578,391	0%
001-382-30000	CONTRIBUTION FR INTER OPER-WATER FD	168,472	-	-	168,472	0%
001-382-50000	CONTRIBUTION FR INTER OPER-SEWER FD	136,520	-	-	136,520	0%
001-382-60000	CONTRIBUTION FR INTER OPER LANDFILL	49,059	-	-	49,059	0%
002-341-00000	CRA TIF FUNDS	436,819	-	-	436,819	0%
002-343-27000	MISCELLANEOUS REVENUE	317	-	-	317	0%
002-361-10000	INTEREST REVENUE	895	-	-	895	0%
400-381-10000	INTERFUND TRANSFER	734,697	-	-	734,697	0%
402-343-10000	SALES	1,820,764	130,176	263,350	1,557,414	14%
402-343-16000	CONNECTIONS	2,560	-	-	2,560	0%
402-343-17000	FORFEITED DISCOUNTS - PENALTIES	25,401	2,176	4,354	21,047	17%
402-343-19000	CUT ON/OFF FEES	95	-	-	95	0%
402-343-50000	SEWER SURCHARGE O/S	40,078	2,847	5,877	34,201	15%
402-361-10000	INTEREST REVENUE	56	-	-	56	0%
402-381-10000	INTERFUND TRANSFER	72,632	-	-	72,632	0%
403-343-11000	RESIDENTIAL SALES	5,470,466	343,722	805,832	4,664,634	15%
403-343-12000	COMMERCIAL SALES	6,618,662	469,913	1,012,015	5,606,647	15%
403-343-13000	INDUSTRIAL SALES	1,819,048	138,495	261,543	1,557,505	14%
403-343-14000	STREET LIGHTING SALES	220,652	24,516	24,516	196,136	11%
403-343-15000	INTERDEPARTMENTAL SALES	435,724	58,677	59,057	376,667	14%
403-343-16000	CONNECTIONS	6,222	112	724	5,498	12%
403-343-17000	FORFEITED DISCOUNTS - PENALTIES	160,063	20,203	30,495	129,568	19%

Revenue Fiscal Year: 2014 Through November 30, 2013

Account Number	Description	Budget	MTD Amt	YTD Amt	Balance Expected	% Recvd
403-343-18500	SPECIAL PROJECT - MATERIAL SALES	60	-	-	60	0%
403-343-19000	CUT ON/OFF FEES	34,078	1,482	3,147	30,931	9%
403-343-24000	TRANSFORMER RENT	7,873	759	1,518	6,355	19%
403-343-27000	MISCELLANEOUS CHARGES	2,112	7758.56-	7562.69-	9,675	na
403-343-29000	POLE RENT-CABLEVISION	11,546	-	-	11,546	0%
403-343-90000	MISCELLANEOUS REVENUES	2,712	-	-	2,712	0%
403-361-10000	INTEREST REVENUE	14,087	-	-	14,087	0%
403-361-13000	UNREALIZED GAIN-PRUDENTIAL BACHE	1,000	-	-	1,000	0%
403-369-90000	MISCELLANEOUS REVENUES	1,410	-	-	1,410	0%
404-343-10000	SALES	1,280,311	104,586	214,501	1,065,810	17%
404-343-15000	INTERDEPARTMENTAL SALES	93,649	18,459	18,459	75,190	20%
404-343-16000	CONNECTIONS	6,836	500	500	6,336	7%
404-343-17000	FORFEITED DISCOUNTS-PENALTIES	28,286	1,677	3,539	24,747	13%
404-343-19000	CUT ON/OFF FEES	193	-	-	193	0%
404-343-27000	MISCELLANEOUS CHARGES	12,260	1041.20-	1481.69-	13,742	na
404-343-30000	WATER SURCHARGE O/S	63,963	4,744	9,920	54,043	16%
404-361-10000	INTEREST REVENUE	11,654	-	-	11,654	0%
404-361-13000	UNREALIZED GAIN	17,451	-	-	17,451	0%
404-381-10000	INTERFUND TRANSFER	60,000	-	-	60,000	0%
405-343-10000	GAS SALES	1,642,809	97,230	173,523	1,469,286	11%
405-343-15000	GAS INTERDEPARTMENTAL SALES	10,921	610	610	10,311	6%
405-343-16000	GAS CONNECTIONS	991	-	-	991	0%
405-343-17000	GAS FORFEITED DISCS-PENALTIES	23,402	1,039	2,669	20,733	11%
405-343-19000	GAS CUT ON/OFF FEES	157	39.20-	-	157	0%
405-343-27000	GAS OTHER CHARGES	6,348	29	6.11-	6,354	na
405-361-10000	INTEREST REVENUE	2,873	-	-	2,873	0%
405-369-90000	MISCELLANEOUS REVENUE	1,063	-	-	1,063	0%
405-381-10000	INTERFUND TRANSFER	153,971	-	-	153,971	0%
406-343-11000	RESIDENTIAL SALES	623,837	54,796	109,469	514,368	18%
406-343-12000	COMMERCIAL SALES	463,618	41,977	81,822	381,796	18%
406-343-15000	YARD TRASH COLLECTION	69,126	11,679	23,377	45,749	34%
406-343-17000	FORFEITED DISCOUNTS-PENALTIES	20,716	1,646	3,356	17,360	16%
407-343-44000	GARBAGE TIPPING FEES	259,784	34,247	34,247	225,537	13%
407-361-10000	INTEREST INCOME	286	-	-	286	0%
408-340-00000	INTERNET PROVIDER FEES	5,700	33	66	5,634	1%
408-340-20000	BROADBAND SALES	60,715	2,144	6,331	54,384	10%
408-340-30000	ARBOR CREST CABLE SALES	-	200	400	(400)	na
408-340-40000	BROADBAND - BUSINESS	13,905	669	1,439	12,466	10%
408-340-50000	BROADBAND - GOVERNMENT	17,194	273	545	16,649	3%
408-345-10000	QFONE-RESIDENTIAL SALES	28,443	-	-	28,443	0%
408-345-20000	QFONE RESIDENTIAL INSTALLATION	176	-	-	176	0%
408-355-10000	QFONE BUSINESS SALES	14,734	-	-	14,734	0%
408-355-20000	QFONE BUSINESS INSTALLATION	25	-	-	25	0%
** GRAND TOTAL **		30,698,468	2,031,530	3,753,690	26,944,778	12%

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Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
001-001-519-30320	ACCOUNTING & AUDITING SERVICES	\$ 113,500	\$ 4,822	\$ 108,678	4%
001-001-519-30342	RECORDING OF THE COMMISSION MTG	36,000	3,500	32,500	10%
001-001-519-30343	PROFESSIONAL SERVICES	10,000	75	9,925	1%
001-001-519-30390	CONTINGENCIES	100,000	76	99,924	0%
001-001-519-30410	TELEPHONE	1,000	134	866	13%
001-001-519-30430	SALES & USE TAXES (DOR AUDIT)	150,000	8,500	141,500	6%
001-001-519-30440	SUMMER YOUTH WORK PROGRAM	29,000	872	28,128	3%
001-001-519-30451	INSURANCE	505,000	95,308	409,692	19%
001-001-519-30465	COPIER PAYMENT	7,500	1,303	6,197	17%
001-001-519-30491	OTHER OPERATING EXPENSE	66,645	19,818	46,827	30%
001-001-519-30500	LEGAL ADS & RECORDINGS	500	-	500	0%
001-001-519-30512	POSTAGE	10,000	2,419	7,581	24%
001-001-519-31000	OTHER OPERATING EXP - IT SUPPORT	117,730	-	117,730	0%
001-001-519-70730	TRANSFER DEBT SVC CAP IMP BOND	460,981	-	460,981	0%
001-001-552-30645	ECONOMIC ENVIRON. PAY. EXPENSE	150,963	-	150,963	0%
General Admin		1,758,819	136,827		
City Commission					
001-110-511-10110	SALARIES & WAGES	77,135	11,867	65,268	15%
001-110-511-10210	FICA TAXES	5,901	908	4,993	15%
001-110-511-30402	TRAVEL	4,000	851	3,149	21%
001-110-511-30491	OTHER EXPENSES	8,000	1,057	6,943	13%
001-110-511-31000	OTHER OPERATING IT SUPPORT	4,000	-	4,000	0%
001-110-511-80810	AID TO GOVERNMENT AGENCIES	5,300	-	5,300	0%
001-110-511-80820	AID TO PRIVATE ORGANIZATIONS	19,000	-	19,000	0%
		123,336	14,683		
City Atty					
001-120-514-30341	CONTRACTUAL SERVICES	115,000	8,731	106,269	8%
001-120-514-30343	PROFESSIONAL SERVICES	900	-	900	0%
001-120-514-30402	TRAVEL	500	-	500	0%
001-120-514-30491	OTHER OPERATING EXPENSE	1,500	96	1,404	6%
001-120-514-30500	LEGAL & RECORDING FEES	3,500	-	3,500	0%
001-120-514-30501	ONLINE LIBRARY SERVICES	5,000	-	5,000	0%
001-120-514-30540	PUBLICATIONS,SUBSCRIP,& MEMBERSHIPS	1,000	-	1,000	0%
001-120-514-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
		135,400	8,828		
City Clerk					
001-130-519-10110	SALARIES & WAGES	57,754	9,063	48,691	16%
001-130-519-10210	FICA TAXES	4,418	637	3,781	14%
001-130-519-10220	RETIREMENT CONTRIBUTIONS	6,930	1,088	5,842	16%
001-130-519-10230	LIFE & HEALTH INSURANCE	5,946	1,008	4,938	17%
001-130-519-30343	PROFESSIONAL SERVICES	4,600	-	4,600	0%

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Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
001-130-519-30410	TELEPHONE	2,300	210	2,090	9%
001-130-519-30461	REPAIR & MAINT - OFFICE EQUIPMENT	500	2	498	0%
001-130-519-30491	OTHER OPERATING EXPENSE	200	-	200	0%
001-130-519-30493	TRAINING	255	-	255	0%
001-130-519-30500	LEGAL ADS AND RECORDING FEES	2,525	-	2,525	0%
001-130-519-30511	OFFICE SUPPLIES-GENERAL	750	131	619	18%
001-130-519-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
		94,178	12,138		
City Manager					
001-160-512-10110	SALARIES & WAGES	140,111	21,987	118,124	16%
001-160-512-10120	REGULAR SALARIES & WAGES	30,069	4,718	25,351	16%
001-160-512-10210	FICA TAXES	13,019	808	12,211	6%
001-160-512-10220	RETIREMENT CONTRIBUTIONS	30,470	4,977	25,493	16%
001-160-512-10230	LIFE & HEALTH INSURANCE	20,769	4,383	16,386	21%
001-160-512-30341	CONTRACTUAL SERVICES	8,800	-	8,800	0%
001-160-512-30343	PROFESSIONAL SERVICES	1,800	500	1,300	28%
001-160-512-30402	TRAVEL EXPENSE	2,300	-	2,300	0%
001-160-512-30403	GAS	4,000	210	3,790	5%
001-160-512-30410	TELEPHONE	5,140	565	4,575	11%
001-160-512-30461	REPAIR & MAINTENANCE OFFICE EQUIP	500	-	500	0%
001-160-512-30491	OTHER OPERATING EXPENSE	2,800	1,002	1,798	36%
001-160-512-30511	OFFICE SUPPLIES GENERAL	1,300	341	959	26%
001-160-512-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
		269,078	39,491		
Police-Adm					
001-210-521-10110	EXE SALARIES & WAGES	83,770	12,888	70,882	15%
001-210-521-10120	REGULAR SALARIES & WAGES	235,368	35,367	200,001	15%
001-210-521-10140	OVERTIME	-	84	(84)	0%
001-210-521-10210	FICA TAXES	20,068	3,542	16,526	18%
001-210-521-10220	RETIREMENT CONTRIBUTIONS	31,479	5,791	25,688	18%
001-210-521-10230	LIFE & HEALTH INSURANCE	50,058	8,415	41,643	17%
001-210-521-30341	CONTRACTUAL SERVICES	71,420	22,298	47,152	34%
001-210-521-30403	GAS & DIESEL	6,000	278	5,722	5%
001-210-521-30410	TELEPHONE	22,000	7,732	14,268	35%
001-210-521-30430	UTILITIES	24,000	3,286	20,714	14%
001-210-521-30461	REPAIR & MAINTENANCE-OFFICE EQUIP.	500	-	500	0%
001-210-521-30464	REPAIRS & MAINTENANCE-RADIO	4,500	83	4,418	2%
001-210-521-30491	OTHER OPERATING EXPENSE	4,600	-	4,600	0%
001-210-521-30492	INVESTIGATIVE FUNDS	3,000	-	3,000	0%
001-210-521-30511	OFFICE SUPPLIES-GENERAL	2,000	-	1,960	2%
001-210-521-30521	OPERATING MATERIALS & SUPPLIES	1,500	-	1,500	0%
001-210-521-30522	OPERATING SUPPLIES-UNIFORMS	1,000	-	1,000	0%

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Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
001-210-521-30540	PUBLICATIONS, SUBSCRIP. & MEMBERSHP	1,000	-	1,000	0%
001-210-521-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
001-210-521-60620	BUILDINGS	3,800	-	3,800	0%
001-210-521-60641	OFFICE FURNITURE & EQUIPMENT	3,800	120	3,680	3%
001-210-521-60644	EQUIPMENT	3,800	1,335	2,465	35%
		581,663	101,218		
Fire-Adm					
001-210-522-10110	EXE SALARIES & WAGES	63,406	-	63,406	0%
001-210-522-10120	REGULAR SALARIES & WAGES	64,141	15,319	48,822	24%
001-210-522-10150	SPEC PAY-INCENTIVE,HOL,LV BUYBACK	-	260	(260)	0%
001-210-522-10210	FICA TAXES	9,757	1,087	8,670	11%
001-210-522-10220	RETIREMENT CONTRIBUTIONS	15,306	1,869	13,437	12%
001-210-522-10230	LIFE & HEALTH INSURANCE	29,005	3,213	25,792	11%
001-210-522-30410	TELEPHONE	8,085	513	7,572	6%
001-210-522-30430	UTILITIES	17,550	-	17,550	0%
001-210-522-30461	REPAIR & MAINTENANCE-OFFICE EQUIP.	2,260	146	2,114	7%
001-210-522-30463	REPAIR & MAINT.-BUILDINGS & GROUNDS	3,000	32	2,968	1%
001-210-522-30464	REPAIR & MAINTENANCE-RADIO	18,000	-	18,000	0%
001-210-522-30465	COPIER PAYMENT	1,350	225	1,125	17%
001-210-522-30491	OTHER OPERATING EXPENSE	1,145	23	1,122	2%
001-210-522-30494	FIRE PREVENTION & EDUCATION	2,550	-	2,335	8%
001-210-522-30511	OFFICE SUPPLIES-GENERAL	967	24	943	3%
001-210-522-30521	OPERATING MATERIALS & SUPPLIES	655	288	367	44%
001-210-522-30522	OPERATING SUPPLIES - UNIFORMS	1,150	-	1,150	0%
001-210-522-31000	OTHER OPERATING EXP -IT SUPPORT	8,000	-	8,000	0%
001-210-522-60641	OFFICE FURNITURE & EQUIPMENT	2,500	-	2,500	0%
001-210-522-70711	VEHICLE LOAN CCBG - PRINCIPAL PYMT	5,490	-	5,490	0%
001-210-522-70721	VEHICLE LOAN CCBG - INTEREST	625	-	625	0%
		254,942	22,999		
Police-Op					
001-220-521-10120	REGULAR SALARIES & WAGES	872,033	132,550	739,483	15%
001-220-521-10130	OTHER SALARIES & WAGES - P/T	38,000	5,890	32,110	16%
001-220-521-10140	OVERTIME	42,150	7,097	35,053	17%
001-220-521-10150	SPEC PAY-INCENTIVE,HOL, LV BUYBACK	-	2,310	(2,310)	0%
001-220-521-10210	FICA TAXES	69,618	10,861	58,757	16%
001-220-521-10220	RETIREMENT CONTRIBUTIONS	104,644	15,017	89,627	14%
001-220-521-10230	LIFE & HEALTH INSURANCE	166,365	32,247	134,118	19%
001-220-521-30341	CONTRACTURAL SERVICES	3,500	2,000	1,500	57%
001-220-521-30402	TRAVEL EXPENSE	645	-	645	0%
001-220-521-30403	GASOLINE & DIESEL	69,000	5,320	63,680	8%
001-220-521-30462	REPAIR & MAINT.-EQUIPMENT & TOOLS	1,587	-	1,587	0%
001-220-521-30464	REPAIR & MAINTENANCE - RADIOS	241	-	241	0%

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Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
001-220-521-30491	OTHER OPERATING EXPENSE	4,132	1,100	2,676	35%
001-220-521-30493	TRAINING	39,000	-	39,000	0%
001-220-521-30499	CANINE EXPENSE	7,000	217	6,783	3%
001-220-521-30511	OFFICE SUPPLIES	1,714	-	1,714	0%
001-220-521-30521	OPERATING MATERIALS & SUPPLIES	2,069	50	2,019	2%
001-220-521-30522	OPERATING SUPPLIES - UNIFORMS	17,000	-	17,000	0%
001-220-521-60644	EQUIPMENT	27,403	270	27,133	1%
001-220-521-70710	CAPITAL EQUIPMENT LOAN- PRINCIPAL	3,906	-	3,906	0%
001-220-521-70711	VEHICLE LOAN CCBG (4)-PRINCIPAL PYM	28,000	-	28,000	0%
001-220-521-70720	CAPITAL EQUIPMENT LOAN- INTEREST	662	-	662	0%
001-220-521-70721	VEHICLE LOAN CCBG (4)- INTEREST PYM	3,491	-	3,491	0%
		1,502,160	214,929		
Fire--Op					
001-230-522-10120	REGULAR SALARIES & WAGES	644,671	95,102	549,569	15%
001-230-522-10130	OTHER SALARIES & WAGES - P/T	39,000	2,698	36,303	7%
001-230-522-10140	OVERTIME	20,600	5,530	15,070	27%
001-230-522-10150	SPEC PAY-INCENTIVE,HOL,LV BUYBACK	-	3,540	(3,540)	0%
001-230-522-10210	FICA TAXES	53,877	7,428	46,449	14%
001-230-522-10220	RETIREMENT CONTRIBUTIONS	77,361	12,387	64,974	16%
001-230-522-10230	LIFE & HEALTH INSURANCE	141,851	24,490	117,361	17%
001-230-522-30402	TRAVEL EXPENSE	1,650	-	1,650	0%
001-230-522-30403	GASOLINE & DIESEL	16,135	1,282	14,853	8%
001-230-522-30404	OIL & GREASE	550	-	550	0%
001-230-522-30405	TIRES	1,000	-	1,000	0%
001-230-522-30406	VEHICLE PARTS ONLY	1,500	32	1,468	2%
001-230-522-30462	REPAIR & MAINT. - EQUIPMENT & TOOLS	4,165	9	4,156	0%
001-230-522-30491	OTHER OPERATING EXPENSE	1,327	93	1,179	11%
001-230-522-30493	TRAINING	10,800	-	10,485	3%
001-230-522-30511	OFFICE SUPPLIES	640	23	583	9%
001-230-522-30521	OPERATING MATERIALS & SUPPLIES	909	58	851	6%
001-230-522-30522	OPERATING SUPPLIES - UNIFORMS	33,068	253	32,815	1%
001-230-522-60644	EQUIPMENT	33,830	9	33,821	0%
		1,082,934	152,935		
HR					
001-260-513-10110	EXE SALARIES & WAGES	62,520	-	62,520	0%
001-260-513-10120	REGULAR SALARIES & WAGES	37,644	12,715	24,929	34%
001-260-513-10210	FICA TAXES	7,663	901	6,762	12%
001-260-513-10220	RETIREMENT CONTRIBUTIONS	12,020	1,346	10,675	11%
001-260-513-10230	LIFE & HEALTH INSURANCE	16,170	967	15,203	6%
001-260-513-30314	PSYCHIATRIC EVALUATIONS	875	-	875	0%
001-260-513-30315	EMPLOYEE QUALITY OF LIFE	2,000	-	2,000	0%
001-260-513-30341	CONTRACTUAL SERVICES	3,000	788	2,213	26%

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Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
001-260-513-30343	PROFESSIONAL SERVICES	4,930	384	4,546	8%
001-260-513-30402	TRAVEL EXPENSE	1,000	-	1,000	0%
001-260-513-30410	TELEPHONE	2,280	620	1,660	27%
001-260-513-30461	REPAIR AND MAINTENANCE OFFICE EQ	250	-	250	0%
001-260-513-30491	OTHER OPERATING EXPENSE	800	10	790	1%
001-260-513-30493	TRAINING	3,300	-	3,300	0%
001-260-513-30511	OFFICE SUPPLIES GENERAL	2,740	-	2,740	0%
001-260-513-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
001-260-513-60641	OFFICE FURNITURE & EQUIPMENT	500	-	500	0%
		165,692	17,730		
Finance					
001-271-513-10110	EXE SALARIES & WAGES	19,928	3,066	16,862	15%
001-271-513-10120	REGULAR SALARIES & WAGES	35,029	5,345	29,684	15%
001-271-513-10140	OVERTIME	-	44	(44)	0%
001-271-513-10210	FICA TAXES	4,204	595	3,609	14%
001-271-513-10220	RETIREMENT CONTRIBUTIONS	6,595	1,015	5,580	15%
001-271-513-10230	LIFE & HEALTH INSURANCE	10,217	1,542	8,675	15%
001-271-513-30343	PROFESSIONAL SERVICES	28,800	-	28,800	0%
001-271-513-30402	TRAVEL EXPENSE	5,000	-	5,000	0%
001-271-513-30410	TELEPHONE	4,500	537	3,963	12%
001-271-513-30461	REPAIR & MAINT OFFICE EQUIPMENT	1,800	109	1,691	6%
001-271-513-30470	PRINTING & BINDING-BUDGET	1,500	7	1,493	1%
001-271-513-30491	OTHER OPERATING EXPENSE	4,000	78	3,922	2%
001-271-513-30493	TRAINING	5,000	-	5,000	0%
001-271-513-30511	OFFICE SUPPLIES GENERAL	2,800	(1,284)	4,084	NA
001-271-513-30512	POSTAGE	2,000	96	1,904	5%
001-271-513-30521	OPERATING SUPPLIES	6,300	(456)	6,756	NA
001-271-513-30540	DUES, PUBLICATIONS, & MEMBERSHP	1,500	-	1,500	0%
001-271-513-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
001-271-513-60641	OFFICE FURNITURE & EQUIPMENT	3,000	194	2,806	7%
		150,173	10,889		
Gen Serv-Adm					
001-276-513-10110	EXE SALARY & WAGES	10,000	1,573	8,427	16%
001-276-513-10210	FICA	720	106	614	15%
001-276-513-10220	RETIREMENT	1,210	189	1,021	16%
001-276-513-10230	LIFE & HEALTH	2,400	464	1,936	19%
001-276-513-30402	TRAVEL EXPENSE	1,000	-	1,000	0%
001-276-513-30461	REPAIR & MAINTENANCE-OFFICE EQUIPME	500	-	500	0%
001-276-513-30491	OTHER OPERATING EXPENSES	2,000	-	2,000	0%
001-276-513-30493	TRAINING	2,000	-	2,000	0%
001-276-513-30511	OFFICE SUPPLIES	2,500	-	2,500	0%
		22,330	2,331		

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Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
Bldg & Planning					
001-284-515-10110	EXE SALARIES & WAGES	56,741	8,729	48,012	15%
001-284-515-10120	REGULAR SALARIES & WAGES	88,907	9,711	79,196	11%
001-284-515-10210	FICA TAXES	11,142	1,287	9,855	12%
001-284-515-10220	RETIREMENT CONTRIBUTIONS	14,384	2,213	12,171	15%
001-284-515-10230	LIFE & HEALTH INSURANCE	31,290	5,210	26,080	17%
001-284-515-30341	CONTRACTUAL SERVICES	13,025	2,400	10,625	18%
001-284-515-30343	PROFESSIONAL SERVICES	134,025	-	134,025	0%
001-284-515-30402	TRAVEL EXPENSE	2,000	-	2,000	0%
001-284-515-30403	GAS & DIESEL	2,500	814	1,686	33%
001-284-515-30410	TELEPHONE	2,500	349	2,151	14%
001-284-515-30461	REPAIR & MAINT. OFFICE EQUIPMENT	500	-	500	0%
001-284-515-30491	OTHER OPERATING EXPENSE	66,700	196	66,504	0%
001-284-515-30500	ADVERTISEMENTS	2,500	-	2,500	0%
001-284-515-30511	OFFICE SUPPLIES GENERAL	3,000	(456)	3,456	NA
001-284-515-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
001-284-515-60641	OFFICE FURNITURE & EQUIPMENT	1,000	-	1,000	0%
		438,214	30,454		
Parks&Rec-Recreatn					
001-310-572-10110	EXE SALARIES & WAGES	44,612	8,558	36,054	19%
001-310-572-10120	REGULAR SALARIES & WAGES	57,140	3,654	53,486	6%
001-310-572-10130	OTHER SALARIES & WAGES - P/T	-	13,160	(13,160)	0%
001-310-572-10140	OVERTIME	1,030	-	1,030	0%
001-310-572-10210	FICA TAXES	7,863	1,899	5,964	24%
001-310-572-10220	RETIREMENT CONTRIBUTIONS	12,210	1,465	10,745	12%
001-310-572-10230	LIFE & HEALTH INSURANCE	11,721	1,569	10,152	13%
001-310-572-30343	PROFESSIONAL SERVICES	12,000	988	11,252	6%
001-310-572-30390	CONTINGENCY	2,000	-	2,000	0%
001-310-572-30402	TRAVEL EXPENSE	2,000	-	2,000	0%
001-310-572-30403	GAS & DIESEL	2,000	586	1,414	29%
001-310-572-30410	TELEPHONE	5,100	801	4,299	16%
001-310-572-30440	RENTAL OF EQUIPMENT & BUILDINGS	3,000	-	3,000	0%
001-310-572-30462	REPAIR & MAINT-EQUIPMENT & TOOLS	35,000	-	35,000	0%
001-310-572-30491	OTHER OPERATING EXPENSES	34,000	594	32,606	4%
001-310-572-30493	TRAINING	2,000	15	1,985	1%
001-310-572-30511	OFFICE SUPPLIES - GENERAL	1,500	189	1,311	13%
001-310-572-30521	OPERATING MATERIALS & SUPPLIES	2,000	-	2,000	0%
001-310-572-30523	OPERATING SUP - CHEM	2,000	-	2,000	0%
001-310-572-30524	SWIMMING POOL SUPPLIES	6,807	-	6,807	0%
001-310-572-30525	ATHLETIC EQUIPMENT - FOOTBALL	15,000	10,502	4,498	70%
001-310-572-30526	ATHLETIC EQUIP BASEBALL & SOFTBALL	1,000	-	1,000	0%
001-310-572-30528	ATHLETIC EQUIPMENT - BASKETBALL	2,000	-	2,000	0%

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Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
001-310-572-30529	ATHLETIC EQUIPMENT - OTHER	5,500	-	5,500	0%
001-310-572-30540	OTHER RECREATIONAL ACTIVITIES	31,000	-	31,000	0%
001-310-572-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
		306,483	43,981		
PW-Adm					
001-410-539-10110	EXE SALARIES & WAGES	41,878	6,892	34,986	17%
001-410-539-10120	REGULAR SALARIES & WAGES	8,959	1,566	7,393	18%
001-410-539-10210	FICA TAXES	3,889	572	3,317	15%
001-410-539-10220	RETIREMENT CONTRIBUTIONS	6,100	1,015	5,085	17%
001-410-539-10230	LIFE & HEALTH INSURANCE	14,564	2,150	12,414	15%
001-410-539-30402	TRAVEL EXPENSE	1,000	-	1,000	0%
001-410-539-30410	TELEPHONE	6,300	1,095	5,205	17%
001-410-539-30430	UTILITIES	81,269	-	81,269	0%
001-410-539-30440	REPAIR & MAINT BUILDING	2,500	-	2,500	0%
001-410-539-30491	OTHER OPERATING EXPENSE	5,000	93	4,807	4%
001-410-539-30493	TRAINING	2,000	-	2,000	0%
001-410-539-30511	OFFICE SUPPLIES	500	-	500	0%
001-410-539-30521	OPERATING MATERIALS & SUPPLIES	2,000	-	2,000	0%
001-410-539-30522	OPERATING EXPENSE - UNIFORMS	13,000	726	11,914	8%
001-410-539-30524	OPERATING SUPPLIES - TOOLS	500	-	500	0%
001-410-539-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
		197,459	14,110		
PW-Road&Strs					
001-430-541-10110	SALARIES & WAGES	5,983	985	4,998	17%
001-430-541-10120	REGULAR SALARIES & WAGES	78,969	12,134	66,835	15%
001-430-541-10130	OTHER SALARIES & WAGES - P/T	-	13,599	(13,599)	0%
001-430-541-10140	OVERTIME	2,060	346	1,714	17%
001-430-541-10210	FICA TAXES	6,656	1,998	4,658	30%
001-430-541-10220	RETIREMENT CONTRIBUTIONS	10,194	1,573	8,621	15%
001-430-541-10230	LIFE & HEALTH INSURANCE	16,169	2,715	13,454	17%
001-430-541-30341	CONTRACTUAL SERVICES	30,600	-	30,600	0%
001-430-541-30403	GASOLINE & DIESEL	75,000	6,300	68,700	8%
001-430-541-30524	OPERATING SUPPLIES - SMALL TOOLS	1,000	-	1,000	0%
001-430-541-30530	ROAD MATERIALS & SUPPLIES	85,000	672	84,053	1%
001-430-541-60632	RESURF & SIDEWALKS	192,554	4,754	187,800	3%
001-430-541-60634	STORM WATER FACILITIES	2,000	-	2,000	0%
001-430-541-60643	HEAVY EQUIPMENT	58,776	-	58,776	0%
001-430-541-70710	CCB LOAN- GRAPPLE TRUCK PRINCIPAL	6,488	-	6,488	0%
001-430-541-70720	CCB LOAN GRAPPLE TRUCK - INTEREST	1,602	-	1,602	0%
		573,051	45,075		

PW-Cemtry

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Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
001-431-542-10110	SALARIES & WAGES	5,983	-	5,983	0%
001-431-542-10120	REGULAR SALARIES & WAGES	4,833	1,716	3,117	36%
001-431-542-10140	OVERTIME	-	29	(29)	0%
001-431-542-10210	FICA TAXES	827	119	708	14%
001-431-542-10220	RETIREMENT CONTRIBUTIONS	1,298	206	1,092	16%
001-431-542-10230	LIFE & HEALTH INSURANCE	2,811	453	2,358	16%
001-431-542-30521	OPERATING SUPPLIES	5,000	-	5,000	0%
		20,752	2,523		
PW-Bldg&Grnds					
001-440-519-10110	SALARIES & WAGES	5,983	-	5,983	0%
001-440-519-10120	REGULAR SALARIES & WAGES	167,872	31,326	136,546	19%
001-440-519-10140	OVERTIME	-	516	(516)	0%
001-440-519-10210	FICA TAXES	13,300	2,209	11,091	17%
001-440-519-10220	RETIREMENT CONTRIBUTIONS	20,615	3,209	17,406	16%
001-440-519-10230	LIFE & HEALTH INSURANCE	42,342	7,955	34,387	19%
001-440-519-30341	CONTRACTUAL SERVICES	29,000	12,807	16,193	44%
001-440-519-30463	REPAIR & MAINT.-BUILDINGS & GROUNDS	43,700	10,975	32,725	25%
001-440-519-30491	OTHER OPERATING EXPENSE	11,500	1,884	9,347	19%
001-440-519-60644	EQUIPMENT	1,500	-	1,500	0%
		335,812	70,881		
Parks&Rec-Parks Op					
001-440-572-10120	REGULAR SALARIES & WAGES	37,225	13,181	24,044	35%
001-440-572-10130	OTHER SALARIES & WAGES- P/T	25,500	-	25,500	0%
001-440-572-10140	OVERTIME	2,040	112	1,928	6%
001-440-572-10210	FICA TAXES	2,846	975	1,871	34%
001-440-572-10220	RETIREMENT CONTRIBUTIONS	4,465	1,582	2,883	35%
001-440-572-10230	LIFE & HEALTH INSURANCE	8,694	2,623	6,071	30%
001-440-572-30391	PARKS & FACILITY	10,000	(4)	10,004	NA
001-440-572-30430	UTILITIES	38,000	-	38,000	0%
001-440-572-30440	RENTAL OF EQUIPMENT & BUILDINGS	3,000	-	3,000	0%
001-440-572-30463	REPAIR & MAINTENANCE-BLDGS. & GRNDS	34,000	-	34,000	0%
001-440-572-30491	OTHER OPERATING EXPENSES	-	120	(120)	0%
		165,770	18,589		
PW-Fleet Maint					
001-450-541-10120	REGULAR SALARIES & WAGES	94,718	10,494	84,224	11%
001-450-541-10210	FICA TAXES	7,246	704	6,542	10%
001-450-541-10220	RETIREMENT CONTRIBUTIONS	11,011	1,251	9,760	11%
001-450-541-10230	LIFE & HEALTH INSURANCE	21,753	2,805	18,948	13%
001-450-541-30404	OIL & GREASE	1,198	-	1,198	0%
001-450-541-30405	TIRES	11,381	3,518	7,864	31%
001-450-541-30406	VEH PARTS ONLY	56,475	1,742	53,858	5%

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General Admin				Avail (Over)	
001-450-541-30407	VEHICLE REPAIRS	17,430	66	17,364	0%
		221,212	20,580		
	** FUND 001 GENERAL FUND TOTAL	8,385,128	981,189	7,398,514	12%
CRA					
002-250-552-10110	EXECUTIVE SALARIES & WAGES	63,770	15,834	47,936	25%
002-250-552-10120	REGULAR SALARIES & WAGES	21,840	-	21,840	0%
002-250-552-10210	FICA	6,549	1,186	5,363	18%
002-250-552-10220	RETIREMENT CONTRIBUTIONS	7,652	589	7,063	8%
002-250-552-10230	LIFE & HEALTH INSURANCE	16,043	1,344	14,699	8%
002-250-552-30343	PROFESSIONAL SERVICES	15,500	-	15,500	0%
002-250-552-30345	MAINSTREET SUPPORT	18,365	-	18,365	0%
002-250-552-30390	CONTINGENCIES - TANYARD CREEK	77,295	1,000	76,295	1%
002-250-552-30402	TRAVEL EXPENSES	5,000	109	4,891	2%
002-250-552-30403	GAS & DIESEL	2,400	41	2,359	2%
002-250-552-30410	TELEPHONE	5,500	911	4,589	17%
002-250-552-30420	SPECIAL EVENTS	19,000	-	19,000	0%
002-250-552-30430	UTILITIES	4,000	-	4,000	0%
002-250-552-30491	OTHER OPERATING EXPENSES	5,000	162	4,838	3%
002-250-552-30493	TRAINING	3,000	-	3,000	0%
002-250-552-30500	LEGAL ADS & RECORDINGS	1,000	-	1,000	0%
002-250-552-30511	OFFICE SUPPLIES	2,700	-	2,700	0%
002-250-552-30512	POSTAGE	40	-	40	0%
002-250-552-30521	OPERATING SUPPLIES	4,500	-	4,500	0%
002-250-552-31000	OTHER OPERATING EXPENSE- IT SUPPORT	8,000	-	8,000	0%
002-250-552-32000	REIMBURSEMENT TO THE CITY	50,000	-	50,000	0%
002-250-552-60641	OFFICE FURNITURE & EQUIPMENT	2,400	-	2,400	0%
002-250-552-70710	CRA LOAN PRINCIPAL - REGIONS BANK	155,000	-	155,000	0%
002-250-552-70711	CRA LOAN INTEREST - REGIONS BANK	13,000	-	13,000	0%
	** FUND 002 CRA TOTAL	507,554	21,176	486,378	4%
Smartgrid					
312-591-531-10120	REGULAR SALARIES & WAGES	-	10,263	(10,263)	0%
312-591-531-10140	OVERTIME	-	2	(2)	0%
312-591-531-10210	FICA TAXES	-	757	(757)	0%
312-591-531-10230	LIFE & HEALTH INSURANCE	-	875	(875)	0%
312-591-531-30341	CONTRACTUAL SERVICES	-	1,170	(1,170)	0%
312-591-531-30343	PROFESSIONAL SERVICES	-	3,653	(3,653)	0%
312-591-531-30491	OTHER OPERATING EXPENSES	-	10,915	(10,915)	0%
	** FUND 312 SMARTGRID TOTAL	-	27,635	(27,635)	0%
Business Admin					
400-271-513-10110	EXECUTIVE SALARIES & WAGES	59,784	9,198	50,586	15%
400-271-513-10120	REGULAR SALARIES & WAGES	158,126	24,327	133,799	15%

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Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
400-271-513-10210	FICA TAXES	16,670	2,388	14,282	14%
400-271-513-10220	RETIREMENT CONTRIBUTIONS	26,149	4,023	22,126	15%
400-271-513-10230	LIFE & HEALTH INSURANCE	36,447	5,594	30,853	15%
400-274-513-10110	EXE SALARIES & WAGES	65,509	10,078	55,431	15%
400-274-513-10120	REGULAR SALARIES & WAGES	182,245	24,890	157,355	14%
400-274-513-10140	OVERTIME	8,526	842	7,684	10%
400-274-513-10210	FICA TAXES	19,605	2,572	17,033	13%
400-274-513-10220	RETIREMENT CONTRIBUTION	28,258	3,052	25,206	11%
400-274-513-10230	LIFE & HEALTH INSURANCE	40,369	5,735	34,634	14%
400-274-513-30341	CONTRACTUAL SERVICES	20,800	150	20,800	0%
400-274-513-30390	CONTINGENCY	5,000	330	4,670	7%
400-274-513-30402	TRAVEL EXPENSES	5,000	-	5,000	0%
400-274-513-30403	GAS & DIESEL	3,500	187	3,313	5%
400-274-513-30410	TELEPHONE	4,000	631	3,369	16%
400-274-513-30461	REPAIR & MAINTAIN OFFICE EQUIPMENT	3,000	1,258	1,742	42%
400-274-513-30491	OTHER OPERATING EXPENSES	1,500	-	1,500	0%
400-274-513-30493	TRAINING	3,500	-	3,500	0%
400-274-513-30511	OFFICE SUPPLIES-GENERAL	5,000	-	5,000	0%
400-274-513-30522	OPERATING SUPPLIES - UNIFORMS	2,800	160	2,800	0%
400-274-513-31000	OTHER OPERATING EXPENSE IT SUPPORT	8,000	-	8,000	0%
400-274-513-31500	ENERGY PROGRAM EXPENSES	4,500	2,515	1,985	56%
400-274-513-60641	OFFICE FURNITURE & EQUIPMENT	5,000	-	5,000	0%
400-274-513-70711	NETQUINCY BLDG PRINCIPAL 50%	19,955	-	19,955	0%
400-274-513-70722	NETQUINCY BLDG INTEREST 50%	751	-	751	0%
	** FUND 400 BUSINESS ADM TOTAL	733,994	97,929	636,375	13%
Sewer					
402-520-535-10110	EXE SALARIES & WAGES	13,351	2,054	11,297	15%
402-520-535-10120	REGULAR SALARIES & WAGES	32,892	3,758	29,134	11%
402-520-535-10140	OVERTIME	20	1	19	4%
402-520-535-10210	FICA TAXES	3,539	296	3,243	8%
402-520-535-10220	RETIREMENT CONTRIBUTIONS	5,552	505	5,047	9%
402-520-535-10230	LIFE & HEALTH INSURANCE	9,935	1,027	8,908	10%
402-520-535-30341	CONTRACTUAL SERVICES	7,300	54	6,928	5%
402-520-535-30343	PROFESSIONAL SERVICES	71,189	3,097	68,093	4%
402-520-535-30402	TRAVEL EXPENSE	200	-	200	0%
402-520-535-30403	GAS & DIESEL	200	-	200	0%
402-520-535-30404	OIL & GREASE	50	-	50	0%
402-520-535-30410	TELEPHONE	5,174	951	4,223	18%
402-520-535-30440	RENTALS & LEASES	2,350	-	2,350	0%
402-520-535-30491	OTHER OPERATING EXPENSE	8,000	157	7,020	12%
402-520-535-30511	OFFICE SUPPLIES	212	12	200	6%
402-520-535-30521	OPERATING SUPPLIES	175	-	25	86%
402-520-535-30522	OPERATING SUPPLIES - UNIFORMS	135	2	71	48%

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General Admin				Avail (Over)	
402-520-535-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
402-520-535-60644	EQUIPMENT	10,000	-	10,000	0%
402-520-535-70710	DEBT SERVICE PRINCIPAL	82,075	-	82,075	0%
402-520-535-70711	DEBT SERVICE PRIN-SERIES 2003	120,600	-	120,600	0%
402-520-535-70720	DEBT SERVICE DEP STATE LOAN PRINCIP	178,152	-	178,152	0%
402-520-535-70721	DEBT SERVICE DEP STATE LOAN INTERES	44,408	-	44,408	0%
402-520-535-70730	NOTE PAY EQUIP LOAN- PRINCIPAL	14,828	-	14,828	0%
402-520-535-70731	NOTE PAY EQUIP LOAN- INTEREST	2,100	-	2,100	0%
402-520-535-90990	TRANSFER OF PROFIT	136,520	-	136,520	0%
402-520-535-91000	BUSINESS ACTIVITY SHARED EXP	54,170	-	54,170	0%
402-531-535-30341	CONTRACTUAL SERVICES	719,476	51,121	668,355	7%
402-531-535-30430	UTILITIES	266,000	-	266,000	0%
402-531-535-30466	REPAIR & MAINTENANCE - PLANT	7,000	-	7,000	0%
402-531-535-30491	OTHER OPERATING EXPENSE	500	-	500	0%
402-531-535-30501	PERMITS	400	-	400	0%
402-531-535-60644	EQUIPMENT	31,000	-	31,000	0%
402-540-535-10120	REGULAR SALARIES & WAGES	77,308	12,497	64,811	16%
402-540-535-10140	OVERTIME	2,295	924	1,371	40%
402-540-535-10210	FICA TAXES	6,090	952	5,138	16%
402-540-535-10220	RETIREMENT CONTRIBUTIONS	9,552	1,427	8,125	15%
402-540-535-10230	LIFE & HEALTH INSURANCE	16,083	3,610	12,473	23%
402-540-535-30312	ENGINEERING STUDY	2,000	-	2,000	0%
402-540-535-30341	CONTRACTUAL SERVICES	1,745	-	1,745	0%
402-540-535-30401	AUTO EXPENSE	200	-	200	0%
402-540-535-30403	GASOLINE & DIESEL	3,024	193	2,831	6%
402-540-535-30404	OIL & GREASE	576	-	576	0%
402-540-535-30405	TIRES	150	-	150	0%
402-540-535-30406	AUTO PARTS	150	-	150	0%
402-540-535-30407	VEHICLE REPAIRS-PARTS AND LABOR	200	-	200	0%
402-540-535-30440	RENTALS/LEASES	200	-	200	0%
402-540-535-30462	REPAIR & MAINT.-EQUIPMENT & TOOLS	5,300	104	5,196	2%
402-540-535-30467	MAINTENANCE OF MAINS & LINES	16,215	601	15,614	4%
402-540-535-30491	OTHER OPERATING EXPENSE	203	-	203	0%
402-540-535-30521	OPERATING SUPPLIES	200	-	200	0%
402-540-535-30522	OPERATING SUPPLIES - UNIFORMS	1,167	244	363	69%
402-540-535-60644	EQUIPMENT	5,028	-	5,028	0%
	** FUND 402 SEWER TOTAL	1,983,189	83,589	1,897,688	4%
Electric					
403-502-531-10120	REGULAR SALARIES & WAGES	15,912	-	15,912	0%
403-502-531-10140	OVERTIME	510	-	510	0%
403-502-531-10210	FICA TAXES	1,256	-	1,256	0%
403-502-531-10220	RETIREMENT CONTRIBUTIONS	1,971	-	1,971	0%
403-502-531-10230	LIFE & HEALTH INSURANCE	4,741	-	4,741	0%

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Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
403-502-531-30430	UTILITIES	4,657	-	4,657	0%
403-502-531-30461	R/M-OFFICE EQUIPMENT	636	-	636	0%
403-502-531-30462	REPAIR & MAINT - EQUIP AND TOOLS	500	-	500	0%
403-502-531-30463	REPAIR & MAINT - BLDS AND GROUNDS	500	64	116	77%
403-502-531-30491	OTHER OPERATING EXPENSE	1,000	-	1,000	0%
403-502-531-30521	OPERATING SUPPLIES	850	-	250	71%
403-502-531-30522	OPERATING SUPPLIES - UNIFORMS	300	(40)	153	49%
403-520-531-10110	EXE SALARIES & WAGES	26,702	4,108	22,594	15%
403-520-531-10120	REGULAR SALARIES & WAGES	65,785	7,517	58,268	11%
403-520-531-10140	OVERTIME	41	1	40	4%
403-520-531-10210	FICA TAXES	7,078	592	6,486	8%
403-520-531-10220	RETIREMENT CONTRIBUTIONS	10,903	1,011	9,892	9%
403-520-531-10230	LIFE & HEALTH INSURANCE	20,122	2,055	18,067	10%
403-520-531-30341	CONTRACTUAL SERVICES	176,300	13,295	162,688	8%
403-520-531-30343	PROFESSIONAL SERVICES	5,000	38	4,962	1%
403-520-531-30370	PURCHASED ELECTRIC	9,737,853	1,227,991	8,509,862	13%
403-520-531-30391	RESERVES	165,350	-	165,350	0%
403-520-531-30402	TRAVEL EXPENSE	2,000	793	1,207	40%
403-520-531-30403	GASOLINE & DIESEL	2,500	198	2,302	8%
403-520-531-30404	OIL & GREASE	218	-	218	0%
403-520-531-30405	TIRES	150	-	150	0%
403-520-531-30406	VEHICLE PARTS ONLY	50	-	50	0%
403-520-531-30407	VEHICLE REPAIRS	200	-	200	0%
403-520-531-30410	TELEPHONE	1,000	848	152	85%
403-520-531-30440	RENTALS/LEASES	2,250	-	2,250	0%
403-520-531-30491	OTHER OPERATING EXPENSE	20,000	507	16,370	18%
403-520-531-30493	TRAINING	6,600	466	1,012	85%
403-520-531-30511	OFFICE SUPPLIES	200	12	188	6%
403-520-531-30512	POSTAGE	25,000	5,000	20,000	20%
403-520-531-30521	OPERATING SUPPLIES	200	-	50	75%
403-520-531-30522	OPERATING SUPPLIES - UNIFORMS	135	53	82	40%
403-520-531-30540	DUES, PUBLICATION, & MEMBERSHIPS	36,500	926	35,574	3%
403-520-531-30560	BAD DEBTS	-	(830)	830	0%
403-520-531-30580	STATE ASSESSMENT TAXES	2,976	-	2,976	0%
403-520-531-30591	UNCLAIMED PROPERTY UTILITY REFUND	3,783	-	3,783	0%
403-520-531-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
403-520-531-70700	2003 BOND DEBT SERVICE PRINCIPAL	57,317	-	57,317	0%
403-520-531-70701	2003 BOND DEBT SERVICE INTEREST	42,683	-	42,683	0%
403-520-531-90990	TRANSFER OF PROFIT	3,858,481	-	3,858,481	0%
403-520-531-90993	INTERFUND TRANSFER TO SEWER	72,632	-	72,632	0%
403-520-531-90994	INTERFUND TRANSFER TO WATER	60,000	-	60,000	0%
403-520-531-90995	INTERFUND TRANSFER TO GAS	153,971	-	153,971	0%
403-520-531-91000	BUSINESS ACTIVITY SHARED EXP	238,138	-	238,138	0%
403-591-531-10120	REGULAR SALARIES & WAGES	282,523	41,374	241,149	15%

Fiscal Year: 2014 Month: 11 G/L: * Only Act Types: X

Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
403-591-531-10140	OVERTIME	20,400	1,624	18,776	8%
403-591-531-10210	FICA TAXES	23,174	3,209	19,965	14%
403-591-531-10220	RETIREMENT CONTRIBUTIONS	36,351	4,204	32,147	12%
403-591-531-10230	LIFE & HEALTH INSURANCE	49,481	6,421	43,060	13%
403-591-531-30341	CONTRACTUAL SERVICES	2,000	-	2,000	0%
403-591-531-30403	GASOLINE & DIESEL	20,000	1,421	18,579	7%
403-591-531-30404	OIL & GREASE	750	-	750	0%
403-591-531-30405	TIRES	55	-	55	0%
403-591-531-30406	PARTS	150	-	150	0%
403-591-531-30407	VEHICLE REPAIRS-LABOR & PARTS	15,304	785	14,519	5%
403-591-531-30430	UTILITIES	390,000	-	390,000	0%
403-591-531-30440	RENTALS / LEASES	305	-	305	0%
403-591-531-30461	REPAIR & MAINT - OFFICE EQUIPMENT	5,000	-	5,000	0%
403-591-531-30462	REPAIR & MAINT - EQUIPMENT & TOOLS	6,700	944	5,756	14%
403-591-531-30467	REPAIR & MAINT-MAINS & LINES	71,819	12,464	59,355	17%
403-591-531-30468	REPAIR & MAINTENANCE - SERVICES	18,475	5,487	12,988	30%
403-591-531-30469	LINE CLEARING CREW	30,000	-	30,000	0%
403-591-531-30491	OTHER OPERATING EXPENSES	800	17	783	2%
403-591-531-30521	OPERATING SUPPLIES	761	-	761	0%
403-591-531-30522	OPERATING SUPPLIES - UNIFORMS	10,072	240	5,912	41%
403-591-531-60635	STREET LIGHTS	1,000	643	357	64%
403-591-531-60636	SIGNALIZATION	3,000	11	2,989	0%
403-591-531-60644	EQUIPMENT	36,371	-	36,371	0%
	** FUND 403 ELECTRIC TOTAL	15,867,442	1,343,449	14,510,067	9%
Water					
404-520-533-10110	EXE SALARIES & WAGES	13,351	2,054	11,297	15%
404-520-533-10120	REGULAR SALARIES & WAGES	32,892	3,758	29,134	11%
404-520-533-10140	OVERTIME	20	1	19	4%
404-520-533-10210	FICA TAXES	3,539	296	3,243	8%
404-520-533-10220	RETIREMENT CONTRIBUTIONS	5,552	505	5,047	9%
404-520-533-10230	LIFE & HEALTH INSURANCE	9,935	1,027	8,908	10%
404-520-533-30314	ANNUAL MEMBERSHIP FEES	500	-	500	0%
404-520-533-30341	CONTRACTUAL SERVICES	22,800	54	22,428	2%
404-520-533-30343	PROFESSIONAL SERVICES	1,000	-	1,000	0%
404-520-533-30402	TRAVEL EXPENSE	200	-	200	0%
404-520-533-30404	OIL & GREASE	50	-	50	0%
404-520-533-30410	TELEPHONE	1,000	465	535	47%
404-520-533-30440	RENTALS & LEASES	2,200	-	2,200	0%
404-520-533-30491	OTHER OPERATING EXPENSE	7,545	157	6,565	13%
404-520-533-30493	TRAINING	2,500	-	2,500	0%
404-520-533-30501	PERMITS & FEES	8,000	-	8,000	0%
404-520-533-30511	OFFICE SUPPLIES	153	12	141	8%
404-520-533-30521	OPERATING SUPPLIES	200	-	50	75%

Fiscal Year: 2014 Month: 11 G/L: * Only Act Types: X

Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
404-520-533-30522	OPERATING SUPPLIES - UNIFORMS	100	2	36	64%
404-520-533-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
404-520-533-70710	PRINCIPAL	82,075	-	82,075	0%
404-520-533-70711	PRINCIPAL-2003 BOND	120,600	-	120,600	0%
404-520-533-70720	DEBT SERVICE INTEREST	140,326	-	140,326	0%
404-520-533-70721	INTEREST-2003 BOND	116,711	-	116,711	0%
404-520-533-90990	TRANSFER OF PROFIT	168,472	-	168,472	0%
404-520-533-91000	BUSINESS ACTIVITY SHARED EXP	53,093	-	53,093	0%
404-530-533-30341	CONTRACTUAL SERVICES	328,909	27,527	301,382	8%
404-530-533-30391	RESERVES	75,000	-	75,000	0%
404-530-533-30430	UTILITIES	196,851	15,941	100,851	49%
404-530-533-30466	REPAIR & MAINTENANCE - PLANT	4,492	-	4,492	0%
404-530-533-30469	REPAIR & MAINT RESERVOIRS	15,000	-	15,000	0%
404-530-533-60644	EQUIPMENT	25,028	16,251	8,777	65%
404-539-533-10110	SALARIES & WAGES	21,000	-	21,000	0%
404-539-533-10120	REGULAR SALARIES & WAGES	56,308	12,497	43,811	22%
404-539-533-10140	OVERTIME	2,295	923	1,372	40%
404-539-533-10210	FICA TAXES	6,090	952	5,138	16%
404-539-533-10220	RETIREMENT CONTRIBUTIONS	9,552	1,427	8,125	15%
404-539-533-10230	LIFE & HEALTH INSURANCE	15,930	3,610	12,320	23%
404-539-533-30403	GASOLINE & DIESEL	2,300	256	2,044	11%
404-539-533-30404	OIL & GREASE	500	-	500	0%
404-539-533-30405	TIRES	100	-	100	0%
404-539-533-30406	AUTO PARTS	50	-	50	0%
404-539-533-30407	VEHICLE REPAIRS-PARTS AND LABOR	50	-	50	0%
404-539-533-30440	RENTALS/LEASES	200	-	200	0%
404-539-533-30462	REPAIR & MAINT- EQUIPMENT & TOOLS	3,100	-	3,100	0%
404-539-533-30467	REPAIR & MAINT.-MAINS & LINES	14,160	2,655	11,505	19%
404-539-533-30468	REPAIR & MAINT.- SERVICES	10,700	5,815	4,885	54%
404-539-533-30491	OTHER OPERATING EXPENSE	1,000	-	1,000	0%
404-539-533-30521	OPERATING SUPPLIES	300	-	300	0%
404-539-533-30522	OPERATING SUPPLIES - UNIFORMS	1,168	(58)	666	43%
404-539-533-60644	EQUIPMENT	10,000	-	10,000	0%
	** FUND 404 WATER TOTAL	1,600,897	96,129	1,422,796	11%
Gas					
405-520-532-10110	EXE SALARIES & WAGES	13,351	2,054	11,297	15%
405-520-532-10120	REGULAR SALARIES & WAGES	32,892	3,758	29,134	11%
405-520-532-10140	OVERTIME	20	1	19	4%
405-520-532-10210	FICA TAXES	3,539	296	3,243	8%
405-520-532-10220	RETIREMENT CONTRIBUTIONS	5,549	505	5,044	9%
405-520-532-10230	LIFE & HEALTH INSURANCE	9,939	1,027	8,912	10%
405-520-532-30341	CONTRACTUAL SERVICES	66,301	54	65,929	1%
405-520-532-30380	PURCHASED GAS	929,130	75,603	853,527	8%

Fiscal Year: 2014 Month: 11 G/L: * Only Act Types: X

Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
405-520-532-30402	TRAVEL EXPENSE	200	-	200	0%
405-520-532-30403	GAS & DIESEL	750	-	750	0%
405-520-532-30404	OIL & GREASE	50	-	50	0%
405-520-532-30405	TIRES	100	-	100	0%
405-520-532-30410	TELEPHONE EXPENSE	1,000	295	705	30%
405-520-532-30440	RENTALS/LEASES	2,250	-	2,250	0%
405-520-532-30491	OTHER OPERATING EXPENSE	9,700	157	8,720	10%
405-520-532-30493	TRAINING	1,527	191	1,336	13%
405-520-532-30511	OFFICE SUPPLIES	175	12	163	7%
405-520-532-30521	OPERATING SUPPLIES	150	-	-	100%
405-520-532-30522	OPERATING SUPPLIES - UNIFORMS	135	2	71	48%
405-520-532-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
405-520-532-90990	TRANSFER OF PROFIT	578,391	-	578,391	0%
405-520-532-91000	BUSINESS ACTIVITY SHARED EXP	86,468	-	86,468	0%
405-561-532-10120	REGULAR SALARIES & WAGES	57,257	4,080	53,177	7%
405-561-532-10140	OVERTIME	2,069	-	2,069	0%
405-561-532-10210	FICA TAXES	4,538	291	4,247	6%
405-561-532-10220	RETIREMENT CONTRIBUTIONS	7,119	490	6,629	7%
405-561-532-10230	LIFE & HEALTH INSURANCE	10,538	918	9,620	9%
405-561-532-30403	GASOLINE & DIESEL	3,500	421	3,079	12%
405-561-532-30404	OIL & GREASE	300	-	300	0%
405-561-532-30405	TIRES	150	-	150	0%
405-561-532-30406	VEHICLE PARTS	152	91	61	60%
405-561-532-30407	VEHICLE REPAIR PARTS AND LABOR	200	-	200	0%
405-561-532-30430	UTILITIES	2,450	-	2,450	0%
405-561-532-30440	RENTALS/LEASES	328	-	328	0%
405-561-532-30462	REPAIR & MAINT-EQUIPMENT & TOOLS	927	-	927	0%
405-561-532-30467	MAINT. OF MAINS & LINES - GAS	18,585	428	18,157	2%
405-561-532-30468	MAINTENANCE OF SERVICES - GAS	6,120	60	6,060	1%
405-561-532-30491	OTHER OPERATING EXPENSE	200	-	200	0%
405-561-532-30520	OPER SUPP-WATER HEATERS	2,000	-	2,000	0%
405-561-532-30521	OPERATING SUPPLIES	200	-	200	0%
405-561-532-30522	OPERATING SUPPLIES - UNIFORMS	1,502	(24)	904	40%
	** FUND 405 GAS TOTAL	1,867,752	90,711	1,775,067	5%
Refuse					
406-410-539-30360	ADMINISTRATIVE SERVICES	65,000	-	65,000	0%
406-410-539-30443	RESIDENTIAL REFUSE	592,560	93,998	498,562	16%
406-410-539-30480	LANDFILL TIPPING FEES	56,618	4,978	51,640	9%
406-410-539-31443	COMMERCIAL REFUSE	499,101	82,995	416,106	17%
406-410-539-91000	BUSINESS ACTIVITY SHARED EXP	29,018	-	29,018	0%
	** FUND 406 REFUSE TOTAL	1,242,297	181,971	1,060,326	15%
Landfill					

Fiscal Year: 2014 Month: 11 G/L: * Only Act Types: X

Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
407-422-536-10120	REGULAR SALARIES & WAGES	50,341	8,079	42,262	16%
407-422-536-10140	OVERTIME	5,100	682	4,418	13%
407-422-536-10210	FICA TAXES	4,241	595	3,646	14%
407-422-536-10220	RETIREMENT CONTRIBUTIONS	6,653	972	5,681	15%
407-422-536-10230	LIFE & HEALTH INSURANCE	18,983	2,385	16,598	13%
407-422-536-30312	ENGINEERING FEES	8,173	978	7,195	12%
407-422-536-30346	MONITORING FEES	49,450	850	36,585	26%
407-422-536-30430	UTILITIES	1,354	-	1,354	0%
407-422-536-30462	REPAIR & MAINT-EQUIPMENT & TOOLS	434	-	434	0%
407-422-536-30463	REPAIR & MAINT.-BUILDINGS & GROUNDS	502	-	502	0%
407-422-536-30491	OTHER OPERATING EXPENSE	6,692	-	6,692	0%
407-422-536-30493	TRAINING	1,000	-	1,000	0%
407-422-536-30501	PERMITS	200	-	200	0%
407-422-536-31000	OTHER OPERATING EXP - IT SUPPORT	8,000	-	8,000	0%
407-422-536-90990	TRANSFER PROFIT	49,059	-	49,059	0%
407-422-536-91000	BUSINESS ACTIVITY SHARED EXP	49,675	-	49,675	0%
	** FUND 407 LANDFILL TOTAL	259,857	14,542	233,300	10%
Telecom					
408-539-539-10110	EXECUTIVE SALARIES & WAGES	22,957	3,532	19,425	15%
408-539-539-10120	REGULAR SALARIES & WAGES	22,322	3,674	18,648	17%
408-539-539-10210	FICA	3,464	507	2,957	15%
408-539-539-10220	RETIREMENT CONTRIBUTIONS	5,433	547	4,886	10%
408-539-539-10230	LIFE & HEALTH INSURANCE	12,472	1,681	10,791	14%
408-539-539-30341	CONTRACTUAL SERVICES	34,741	19,406	14,835	57%
408-539-539-30343	PROFESSIONAL SERVICES	3,168	-	3,168	0%
408-539-539-30360	ADMINISTRATIVE SERVICES	454	-	454	0%
408-539-539-30370	MARKETING & ADVERTISING	2,000	-	2,000	0%
408-539-539-30402	TRAVEL EXPENSES	810	-	810	0%
408-539-539-30403	GAS & DIESEL	3,088	674	2,414	22%
408-539-539-30410	TELEPHONE	6,379	1,902	4,477	30%
408-539-539-30430	UTILITIES	11,156	-	11,156	0%
408-539-539-30461	REPAIR & MAINTENANCE	2,136	-	2,136	0%
408-539-539-30470	PRINTING & BINDING	124	-	124	0%
408-539-539-30491	OTHER OPERATING EXPENSES	4,079	1,399	2,670	35%
408-539-539-30511	OFFICE SUPPLIES	363	-	363	0%
408-539-539-30521	OPERATING SUPPLIES	4,444	-	4,444	0%
408-539-539-60644	EQUIPMENT	492	-	492	0%
408-539-539-70711	PRINCIPAL-NET QUINCY BLDG	19,200	-	19,200	0%
408-539-539-70721	INTEREST-NET QUINCY BLDG	1,600	-	1,600	0%
408-539-539-90990	TRANSFER PROFIT	14,474	-	14,474	0%
	** FUND 408 TELCOM TOTAL	175,356	33,322	141,524	19%

Fiscal Year: 2014 Month: 11 G/L: * Only Act Types: X

Account Number	Description	Budget	YTD Amount	Balance	%_EXP
General Admin				Avail (Over)	
Information Technology					
508-539-539-10110	EXECUTIVE SALARIES & WAGES	32,203	5,298	26,905	17%
508-539-539-10120	REGULAR SALARIES & WAGES	20,091	3,674	16,417	18%
508-539-539-10210	FICA	4,342	637	3,705	15%
508-539-539-10220	RETIREMENT CONTRIBUTIONS	6,811	600	6,211	9%
508-539-539-10230	LIFE & HEALTH INSURANCE	14,745	1,865	12,880	13%
508-539-539-30341	CONTRACTUAL SERVICES	18,859	4,079	14,280	24%
508-539-539-30343	PROFESSIONAL SERVICES	31,000	1,734	29,266	6%
508-539-539-30360	ADMINISTRATIVE SERVICES	1,500	-	1,500	0%
508-539-539-30402	TRAVEL EXPENSE	800	1,605	(805)	201%
508-539-539-30403	GAS & DIESEL	2,626	-	2,626	0%
508-539-539-30410	TELEPHONE	3,000	-	3,000	0%
508-539-539-30470	PRINTING & BINDING	1,475	-	1,475	0%
508-539-539-30491	OTHER OPERATING EXPENSES	19,586	7,591	11,995	39%
508-539-539-30511	OFFICE SUPPLIES	455	-	455	0%
508-539-539-30521	OPERATING SUPPLIES	3,000	-	3,000	0%
508-539-539-60644	EQUIPMENT	9,708	-	9,708	0%
508-539-539-70710	2003 BOND DEBT SERVICE PRINCIPAL	26,100	-	26,100	0%
508-539-539-70720	2003 BOND DEBT SERVICE INTEREST	72,941	-	72,941	0%
	** FUND 508 INFO TECH TOTAL	269,242	27,083	241,659	

Bank of America



Redacted RECEIVED NOV 12 2013 FINANCE

FL CITY OF QUINCY

October 05, 2013 - November 04, 2013

Purchasing Card

Company Statement

Table with 3 columns: Account Information, Payment Information, and Account Summary. Includes details like Statement Date (11/04/13), Total Payment Due (\$40,492.60), and Current Balance (\$40,492.60).

Cardholder Activity Summary

Table with 5 columns: Account Number, Credit Limit, Credits, Cash, Purchases and Other Debits, Total Activity. Lists activity for four different cards.



Account Number: XXXX-XXXX-XXXX October 05, 2013 - November 04, 2013

Total Payment Due \$40,492.60 Payment Due Date 11/18/13

Enter payment amount

\$ [Barcode]

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



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



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

**N0003410



Cardholder Activity Summary

Account Number	Credits	Cash	Purchases and Other Debits	Total Activity
XXXX-XXXX-XXXX 50,000	0.00	0.00	35,444.10	35,444.10
XXXX-XXXX-XXXX 1,500	0.00	0.00	50.02	50.02
XXXX-XXXX-XXXX 1,058	0.00	0.00	303.29	303.29
XXXX-XXXX-XXXX 1,500	0.00	0.00	491.44	491.44
XXXX-XXXX-XXXX 2,500	0.00	0.00	1,391.03	1,391.03

Transactions

Posting Date	Transaction Date	Description	Reference Number	MCC	Charge	Credit
FL CITY OF QUINCY						Total Activity
Account Number: XXXX-XXXX-XXXX						-\$7,497.03
11/04	11/01	PAYMENT THANK YOU	3084739076002AZ	70000003305825084739076	0008	7,497.03
Account Number: XXXX-XXXX-XXXX						Total Activity
Account Number: XXXX-XXXX-XXXX						1,634.20
10/10	10/09	SQ *JOSEPHINE KENNEDY ESSTallahassee FL	24692163282000348741909	7230	1.00	
10/10	10/09	SQ *JOSEPHINE KENNEDY ESSTallahassee FL	24692163282000348809763	7230	1,249.00	
10/15	10/14	VICTORY CORPS 763-746-1371 MN	24765013288286000025391	5046	277.88	
10/24	10/23	FIRST CALL TRUCK PARTS 850-575-9500 FL	24055233297286000520054	5533	66.85	
10/25	10/24	FIRST CALL TRUCK PARTS 850-575-9500 FL	24055233298286000530060	5533	9.39	
11/04	11/01	QUINCY AUTO PARTS QUINCY FL	24210733305200006100069	5533	30.08	
Account Number: XXXX-XXXX-XXXX						Total Activity
Account Number: XXXX-XXXX-XXXX						50.00
10/28	10/25	THE IVY SHOP 850-627-6661 FL	24326863298200582000017	5947	50.00	
Account Number: XXXX-XXXX-XXXX						Total Activity
Account Number: XXXX-XXXX-XXXX						350.68
10/09	10/07	BELL & BATES HOME CENTER QUINCY FL	24632693281281113096105	5251	77.67	
10/18	10/17	WAL-MART #0488 QUINCY FL	24226383291091007916641	5411	23.36	
10/22	10/21	WAL-MART #0488 QUINCY FL	24226383295091006449939	5411	47.37	
10/25	10/23	WW GRAINGER 877-2022594 PA	24755423297732979250504	5085	202.28	
Account Number: XXXX-XXXX-XXXX						Total Activity
Account Number: XXXX-XXXX-XXXX						777.84
10/11	10/10	FLORIDA LEAGUE OF CITIES 850-222-9684 FL	24013213283980013016329	8699	300.00	
10/15	10/14	HERTZ RENT-A-CAR TALLAHASSEE FL 198020034	24391213287613198020034	3357	185.84	
10/15	10/14	EMBASSY SUITES TAMPA TAMPA FL Arrival: 10/11/13	24610433287004034068909	3695	292.00	
Account Number: XXXX-XXXX-XXXX						Total Activity
Account Number: XXXX-XXXX-XXXX						35,444.10
10/16	10/15	UNIFORM&CAREER APPAREL 800-504-0328 FL	24692163288000576119616	5964	1,556.01	
10/16	10/15	SRT SUPPLY INC. ST PETERSBURGFL	24332393289000013521752	5046	4,735.60	
10/17	10/15	BENTLEY 610-321-6464 PA	24121573289662814298278	7372	710.00	
10/17	10/15	SRT SUPPLY INC. ST PETERSBURGFL	24332393290000013621765	5046	550.80	
10/18	10/17	AIRGAS SOUTH 770-590-6200 GA	24435653291286399800261	5169	88.00	
10/21	10/18	MARPAN SUPPLY CO INC 850-2249353 FL	24071053291330198066666	5085	341.50	
10/21	10/18	WWW.OFFICEEQUIPMENTMAC 888-303-0770 NY	24692163291000348043123	5943	2,536.07	
10/21	10/17	MIDWAY TIRE MIDWAY FL	24767253292000000241898	5532	1,414.40	
10/21	10/18	SMITH ELECTRIC MOTOR INC 229-2280670 GA	24755423291272917358792	5065	5,355.61	
10/21	10/17	CAPITAL HYDRAULICS TALLAHASSEE FL	24512393291096300023450	5046	1,793.78	
10/21	10/17	HODGES HEATING AIR CONDITTALLAHASSEE FL	24195063291980013588342	1711	670.00	
10/21	10/17	HODGES HEATING AIR CONDITTALLAHASSEE FL	24195063291980013588375	1711	275.00	
10/21	10/19	COMMUNITY COFFEE-BASE 300-688-0990 LA	24692163292000724047812	5499	46.10	
10/21	10/19	COMMUNITY COFFEE-BASE 300-688-0990 LA	24692163292000724047978	5499	61.70	
10/21	10/18	HD SUPPLY UTILITIES, LTD 9402707200 FL	24792623292014000484203	5065	776.93	
10/21	10/18	SUBER&WEAVER EQUIPMENT TALLAHASSEE FL	24323033292122101010015	7538	4,251.72	
10/22	10/21	CDW GOVERNMENT 800-800-4239 IL	24445003294300286215526	5964	1,562.00	
10/22	10/21	CSX TRANSPORTATION INC 904-279-3896 FL	24435653294206599100020	5099	2,136.00	



Transactions

Posting Transaction							
Date	Date	Description	Reference Number	MCC	Charge	Credit	
10/25	10/24	QUILL CORPORATION 800-789-8965 IL	24270763297166000084258	5111	542.94		
10/25	10/24	FIRST CALL TRUCK PARTS 850-575-9500 FL	24055233298286000530102	5533	2,244.05		
10/28	10/24	SEABORN PRINTING COMPANY 229-2464970 GA	24316243298900018007176	2741	2,465.39		
11/04	11/01	KIRBY BUILT PRODUCTS 866-965-4729 WI	24110393305816003216881	5099	1,330.50		
							Total Activity

Account Number: XXXX-XXXX-XXXX- [REDACTED] **50.02**

10/23	10/22	BUDGET PRINTING CENTERS 850-576-3332 FL	24607943296200616400013	7338	50.02		
							Total Activity

Account Number: XXXX-XXXX-XXXX- [REDACTED] **303.29**

10/17	10/15	BELL & BATES HOME CENTER QUINCY FL	24632693289289167312106	5251	74.24		
10/21	10/18	EXECUTIVE OFFICE FURN TALLAHASSEE FL	24453883292000011800016	5021	229.05		
							Total Activity

Account Number: XXXX-XXXX-XXXX- [REDACTED] **491.44**

10/07	10/04	STONES HOME CENTERS STOREQUINCY FL	24013393277000267505964	5200	89.97		
10/07	10/04	STONES HOME CENTERS STOREQUINCY FL	24013393277000267505899	5200	42.17		
10/07	10/04	STONES HOME CENTERS STOREQUINCY FL	24013393277000267505071	5200	89.97		
10/15	10/14	COMMON CENTS QUINCY FL	24607943288206998000032	5399	75.99		
10/16	10/15	STONES HOME CENTERS STOREQUINCY FL	24013393288000991272136	5200	55.00		
10/17	10/15	CVSPHARMACY #3624 Q03 QUINCY FL	24445003289100399850632	5912	23.98		
10/17	10/16	COMMON CENTS QUINCY FL	24607943290206998200018	5399	114.36		
							Total Activity

Account Number: XXXX-XXXX-XXXX- [REDACTED] **1,391.03**

10/07	10/04	WAL-MART #0488 QUINCY FL	24226383278091006543229	5411	146.82		
10/07	10/05	STAPLES 00110726 TALLAHASSEE FL	24164073279105152262473	5943	154.71		
10/07	10/06	8X8, INC. 888-898-8733 888-8988733 CA	24436543280005210822154	4816	35.02		
10/07	10/06	8X8, INC. 888-898-8733 888-8988733 CA	24436543280005210823673	4816	35.02		
10/07	10/06	8X8, INC. 888-898-8733 888-8988733 CA	24436543280005210823723	4816	35.02		
10/07	10/05	DT2GO 850-810-4246 FL	24506013279980169911186	7372	75.00		
10/09	10/08	WAL-MART #0488 QUINCY FL	24226383282091000243358	5411	4.68		
10/09	10/08	WUFOO.COM/CHARGE 813-4213676 CA	24906413281003622567661	5968	29.95		
10/14	10/11	GEOTRUST, INC. 866-436-8787 CA	24692163284000104526849	5734	199.00		
10/16	10/15	YAHOO *QUINCYFAMILYME 408-916-2149 CA	24692163288000473361907	4816	35.85		
10/16	10/16	MYFAX *PROTUS IP SOLN 866-563-9212 GA	24692163289000658728267	5968	110.20		
10/16	10/15	BARRACUDA NETWORKS INC 408-3425400 CA	24436543289005250917436	7372	200.00		
10/16	10/15	ALFRESCO SOFTWARE MAIDENHEAD	74830503288174147918445	8299	94.00		
10/16	10/16	INTERNATIONAL TRANSACTION FEE	74830503288174147918445	0001	0.75		
10/24	10/22	ACCUWEATHER INC 814-235-8540 PA	24492153296200905701489	8999	7.95		
10/25	10/24	CITRIXONLINE.COM 855-837-1750 CA	24692163297000806869831	5968	49.00		
10/28	10/24	ADOBE SYSTEMS, INC. 800-833-6687 WA	24610433298004037074166	5969	69.99		
11/04	11/02	8X8, INC. 888-898-8733 888-8988733 CA	24436543307005310350337	4816	35.02		
11/04	11/02	8X8, INC. 888-898-8733 888-8988733 CA	24436543307005310585296	4816	35.02		
11/04	11/02	8X8, INC. 888-898-8733 888-8988733 CA	24436543307005310586443	4816	35.02		
11/04	10/29	SKYPE COMMUNICATIO LUXEMBOURG	74547063307070513776621	5968	2.99		
11/04	11/04	INTERNATIONAL TRANSACTION FEE	74547063307070513776621	0001	0.02		

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.

Time Period 10/05/13 - 11/04/13	Due Date: Invoice Date: Invoice #:	11/18/2013 11/4/2013 Nov2013	BANK OF AMERICA P-CARD STATEMENT Vendor# 11646
		General Ledger #	Justification
8X8 INC	35.02	408-539-539-30410	After Hours Phone for NetQ
8X8 INC	35.02	001-260-513-30410	HR Hotline
8X8 INC	35.02	001-210-521-30410	QPD Hotline
8X8 INC	35.02	408-539-539-30410	After Hours Phone for NetQ
8X8 INC	35.02	001-260-513-30410	HR Hotline
8X8 INC	35.02	001-210-521-30410	QPD Hotline
ACCUWEATHER INC	7.95	508-539-539-30491	Weather data CM office
ADOBE	69.99	508-539-539-30521	City-Adobe subscription
Airgas South	\$ 88.00	405-561-532-30440	Cylinder Lease Renewal for
ALFRESCO SOFTWARE	94.00	508-539-539-30491	City sharepoint site
BARRACUDA NETWORKS INC	200.00	508-539-539-30341	City office site backup
BELL & BATES HOME CENTER	77.67	001-210-522-30463	LIGHT BULBS
BELL & BATES HOME CENTER	74.24	400-274-513-30461	SHIPPED HANDHELD COMPUTER TO SEATTLE FOR REPAIR
Bentley Systems, Inc.	\$ 710.00	402-520-535-30440	Microstation Select Subscription
BUDGET PRINTING CENTERS	50.02	001-210-521-30511	HUMAN TRAFFIKING POSTERS AND FLYERS
Capital Hydraulics Inc	\$ 1,793.78	001-450-541-30406	Parts Invoice #053681
CDW Government	\$ 1,562.00	001-220-521-30341	Toner Invoice #DC81508
CITRIXONLINE.COM	49.00	508-539-539-30491	GoToMeeting
COMMON CENTS	75.99	001-310-572-30521	CORRY FIELD FOOTBALL FIELD DECORATION
COMMON CENTS	114.36	001-310-572-30521	BREAST CANCER MERCHANDISE TO DECORATE THE REC.
Community Coffee Company #11184317623	\$ 46.10	402-520-535-30491	Coffee
Community Coffee Company #11184320458	\$ 61.70	402-520-535-30491	Coffee
CSX #8256140	\$ 2,136.00	402-520-535-30341	Annual Fee for Crossing Signal for
CVSPHARMACY	23.98	001-310-572-30491	BATTERIES FOR MICROPHONES
DT2GO	75.00	508-539-539-30491	COQ Website
EMBASSY SUITES TAMPA	292.00	001-110-511-30402	LODGING FOR COMMISSIONER BROWN TO ATTEND 2013 INSTITUTE FOR ELECTED MUNICIPAL OFFICIALS CONFERENCE
EXECUTIVE OFFICE FURN	229.05	400-274-513-30491	SUPPLIES FOR DAY-TO-DAY OPERATIONS
FIRST CALL TRUCK PARTS	66.85	001-450-541-30406	AIR DRAINER FOR BOOM TRUCK
FIRST CALL TRUCK PARTS	9.39	001-450-541-30406	ADAPTER FOR STREET SWEEPER
First Call Truck Parts #30228	\$ 2,244.05	001-450-541-30406	Parts Invoice #30228
FLORIDA LEAGUE OF CITIES	300.00	001-110-511-30402	REGISTRATION FEE FOR COMMISSIONER BROWN TO ATTEND 2013 INSTITUTE FOR ELECTED MUNICIPAL OFFICIALS CONFERENCE
GEOTRUST INC	199.00	508-539-539-30491	Web Certificate for QPD Firewall
HD Supply Power Solutions LTD	\$ 776.93	403-141-10000	Utilities Supplies Invoice #2314239-00
HERTZ RENT-A-CAR	185.84	001-110-511-30402	RENTAL CAR FOR COMMISSIONER BROWN TO ATTEND 2013 INSTITUTE FOR ELECTED MUNICIPAL OFFICIALS CONFERENCE
Hodges Heating	\$ 670.00	001-210-522-30463	AC Repair Invoice #17503
Hodges Heating	\$ 275.00	402-540-535-30462	AC Repair Invoice #17458
INTERNATIONAL TRANSACTION FEE	0.75	408-539-539-30491	City Skype Acct
INTERNATIONAL TRANSACTION FEE	0.02	408-539-539-30410	City Skype Acct
JH Finch Inc	\$ 2,536.07	400-274-513-60641	Money Counter & Printer
Kirby Built Quality Products	\$ 1,330.50	001-440-519-30491	2 Benches Invoice #K13103102
Marpan Supply Co., Inc	\$ 341.50	001-430-541-60632	Poles for Signs Invoice #1266789
Midway Tire	\$ 1,414.40	001-450-541-30406	Tires Invoice #M-016441
MYFAX *PROTUS IP SOLN	10.00	001-310-572-30410	City fax services fee - REC
MYFAX *PROTUS IP SOLN	10.00	408-539-539-30410	City fax services fee - NetQ
MYFAX *PROTUS IP SOLN	10.00	002-250-552-30410	City fax services fee - CRA
MYFAX *PROTUS IP SOLN	10.00	001-260-513-30491	City fax services fee - HR
MYFAX *PROTUS IP SOLN	20.30	001-271-513-30410	City fax services fee - FIN
MYFAX *PROTUS IP SOLN	20.00	001-160-512-30410	City fax services fee - CMO
MYFAX *PROTUS IP SOLN	10.00	001-210-522-30410	City fax services fee - QFD
MYFAX *PROTUS IP SOLN	20.00	001-210-521-30410	City fax services fee - QPD
Quill Corporation	\$ 542.94	001-271-513-30511	Office Supplies Invoice #5997230
QUINCY AUTO PARTS	30.08	001-450-541-30406	BELT FOR UTILITY TRUCK
Seaborn Printing Company, Inc #4768	\$ 456.00	001-271-513-30521	Office Supplies Invoice #4768
Seaborn Printing Company, Inc #4990	\$ 2,009.39	001-284-515-30511	Office Supplies Invoice #4990
SKPE COMMUNICATION	2.99	408-539-539-30410	City Skype Acct
Smith Electric Motor Service	\$ 5,355.61	404-530-533-30469	Rebuild Motor Invoice #47086
SQ JOSEPHONE KENNEDY	1.00	001-410-539-30491	TIRE DISPOSAL
SQ JOSEPHONE KENNEDY	1,249.00	001-410-539-30491	TIRE DISPOSAL
SRT Supply	\$ 4,735.60	001-220-521-30493	Body Armor Invoice #7906200
SRT Supply	\$ 550.80	001-220-521-30493	Body Armor Invoice #7906201
STAPLES	154.71	508-539-539-30491	Switch, Mouse pads For EOC
STONES HOME CENTERS	89.97	001-440-572-30391	PAINT FOR KELLY CAMPBELL
STONES HOME CENTERS	42.17	001-440-572-30391	PAINT FOR KELLY CAMPBELL
STONES HOME CENTERS	89.97	001-440-572-30391	PAINT FOR KELLY CAMPBELL
STONES HOME CENTERS	55.00	001-440-572-30463	FENCE STAKES FOR THE FOOTBALL FIELD
Suber & Weaver Equipment Repair Co.	\$ 4,251.72	001-430-541-60632	Equipment Parts Invoice #16904
THE IVY SHOP	50.00	001-001-519-30390	FLOWERS FOR THE WILLIAMS/PRESTON FAMILY
UNIFORM& CAREER APPAREL	\$ 31.04	402-540-535-30522	Employee Uniforms
UNIFORM& CAREER APPAREL	\$ 1,073.67	403-591-531-30522	Employee Uniforms
UNIFORM& CAREER APPAREL	\$ 233.40	404-539-533-30522	Employee Uniforms
UNIFORM& CAREER APPAREL	\$ 217.80	405-561-532-30522	Employee Uniforms
VICTORY CORPS	277.88	001-410-539-30521	SUPPLIES FOR PUBLIC WORKS
WAL-MART	23.36	001-210-522-30521	CLEANING SUPPLIES
WAL-MART	47.37	001-230-522-30491	CLEANING SUPPLIES
WAL-MART	146.82	408-539-539-30491	Supplies For Netquincy
WAL-MART	4.68	408-539-539-30491	Folders
WUFOO.COM/CHARGE	29.95	508-539-539-30491	Instant alert form registration
WWW GRAINGER	202.28	001-230-522-30462	SCBA FIT TESTING KIT
YAHOO *QUINCYFAMILYME	35.85	408-539-539-30491	Web hosting for public customer site
	40,492.60		
	(40,492.60)		
	0.00		

Reviewed by Purchasing Card Administrator

Reviewed by Finance Director

EMPLOYMENT AGREEMENT

STATE OF FLORIDA

COUNTY OF GADSDEN

THIS AGREEMENT, made and entered into this 7th day of October A.D. 2008, between the CITY OF QUINCY, FLORIDA, a municipal corporation, hereinafter called "Employer," and JACK L. MCLEAN, JR., hereinafter called "Employee," both of whom understand as follows:

WITNESSETH:

WHEREAS, Employer desires to employ the services of Employee as the City Manager of the City of Quincy, Florida, as provided by the City of Quincy's City Charter Article III, Section 3.01; and

WHEREAS, it is the desire of the City Commission to provide certain benefits, establish certain conditions of employment, and to set working conditions of said Employee; and

WHEREAS, it is the desire of the City Commission (1) to provide inducement for Employee to remain in such employment, (2) to act as a deterrent against malfeasance, misfeasance, and nonfeasance on the part of Employee, (3) to make possible full work productivity by assuring Employee's morale and peace of mind with respect to future security, and (4) to provide a just means for terminating Employee's services at such time as he may be unable to discharge his duties or when the City Commission may otherwise desire to terminate his employment; and

WHEREAS, Employee desires to accept employment as the City Manager of the City of Quincy;

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

Section 1. DUTIES:

Employer agrees to employ JACK L. MCLEAN, JR., as the City Manager of the City of Quincy, Florida, to perform the functions and duties described in the City Charter and Code of Ordinances of the City of Quincy, Florida, and to perform other legally permissible and proper functions and duties as shall be required by the City Commission. Neither the City Commission, nor any of its members shall direct or request the appointment of any person to, or removal from, office by the City Manager or any of his subordinates, or in any manner take part in the appointment or removal, of officers and employees in the service of Employer, except where expressly provided for by the City Charter, state law, or through an appeal and grievance process as provided by law or local rules. The City Commission and its members shall deal with employees of the City solely through the City Manager and neither the City Commission nor any member thereof shall give orders to any subordinate of the City Manager, either publicly or privately.

Section 2. TERMS:

A. This Agreement shall commence on November 1, 2008, and shall terminate on October 31, 2011. As with other employees in the City, Employee will not accept or engage in any employment that affects, interferes or conflicts with his employment or the performance of his duties. If Employer determines that his outside employment affects, interferes or conflicts with Employee's employment or performance, Employee shall agree to cease such employment during his employment.

B. This Employment Agreement will be effective for a period of three (3) years, as set forth above. At least one hundred and eighty (180) days prior to the expiration of this agreement either party may notify the other of its intent not to extend the Agreement. The Employee and/or

the City Clerk shall notify the City Commission at a City Commission meeting at least two (2) meeting in advance of the approaching one hundred and eighty (180) day notification requirement. Employee serves at the pleasure of the City Commission. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City Commission to terminate the services of Employee at any time, subject only to the provisions set forth in Section 3. A, and Section 11, of this Agreement.

C. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Employee to resign at any time from his position with Employer. If Employee resigns voluntarily, severance payments will not be provided. The Employee shall provide the Employer thirty (30) days notification of a voluntary resignation.

Section 3. TERMINATION AND SEVERANCE PAY:

A. In the event Employee is terminated or not reappointed by the City Commission, during such time that Employee has the capacity to perform his duties, Employer agrees to pay Employee a lump sum severance cash payment equivalent to five (5) months of aggregate salary, as adjusted from time to time, including retirement and deferred compensation for that period of time. In addition to the five (5) month severance cash payment, however, if Employee is terminated because of (1) conviction of an illegal act, such as a felony, any crime involving moral turpitude or domestic violence, or (2) malfeasance, misfeasance, or nonfeasance, then Employer shall have no obligation to pay the severance cash payment. Malfeasance shall be defined as an act contrary to law or an act in violation of the public trust. Misfeasance shall be defined as the wrongful and injurious exercise of lawful authority. Nonfeasance shall be defined as the omission of an act which should have been performed.

B. At any time during the term of this Agreement, Employer refuses, following written notice, to comply with any provision benefiting Employee as contained herein, or

Employee is not reappointed or Employee resigns following the request/suggestion of a majority of the City Commission, Employee may at his option, be deemed to be "terminated."

C. Upon Employee's execution of this Agreement, he waives any and all rights under Section 3.02 of the City Charter.

D. Contemporaneously with the delivery of the severance pay and any additional months of salary, employee agrees to execute and deliver to Employer a release, releasing Employer of any and all claims that Employee may have against Employer regarding Employee's termination.

Section 4. COMPENSATION:

Employer agrees to pay Employee for his services rendered pursuant hereto a salary of \$110,000.00 per year for his administrative and managerial duties and \$26,000.00 per year for his legal duties, as defined in "Attachment A", payable in equal bi-weekly installments, and payable at the same time as other employees of Employer are paid. Employee shall then receive any and all increases to this salary as is voted on from time to time by the Employer for all employees or as may be separately set by the Employer. In addition, effective each fiscal year, and each year thereafter, Employee shall be entitled to any Cost-of-Living Adjustment (COLA) when such adjustments are made by Employer.

Section 5. GAS ALLOWANCE:

Employee shall be provided a gas allowance of two (\$2,000.00) thousand dollars annually.

Section 6. TELEPHONE:

Employee shall be paid a telephone allowance of eighty-two (\$82.00) dollars monthly.

Section 7. DISABILITY, HEALTH AND LIFE INSURANCE:

A. Employer agrees to purchase and to pay the required premiums on term life insurance policy(ies), or an amount toward the required premiums for term and/or whole life

insurance not to exceed that which would be paid for term life policies, in the amount of five times the annual gross salary of Employee, convertible to whole or in part to whole life insurance, with the beneficiary named by Employee to receive all benefits paid.

B. Employer agrees to provide family hospitalization, dental, cancer supplement, surgical and comprehensive medical insurance for Employee and his dependents and to pay the total premiums thereof.

C. Employer shall provide Employee with public officials' liability as provided in the ICMA public liability insurance policy or an equivalent policy from a duly licensed insurance company. The coverage limits shall be in an amount of not less than \$300,000.00.

D. Employer agrees to purchase a disability insurance policy for Employee, and make one-half (1/2) of the required premium payments thereon, providing 75% income replacement (excluding retirement and deferred compensation). Employee will pay the remaining one-half (1/2).

Section 8. RETIREMENT/DEFERRED COMPENSATION:

Employer agrees to set aside an amount equal to twelve percent (12%) of Employee's annual base salary for Employee's retirement and eight per cent (8%) for deferred compensation benefits. These retirement and deferred compensation benefits will be paid at each pay period, in the portion applicable to that pay period. It is expressly agreed between and understood by all parties, however, that this provision shall be construed to mean Employee shall be vested thirty three and one-third per cent (33 1/3%) in Employer's retirement/deferred compensation plan in the first year, sixty-six two-third per cent (66 2/3) in the second year, and one hundred per cent (100%) in the third year.

Section 9. VACATION AND SICK LEAVE:

Upon employment the Employee shall be credited with Twenty-one (21) days (168 hours)

Annual leave and Twenty (20) days Sick Leave (160 hours). Employee shall accrue and have attributed to his sick leave at the rate as if in the tenth (10th) year, and as the same may increase on an annual basis as determined by Employer's policies and Employee's length of service, or by action of the City Commission. Employee may accumulate, accrue, and carry forward from year to year all unused vacation and sick leave days until the termination date of this Agreement, or Employee's resignation or termination from employment pursuant to this Agreement, which ever occurs first. Employee shall be paid for all unused vacation and sick leave days accumulated when he leaves the employ of Employer. However, in no event shall Employee be compensated for more than 1,000 hours of unused vacation and sick leave combined.

Section 10. BONDING:

Employer shall bear the full cost of any fidelity or other bonds required of Employee under any law or ordinance.

Section 11. OTHER TERMS AND CONDITIONS OF EMPLOYMENT:

A. Employer agrees to pay the cost of Employee's subscriptions to managerial and financial professional publications, professional association dues and fees, as well as professional development courses, meetings, and seminars, including attendance costs and out-of-pocket expenses incurred during Employee's period of employment and any renewals or extensions thereof.

B. Employer in consultation with Employee shall fix any other terms and conditions of employment, as may be determined necessary from time to time, relating to the duties and performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Charter or any other law.

C. Except as otherwise provided in this Agreement, all provisions of the City Code of Ordinances and policies and rules of Employer relating to vacation and sick leave, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended,

also shall apply to Employee as they would to regular employees of Employer.

D. The Employee shall establish residence in Gadsden County, Florida within one (1) year of employment with Employer.

Section 12. INDEMNIFICATION.

City or its designee shall defend, save harmless and indemnify Employee against any tort, professional or malpractice liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission committed by Employee within the scope of his duties as City Manager and/or any legal duties. In its sole discretion, City may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon.

Section 13. NOTICES:

Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

(1) **IF TO EMPLOYER:**

Mayor

City of Quincy

404 W. Jefferson Street
Quincy, Florida 32351

(2) **IF TO EMPLOYEE:**

Jack L. McLean, Jr.

404 W. Jefferson Street
Quincy, Florida 32351

Alternately, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice the course of Transmission in the United States Postal Service.

Section 14. GENERAL PROVISIONS:

A. The text herein shall constitute the entire Agreement between the parties.

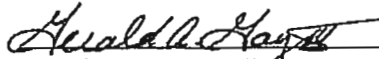
B. This Agreement shall be binding upon all parties and inures to the benefits of the heirs at law and executors of Employee.

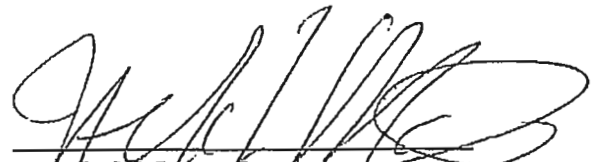
C. This Agreement shall become effective commencing on the 1st day of November A.D. 2008.

D. If any provision or any portion thereof contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement or portion thereof shall be deemed severable, shall not be affected and remain in full force and effect.

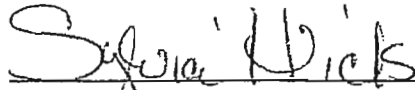
IN WITNESS WHEREFORE, the City Commission of the City of Quincy, Florida, has caused this Agreement to be signed and executed in its behalf by its Mayor and duly attested by its Clerk, and Employee has signed and executed this Agreement, both in duplicate, the day and year first above written.

[Signatures on Next Page]

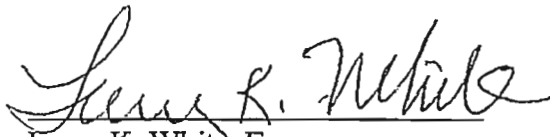

Gerald A. Gay, III
Mayor
CITY OF QUINCY, FLORIDA


Jack L. McLean, Jr.
EMPLOYEE

ATTEST:


Sylvia Hicks (SEAL)
City Clerk

APPROVED AS TO FORM:


Larry K. White, Esq.
Interim City Attorney