

# **City of Quincy**

City Hall

404 West Jefferson Street

Quincy, FL 32351

[www.myquincy.net](http://www.myquincy.net)



## **Meeting Agenda**

**Tuesday, June 23, 2015**

**6:00 PM**

**City Hall Commission Chambers**

## **City Commission**

**Derrick Elias, Mayor (Commissioner District Three)**

**Micah Brown, Mayor Pro-Tem (Commissioner District Two)**

**Keith Dowdell (Commissioner District One)**

**Andy Gay (Commissioner District Four)**

**Daniel McMillan (Commissioner District Five)**

**AGENDA FOR THE REGULAR MEETING  
OF THE CITY COMMISSION OF  
QUINCY, FLORIDA  
Tuesday  
June 23, 2015  
6:00 PM  
CITY HALL CHAMBERS**

**Call to Order**

**Invocation**

**Pledge of Allegiance**

**Roll Call**

**Approval of Agenda**

**Special Presentations by Mayor or Commission**

**Approval of the Minutes of the previous meetings**

1. Approval of Minutes of the 05/26/2015 Regular Meeting  
(Sylvia Hicks, City Clerk)
2. Approval of Minutes of the 06/09/2015 Regular Meeting  
(Sylvia Hicks, City Clerk)

**Proclamations**

**Public Hearings as scheduled or agended**

**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.)**

**Ordinances**

**Resolutions**

**Reports by Boards and Committees**

**Reports, requests and communications by the City Manager**

3. R.D. Edwards Building – Architectural Services Contract  
(Mike Wade, Interim City Manager,)
4. Parks and Recreation Use Regulations  
(Mike Wade, Interim City Manager, Gregory Taylor, Director, Parks and Recreations)
5. Request for Special Use Permit for a Daycare Facility  
(Mike Wade, Interim City Manager, Bernard Piawah, Director, Building and Planning)
6. P-Card Report, Statements, Allocations  
(Mike Wade, Interim City Manager, Ted Beason, Director, Finance)
7. Financial Report  
(Mike Wade, Interim City Manager, Ted Beason, Director, Finance)
8. Cash Requirement Report  
(Mike Wade, Interim City Manager, Ted Beason, Director, Finance)
9. A/R Report  
(Mike Wade, Interim City Manager, Ted Beason, Director, Finance)
10. QFD Monthly Activity Report  
(Mike Wade, Interim City Manager, Scott Haire, Fire Chief)

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

**Comments**

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

Mayor Elias – Selection of City Manager

**Comments from the audience**

**Adjournment**

\*Item(s) Not in Agenda Packet

CITY COMMISSION  
CITY HALL  
QUINCY, FLORIDA

REGULAR MEETING  
MAY 26, 2015  
6:00 P.M.

The Quincy City Commission met in regular session Tuesday, May 26, 2015, with Mayor Commissioner Derrick D. Elias presiding and the following present:

Commissioner Micah Brown  
Commissioner Daniel McMillan  
Commissioner Gerald A. Gay, III  
Commissioner Keith A. Dowdell

Also Present:

Interim City Manager Mike Wade  
City Attorney Scott Shirley  
City Clerk Sylvia Hicks  
Interim Police Chief Glenn Sapp  
Fire Chief Scott Haire  
Finance Director Ted Beason  
Customer Service Supervisor Catherine Robinson  
Building and Planning Bernard Piawah  
Parks and Recreation Director Gregory Taylor  
Interim Public Works Director Reginald Bell  
CRA Manager Regina Davis  
Building and Planning Administrative Assistant Betty Powell  
OMI Representative Terry Presnal  
Sergeant At Arms Captain Troy Gilyard

### **Call to Order**

Mayor Elias called the meeting to order, followed by invocation and the Pledge of Allegiance.

### **Approval of Agenda**

Commissioner Gay made a motion to approve the agenda. Commissioner McMillan seconded the motion. The ayes were unanimous. The vote was five to zero.

### **Special Presentations by Mayor or Commission**

### **Approval of the Minutes of the previous meeting**

Commissioner Gay made a motion to approve the minutes of the May 12, 2015, regular meeting with corrections if necessary. Commissioner Brown seconded the motion.

Mayor Elias asked that the "s" be removed from Pastor Kenneth Frame's name and the "n" be replaced with an "l" in Mrs. Verla Lawson Grady's name. The vote was five to zero. The ayes were unanimous.

## **Proclamations**

### **Public Hearings as scheduled or agended**

**Public Opportunity to speak on Commission propositions – (Pursuant to Sec. 286-0114, Fla. Stat., and subject to the limitation of Sec.286.0114 (3(a), Fla. Stat.**

## **Ordinances**

## **Resolutions**

Resolution No. 1331-2015 Adopting "Quincy Love" Poem

Commissioner Dowdell made a motion to approve Resolution No. 1331-2015 adopting "Quincy Love" as the official poem for the City of Quincy. Commissioner Brown seconded the motion. The vote was five to zero. The ayes were unanimous.

## **Reports by Boards and Committees**

### **Reports, request and communications by the City Manager**

#### *Communities in School Agreement*

Mayor Elias asked the hours of operation for the camp. Mr. Taylor, Park and Recreation Director stated the camp is Monday thru Thursday but on Thursday's they are on a field trip and the recreation is available on Thursdays and Friday's and from 1:00 pm to 3:00 p.m Monday thru Wednesday. Commissioner Dowdell made a motion to approve and authorize the Mayor to sign the agreement between the City of Quincy and Communities in School for the 2015 Summer Camp Program starting June 8<sup>th</sup> thru July 30<sup>th</sup> with an expiration date of September 30, 2015. Commissioner Gay seconded the motion. The ayes were Commissioners Brown, McMillan, Gay and Dowdell. Nay was Mayor Elias. The vote was four to one. The motion carried.

#### *Small Communities Outreach Program – Martin Luther King Jr., Blvd Paving Project*

Commissioner McMillan made a motion to approve and authorize the Mayor to sign both the Professional Service Agreement and the Task Order 2015-006 between the City of Quincy and Preble Rish, Inc. Commissioner Gay seconded the motion. The vote was five to zero. The ayes were unanimous.

#### *Landfill Report*

Mr. Piawah, Director of Building and Planning reported to the Commission the City closed Cell 9 on March 31, 2015 and the Department of Environmental Protection

certified Cell 9 as closed. On May 8, 2015, the DEP issued a new permit for the maintenance and long-term care of the Landfill (Cell 9 included). He stated under the new permit the City will conduct less monitoring compared to the situation under the old permit. The City will save approximately \$11,350.00 per year in landfill monitoring. Interim City Manager Mike Wade stated thanks to the efforts of Mr. Piawah the City saved approximately ½ million dollars and reduced the monitoring from 30 years to 11 years and is to be commended for his efforts.

#### *Police and Fire Pension Report*

Ted Beason Finance Director informed the Commission according the actuary regarding the Police and Fire Pension the City needs to pay \$110,302 for the FY 2013-204 and \$143,000 for this fiscal year. Commissioner Gay asked where the funds would come from. Mr. Beason stated that he can make the payment by the end of June from the cash flow. Commissioner McMillan stated that he sits on the Police and Fire Pension Board and they are requesting that they be allowed to opt back in to the fund and make it mandatory for all new police officers and firefighters to become members of the fund. Commissioner McMillan stated that the HR Director did not offer the plan to the new officers. Commissioner McMillan made a motion to allow the Finance Director to pay the City's portion of the plan. Commissioner Gay seconded the motion. The vote was five to zero. The ayes were unanimous.

*Quincy Fire Department Monthly Reports* – No comments

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

#### **Comments**

#### **City Manager**

Interim City Manager Mike Wade reported to the Commission the following:

- The four-way stop is still being evaluated and monitoring traffic by the Police Department. He stated he hopes to tie it in with the new paving on Martin Luther king Jr., Boulevard.
- GF& A Drive has been put on the two week rotation for maintenance and the ditches have been cleared.
- Need to budget for the maintenance of the ditches
- Informed the Commission that the Code Enforcement Officer will be here in the next two weeks.

- Tanyard Branch on 8<sup>th</sup> and Crawford the City received funded from the Florida Communities Trust and the City will have to get permission from the Department of Environmental Protection to do any clearing along the creek line.

Mayor Elias stated that we need to pick the litter up along GF & A Drive.

**City Clerk** - None

**City Attorney**

City Attorney Scott Shirley reported to the Commission due to the scheduling of the notice for lifting of the moratorium on mobile vending will be at the next meeting.

**City Commission Members**

Commissioner Dowdell had the following concerns:

- Thanked the Manager and Mr. Bell for providing the tent.
- Asked that the Police Department beef up security, the school year is ending especially on Florida Avenue. One of his constituents had their tire punctured.
- A Community Meeting is scheduled at the Skating Rink.
- Requested a report on Smart-grid.
- Thanked Mr. Wade for the update.

Commissioner Gay had the following concerns:

- The City's Web site needs some attention he tried to retrieve the agenda from web and couldn't.
- Appreciate Chief Sapp and Quincy Police Department for the efforts on controlling speeding along King Street and he hope that we can dedicate one full time officer that does traffic.
- Request that staff explore the option of the feasibility of reducing the speed limit on King Street from 30 mph to 25 mph.
- He received good feedback from the Bike Race and Mr. Patel stated that his hotel was full as well as West End Grille and the restaurant at the lake. He would like to see how much this event cost the City.
- Asked if the Audit is going to be ready June 30<sup>th</sup> and requested that the Auditor be here at the next meeting.
- He attended a public hearing for the multi-use pathway at the Bill McGill Library and is seeking support from the Commission to encourage Florida Department of Transportation to look at Corry Street East and how this will affect six pieces of property that the State is taking and the environmental impact and water issues on King Street.
- Met with Senator Munford on the multi-use pathway issues to address some of the concerns.

Commissioner Brown thanked the Manager for the update.



Commissioner McMillan had the following concerns:

- Commissioner McMillan appreciates the efforts of staff.
- Trucks are not using the bypass and are speeding along King Street.
- Hillcrest Cemetery needs trimming.
- Litter along the right-of-way on Fletcher Drive.
- Appreciates getting a Code Enforcement Officer and asked for clarification on what is and what is not code enforcement, i.e. someone cuts the yard and leaves two inches of pine straw on the roof.
- Workshop on mobile vending
- Thanked staff for everything they have done for the year he has been here.

Comments from the audience

Freida Bass-Prieto of 329 East King Street came before the Commission regarding the multi-use pathway that has been in the planning stage for two years and this is the first public hearing that DOT has had. She stated that the pathway is not congruent with the City of Quincy, we have historic homes and the two do not go well together. She stated that if the path is completed it would be eleven feet from her front door and the path will end just past her property. Mrs. Bass-Prieto asked if we had any other permits for landfill cells that required a \$350,000.00 closure fee since the permit for the cell we had just closed required a reserve of \$350,000.00, but we did not have that amount set aside.

Denise Pouncy-Hannah of 714 South 9<sup>th</sup> Street came before the Commission regarding the gates being locked at the amphitheater. She also informed the Commission that 4<sup>th</sup> Street floods it maybe because of the storm drain.

Mayor Elias concerns:

- He stated that he is displeased with the services with Comcast and stated that they informed him that they have not received any complaints from this area and therefore they won't be making any changes if they don't have any complaints.
- He asked the Commission to get their projects in to the Manager prior to the budgeting process.
- He received an email from the PBA Representative regarding the way the increases were given out to the Police Officers and they are going to file an unfair labor practice against the City.
- The Website needs working on and he spoke with Mr. Southerland he needs a piece of equipment in order for the citizens to view the meeting on the internet.
- Asked when are the restrooms at the track field unlocked. Mr. Taylor stated at 8:00. Mayor Elias stated people are complaining they are out walking earlier. The Manager stated he would follow up.
- Mayor Elias asked the Commission what we are going to do about the City Manager's position. Re-advertise, see if the applicants are still interested, or hire Mr. Wade. Commissioner Dowdell asked what ever happened to the names

that were given to Human Resources he still wants to pursue that avenue with the name he presented. He stated we need a workshop/special meeting. Commissioner Brown stated that he has been waiting on the list from HR but he don't have a problem with hiring Mr. Wade, he is doing a good job. Commissioner Gay stated that he is satisfied with what we have now. Commissioner McMillan stated that we are in a better position now than before, we are getting our financial back on track. He is against re-advertising. He has asked Mr. Wade to reconsider and take the position.

- When HR returns we need to contact the four individuals to set up interviews.

Commissioner Gay made motion to adjourn the meeting. Commissioner McMillan seconded the motion. There being no further business to discuss the meeting was adjourned.

APPROVED:

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Derrick D. Elias Mayor and  
Presiding Officer of the Commission and of  
City of Quincy, Florida

ATTEST:

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

CITY COMMISSION  
CITY HALL  
QUINCY, FLORIDA

REGULAR MEETING  
JUNE 09, 2015  
6:00 P.M.

The Quincy City Commission met in regular session Tuesday, June 09, 2015, with Mayor Commissioner Derrick D. Elias presiding and the following present:

Commissioner Micah Brown  
Commissioner Daniel McMillan  
Commissioner Gerald A. Gay, III  
Commissioner Keith A. Dowdell

Also Present:

Interim City Manager Mike Wade  
City Attorney Scott Shirley  
City Clerk Sylvia Hicks absent  
Interim Police Chief Glenn Sapp  
Fire Chief Scott Haire  
Finance Director Ted Beason  
Acting City Clerk Catherine Robinson  
Human Resources Director Bessie Evans  
Building and Planning Bernard Piawah  
Interim Public Works Director Reginald Bell  
Building & Planning Administrative Assistant Betty Powell  
CRA manager Regina Davis  
OMI Representative Terry Presnal  
Sergeant At Arms Officer Vince Rich

### **Call to Order**

Mayor Elias called the meeting to order, followed by invocation and the Pledge of Allegiance.

### **Approval of Agenda**

Mayor Elias made the following changes to the agenda: under special presentations added the update on the audit report and moved item no. 3 under Public Hearings. Commissioner Dowdell made a motion to approve the agenda. Commissioner Brown seconded the motion. The vote was five to zero. The ayes were unanimous.

### **Special Presentations by Mayor or Commission**

The Auditor Chris Moran informed the Commission that we are on target with meeting the June 30<sup>th</sup> deadline. He stated the audit started back in March and there were no questions.

### **Approval of the Minutes of the previous meeting**

The minutes of the May 26, 2015, regular meeting were not approved and will be available at the next regular meeting.

### **Proclamations**

### **Public Hearings as scheduled or agended**

At a public hearing Commissioner Dowdell made a motion to read Ordinance No. 1068-2015 by title only. Commissioner Brown seconded the motion. Upon roll call by the Clerk the ayes were Commissioners Brown, McMillan, Gay, Dowdell and Elias. Nays were none. The City Attorney read the title as follows:

**AN ORDINANCE OF THE CITY OF QUINCY, FLORIDA, RELATING TO FLEA MARKETS, VENDING BOOTHS, MOBILE FOOD VENDORS, MOBILE VENDORS AND SEMI-PERMANENT VENDORS, AMENDING ORDINANCE NO. 1028, AS WAS FURTHER AMENDED BY ORDINANCE NO. 1038; REPEALING A MORATORIUM ON ISSUANCE OF PERMITS UNDER CODE OF ORDINANCES SECTION 46-233 FOR MOBILE FOOD VENDORS AND MOBILE VENDORS AND FURTHER AMENDING THAT SECTION; PROVIDING FOR SEVERABILITY; PROVIDING FOR COPY ON FILE; AND PROVIDING FOR AN EFFECTIVE DATE.**

Mayor Elias asked the audience if they had any comments or questions. James Bradwell of 1238 Selman Road, Quincy, Florida addressed the Commission with the following concerns: restriction on size of unit, placement on vacant setting up at an existing business. Commissioner Gay asked Mr. Bradwell if his unit is self-contained and meets state regulations. Mr. Bradwell stated his unit exceeds the specified length. Commissioner Dowdell asked why do we have length restriction. The Attorney stated that he assumed that they Commission didn't want someone to bring in a semi-tractor trailer and set up. Commissioner Gay stated that they will probably move forward with this but this doesn't mean we can't go back and make adjustments. Commissioner Dowdell made a motion to approve Ordinance No. 1068-2015 on second reading. Commissioner Brown seconded the motion. Upon roll call by the Clerk the ayes were Commissioners Brown, McMillan, Gay, Dowdell and Elias. Nays were none.

**Public Opportunity to speak on Commission propositions – (Pursuant to Section 286.0114 Florida Statutes and subject to the limitations of Sec. 286.0114(3)(a). Fla. Stat.)**

### **Ordinances**

### **Resolutions:**

*Resolution No. 1332-2015 FDOT for Maintenance Agreement of Traffic Signals*

Commissioner McMillan made a motion to approve Resolution No. 1032-2015. Commissioner Brown seconded the motion. The ayes were unanimous. The vote was five to zero.

**Reports by Boards and Comments**

**Reports, requests and communications by City Manager:**

*Power Supply Evaluations and Bid Award*

Interim City Manager Mike Wade reported to the Commission that eight responded to the RFP. The proposals were presented to and were evaluated by Fred Wilson & Associates (FW&A), and staff is recommending that the Commission accept the recommendation of FW&A and authorize negotiation for power supply and transmission services. Commissioner Gay had several concerns/questions. Mr. Ed Wisser of Fred Wilson & Associates answered his concerns. Commissioner Dowdell had a few concerns. Commissioner McMillan stated that they did an excellent job.

Commissioner Brown made a motion to accept the FW&A recommendations Memorandum and its attachment as presented. Commissioner Dowdell seconded the motion. The ayes were unanimous. The vote was five to zero.

Commissioner McMillan made a motion to approve the recommendation to award Bid No. COQ-03-12-15-00 to Florida Power & Light for their 5 year proposal term. Commissioner Brown seconded the motion. The ayes were unanimous. The vote was five to zero.

Commissioner Brown made a motion to approve directing staff to negotiate the necessary contract for power supply and transmission services and bring them back to the Commission for final approval. Commissioner McMillan seconded the motion. The ayes were unanimous. The vote was five to zero.

Commissioner Brown made a motion to authorize the City Manager to execute the simple agreements required to initiate transmission system studies. Commissioner Dowdell seconded the motion. The ayes were unanimous. The vote was five to zero.

*Second Reading of Ordinance No. 1068-2015 – moved to Public Hearings*

*Florida Department of Transportation – Off Systems Project Road City Attorney Shirley stated that FDOT is asking the City to take on perpetual maintenance of certain several traffic signals without compensation – No action taken*

*2015 Crime Status Update*

Interim Police Chief Sapp stated that he is pleased to report substantial decreases in the majority of tracked crimes for the first five months of 2015. He stated credit for these noticeable decreases goes to the police officers, dispatchers and other administrative staff that supports the Quincy Police Department. Chief Sapp stated that the strategic plan is for better use of resources and officers, intelligence led policing, pro-active not reactive, and continuing partnering with citizens and crime watch groups. Mayor Elias asked that a clearance rate be added to the next report.

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

**Comments:**

**City Manager**

- Interim City Manager Mike Wade reported to the Commission that we have our new Code Enforcement Officer onboard.
- Smart-grid report at the next meeting
- Restrooms at the track field open at 7:00 am
- PBA grievance moving from step three to arbitration regarding hourly rates, the contract has been ratified
- Hillcrest cleanup is ongoing
- Fletcher Drive work is ongoing

City Clerk – None

City Attorney – None

Commission Members

Commissioner Dowdell concerns:

- Police survey on Martin Luther King Jr. Blvd., Interim City Manager Mike Wade stated he will have to get with the Chief regarding the survey
- Another accident at Virginia Street needs a rail-barrier a car landed in the ditch

- Snakes @ holding pond on Osceola Park and snakes at one of his constituents house – what can be done. Mr. Bell stated they have cut the holding pond
- Hamilton & Virginia Street overhang needs to be cut

**Commissioner Gay concerns:**

- Minister Figgers had a massive heart attack
- Complaint about FDOT work on Madison Street need to move to daytime this is a residential neighborhood. Mr. Wade stated that he had spoken with several people regarding the work on Madison Street, he also stated that the contractor has broken several water lines. Mayor Elias asked if we can be reimbursed for the overtime we are incurring as a result of the broken water lines.
- Website improvements
- Limbs on Bellamy
- Livestock in City Limits (goats between Bellamy and Woodland and chickens on King Street)
- Mosquito control – We will have someone trained and licensed by July

**Commissioner Brown concerns:**

- Congratulation on hiring a Code Enforcement Officer
- Behind the liquor store light is out
- 3<sup>rd</sup> Street Mr. Pete holding pond need cleaning
- 2<sup>nd</sup> and 10<sup>th</sup> Street overgrown
- Trash piles and grocery carts on 12<sup>th</sup> Street
- Pick up debris on Cooper Street
- Water fountains @ Tanyard Creek
- Cleaning of man hole how often (No schedule)
- Tree limbs on 7<sup>th</sup> Street
- Tree limbs over power lines

**Commissioner McMillan concerns:**

- Condolences to the O’Neal and Rev. Figgers families our thoughts and prayers are with them
- Audit in on time Kudos
- What to do about the Manager situation
- Commissioner McMillan made a motion to hire and enter into negotiations with Mike Wade as our permanent City Manager. Commissioner Gay seconded the motion. Commissioner Dowdell asked what are we going to do about the applicants we are looking at a lawsuit. Commissioner Gay stated the item needs to be agendaed, the contract need to be agendaed.

**Mayor Elias concerns:**

- Reconciliations for audit
- Thomas Ally not marked
- Utilities have low rates not utility bills
- Announced that CRA meeting approved extending Seniors Energy Efficiency Program
- Code Enforcement Officer need reports when trained
- Chief Sapp mentioned crime prevention officer needs to put request in budget
- Stop Sign on Marshall Street can't be seen
- Comcast Cable complaints please call them

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

APPROVED:

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Derrick D. Elias Mayor and  
Presiding Officer of the Commission and of  
City of Quincy, Florida

ATTEST:

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



**CITY OF QUINCY  
CITY COMMISSION  
AGENDA REQUEST**

**DATE OF MEETING:** June 23, 2015

**DATE SUBMITTED:** June 18, 2015

**TO:** Honorable Mayor and Members of the City Commission

**FROM:** Mike Wade, Interim City Manager

**SUBJECT:** R. D. Edwards Building - Architectural Services Contract

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**Statement of Issue:**

The information provided herein is in reference to the above-mentioned R. D. Edwards Building for architectural services. This is a request for Commission approval of the submitted AIA Standard Form of Agreement from Joel Sampson Architect for architectural services of the R. D. Edwards Building.

**Background Information:**

On October 28, 2014 the Division of Historic Preservation awarded a Historic Preservation Grant to the City of Quincy Police Department for the R. D. Edwards Building in the amount of \$350,000.00 and provided a Notice to Proceed on January 22, 2015.

The City of Quincy Commission authorized the Quincy CRA to act as the grant administrator. As such, the Quincy CRA entered into an agreement with Joel Sampson Architects to conduct a Preliminary Renovation Study of the R.D. Edwards Building on February 10, 2015. Mr. Sampson has completed the Preliminary Renovation Study and it has been reviewed by the Cook Brothers Inc., Construction Manager for the project.

As a result of the Preliminary Renovation Study it has been determined that the funds awarded are sufficient to complete only the building envelope (meaning work including general demolition, roofing replacement, exterior walls, waterproofing, below grade injection waterproofing, window and exterior door replacement, and any other incidentals as the project budget allows).

In order to proceed with the above-mentioned construction activities it is necessary to enter into a secondary agreement with Joel Sampson Architects.

**Staff Recommendation:**

Enclosed in your agenda packet is a copy of the AIA Standard Form of Agreement with Joel Sampson Architects in the amount of \$20,000.00 (See Article 11), which is within the project budget of the grant award. The Agreement has been reviewed by the City Attorney and Staff is requesting authorization to enter into an agreement with Joel Sampson Architects and also, as required by contract, designate the City Manager (or his designee) to act on behalf of the City with regard to the project.

**Options:**

1. Move for approval for the Mayor to sign the AIA Standard Form of Agreement and designate the City Manager, or his designee, to act on behalf of the City with regard to the project.
2. Vote to give staff further direction as to how to proceed with the project.

**Recommended Option:**

Option 1

**Attachments:**

1. AIA Standard Form of Agreement



# AIA<sup>®</sup> Document B101<sup>™</sup> – 2007

## Standard Form of Agreement Between Owner and Architect

**AGREEMENT** made as of the \_\_\_\_\_ day of \_\_\_\_\_  
in the year \_\_\_\_\_  
*(In words, indicate day, month and year.)*

**BETWEEN** the Architect's client identified as the Owner:  
*(Name, legal status, address and other information)*  
City of Quincy, Florida  
404 West Jefferson Street  
Quincy, Florida 32351

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

and the Architect:  
*(Name, legal status, address and other information)*

Joel Sampson Architect, Inc.  
212 North Adams Street  
Quincy, Florida 32351

for the following Project:  
*(Name, location and detailed description)*

Renovations to the RD Edwards Building  
121 E. Jefferson St. Quincy, Florida  
(Building Envelope Renovations)

The Owner and Architect agree as follows.

Init.

## TABLE OF ARTICLES

1	INITIAL INFORMATION
2	ARCHITECT'S RESPONSIBILITIES
3	SCOPE OF ARCHITECT'S BASIC SERVICES
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5	OWNER'S RESPONSIBILITIES
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7	COPYRIGHTS AND LICENSES
8	CLAIMS AND DISPUTES
9	TERMINATION OR SUSPENSION
10	MISCELLANEOUS PROVISIONS
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12	SPECIAL TERMS AND CONDITIONS
13	SCOPE OF THE AGREEMENT

## EXHIBIT A INITIAL INFORMATION

### ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Article 1 and in optional Exhibit A, Initial Information:

*(Complete Exhibit A, Initial Information, and incorporate it into the Agreement at Section 13.2, or state below Initial Information such as details of the Project's site and program, Owner's contractors and consultants, Architect's consultants, Owner's budget for the Cost of the Work, authorized representatives, anticipated procurement method, and other information relevant to the Project.)*

The preliminary design prepared in an earlier phase depicts the overall direction for renovations to the building - refer to Attachment "A". This project shall include only building envelope work (meaning work including general demolition, roofing replacement, exterior walls waterproofing, below grade injection waterproofing, window and exterior door replacement, and any other incidentals as the project budget allows. The project construction budget for purposes of this agreement is \$330,000.

§ 1.2 The Owner's anticipated dates for commencement of construction and Substantial Completion of the Work are set forth below:

- 1 Commencement of construction date:  
To Be Decided
- 2 Substantial Completion date:  
To Be Decided

§ 1.3 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the schedule, the Architect's services and the Architect's compensation.

## ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide the professional services as set forth in this Agreement.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance for the duration of this Agreement. If any of the requirements set forth below exceed the types and limits the Architect normally maintains, the Owner shall reimburse the Architect for any additional cost:

*(Identify types and limits of insurance coverage, and other insurance requirements applicable to the Agreement, if any.)*

.1 General Liability

\$1,000,000. per occurrence

.2 Automobile Liability

\$100,000.00 per occurrence

.3 Workers' Compensation

Exemption by election for Worker's Compensation 5-16-2011

.4 Professional Liability

\$1,000,000.00 each claim and aggregate

## ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in Article 3 are Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, consult with the Owner, research applicable design criteria, attend Project meetings, communicate with members of the Project team and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on the accuracy and completeness of services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission or inconsistency in such services or information.

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§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution made without the Architect's approval.

§ 3.1.5 The Architect shall, at appropriate times, contact the governmental authorities required to approve the Construction Documents and the entities providing utility services to the Project. In designing the Project, the Architect shall respond to applicable design requirements imposed by such governmental authorities and by such entities providing utility services.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

### § 3.2 SCHEMATIC DESIGN PHASE SERVICES

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, and the proposed procurement or delivery method and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 3.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project, including the feasibility of incorporating environmentally responsible design approaches. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project's requirements agreed upon with the Owner, the Architect shall prepare and present for the Owner's approval a preliminary design illustrating the scale and relationship of the Project components.

§ 3.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital modeling. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider environmentally responsible design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain other environmentally responsible design services under Article 4.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

### **§ 3.3 DESIGN DEVELOPMENT PHASE SERVICES**

**§ 3.3.1** Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels.

**§ 3.3.2** The Architect shall update the estimate of the Cost of the Work.

**§ 3.3.3** The Architect shall submit the Design Development documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

### **§ 3.4 CONSTRUCTION DOCUMENTS PHASE SERVICES**

**§ 3.4.1** Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct the Work the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

**§ 3.4.2** The Architect shall incorporate into the Construction Documents the design requirements of governmental authorities having jurisdiction over the Project.

**§ 3.4.3** During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) bidding and procurement information that describes the time, place and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications and may include bidding requirements and sample forms.

**§ 3.4.4** The Architect shall update the estimate for the Cost of the Work.

**§ 3.4.5** The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

### **§ 3.5 BIDDING OR NEGOTIATION PHASE SERVICES**

#### **§ 3.5.1 GENERAL**

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

#### **§ 3.5.2 COMPETITIVE BIDDING**

**§ 3.5.2.1** Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

**§ 3.5.2.2** The Architect shall assist the Owner in bidding the Project by

- .1 procuring the reproduction of Bidding Documents for distribution to prospective bidders;
- .2 distributing the Bidding Documents to prospective bidders, requesting their return upon completion of the bidding process, and maintaining a log of distribution and retrieval and of the amounts of deposits, if any, received from and returned to prospective bidders;
- .3 organizing and conducting a pre-bid conference for prospective bidders;
- .4 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to all prospective bidders in the form of addenda; and

- .5 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 The Architect shall consider requests for substitutions, if the Bidding Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective bidders.

### § 3.5.3 NEGOTIATED PROPOSALS

§ 3.5.3.1 Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

§ 3.5.3.2 The Architect shall assist the Owner in obtaining proposals by

- .1 procuring the reproduction of Proposal Documents for distribution to prospective contractors, and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors; and
- .3 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

§ 3.5.3.3 The Architect shall consider requests for substitutions, if the Proposal Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective contractors.

## § 3.6 CONSTRUCTION PHASE SERVICES

### § 3.6.1 GENERAL

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™-2007, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201-2007, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.6.1.3 Subject to Section 4.3, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

### § 3.6.2 EVALUATIONS OF THE WORK

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.3.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees or other persons or entities performing portions of the Work.



**§ 3.6.2.3** The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

**§ 3.6.2.4** Interpretations and decisions of the Architect shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

**§ 3.6.2.5** Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201-2007, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

### **§ 3.6.3 CERTIFICATES FOR PAYMENT TO CONTRACTOR**

**§ 3.6.3.1** The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject (1) to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) to results of subsequent tests and inspections, (3) to correction of minor deviations from the Contract Documents prior to completion, and (4) to specific qualifications expressed by the Architect.

**§ 3.6.3.2** The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

**§ 3.6.3.3** The Architect shall maintain a record of the Applications and Certificates for Payment.

### **§ 3.6.4 SUBMITTALS**

**§ 3.6.4.1** The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review.

**§ 3.6.4.2** In accordance with the Architect-approved submittal schedule, the Architect shall review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

**§ 3.6.4.3** If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review Shop Drawings and other submittals related to the Work designed or certified by the design professional retained by the Contractor that bear such professional's seal and signature when submitted to the Architect. The Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to the provisions of Section 4.3, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth in the Contract Documents the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to requests for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

#### § 3.6.5 CHANGES IN THE WORK

§ 3.6.5.1 The Architect may authorize minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to the provisions of Section 4.3, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

#### § 3.6.6 PROJECT COMPLETION

§ 3.6.6.1 The Architect shall conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; receive from the Contractor and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and assembled by the Contractor; and issue a final Certificate for Payment based upon a final inspection indicating the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 3.6.6.3 When the Work is found to be substantially complete, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

#### ARTICLE 4 ADDITIONAL SERVICES

§ 4.1 Additional Services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Additional Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2.

*(Designate the Additional Services the Architect shall provide in the second column of the table below. In the third column indicate whether the service description is located in Section 4.2 or in an attached exhibit. If in an exhibit, identify the exhibit.)*

Additional Services	Responsibility (Architect, Owner or Not Provided)	Location of Service Description (Section 4.2 below or in an exhibit attached to this document and identified below)
§ 4.1.1 Programming		
§ 4.1.2 Multiple preliminary designs		
§ 4.1.3 Measured drawings	Architect	refer to 4.2 below
§ 4.1.4 Existing facilities surveys		
§ 4.1.5 Site Evaluation and Planning (B203™-2007)		
§ 4.1.6 Building information modeling		
§ 4.1.7 Civil engineering		
§ 4.1.8 Landscape design		
§ 4.1.9 Architectural Interior Design (B252™-2007)		
§ 4.1.10 Value Analysis (B204™-2007)		
§ 4.1.11 Detailed cost estimating		
§ 4.1.12 On-site project representation		
§ 4.1.13 Conformed construction documents		
§ 4.1.14 As-designed Record Drawings		
§ 4.1.15 As-constructed Record Drawings		
§ 4.1.16 Post occupancy evaluation		
§ 4.1.17 Facility Support Services (B210™-2007)		
§ 4.1.18 Tenant-related services		
§ 4.1.19 Coordination of Owner's consultants		
§ 4.1.20 Telecommunications/data design		
§ 4.1.21 Security Evaluation and Planning (B206™-2007)		
§ 4.1.22 Commissioning (B211™-2007)		
§ 4.1.23 Extensive environmentally responsible design		
§ 4.1.24 LEED® Certification (B214™-2007)		
§ 4.1.25 Fast-track design services		
§ 4.1.26 Historic Preservation (B205™-2007)	Architect	refer 4.2 below
§ 4.1.27 Furniture, Furnishings, and Equipment Design (B253™-2007)		

§ 4.2 Insert a description of each Additional Service designated in Section 4.1 as the Architect's responsibility, if not further described in an exhibit attached to this document.

Measured drawings will be prepared as required regarding building envelope project scope.

Services will be provided related to historic preservation including submittals and coordination with State Bureau of Historic Preservation.

§ 4.3 Additional Services may be provided after execution of this Agreement, without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.3 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

§ 4.3.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including, but not limited to, size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the Owner's request for extensive environmentally responsible design alternatives, such as unique system designs, in-depth material research, energy modeling, or LEED® certification;
- .3 Changing or editing previously prepared Instruments of Service necessitated by the enactment or revision of codes, laws or regulations or official interpretations;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital data for transmission to the Owner's consultants and contractors, or to other Owner authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of bidders or persons providing proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.3.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If the Owner subsequently determines that all or parts of those services are not required, the Owner shall give prompt written notice to the Architect, and the Owner shall have no further obligation to compensate the Architect for those services:

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule agreed to by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker;
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom; or
- .6 To the extent the Architect's Basic Services are affected, providing Construction Phase Services 60 days after (1) the date of Substantial Completion of the Work or (2) the anticipated date of Substantial Completion identified in Initial Information, whichever is earlier.

§ 4.3.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 two ( 2 ) reviews of each Shop Drawing, Product Data item, sample and similar submittal of the Contractor
- .2 thirty ( 30 ) visits to the site by the Architect over the duration of the Project during construction
- .3 one ( 1 ) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 two ( 2 ) inspections for any portion of the Work to determine final completion

§ 4.3.4 If the services covered by this Agreement have not been completed within eighteen ( 18 ) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

## ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements. Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of or enforce lien rights.

§ 5.2 The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include but are not limited to test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants maintain professional liability insurance as appropriate to the services provided.

§ 5.7 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.8 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.9 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.10 Except as otherwise provided in this Agreement, or when direct communications have been specially authorized, the Owner shall endeavor to communicate with the Contractor and the Architect's consultants through the Architect about matters arising out of or relating to the Contract Documents. The Owner shall promptly notify the Architect of any direct communications that may affect the Architect's services.

§ 5.11 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.12 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

## ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work does not include the compensation of the Architect, the costs of the land, rights-of-way, financing, contingencies for changes in the Work or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and may be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work or from any estimate of the Cost of the Work or evaluation prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding and price escalation; to determine what materials, equipment, component systems and types of construction are to be included in the Contract Documents; to make reasonable adjustments in the program and scope of the Project; and to include in the Contract Documents alternate bids as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget for the Cost of the Work. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requests detailed cost estimating services, the Architect shall provide such services as an Additional Service under Article 4.

§ 6.4 If the Bidding or Negotiation Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, through no fault of the Architect, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect, without additional compensation, shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. The Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

## ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project. If the Owner and Architect intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 Upon execution of this Agreement, the Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the author of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

## ARTICLE 8 CLAIMS AND DISPUTES

### § 8.1 GENERAL

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action, whether in contract, tort, or otherwise, against the other arising out of or related to this Agreement in accordance with the requirements of the method of binding dispute resolution selected in this Agreement within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201-2007, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents and employees of any of them similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

### § 8.2 MEDIATION

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

*(Check the appropriate box. If the Owner and Architect do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.)*

- Arbitration pursuant to Section 8.3 of this Agreement
- Litigation in a court of competent jurisdiction
- Other: *(Specify)*

### § 8.3 ARBITRATION

§ 8.3.1 If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the arbitration.

§ 8.3.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

§ 8.3.2 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.3 The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

### § 8.3.4 CONSOLIDATION OR JOINDER

§ 8.3.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 8.3.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 8.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.



## ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Architect shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due and all Termination Expenses as defined in Section 9.7.

§ 9.7 Termination Expenses are in addition to compensation for the Architect's services and include expenses directly attributable to termination for which the Architect is not otherwise compensated, plus an amount for the Architect's anticipated profit on the value of the services not performed by the Architect.

§ 9.8 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 11.9.

## ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, except that if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2007, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project.

§ 10.8 If the Architect or Owner receives information specifically designated by the other party as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except to (1) its employees, (2) those who need to know the content of such information in order to perform services or construction solely and exclusively for the Project, or (3) its consultants and contractors whose contracts include similar restrictions on the use of confidential information.

## ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

*(Insert amount of, or basis for, compensation.)*

Lump sum fee: Twenty Thousand Dollars \$20,000.00

§ 11.2 For Additional Services designated in Section 4.1, the Owner shall compensate the Architect as follows:  
*(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)*

No additional compensation required for the identified services.

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.3, the Owner shall compensate the Architect as follows:

*(Insert amount of, or basis for, compensation.)*

Compensation for Additional Services performed shall be billed at the following rates:

Architect= \$90.00 per hour

§ 11.4 Compensation for Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus ten percent ( 10%), or as otherwise stated below:

§ 11.5 Where compensation for Basic Services is based on a stipulated sum or percentage of the Cost of the Work, the compensation for each phase of services shall be as follows:

Schematic Design Phase:	percent (	20%)
Design Development Phase:	percent (	20%)
Construction Documents Phase:	percent (	25%)
Bidding or Negotiation Phase:	percent (	10%)
Construction Phase:	percent (	25%)

Total Basic Compensation: one hundred percent (100.00%)

§ 11.6 When compensation is based on a percentage of the Cost of the Work and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions, in accordance with the schedule set forth in Section 11.5 based on (1) the lowest bona fide bid or negotiated proposal, or (2) if no such bid or proposal is received, the most recent estimate of the Cost of the Work for such portions of the Project. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants, if any, are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices. *(If applicable, attach an exhibit of hourly billing rates or insert them below.)*

Employee or Category	Rate
Architect	\$90.00 per hour

#### § 11.8 COMPENSATION FOR REIMBURSABLE EXPENSES

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets;
- .3 Fees paid for securing approval of authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, standard form documents;
- .5 Postage, handling and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, models, mock-ups, professional photography, and presentation materials requested by the Owner;
- .8 Architect's Consultant's expense of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits if the Owner requests such insurance in excess of that normally carried by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses; and
- .11 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ten percent ( 10%) of the expenses incurred.

**§ 11.9 COMPENSATION FOR USE OF ARCHITECT'S INSTRUMENTS OF SERVICE**

If the Owner terminates the Architect for its convenience under Section 9.5, or the Architect terminates this Agreement under Section 9.3, the Owner shall pay a licensing fee as compensation for the Owner's continued use of the Architect's Instruments of Service solely for purposes of completing, using and maintaining the Project as follows:  
Lump sum fee of \$5,000.00

**§ 11.10 PAYMENTS TO THE ARCHITECT**

**§ 11.10.1** An initial payment of

Zero Dollars (\$0.00) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

**§ 11.10.2** Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid thirty ( 30 ) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect. *(Insert rate of monthly or annual interest agreed upon.)*

1.5% monthly on unpaid balance

**§ 11.10.3** The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

**§ 11.10.4** Records of Reimbursable Expenses, expenses pertaining to Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

**ARTICLE 12 SPECIAL TERMS AND CONDITIONS**

Special terms and conditions that modify this Agreement are as follows:

An increase in the project budget will cause an increase in professional fees. Any increases in budget which may occur or be required by the Owner can be added to the project. The Architect shall be compensated for such budget increases at the rate of 9% of the increase (ie. \$100,000. budget increase shall cause an additional fee of \$9,000.00 to the Architect.)

**ARTICLE 13 SCOPE OF THE AGREEMENT**

**§ 13.1** This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Architect.

**§ 13.2** This Agreement is comprised of the following documents listed below:

- .1 AIA Document B101™-2007, Standard Form Agreement Between Owner and Architect
- .2 AIA Document E201™-2007, Digital Data Protocol Exhibit, if completed, or the following:  
N/A -E201 shall not be used.

- 3 Other documents:  
*(List other documents, if any, including Exhibit A, Initial Information, and additional scopes of service, if any, forming part of the Agreement.)*

Attachment "A" preliminary design.

This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*

*(Printed name and title)*



ARCHITECT *(Signature)*

Joel D. Sampson, President  
*(Printed name and title)*

Init.



JOEL SAMPSON  
ARCHITECT  
212 NORTH ADAMS ST  
QUINCY, FLORIDA 32351  
FLA LIC NO AA21000813  
850-815-4348

PRELIMINARY RENOVATION STUDY  
RD EDWARDS BUILDING  
QUINCY PUBLIC SAFETY  
121 EAST JEFFERSON STREET QUINCY, FLORIDA

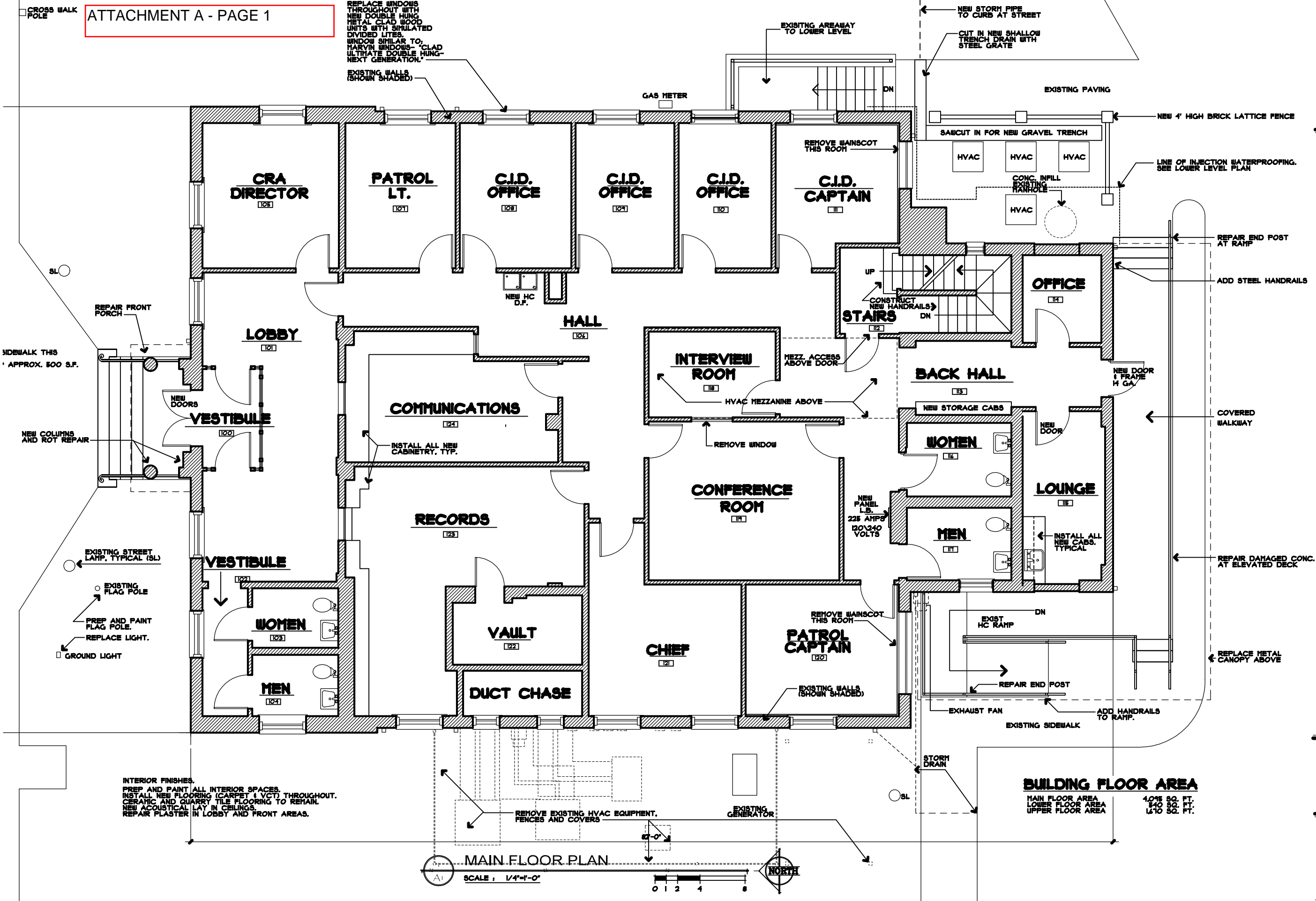
DATE: 4-17-15  
REV:

JOB NO: 15-001

A1

SHEET NO.

ATTACHMENT A - PAGE 1



MAIN FLOOR PLAN  
SCALE: 1/4"=1'-0"  
NORTH

INTERIOR FINISHES:  
PREP AND PAINT ALL INTERIOR SPACES.  
INSTALL NEW FLOORING (CARPET & VCT) THROUGHOUT.  
CERAMIC AND QUARRY TILE FLOORING TO REMAIN.  
NEW ACOUSTICAL LAY IN CEILINGS.  
REPAIR PLASTER IN LOBBY AND FRONT AREAS.

CROSS WALK POLE  
REPAIR FRONT PORCH  
NEW COLUMNS AND ROT REPAIR  
EXISTING STREET LAMP, TYPICAL (SL)  
EXISTING FLAG POLE  
PREP AND PAINT FLAG POLE.  
REPLACE LIGHT.  
GROUND LIGHT

REPLACE WINDOWS THROUGHOUT WITH NEW DOUBLE HUNG METAL CLAD WOOD UNITS WITH SIMULATED DIVIDED LITES. WINDOW SIMILAR TO: MARVIN WINDOWS- "CLAD ULTIMATE DOUBLE HUNG-NEXT GENERATION."  
EXISTING WALLS (SHOWN SHADED)

NEW STORM PIPE TO CURB AT STREET  
CUT IN NEW SHALLOW TRENCH DRAIN WITH STEEL GRATE

LINE OF INJECTION WATERPROOFING. SEE LOWER LEVEL PLAN

REPAIR END POST AT RAMP

ADD STEEL HANDRAILS

COVERED WALKWAY

REPAIR DAMAGED CONC. AT ELEVATED DECK

REPLACE METAL CANOPY ABOVE

STORM DRAIN

EXISTING SIDEWALK

EXIST HC RAMP

REMOVE WAINSCOT THIS ROOM

REMOVE WAINSCOT THIS ROOM

EXISTING WALLS (SHOWN SHADED)

REMOVE WINDOW

MEZZ. ACCESS ABOVE DOOR

HVAC MEZZANINE ABOVE

CONSTRUCT NEW HANDRAILS

CONC. INFILL EXISTING HANDBALE

HVAC

HVAC

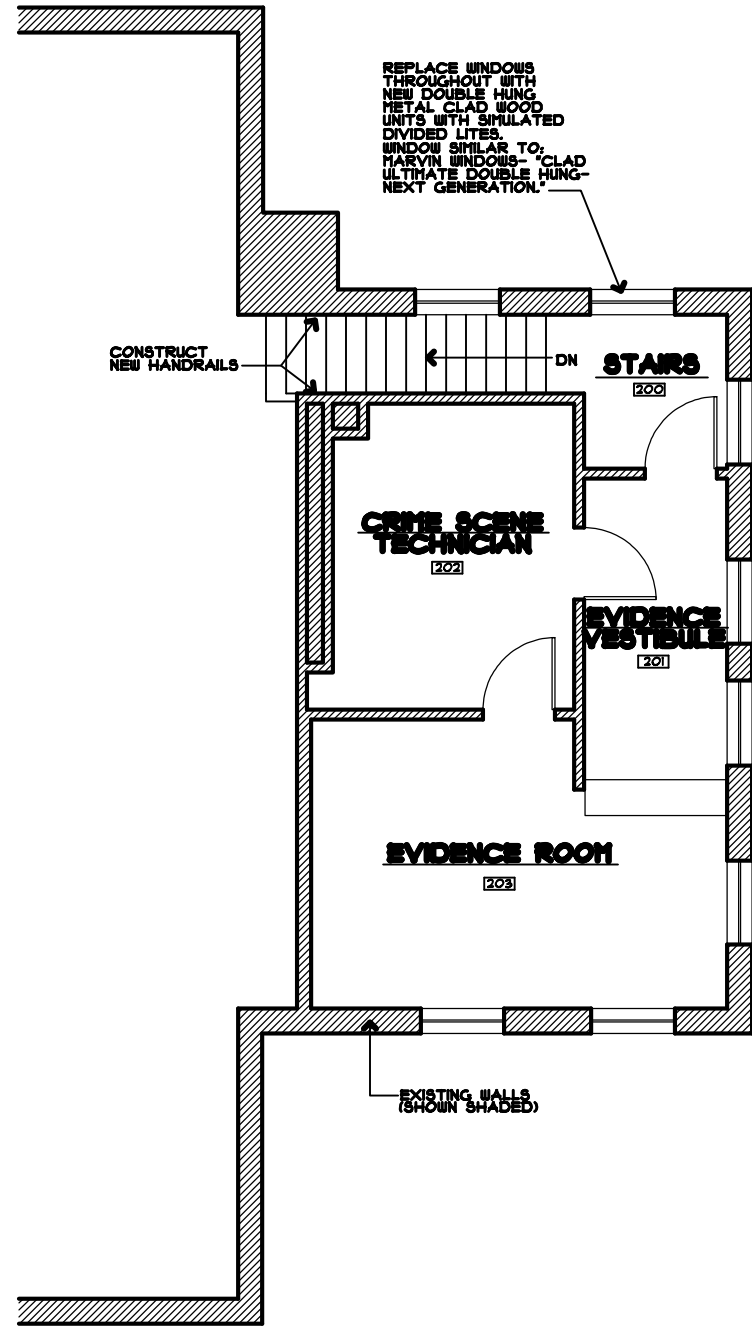
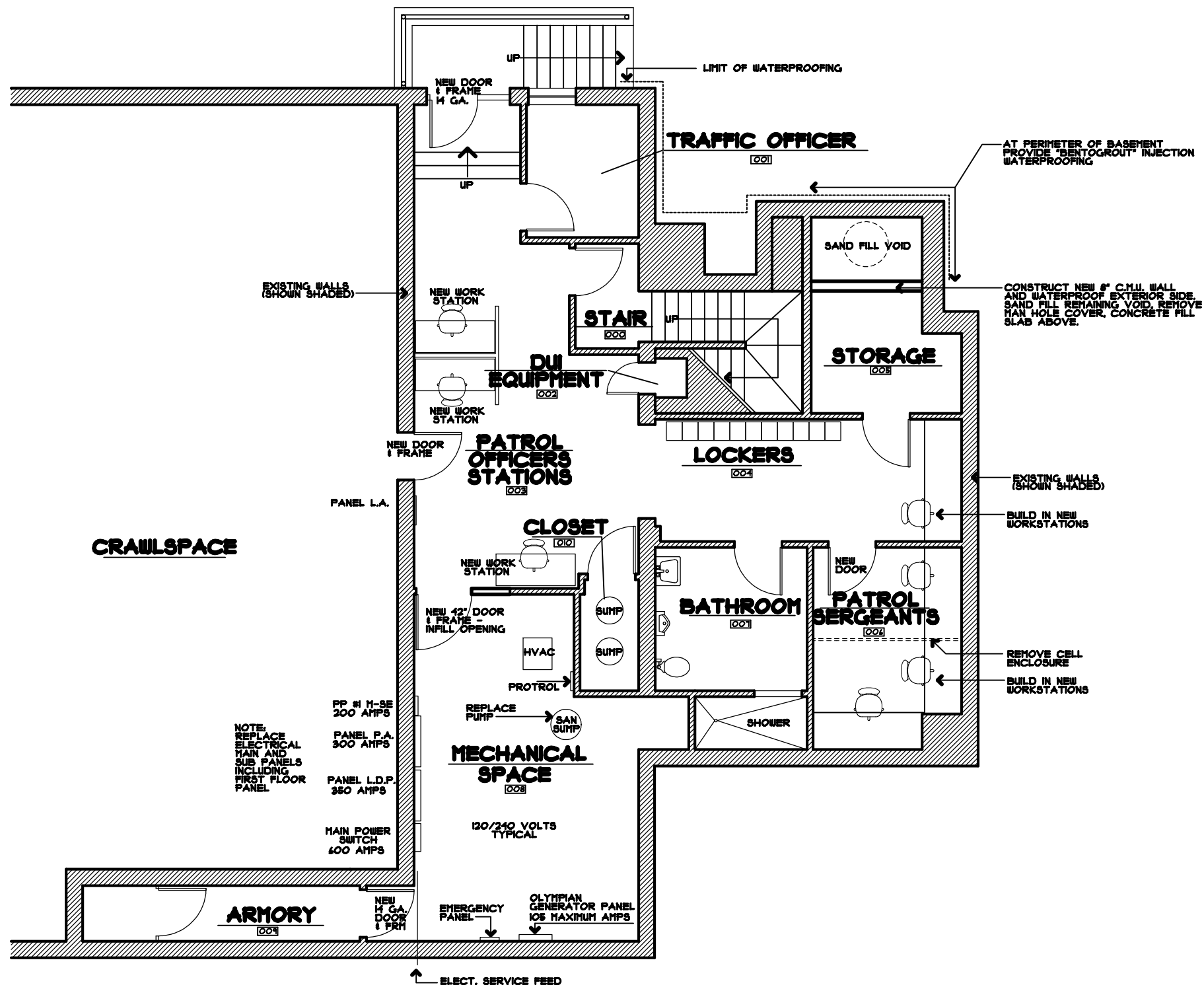
HVAC

HVAC

HVAC



212 NORTH ADAMS ST  
QUINCY, FLORIDA 32351  
FLA LIC NO AA24000893  
850-875-4348



NOTE:  
REPLACE ELECTRICAL MAIN AND SUB PANELS INCLUDING FIRST FLOOR PANEL

PP #1 M-BE 200 AMP  
PANEL P.A. 300 AMP  
PANEL L.D.P. 350 AMP  
MAIN POWER SWITCH 400 AMP

2 LOWER FLOOR PLAN  
SCALE: 1/4"=1'-0"  
0 1 2 4 8

1 UPPER FLOOR PLAN  
SCALE: 1/4"=1'-0"

PRELIMINARY RENOVATION STUDY  
 R.D. EDWARDS BUILDING  
 QUINCY PUBLIC SAFETY  
 121 EAST JEFFERSON STREET QUINCY, FLORIDA

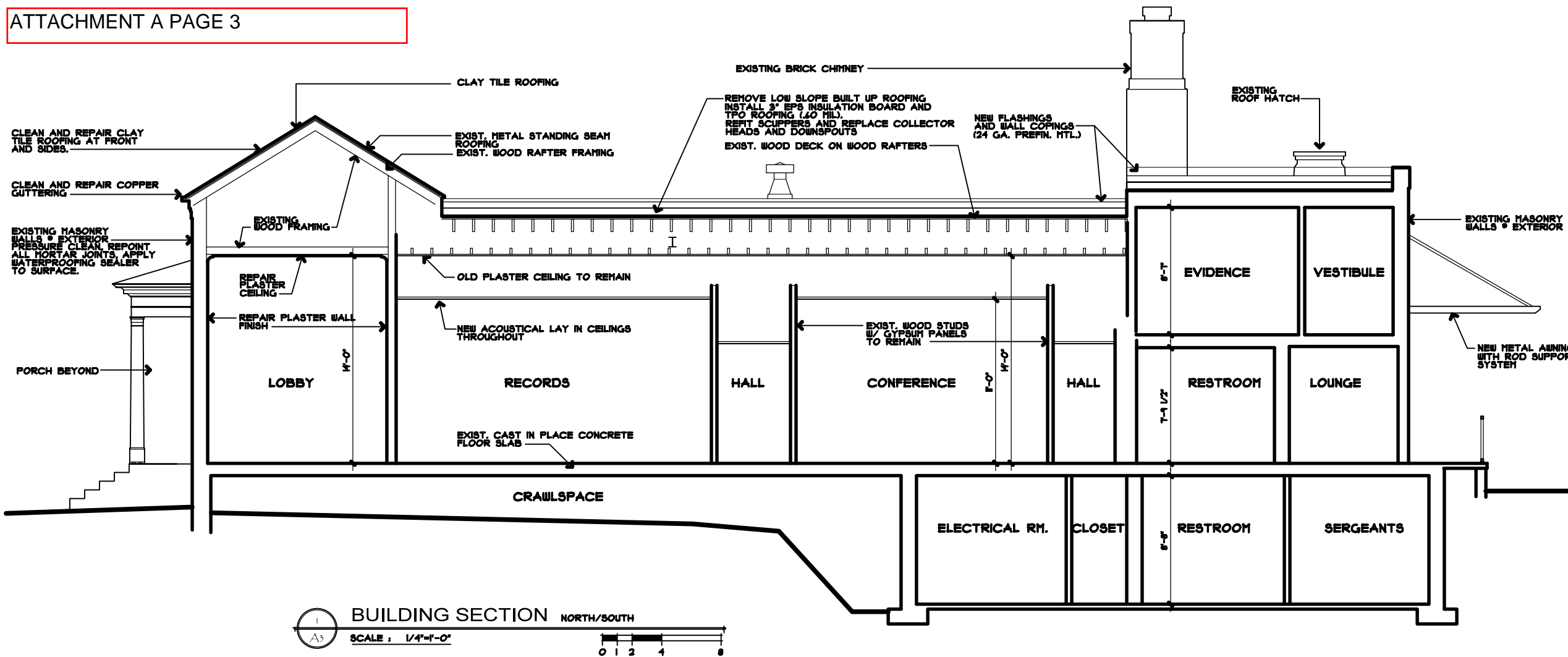
DATE: 4-17-15  
REV:  
JOB NO: 15-001

A2

SHEET NO.



JOEL SAMPSON  
ARCHITECT  
322 NORTH ADAMS ST  
QUINCY, FLORIDA 32351  
FLA LIC NO AA26000913  
850-815-4348



**BUILDING SECTION NORTH/SOUTH**  
SCALE: 1/4"=1'-0"  
0 1 2 4 8



**FRONT (NORTH) ELEVATION**  
SCALE: 1/4"=1'-0"  
0 1 2 4 8

EXISTING BUILDING DRAWINGS  
R D EDWARDS BUILDING  
QUINCY PUBLIC SAFETY  
121 EAST JEFFERSON STREET QUINCY, FLORIDA

DATE: 4-17-15  
REV:

JOB NO: 15-001

A3

SHEET NO.



**CITY OF QUINCY  
CITY COMMISSION  
AGENDA REQUEST**

Date of Meeting: June 23, 2015

Date Submitted: June 19, 2015

To: Honorable Mayor and Members of the City Commission

From: Mr. Mike Wade, City Manager  
Greg Taylor, Director, Parks and Recreation

Subject: Parks and Recreation Use Regulations

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**Issue:**

The City of Quincy does not currently have a Parks and Recreation use regulations ordinance in place. We feel that by enacting one, it will give us more clarity of the usage of our parks and recreation facilities and it will assist us in promoting the public health, safety, and welfare of the citizens of Quincy. We strongly feel that if this ordinance is enacted, it will assure us of the proper balance between the use of park facilities and the preservation of such facilities, law, and order.

Our overall intent is to:

1. Reduce property damage and closure of facilities due to vandalism
2. Minimize the hazards of personal injury and loss of life
3. Maintain the quality of outdoor recreation resources by establishing rules and regulations governing all parks and recreation facilities that the City owns or controls.

**Background:**

We have noticed on several occasions and have received complaints and feedback from concerned citizens that some of our Parks and Recreation Facilities have been utilized for usages that they were not constructed for. There is evidence that people are conducting several inappropriate or improper acts in our parks and recreation facilities such as:

1. Bathing
2. Sleeping
3. Drug and alcohol usage
4. Sexual activities

We have also taken complaints and feedback from concerned citizens that state that some activities that have taken place at our Parks and Recreation Facilities have impeded them from carrying out the activities in which the Parks and Recreation Facilities were constructed.

Some of these activities are:

1. Playing soccer in the inside of our track field, which potentially could impede a person who is walking, jogging or running around the track and could possibly cause bodily harm and danger.
2. Racing remote controlled cars on our track field, which potentially could impede a person who is walking, jogging or running around the track and could possibly cause bodily harm and danger.
3. Playing kickball or softball in a kiddie playground area, which potentially could impede a person who is swinging, riding, climbing or jumping and could possibly cause bodily harm and danger.

We feel that we owe our citizens the highest quality of life that we can possibly give them; therefore we are recommending that you all approve the enactment of this ordinance.

**Options:**

- Option 1: Request that staff prepare the Parks Rules in ordinance format and bring the ordinance back to the City Commission for a public hearing on first reading
- Option 2: Schedule a workshop to discuss
- Option 3: Do not approve Parks and Recreation Regulations

**Staff Recommendation:**

- Option 1

**Attachments:**

- City of Quincy Parks and Recreation Regulations Ordinance Draft

CITY OF QUINCY CODE OF ORDINANCES

CHAPTER 62 – STREETS, SIDEWALKS AND OTHER PUBLIC PLACES

ARTICLE VI. - PARKS AND RECREATION USE REGULATIONS

Sec. 62-142. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*City parks or recreation facilities* means all real properties owned or controlled by the City, regardless of the extent of development or official designation, which serve as picnic areas, recreation areas, nature areas, exercise facilities, athletic fields and such other areas, buildings or park facilities as are established or designated by the City for the use and enjoyment of the general public.

*Handicapped person* means any person who is developmentally disabled or mentally, physically or emotionally impaired as defined in F.S. § 760.22.

*Park facilities* means any improvements or structures, either natural or artificial, including, but not limited to, buildings, shelters, benches, tables, playground equipment, walls, fences, fountains, walkways, toilet facilities, and signs located in, upon or around a City park.

*Park grounds* means the real property upon which parks are located, and any and all trees, shrubbery, flowers, leaves, grasses, plants, fruit, dirt, rocks, water, and bodies of water located above, on or under such property.

*Park personnel* means all persons employed by the department of parks and recreation.

*Park roads* means all surface areas either paved or unpaved which have been designated as routes for vehicular traffic. All other traffic ways are classified as a form of trail or path.

*Parking areas* means any designated part of any park or road or any area contiguous thereto which has been set apart for the stopping, standing or parking of any vehicle.

*Sidewalk* means any area or way, whether paved or unpaved, which is set aside or open to the general public to accommodate pedestrian traffic.

*Vehicle* means any device in, upon or by which a person or property is or may be transported on highways, streets or roadways; except that the term "vehicle" shall not include bicycles or electric or battery-powered toy cars.

Sec. 62-143. - Purpose and intent.

(a) In order to promote the public health, safety and welfare of the citizens of the City, a parks and recreation use regulations ordinance is hereby enacted for the general purpose of assuring the proper balance between the use of park facilities and the preservation of such facilities, law, and order.

(b) The intent of this article is to:

- (1) Reduce property damage and closure of facilities due to vandalism;
- (2) Minimize the hazards of personal injury and loss of life; and
- (3) Maintain the quality of outdoor recreation resources by establishing rules and regulations governing all parks and recreation facilities that are owned or controlled by the City.

Sec. 62-144. – Designation of hours of operation.

(a) The City Manager, or designee, may designate the hours of operation for any City park and such designations shall be indicated on a schedule posted in the parks and recreation department of the City and filed with the City treasurer-clerk. The City Manager, or designee, may amend such hours of operation from time to time in a manner consistent with the purposes of this article, and may qualify such hours of operation to provide for after-hours uses such as for sporting activities or special events.

(b) Where hours of operation are established, the City Manager, or designee, shall prepare, install, and maintain a sign or signs in each City park specifying the opening and closing hours of a particular park. Each sign shall be prominently displayed so as to give notice to the general public of the parks hours of operation.

(c) It shall be unlawful for any person to enter or remain in any City park during such hours as the park is closed to public use.

Sec. 62-145. Designation of areas for particular uses or activities.

(a) The City Manager, or designee, may designate certain areas of a park or recreational facility for particular intended uses or activities such as, without limitation, picnicking, walking, jogging, or organized competitive sporting activities. Any park or recreational facility areas designated for particular uses or activities shall be included on a schedule posted in the parks and recreation department and filed with the City Clerk.

(b) Where designated, the City Manager, or designee, shall prepare, install and maintain a sign or signs in each park where such use or activity areas are designated. Each sign shall be prominently displayed so as to give notice of the uses or activities for which the area is intended.

(c) It shall be unlawful for any person to interfere with any other person engaging in a use or activity for which such area is designated.

Sec. 62-146. - Prohibited activities in parks and recreational facilities owned or controlled by the City.

(a) Except for activities of a governmental agency within the scope of its governmental authority, or unless specifically permitted to do so by a permit issued pursuant to this article, it shall be unlawful for any person to do any one or more of the following in a park or recreational facility owned or controlled by the City:

- (1) Sleep or protractedly lounge on the seats, or benches, or other areas
- (2) Shave, shower, or bathe or otherwise be or remain in any water fountain, reservoir, lake, stream, pond, or other body of water located in any city park.
- (3) Shave, shower, or bathe in a public restroom or locker room; however, showering is permitted where shower facilities are specifically provided for public use.
- (4) Engage in loud, boisterous, threatening, abusive, insulting or indecent language, or engage in any disorderly conduct or behavior tending to a breach of the public peace.
- (5) Operate any audio device that can be heard by a person using normal hearing facilities, at a distance of one hundred (100) feet or more from the source of the sound, except for equipment used by law enforcement, City personnel or at City approved special group events.
- (6) Engage in any activity which is dangerous to the health, safety or welfare of another.
- (7) Engage in any activity which is not an activity allowed in such park, park area, or park facility, as such is indicated on a sign properly posted as provided in Sec. 62-145 above.
- (8) Build any hut, shanty, or shelter, or engage in any form of construction or digging, or related activity unless authorized in advance by the City Manager, or designee.
- (9) Erect signs, or distribute, display or affix signs on any tree, post, or park facility or grounds except signs posted by the director of parks and recreation pursuant to this article or posted in an area designated for such use.

- (10) Cook foodstuffs except in picnic areas where facilities for such preparations are provided by the City, or where cooking is otherwise authorized by the City Manager, or designee.
- (11) Set or stoke a fire, except where appropriate facilities are provided by the City.
- (12) Stop, stand or park any vehicle as defined in this article in an area not specifically designated for parking.
- (13) Operate any vehicle on park grounds in or on any area not specifically designated as park road, except in areas where such vehicle use is allowed or approved, or otherwise operate any vehicle in violation of the laws regulating traffic F.S. Ch. 316.
- (14) Allow any dog or other fur-bearing animal to enter or remain in any park unless within an area specifically designated for dogs and in compliance with rules posted for such activity.
- (15) Discharge or deposit human wastes except in toilet facilities provided by the City, or provided by a private party as part of an approved group activity.
- (16) Write on, draw on or otherwise deface, damage, remove or destroy any park property or facility or any other part of the park grounds.
- (17) Hunt, trap or pursue wildlife of any kind except as directed by the City Manager, or designee.
- (18) Discharge a firearm, air rifle, air gun, sling shot, bow and arrow, spear gun, or instrument of any kind that discharges or is capable of discharging a projectile by explosive means unless such instrument or device is required for participation in an activity which is organized or sponsored by the department of parks and recreation. Nothing herein shall be interpreted, applied or enforced in a manner which might constitute the regulation of firearms or ammunition, an area of regulation which is preempted to the State by F.S. §790.33.
- (19) Loiter in or near any structure or facility which is designated for exclusive use by members of the opposite sex.
- (20) Take into, dump or deposit in any park any trash or refuse of any kind; however, such refuse and trash as is generated during park or recreation area use may be disposed of properly by placing it in designated containers. Where such containers are not available, persons responsible for the refuse or trash shall remove it from the park for proper disposal elsewhere.
- (21) Using a park or recreation area for the purpose of benefitting, promoting, or furthering the interests of a criminal gang in violation of § 874.04.

Sec. 62-147. - Alcoholic beverages prohibited in parks and recreational facilities.

(a) It shall be unlawful for any person to manufacture, possess, consume, purchase, sell or offer for sale any alcoholic beverage as defined in F.S. ch. 561, or controlled substances as defined in F.S. §893.03, in any park or recreation facility which is controlled by the City except at the Tanyard Creek Amphitheater if authorized in rules adopted by resolution of the City Commission, or otherwise where authorized by the City Manager as a special event.

(b) It shall be unlawful for any person to enter any park or recreation facility intoxicated on alcohol or a controlled substance in a manner that endangers the safety of another person or property or causes a public disturbance in violation of F.S. §856.011.

Sec. 62-148. – Enforcement.

(a) *Ejectment.* Law enforcement personnel and/or City park personnel shall have the authority to eject from the park any person acting in violation of this article.

(b) *Seizure of property.* Law enforcement personnel and/or City park personnel shall have the authority to seize and confiscate any property, thing or device in the park used in violation of this article.

Sec. 62-149. - Penalty.

(a) *Misdemeanor offense.* Any person violating the provisions of this article is guilty of an offense and shall be punished by a fine not exceeding five hundred dollars (\$500.00) or imprisonment for a period not exceeding sixty (60) days or by both such fine and imprisonment. Each day a violation of this article continues is a separate offense.

(b) *Civil Infraction.*

(1) Alternatively, a citation may be issued to any person violating the provisions of this article. In such circumstances, the violation shall be deemed a civil infraction.

(2) Any person to whom a citation is issued shall pay the fine by the designated date or appear in county court at the time, date, and location designated in the citation. Any person requesting a hearing in county court waives the right to pay the minimum civil penalties. Penalties shall be in addition to court costs established by statute.

(3) Minimum civil penalties for a violation not otherwise listed are as follows:

- |                      |                           |
|----------------------|---------------------------|
| (i) First offense:   | verbal or written warning |
| (ii) Second offense: | \$50.00                   |

- (iii) Third and subsequent offenses: \$100.00
- (iv) Fourth and subsequent offenses: \$200.00

Sec. 62-150. – Group activities.

(a) *Permit.* A permit shall be obtained from the City before participating in a group activity composed of twenty (20) or more persons, pursuant to the following:

(1) *Application.* A person seeking issuance of a permit hereunder shall file an application with the City's recreation department, which shall set forth information sufficient to determine whether such group activity will comply with the City's parks and recreation use regulations.

(2) *Decision on Application.* The City Manager, or designee, reserves the right to deny issuance of a permit for any group activity which, based on the available information, is likely to be unreasonably disruptive to the surrounding neighborhood or other park users, is too large for the park area or facility proposed for such activity, is disorderly or dangerous to persons or property, or is in any other way likely to be inconsistent with the City Parks and Recreation Use Regulations.

(3) *Appeal.* The City shall determine whether to issue the requested group permit within seven (7) days after receipt of an application. If the application is denied, the City Manager, or designee, shall inform the applicant in writing of the reasons for such denial of permit, and any aggrieved person shall have the right to appeal in writing within seven(7) days to the City Commission, which shall, at its next regular meeting, consider the application under the standards set forth in the City's parks and recreation use regulations and sustain or overrule the City Manager's, or designee's, decision within fourteen (14) days of the City Commission hearing. The decision of the City Commission shall be final.

(b) *Effect of permit.* A permittee shall be bound by all park rules and regulations and all applicable ordinances fully as though the same were inserted in said permits.

(c) *Liability of permittee.* The person or persons to whom a permit is issued shall be liable for any loss, damage or injury sustained by any person whatever by reason of the negligence of the person or persons to whom such permit shall have been issued.

(d) *Indemnification.* The applicant and any other persons, organizations, firms or corporations on whose behalf the application is made, by filing a permit application, agree to obtain liability insurance coverage for the scheduled event, and stipulate that they will jointly and severally indemnify and hold the City harmless against all liability, including court costs and attorney's fees, and attorney's fees on appeal, for any and all claims for damage to property, or injury to or



death of persons arising out or resulting from the issuance of the permit or the conduct of the group activity or any of its participants.

(e) *Revocation.* The City Manager shall have the authority to revoke a permit upon a finding of violation of any rule or ordinance, or upon other good cause shown.

(f) *Application form.* The City Manager is authorized to prepare and utilize such application forms to permit group activities as are deemed necessary to effectuate the purposes of this section.

(g) *Fee Schedule.* The City Manager is authorized to establish a schedule of fees for group activity permits issued hereunder.

DRAFT

**CITY OF QUINCY  
CITY COMMISSION  
AGENDA REQUEST**

**DATE OF MEETING:** June 23, 2015

**DATE SUBMITTED:** June 18, 2015

**TO:** Honorable Mayor and Members of the City Commission

**FROM:** Bernard O. Piawah, Director, Building and Planning

**SUBJECT:** Request for Special Use Permit for a Daycare Facility at  
1105 E. Jefferson

---

**Statement of Issue:**

This is a request for a special use permission to operate a daycare facility at 1105 E. Jefferson Street, Quincy, Florida. Pursuant to Section 46-172(b)(4), a child care center shall not be permitted unless by special permission of the City Commission after review by the Planning and Development Review Board (PDRB) and the City Commission. The City's staff has not identified any issues with the proposal to locate a daycare facility on this site and the PDRB recommended approval of the site for the proposed use.

**Background:**

Ms. Darlene Mitchem, applicant, wishes to operate a daycare facility at 1105 E. Jefferson Street. There is an existing building on the site that previously served as the Social Security Office building. The applicant would like to operate a daycare facility in that building. The building is in excellent condition.

**Criteria for Review:**

Pursuant to Quincy Code, Section 46-172(c), the consideration for a special use permit by the Planning and Development Review Board (PDRB) and the City Commission shall be based on the following criteria:

- 1) The proposed use will not adversely affect the health and safety of the residents and the workers of the city;
- 2) The proposed use will not be detrimental to adjacent property;
- 3) The proposed use is consistent with the City's comprehensive plan;
- 4) The proposed use will be adequately served by public facilities;
- 5) The proposed use will be on lot of sufficient size; and
- 6) The proposed use will not constitute a nuisance.

### **Staff Analysis and Review:**

The application has been reviewed based on the criteria stated above. The site has adequate parking to support the operation of the daycare facility and traffic in and out of the facility will not interrupt the free flow of traffic on adjacent streets or have any adverse impact on adjacent streets. The application has been reviewed for consistency with the comprehensive plan and the land development regulations and no issues have been identified. Adequate public facilities (water, sewer, etc.) are available to serve the development.

The Fire Department's Chief has reviewed the application and the site and identified no issues with the location a daycare facility on this site.

The application has been fully noticed and advertised in the newspaper. The adjacent property owner has been properly noticed and she raised no issues with the proposal. As of the date of this request, the Building and Planning Department has not received any written or verbal objections to the proposed use of this facility as a daycare center. The application packet includes a signed petition of support for the daycare facility at this location.

### **Options:**

- Option 1:           Vote to approve the special use permission for a daycare facility at 1105 E. Jefferson Street.
  
- Option 2:           Vote to deny the special use permission for a daycare facility at 1105 E. Jefferson Street.

### **Staff Recommendation:**

Option 1:

### **Attachments:**

1. Minutes of PDRB Meeting; and
2. Application Packet for the Daycare Center

**ATTACHMENT 1**

**MINUTES OF PDRB MEETING**

PLANNING AND DEVELOPMENT REVIEW BOARD  
REGULAR MEETING CITY HALL, QUINCY, FLORIDA

JUNE 16, 2015

6:00 PM

The Planning and Development Review Board (PDRB) met at City Hall in Quincy, Florida on Tuesday, June 16, 2015, at 6:00 P.M. and the following members were present:

Mr. Alvin Young  
Mr. Tommy Skipper  
Ms. Kimberly Williams  
Ms. Denise Hannah

Members Absent:

Mr. Dan Hooker  
Mr. Willie Reeves  
Ms. Judy Ware

Staff Present:

Bernard O. Piawah, Building and Planning Director  
Betty Powell, Administrative Assistant  
Scott Shirley, City Attorney

The meeting was called to order by Tommy Shipper, Acting Chairman.

A motion to approve the minutes of the previous meetings, February 17, 2015 and March 3, 2015, with any corrections was made by Mr. Alvin Young. The motion was seconded by Kimberly Williams and the motion passed unanimously.

**Item for Discussion:**

- 1) Special Use Review for the location of a daycare facility at 1105 E. Jefferson Street.

Mr. Piawah presented to the board the request by Mrs. Darlene Mitchem to operate a daycare facility at 1105 E. Jefferson Street, Quincy, Florida, the former address of the Social Security office.

Mr. Piawah briefly explained the details of the request to the board and indicated that the application was reviewed based on the criteria for the review of special use requests specified in the code and listed in the staff memorandum and that no issues or potential inconsistencies with the code have been identified. Mr. Piawah then asked the board to recommend the approval of the application. Mr. Skipper asked Mrs. Mitchem to speak on behalf of her application and explain what they intend to do at that location. Mrs. Mitchem stated her name for the record and explained that she intends to open a daycare facility that will provide a variety of programs for the community including head start, after school program and summer camp.

Mrs. Hannah asked Mrs. Mitchem about the comment that was raised by the Fire Chief regarding entrance to the cafeteria and she responded that the issue has been addressed and that the Fire Chief has since re-inspected the site and approved it. The comment was about the fact that the initial floor plan showed only one entrance to the cafeteria; the issue was addressed by providing two entrances to the cafeteria.

The Board asked for a motion on the application. Ms. Kimberly Williams made the motion to accept the First option which was to recommend approval of the special use permission for a daycare facility at 1105 E. Jefferson Street. The motion was properly seconded by Mrs. Denise Hannah and it passed unanimously.

2) Brief Workshop on Board member responsibilities and actions under the Florida Sunshine Law.

Board Member Responsibilities:

Mr. Piawah opened the workshop by passing out a prepared material on the functions and responsibilities of the Planning and Development Review Board as stated in the Quincy Code of Ordinances. He discussed each individual item as it related to member responsibilities and functions.

In summary, Mr. Piawah stated that, pursuant to the Quincy Code of Ordinances, the PDRB serves as the local planning agency for the city whose duties include the review of development proposal to determine suitability based on appropriate and relevant data and analysis, and develop recommendations for the City Commission. Also the PDRB is required to review proposed re-zonings, proposed comprehensive plan amendments, special use and home occupations, and proposed major developments and make recommendations to the City Commission. These reviews, Mr. Piawah stressed, are to be conducted based on the guidelines and criteria established in the land development regulations and the City's comprehensive plan, and not on the individual feeling and opinion of the board member. Other duties of the board, he added, include the review of a request for variance, to act as an appeal board on decisions made concerning

signage, and perform any other duties that may be assigned to it by the City Commission, and serve as the accredited representative of the City Commission.

Board Member Actions under the Florida Sunshine Law:

Mr. Scott Shirley, City Attorney, addressed the Board as it pertained to the Florida Sunshine Law. He explained the importance of the Sunshine law and the implications and consequence of violation. He stressed that the board is required to conduct its meetings consistent with that law. Under the Florida Sunshine law, he emphasized, members of the board cannot discuss, among themselves, matters that will appear before the board and that doing so is a violation of the Florida Sunshine Law. Even after a vote has been taken on a matter the members cannot discuss among themselves the votes that they have taken and how each member voted. Also, during the meeting, the members cannot ask each other questions on the items before them; if a member has a question to ask during the meeting, such questions should be directed to the Planning Staff at the meeting or to the City attorney at the meeting. Mr. Shirley stated that the discussions of any issue of business should be conducted at the board meetings and if clarification of a particular subject matter is needed before hand or outside of the meeting, that member should contact Mr. Piawah.

Being no further business, the meeting was adjourned.

---

Chairman

---

Date



# THE CITY OF QUINCY

404 West Jefferson Street Quincy, Florida 32351-2328 Phone: (850) 618-0030 Fax: (850) 875-7313

## Request for Development Review Requiring Public Hearing

There are two types of public hearings that can be administered when a development review requires a hearing. There are a quasi-judicial and an informal hearing. A quasi-judicial hearing would consist of a due process set where, you, as the property owner, would be able to present evidence to a hearing officer and cross-examine witnesses. This process would be similar to a trial hearing and is longer in duration. The quasi-judicial hearing would not permit ex parte communication between the PDRB and/or the Commission.

The informal hearing is less time consuming and costly. The property owner addresses his/her concerns for the development review and thereafter, any concerned citizens will be given an opportunity to speak. The informal process would allow ex parte communication between the PDRB and/or the Commission. Both hearing styles would allow the property owner to seek appeal of any decision rendered by the City Commission: the difference is in the procedures.

Please indicate below which type of hearing you are requesting for your development review and return this form to City Hall at the above address.

Quasi-judicial       Informal Hearing

Name: Charlene A. McWaters

Address: 1725 Springmeadow Road Quincy FL 32351

Telephone Number: 850-687-3284 (H) 850-687-3039 (W)

Property Location: 1105 East Jefferson St. Quincy FL 32351

Charlene A. McWaters  
Signature

3/11/15  
Date

## **SPECIAL USE PERMIT APPLICATION**

### **Requirements for a Special Use Permit:**

***A special use means a use requiring review by the planning and development review board and the City Commission. A special use permit authorizes the recipient to make use of property in accordance with the requirements of the Land Use Development Regulation (LDR) as well as any additional requirements imposed by the City Commission.***

1. Submit a complete Special Use Permit Application. (See page 2) ✓
2. Submit application fee of \$500.00; ✓
3. Application will be scheduled to be heard by the Development Review Committee (DRC), which is a staff level review;
4. Upon determination of the DRC that the application is complete, application will be forwarded to the Planning and Development Review Board (PDRB), which is a recommending board to the City Commission. The PDRB meets the first and third Tuesday of every month. Attached, is a copy of the PDRB schedule;
5. A sign will be placed on the property, Notices of Development Review will be mailed to adjacent property owners, and an advertisement will be placed in the Gadsden County Times prior to the PDRB meeting.
6. At the PDRB meeting the board will vote to recommend approval, recommend denial, or vote to table the application for further review. Upon recommendation for approval or recommendation of denial, the application will be forwarded to the City Commission.
7. The City Commission has the final decision making authority. The City Commission meets the second and fourth Tuesday of every month. Upon approval of the City Commission, a Development Order will be issued.





**CITY OF QUINCY  
BUILDING AND PLANNING DEPARTMENT**

404 West Jefferson Street

Quincy, Florida 32351

Phone: (850) 627-7681

Fax: (850) 875-7313

**SPECIAL USE PERMIT APPLICATION**

**PROPERTY OWNER**

NAME: Red Rock Holdings LLC

MAILING ADDRESS: 4287 Mannison Road Blvd. # 521 Ogden, UT 84403

CITY: Ogden STATE: Ut ZIP CODE: 84403

PHONE NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

**APPLICANT/AGENT (if other than property owner)**

NAME: Darlene L. Montano

MAILING ADDRESS: 725 Springmead Way Rd

CITY: Quincy STATE: Fla ZIP CODE: 32351

PHONE NUMBER: 850-627-3284 FAX NUMBER: 850-627-3284

**PROPERTY INFORMATION**

ADDRESS: 1105 East Jefferson Street, Quincy, FL 32351

PARCEL TAX I.D. NUMBER: \_\_\_\_\_

CURRENT ZONING DISTRICT: Commercial

CURRENT LAND USE: Commercial Building

PROPOSED LAND USE: Dressing Center

Project description to include all proposed land uses. Be specific in your answer (attach additional sheet(s) as necessary)

I would like to open a Learning Center in this Building

1) VPK

2) 3 year old program

3) after school program

4) Summer Camp

Name would be All my childrens Learning Center. Hours of operation would be 6AM - 6PM M-F

#### PROJECT INFORMATION

How will water be supplied to the site? City

How will sanitary sewer be handled? City

How will electricity be supplied to the site? City

Is this site or any part of this site adjacent to or in a designated flood prone or wetlands area? no

If yes, what steps will be taken to mitigate these impacts? n/a

NA

Are there any known historical or archeological sites on the property? none

If yes, what steps will be taken to preserve these sites? none

Are there any provisions for dedicated open or recreational space? yes

Is there adequate space for vegetative or other type buffer between this use and adjacent properties? yes  
Explain:

Provisions for stormwater management as well as erosion and sedimentation control during construction are required by Chapter 17-25, Regulation of Stormwater Discharge, Florida Department of Environmental Protection (DEP). A permit may be required, contact DEP at (850) 488-3704 for more information. A development will not receive approval until this matter is addressed. Briefly describe control measures that will be used during construction of this project.

**DOCUMENTATION ATTACHED IN SUPPORT OF THIS APPLICATION**

Site Plan (see staff for additional information)

Floor Plan (see staff for additional information)

Optional petition of support signed by adjacent property owners (must include name, address and signature)

Copy of warranty deed

Application fee of \$500.00 payable by cash, check or money order drawn to the City of Quincy - receipt # \_\_\_\_\_

Application form including:  
A. Type of Hearing request form  
B. notarized Designation of Agency (if applicable)

Purchase Option for subject parcel (if applicant is not current property owner)

*Home Agreement*

**SIGNATURE(S) OF PROPERTY OWNER(S)/APPLICANT(S)**

The property owner(s) or his/her agent must initial each of the following statements.

DM I understand that it is the responsibility of the developer to obtain all permits and to comply with the requirements of all agencies having jurisdiction over the proposed development.

DM I understand that acceptance of this application is not an approval of the proposed development.

DM I certify that the information provided this office for the purpose of granting this development proposal is true to the best of my knowledge.

DM The Department of Building and Planning with consideration of the services it performs are herewith released from any liability for all actions taken in good faith during the review of this application and the accompanying materials.

The undersigned owner(s) and/or applicant(s) certifies under penalties of perjury that all the statements contained in this application, including any statement attached to the application or any papers or plans submitted herewith are true and correct.

Property Owner's Signature \_\_\_\_\_  
Date \_\_\_\_\_

Property Owner's Signature \_\_\_\_\_  
Date \_\_\_\_\_

Applicant's Signature Darlene L. Mitchem  
Date 3/11/15

Applicant's Signature Darlene L. Mitchem  
Date 3/11/15

Note - I have a copy of LMO  
Please signed. (DM)

Note - This is the sign. Part of the lease. Please read below.  
Thanks  
Darlene

From: prescribe@aol.com  
Subject: Signature Page  
Date: March 19, 2015 at 2:10 PM  
To: mizdmitch@aol.com

Darlene,  
Attached is the signature page of the lease. We will be sending you the full copy in the mail.  
Thank you,  
Gerry

47. Severability of Provisions

The invalidity or unenforceability of any particular provision of this Lease shall not affect the other provisions hereof and this Lease shall be construed in all respects as if such invalid or unenforceable provision were omitted.

48. Radon Gas

As provided by Florida law, Landlord hereby notifies Tenant as follows: Radon gas is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed Federal and State guidelines have been found in buildings in Florida. Additional information regarding radon and radon testing may be obtained from your county public health unit.

49. Additional Provisions

1. All Tenant improvements required by Lessee shall be at Lessee's sole cost and expense.
2. Landlord reserves the right to retain subcontractors and charge Tenant if interior and exterior of building is not maintained in a professional manner or repair.
3. Landlord grants Tenant early occupation upon receipt of first payment and signed Lease. Early occupation with rent abatement to April 18 2015. Tenant is responsible for all utilities and maintenance cost upon early occupation.

50. Copy of Agreement

Tenant acknowledges receipt of an executed copy of this Lease.

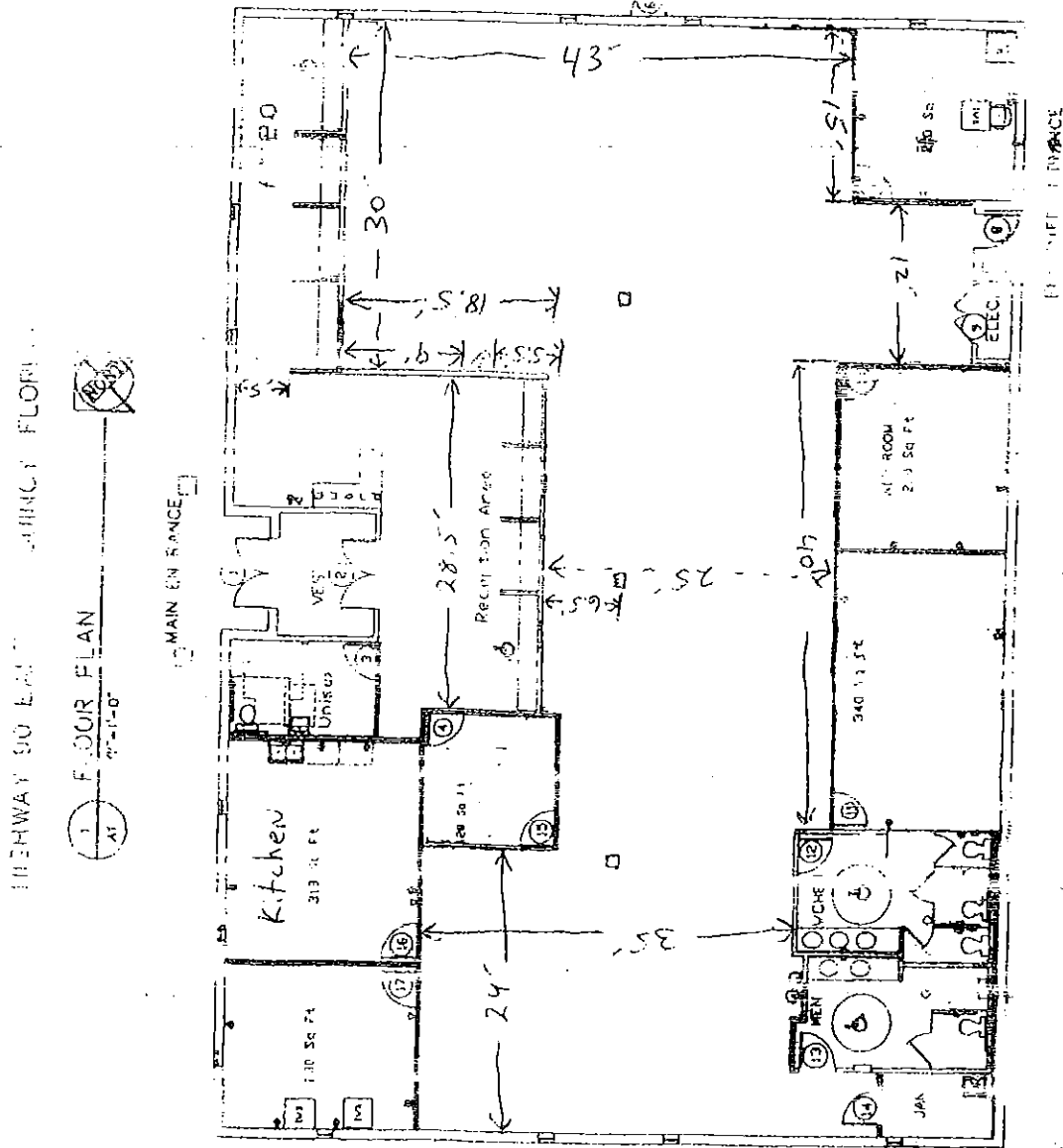
IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

LESSOR:  
By: [Signature]  
Alfred Barack Jr. its Manager  
Print Name & Title of Signing Officer  
3/19/15

LESSEE:  
[Signature]  
Darlene Mitchem  
Print Name of Owner  
3/16/15

Note - Floor Plan. Capt. Mairi has already visited the site. He has informed me of the adjustments of need. So we need to get with you and do a walk through. Will you please let me know when you have time. Thank-you

Paulene



\* Measurements are approximate.

# All My Children Learning Center



**Phone: 850-627-3039**

**Address: 1105 East Jefferson Street  
Quincy, Fl 32351**

**Business Hours: 6:00am - 6:00pm Monday-Friday**  
**We have an After school and Tutoring Program**  
**Pre-K to 9<sup>th</sup> Grade Monday - Friday**

**\*Homework Assistance      \*Group and one on one Tutoring**  
**\*Arts and Crafts      \*Computer Lab      \*Game Room**  
**\*Sibling Discount      \*Snack is Included      \*Monthly fun activities**

**Where All of our Children's Education Matters.**

**Drop offs are Welcome.**

**Please contact Lakeshia Green-Mitchem, Director**

COMMERCIAL LEASE AGREEMENT (FLORIDA)

DATED THE 8TH DAY OF MARCH, 2015

BETWEEN

LESSOR: RED ROCK HOLDINGS LLC

AND

LESSEE: ALL MY CHILDREN DBA DARLENE MITCHEM (SOLE PROPRIETOR)

FOR THE PREMISES LOCATED AT

ADDRESS: 1105 E. JEFFERSON ST., QUINCY, FL 32351

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	During the Lease term, Tenant shall make, at Tenant's expense, all necessary repairs to the Leased Premises. Repairs shall include such items as plumbing, stopped drains, clogged toilets, sewer lines, electrical, routine repairs of floors, walls, ceilings, HVAC maintenance service, light bulb and ballast replacement, battery replacement in automatic door opening mechanism, smoke detectors, all janitorial expenses, paving and landscaping, irrigation and sprinkler repair, pest control and other parts of the Leased Premises damaged or worn through normal occupancy, except for major mechanical system repairs or the roof, subject to the obligations of the parties otherwise set forth in this Lease... Tenant shall have the obligation to notify Landlord and make repairs in a timely manner in order to mitigate any potential building damage.....	5
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	Landlord shall pay all general real estate taxes and installments of special assessments coming due during the Lease term on the Leased Premises, and all personal property taxes with respect to Landlord's personal property, if any, on the Leased Premises. Tenant shall be responsible for paying all personal property taxes with respect to Tenant's personal property at the Leased Premises. ....	6
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## COMMERCIAL LEASE AGREEMENT (FLORIDA)

THIS AGREEMENT made effective as of the 8th day of April, 2015.

**BETWEEN:**

**LESSOR**

**Name:** Red Rock Holdings LLC  
**Address:** 4287 Harrison Blvd., #521, Ogden, UT 84403

\_\_\_\_\_  
(the "Lessor" or "Landlord")

- and -

**LESSEE**

**Name:** All My Children DBA Darlene Mitchem (Sole Proprietor)  
**Address:** 725 Spring Meadow Road, Quincy, FL 32351

\_\_\_\_\_  
(the "Lessee" or "Tenant")

**IN CONSIDERATION** of the mutual promises and at the rental and upon the covenants, conditions and provisions herein set forth, contained and other good and valuable consideration, Lessor leases to Lessee and Lessee leases from Lessor, the following real property:

Leased Premises Address: 1105 E. Jefferson St., Quincy, Fl 32351

A total of approximately 6500 square feet of office and related space, which is incorporated herein by this reference, together with all improvements now or hereafter located thereon and all appurtenances and privileges related thereto, all of which area is hereinafter referred to as the "Premises."

**1. Initial Term and Renewals**

- (a) Landlord hereby leases the Leased Premises to Tenant, and Tenant hereby leases the same from Landlord, for an "Initial Term" beginning on April 1, 2015 ("Commencement Date") and ending on May 30, 2025 ("Expiry Date"). Landlord shall use its best efforts to give Tenant possession as nearly as possible at the beginning of the Lease term. If Landlord is unable to provide Tenant with possession of the Leased Premises in a timely fashion, rent shall abate for the period of delay. Tenant shall make no other claim against Landlord for any such delay.

- (c) If Lessee is not in default at the Expiry Date or earlier termination of this Lease or any extension or renewal thereof, the Security Deposit (or remaining balance after deductions for arrears of rent or other amounts owing by Lessee, if any) shall be returned by Lessor to Lessee. The party who is eventually entitled to the fund in whole or in part shall also be entitled to the interest accrued or its pro rata share of the interest accrued.
- (d) If Lessor transfers its interest in the Premises during the term of this Lease, Lessor may assign the Security Deposit to the transferee and thereafter shall have no further liability for the return of such Security Deposit.

#### **5. Use of Premises**

The Leased Premises shall be used solely for the purpose of Lessee's business, specifically:

Educational Facility

Tenant's use of the Leased Premises shall be in a lawful, careful, safe, and proper manner, and Tenant shall carefully preserve, protect, control and guard the same from damage. Tenant shall not use the parking area or the ingress and egress area of the Premises in an unreasonable manner so as to interfere with the normal flow of traffic or the use of such areas by occupants of properties adjacent to the Leased Premises. Tenant shall not use the Leased Premises for the purposes of storing, manufacturing or selling any explosives, flammables or other inherently dangerous substance, chemical, thing or device.

#### **6. Sublease and Assignment**

Tenant shall not have the right without Landlord's consent, to assign this Lease. Except as set forth above, Tenant shall not sublease all or any part of the Leased Premises, or assign this Lease in whole or in part without Landlord's consent, such consent may be withheld or delayed at Landlord's discretion. Provided, however, that no assignment of this Lease, whether by act of Tenant or by operation of law, and no sublease of the Leased Premises, or any part thereof, by or from Tenant, shall relieve or release Tenant from any of its obligations hereunder.

#### **7. Maintenance and Repairs**

During the Lease term, Tenant shall make, at Tenant's expense, all necessary repairs to the Leased Premises. Repairs shall include such items as plumbing, stopped drains, clogged toilets, sewer lines, electrical, routine repairs of floors, walls, ceilings, HVAC maintenance service, light bulb and ballast replacement, battery replacement in automatic door opening mechanism, smoke detectors, all janitorial expenses, paving and landscaping, irrigation and sprinkler repair, pest control and other parts of the Leased Premises damaged or worn through normal occupancy, except for major mechanical system repairs or the roof, subject to the obligations of the parties otherwise set forth in this Lease. Tenant shall have the obligation to notify Landlord and make repairs in a timely manner in order to mitigate any potential building damage.

#### **8. Alterations and Improvements**

Lessee shall have the right to make, at no expense to Landlord, improvements, alterations, or additions (hereinafter collectively referred to as "Alteration") to the Leased Premises, whether structural or nonstructural, interior or exterior, provided that:

- (a) no Alteration shall be made without the prior written consent of Landlord, which consent shall not be unreasonably withheld;
- (b) no Alteration shall reduce or otherwise impair the value of the Leased Premises;
- (c) no Alteration shall be commenced until Tenant has first obtained and paid for all required permits and authorizations of all governmental authorities having jurisdiction with respect to such Alteration;
- (d) any Alteration shall be made in a good workmanlike manner and in compliance with all laws, ordinances, regulations, codes, and permits;
- (e) Lessee shall hold Landlord harmless from and against any liens and claims for work, labor, or materials supplied to the Leased Premises at the direction of Tenant, and in the event that any such liens or claims shall be filed for work, labor or materials supplied to the Leased Premises at the direction of Tenant, Tenant shall, at Landlord's option, either escrow an amount equal to the amount of the lien or claim being filed, or obtain a bond for the protection of Landlord in an amount not less than the amount of the lien or claim being filed; and
- (f) any Alteration shall become and remain the property of Landlord unless Landlord otherwise agrees in writing.

#### 9. Taxes

Landlord shall pay all general real estate taxes and installments of special assessments coming due during the Lease term on the Leased Premises, and all personal property taxes with respect to Landlord's personal property, if any, on the Leased Premises. Tenant shall be responsible for paying all personal property taxes with respect to Tenant's personal property at the Leased Premises.

#### 10. Insurance

If the Leased Premises or any other part of the Building is damaged by fire or other casualty resulting from any act or negligence of Tenant or any of Tenant's agents, employees or invitees, rent shall not be diminished or abated while such damages are under repair, and Tenant shall be responsible for the costs of repair not covered by insurance.

- (a) At its sole cost and expense, Tenant shall obtain and thereafter maintain in full force and effect, at all times during the lease term and any extension thereof, the following insurance with respect to the Leased Premises:
  - (i) comprehensive public liability insurance having limits of not less than \$500,000.00 for bodily injury or death to one person, \$500,000.00 for bodily injuries or death arising out of one occurrence, and \$200,000.00 for property damage;
  - (ii) fire and extended coverage insurance in an amount equal to at least eighty-five (85%) percent of the current replacement value of the Leased Premises, which replacement value shall be re-determined by Landlord at the beginning of each year of the Initial Term and any Renewal Term. Landlord shall, upon each such redetermination, give written notice to Tenant of such re-determined replacement value. If Tenant fails to object to such re-determined replacement value within twenty-one (21) days after its receipt of written notice thereof, such value shall be deemed acceptable to Tenant. If Tenant does object to

such re-determined replacement value, the replacement value of the Leased Premises shall then be determined by an appraisal by a third party selected by Landlord and approved by Tenant. Such third party's determination of the replacement value of the Leased Premises shall be conclusive and binding upon Landlord and Tenant. The cost of any such appraisal shall be borne equally by Landlord and Tenant. If the replacement value of the Leased Premises determined by such an appraisal is higher than the then existing limits of fire and extended insurance coverage, Tenant shall, at its sole cost and expense, promptly cause such insurance limits to be increased to the new replacement value of the Leased Premises. The fire and extended coverage insurance policy shall specifically provide that Landlord and any mortgagee or lessor of Landlord are additional insureds and that all payments shall be made as their interests appear.

- (b) Each insurance policy furnished under this Section 8 shall be issued by a responsible insurance company acceptable to Landlord, and such insurance coverage may be written under a blanket policy or policies obtained by Tenant, which policy or policies may include other real estate owned or leased by Tenant. Landlord, Tenant and any mortgagee or lessor of Landlord shall all be named as insured parties in each such insurance policy, and each policy shall provide for written notice to Landlord and to any mortgagee or lessor of Landlord at least ten (10) days prior to any cancellation, modification, or lapse thereof. Tenant shall furnish Landlord with memorandum copies of such insurance policies prior to the commencement of the lease term.
- (c) Lessee shall indemnify Landlord for, defend Landlord against, and save Landlord harmless from any liability, loss, cost, injury, damage, or other expense that may occur or be claimed by or with respect to any person or property on or about the Leased Premises resulting from the use, misuse, occupancy, possession, or unoccupancy of the Leased Premises by Tenant, its agents, employees, licensees, invitees or guests. Except where any loss, cost, injury or damage is the result of Landlord's sole fault or negligence, Landlord shall not have any liability for any loss, cost, injury or damage to the Leased Premises, to Tenant or Tenant's employees, agents, licensees, invitees or guests or to any property of such persons. Except as set forth in the Section 8, Landlord shall not be responsible or liable for loss or damage to the contents of any improvements on the Leased Premises, regardless of who owns the contents and regardless of how or by whom the loss or damage is caused.

## 11. Utilities

Lessee shall pay all charges for water, sewer, gas, electricity, telephone, internet, trash and other services and utilities used by Tenant on the Leased Premises during the term of this Lease unless otherwise expressly agreed in writing by Landlord. In the event that any utility or service provided to the Leased Premises is not separately metered, Landlord shall pay the amount due and separately invoice Tenant for Tenant's pro rata share of the charges. Tenant shall pay such amounts within fifteen (15) days of invoice. Tenant acknowledges that the Leased Premises are designed to provide standard office use electrical facilities and standard office lighting. Tenant shall not use any equipment or devices that utilizes excessive electrical energy or which may, in Landlord's reasonable opinion, overload the wiring or interfere with electrical services to other tenants.

Landlord does not warrant that any of the utility services above-mentioned will be free from interruptions caused by war, insurrection, civil commotion, riots, acts of God or the enemy, governmental action, lockouts, picketing (whether legal or illegal), accidents, inability of Landlord to obtain fuel or supplies, or any other cause or causes beyond the reasonable control of Landlord. Any such interruption of service shall not be deemed an eviction or disturbance of Tenant's use and possession of the Leased

Premises, or any part thereof, or render Landlord liable to Tenant for damages, or relieve Tenant from the performance of Tenant's obligations under this Lease. Landlord shall have no responsibility or liability for the failure of any public or private utility to supply sufficient or adequate utility services to the Leased Premises.

**12. Trash Removal**

Lessee shall provide and maintain sanitary and rat-proof receptacles with covers at or about the Leased Premises in which all refuse and trash from Lessee's business shall be placed. Lessee shall make its own arrangements and pay for garbage pickup service and shall not permit the refuse and trash to accumulate and remain on the premises except during reasonable intervals between the scheduled pickups.

**13. Sidewalk Maintenance**

Lessee shall at all times keep the sidewalks in front of the Leased Premises clean, sanitary, and in a safe and navigable condition, and shall not exhibit or display any goods, wares or merchandise thereon.

**14. Glass Replacement**

Lessee shall, at its sole cost and expense, replace all glass in, upon or about the Leased Premises that shall be broken during the currency of this Lease unless the breakage was caused by Lessor, its agents, employees, invitees or successors.

**15. Signs**

Tenant shall have the right, with Landlord's prior written consent, to place on the Leased Premises, at locations selected by Tenant, any signs which are permitted by applicable zoning ordinances and private restrictions. Landlord may refuse consent to any proposed signage that is in Landlord's opinion too large, deceptive, unattractive or otherwise inconsistent with or inappropriate to the Leased Premises or that hampers or restricts the use of any other tenant. Landlord shall assist and cooperate with Tenant in obtaining any necessary permission from governmental authorities or adjoining owners and occupants for Tenant to place or construct the foregoing signs. Tenant shall repair all damage to the Leased Premises resulting from the removal of signs installed by Tenant.

**16. Landlord's Right of Entry**

Landlord shall have the right to enter upon the Leased Premises at all reasonable times for the purpose of inspecting the same. Landlord may exhibit the same for sale or rent; provided, however, that Landlord shall not unreasonably interfere with Tenant's use of the Premises.

**17. Parking**

During the term of this Lease, Tenant shall have the non-exclusive use in common with Landlord, other tenants of the Building, their guests and invitees, of the non-reserved common automobile parking areas, driveways, and footways, subject to rules and regulations for the use thereof as prescribed from time to time by Landlord. Landlord reserves the right to designate parking areas within the Building or in reasonable proximity thereto, for Tenant and Tenant's agents and employees. Tenant shall provide Landlord with a list of all license numbers for the cars owned by Tenant, its agents and employees. Separated structured parking, if any, located about the Building is reserved for tenants of the Building who rent such parking spaces. Tenant hereby leases from Landlord \_\_\_\_\_ spaces in such structural parking area, such spaces to be on a first come-first served basis. In consideration of the leasing to Tenant of such spaces, Tenant shall pay a monthly rental of \_\_\_\_\_ Dollars

(\$ \_\_\_\_\_) per space throughout the term of the Lease. Such rental shall be due and payable each month without demand at the time herein set for the payment of other monthly rentals, in addition to such other rentals.

Tenant shall not allow storage of abandoned vehicles, trailers or any other obstructions in the parking area.

**18. Building Rules**

Lessee will comply with the rules and regulations of the Building ("Rules") established by Lessor from time to time, a copy of which will be provided to Lessee on or before the Commencement Date. Lessee will direct all of its agents, employees, invitees and visitors to comply with such Rules. The Rules may be changed from time to time by Lessor, on reasonable notice to Lessee. Breach of the Rules shall not result in termination of this Lease unless such breach continues for a period of ten (10) days following written notice of such breach by Lessor.

**19. Damage or Destruction**

If by fire or other casualty the Leased Premises are destroyed or damaged to the extent that Tenant is deprived of occupancy or use of the Leased Premises (meaning such destruction cannot be repaired or restored within one hundred and twenty (120) days of the occurrence of the fire or other casualty Landlord may elect to:

- (a) cause the restoration of the Leased Premises to substantially the same condition as existed before such damage or destruction; or
- (b) cancel this Lease as of the date of such fire or casualty by giving written notice to Tenant not more than 30 days thereafter.

Should Landlord elect to proceed under subparagraph (a), above, rent shall abate unless Tenant continues to partially occupy the Leased Premises, in which case Tenant shall pay all rent on a prorated basis, until the Leased Premises are restored, equal to an amount obtained by multiplying the then existing monthly rent by a percentage equal to the fraction which has as its numerator the amount of square feet in the improvements of the Leased Premises which is incapable of being used for its intended purpose and as its denominator the total amount of square feet in the improvements on the Leased Premises. If such damage does not deprive Tenant of occupancy or use of the Leased Premises, Landlord shall proceed with due diligence to cause the restoration of the Leased Premises to substantially the same condition as existed before such damage. In such latter event, rent shall not abate. Tenant shall fully cooperate with Landlord in making available to Landlord for the purpose of so restoring the Leased Premises all insurance proceeds payable under Section 8 as a result of fire or other casualty damage to the Leased Premises.

**20. Default by Tenant**

If Tenant fails to pay any installment of rent or make any other payment required to be made by Tenant when the same shall become due and payable hereunder, or if Tenant fails to observe and perform any other provision, covenant, or condition of this Lease required under this Lease to be observed and performed by Tenant within fifteen (15) days after Landlord shall have given notice to Tenant of the failure of Tenant to observe and perform the same, or if Tenant abandons or vacates the Leased Premises during the continuance of this Lease, or if Tenant makes an assignment for the benefit of creditors or enters into a composition agreement with its creditors, or if the interest of Tenant in the Leased Premises

is attached, levied upon, or seized by legal process, or if this Lease is assigned in violation of the terms hereof or is terminated by operation of law, then, in any such event, immediately or at any time thereafter, at the option of Landlord, Landlord shall, as it elects, either:

- (a) declare this Lease to be in default, in which event this Lease shall immediately cease and terminate, and Landlord may possess and enjoy the Leased Premises as though this Lease had never been made, without prejudice, however, to any and all rights of action when Landlord may have against Tenant for rent and other charges payable by Tenant hereunder (both past due and future rent due Landlord and past due and future charges payable by Tenant), damages, or breach of covenant, in respect to which Tenant shall remain and continue liable notwithstanding such termination; or
- (b) relet the Leased Premises, or any part thereof, for such term or terms and on such conditions, as Landlord deems appropriate for and on behalf of Tenant, for the highest rental reasonably attainable in the judgment of Landlord, which reletting shall not be considered as a surrender or acceptance back of the Leased Premises or a termination of this Lease, and recover from Tenant any deficiency between the amount of rent and all other charges payable by Tenant under this Lease and those amounts obtained from such reletting, plus any expenses incurred by Landlord in connection with such reletting, including, without limitation, the expenses of any repairs or alterations Landlord deems necessary or appropriate to make in connection with such reletting and all sums expended for brokerage commissions and reasonable attorneys' fees, but Landlord shall be under no duty to relet the Leased Premises; or
- (c) declare the whole amount of the rent and other charges which would otherwise have been paid by Tenant over the balance of the lease term to be immediately due and payable, without prejudice, however, to any and all other rights of action which Landlord may have against Tenant for past due rent and other charges payable by Tenant hereunder, damages or breach of covenant, in respect to which Tenant shall remain and continue liable notwithstanding Landlord's election to proceed under this clause (c).

In the event that a bankruptcy or insolvency proceeding is filed by or against Tenant, or if a court of competent jurisdiction or other governmental authority approves a petition seeking a reorganization, arrangement, composition or other similar relief with respect to Tenant, or appoints a trustee, receiver or liquidator of Tenant or of all, or substantially all, of Tenant's property or affairs, or assumes custody or control of all, or substantially all, of the property or affairs of Tenant, Landlord shall have the right to elect any of the remedies set forth above. If this Lease is assumed or assigned to a trustee, receiver, liquidator or other court-appointed person or entity without Landlord's prior written consent, the parties and their respective successors (whether by operation of law or otherwise agree that, upon such an assignment or assumption, all defaults of Tenant prior to such assignment or assumption must be cured or that adequate assurances that such defaults will be promptly cured must be given and that adequate assurances of future performance under this Lease must be provided. Such adequate assurances shall mean that a bond shall be issued in favor of Landlord in the amount equal to one year's future rent and that an amount equal to all existing monetary obligations of Tenant which are in default shall be escrowed with an escrow agent acceptable to Landlord. Additionally, all past due monetary obligations of Tenant which are in default shall be paid to Landlord within sixty (60) days after the assignment or assumption and rent will be currently and continually paid on a timely basis commencing with the first day of the month following the 60th day of the assignment and assumption.



**21. Quiet Possession**

Landlord covenants and warrants that upon performance by Tenant of its obligations hereunder, Landlord will keep and maintain Tenant in exclusive, quiet, peaceable and undisturbed and uninterrupted possession of the Leased Premises during the term of this Lease subject to paragraph 16.

**22. Condemnation**

If all or materially all of the Leased Premises are taken in appropriation proceedings or by right of eminent domain or by the threat of the same, then this Lease shall terminate as of the date Tenant is deprived of occupancy thereof, and Tenant's obligations under this Lease, except obligations for rent and other charges herein to be paid by Tenant up to the date thereof, shall terminate. For purposes of this Lease, "materially all of the Leased Premises" shall be considered as having been taken if the portion of the Leased Premises taken, due either to the area so taken or the location of the portion taken, would leave the remaining portion not so taken insufficient to enable Tenant to effectively and economically conduct its business at the Leased Premises. If less than materially all the Leased Premises are taken in appropriation proceedings or by right of eminent domain or by the threat thereof, then this Lease shall not terminate as a result of such taking, but Landlord shall promptly repair and restore the Leased Premises to substantially the same condition as existed immediately before such taking. Until such repair and restoration are completed, rent shall be abated in the proportion of the number of square feet of improvements on the Leased Premises of which Tenant is deprived bears to the total square feet of such improvements immediately prior to such taking. Thereafter, if the number of square feet of improvements is less than the total of the same prior to such taking, rent shall be reduced in the proportion to which the number of square feet of improvements existing after such repair and restoration is less than the total of the same prior to such taking.

All damages awarded for any such taking shall belong to and be the property of Landlord, whether such damages shall be awarded as compensation for diminution in value to the leasehold or to the fee of the Leased Premises, or otherwise, provided, however, that Tenant shall be entitled to any portion of the award made to Tenant for removal and reinstallation of Tenant's fixtures or for the cost of Tenant's immovable fixtures, if any.

**23. Subordination**

Lessee accepts this Lease subject and subordinate to any mortgage, deed of trust or other lien ("Charge") presently existing or hereafter arising upon the Leased Premises, or upon the Building and to any renewals, refinancing and extensions thereof, but Lessee agrees that any such mortgagee shall have the right, upon a successful uncontested foreclosure, to subordinate such Charge to this Lease on such terms and subject to such conditions as the mortgagee may deem appropriate in its discretion. Lessor is hereby irrevocably vested with full power and authority to subordinate this Lease to any Charge now existing or hereafter placed upon the Leased Premises or the Building, and Lessee agrees upon demand, but after first giving written notice to Lessor and after Lessor acknowledges in writing that this is not a contested foreclosure, to execute such subordination agreement(s) or other instruments as Lessor may designate, provided, however, that the subordination shall be upon the following conditions:

- (a) The execution of such instruments shall impose no personal liability whatsoever upon Lessee.
- (b) Any such Charge shall provide that the mortgagee shall agree to give Lessee all notices required to be given to Lessor as mortgagor under the terms thereof, or under any loan agreement, purchase agreement or under the laws of the State of Florida.

- (c) Any such Charge, which is authorized by a court of law and uncontested by Lessor, shall further provide that in the event of any default on the part of Lessor thereunder, Lessee may, at its own election, cure such default, and any amount expended by Lessee in so doing shall be paid by Lessor to Lessee upon demand, with interest thereon at the maximum legal rate per annum from the time any such expenditure was made.

**24. Sale by Lessor**

In the event of a sale or conveyance by Lessor of all or part of the Leased Premises, the same shall operate to release Lessor from any future liability with respect to the covenants, conditions and obligations of Lessor hereunder, and in such event Lessee agrees to look solely to the responsibility of Lessor's successor-in-interest in and to this Lease. This Lease shall not be affected by any such sale, and Lessee agrees to attorn to the successor-in-interest of Lessor.

**25. Estoppel Certificate**

Tenant shall, at Landlord's request and upon not less than ten (10) days' prior notice by Landlord, execute, acknowledge, and deliver to Landlord, or such other party as Landlord may specify, a statement in writing certifying that this Lease has not been modified and is still in full force and effect (or if modified, that the same is in full force and effect as modified and stating the modifications), and the dates to which the rent and any other obligations to be paid hereunder by Tenant have been paid, and stating whether or not, to the best of the knowledge of Tenant, Tenant or Landlord is in default in performance of any obligation hereunder, and if so, specifying each such default.

**26. Notices and Payment of Rent**

Any payment of rent, notice, exercise of option or election, communication, request or other document or demand required or desired to be given to Landlord or Tenant shall be in writing and shall be deemed given:

- (a) to Landlord when delivered personally to the managing partner of Landlord or when deposited in the United States mail, first-class, postage prepaid, addressed to Landlord at its address set forth at the beginning hereof; and
- (b) to Tenant when delivered in person to an officer of Tenant or when deposited in the United States mail, first-class, postage prepaid, addressed to Tenant at its address set forth at the beginning hereof or the leased premises address.

Either party may, from time to time, change the address at which such written notices, exercises of options or elections, communications, requests, or other documents or demands are to be mailed, by giving the other party written notice of such changed address.

**27. Brokers**

Tenant represents that Tenant was not shown the Premises by any real estate broker or agent and that Tenant has not otherwise engaged in any activity which could form the basis for a claim for real estate commission, brokerage fee, finder's fee or other similar charge, in connection with this Lease.

**28. Non-Waiver and Right to Cure Defaults**

Neither a failure by Landlord to exercise any of its options hereunder, nor a failure to enforce its rights or seek its remedies upon any default, nor an acceptance by Landlord of any rent accruing before or after any default, shall affect or constitute a waiver of Landlord's right to exercise such option, to enforce such right, or to seek such remedy with respect to that default or to any prior or subsequent default. The remedies provided in this Lease shall be cumulative and shall not in any way abridge, modify or preclude any other rights or remedies to which Landlord is entitled, either at law or in equity. If Tenant fails to pay by their respective due dates all rents, charges or other obligations to be paid by it pursuant to the terms hereof, or fails to make necessary repairs to the Leased Premises, or fails to perform any other duties which it is required to perform hereunder, then Landlord, at its option, may do so and the amount of any expenditure attributable to such action by Landlord, plus accrued interest at the maximum legal rate of interest that is in effect, from the time each such expenditure is made until reimbursed, shall immediately become due and payable to Landlord and shall be considered additional rent hereunder; but no such payment or compliance by Landlord shall constitute a waiver of any such failure by Tenant or affect any right or remedy of Landlord with respect thereto.

**29. Holding Over by Tenant**

If Lessee shall continue in possession of the Leased Premises beyond the termination of the Initial Term and any extension or renewal thereof hereunder with the consent of Lessor, express or implied, such holding over shall be considered a month-to-month tenancy and not a renewal of this Lease. The rental for the month-to-month tenancy shall be equal to 110% of the Base Rent then in effect for the last month of the immediately preceding Lease Term, plus any other charges payable under the Lease. Lessee shall comply with all covenants of this Lease for the period of time Lessee holds over. The month-to-month tenancy so created shall continue until terminated by either party by giving not less than thirty (30) days written notice of termination to the other. If Lessee shall hold over without the consent of Lessor, express or implied, then Lessee shall be construed to be a tenant at sufferance, at double the rent herein provided, prorated daily until possession is returned to Lessor.

**30. Lessor Not Liable**

Lessor shall not be liable for any damage occasioned by failure to keep the Leased Premises in repair, and shall not be liable for any damage done or occasioned by or from plumbing, gas, water, steam or other pipes, tanks, washstands or waste pipes in, above, upon or about the Leased Premises, nor for damage occasioned by water, snow, or ice being upon or coming through the roof or any skylight, transom, window, or otherwise, or of any owners or occupants of adjacent or contiguous property.

**31. Indemnification**

Lessor shall not be responsible or liable for any loss, theft, or damage to property or injury to or death of Lessee, its agents, employees and customers, or any person on or about the Leased Premises, and Lessee agrees to indemnify and hold Lessor harmless therefrom unless the same was caused by or resulted from the negligent or willful acts of Lessor. Lessee shall hold Lessor harmless, during the Initial Term of this Lease and any extension or renewal thereof, from and against any and all claims, suits, actions, demands and judgments arising out of an event occurring after the commencement of this Lease when the proximate cause of injury to person or damage to property was not the negligence of Lessor or the negligence of an agent or employee or Lessor or of Lessor's successor. Lessee agrees not to make any claim against Lessor, and agrees to hold Lessor harmless therefrom, for any loss or damage to any personal property belonging to Lessee or any of its guests, customers, or occupants, or for any injuries to

Lessee or any of its guests, customers, or occupants unless such loss or damage was caused by or resulted from the negligent or willful conduct of Lessor.

**32. Surrender of Premises**

Upon termination of this Lease, whether by lapse of time or otherwise, or upon the exercise by Landlord of the power to enter and repossess the Leased Premises without terminating this Lease, as hereinbefore provided, Tenant shall at once surrender possession of the Leased Premises to Landlord in a condition and order of repair substantially similar to its original condition and order of repair upon the commencement of the lease term, reasonable wear and tear and damage by events of casualty excepted, and shall at once remove all of Tenant's personal property and trade fixtures from the Leased Premises. Upon any such termination, Tenant shall, as directed by Landlord, either remodel any addition to the Premises constructed by Tenant, so as to facilitate use of such addition for office operations or remove such addition from the Leased Premises. Any such remodeling or removal of any addition to the Leased Premises shall be made by Tenant at its sole cost and expense. If, upon any such termination, Tenant does not at once surrender possession of the Leased Premises and remove such of its property as allowed by Landlord, Landlord may forthwith re-enter and repossess the same and remove all of Tenant's property without being guilty of trespass or of forceful entry or detainer or without incurring any liability to Tenant for loss or damage to Tenant's property. Upon any such removal of Tenant's property, it shall be considered to have been abandoned and may either be retained by Landlord as its property or may be disposed of at public or private sale as Landlord sees fit. If any such property is either sold at public or private sale or retained by Landlord, the proceeds of any such sale or the then current fair market value of the property, as the case may be, shall be applied by Landlord against Landlord's expenses of removal, storage or sale of such property, the arrears of rent and other charges or future rent and other charges payable hereunder, and any other damages to which Landlord may be entitled hereunder. Tenant shall repair, at its sole cost and expense, any damage to the Leased Premises resulting from the removal of its property as allowed hereunder.

**33. Time of the Essence**

Time is of the essence in the performance and observance of each and every term, covenant and condition of this Lease by both Landlord and Tenant.

**34. Headings**

The headings used in this Lease are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Lease.

**35. Binding Effect**

The provisions of this Lease shall extend to and be binding upon Landlord and Tenant and their respective legal representatives, successors and assigns.

**36. Landlord's Consent**

Landlord shall not unreasonably withhold or delay its consent with respect to any matter for which Landlord's consent is required or desirable under this Lease.

**37. Performance**

If there is a default with respect to any of Landlord's covenants, warranties or representations under this Lease, and if the default continues more than thirty (30) days after notice in writing from Tenant to Landlord specifying the default, Tenant may, at its option cure such default and seek a ruling from arbitration for reimbursement of the cost thereof.

**38. Landlord's Lien**

Tenant hereby grants to Landlord a lien upon the improvements, trade fixtures and furnishings of Tenant to secure full and faithful performance of all of the terms of this Lease. Provided Tenant is not in default hereunder, Landlord agrees to subordinate its Landlord's lien on Tenant's personal property and equipment to that of any bona fide third party who is loaning funds to Tenant which directly benefit Tenant's operations at the Premises.

**39. Landlord's Exculpation**

It is expressly understood and agreed that nothing in this Lease shall be construed as creating any liability whatsoever against the Landlord, or its successors and assigns, personally, and in particular without limiting the generality of the foregoing, there shall be no personal liability to pay any indebtedness accruing hereunder or to perform any covenant, either express or implied, herein contained, and that all personal liability of Landlord, or its successors and assigns, of every sort, if any, is hereby expressly waived by Tenant, and every person now or hereafter claiming any right or security hereunder, and that so far as Landlord, or its successors and assigns, is concerned the owner of any indebtedness or liability accruing hereunder shall look solely to Landlord's interest in the Premises for the payment thereof.

**40. Force Majeure**

Landlord shall be excused for the period of any delay in the performance of any obligations hereunder when prevented from so doing by cause or causes beyond Landlord's control, including labor disputes, civil commotion, war, governmental regulations or controls, fire or other casualty, inability to obtain any material or service, or acts of God.

**41. Inducement Recapture**

Any agreement for free or abated rent or other charges shall be deemed conditioned upon Tenant's full and faithful performance of all the terms, covenants and conditions of this lease. Upon breach of this lease by Tenant, any such abatement agreement shall automatically be deemed deleted from this lease and of no further force or affect and any rent, other charge or consideration theretofore abated, given or paid by Landlord shall be immediately due and payable by Tenant, notwithstanding any subsequent cure of said breach by Tenant. The acceptance by Landlord of rent or the cure of the breach which initiated the operation of this paragraph shall not be deemed a waiver by Landlord of the provisions of this paragraph unless specifically so stated in writing by Landlord at the time of such acceptance.

**42. Ambiguity Clause**

The customary rules of contract interpretation are not followed in this lease to the extent that ambiguities are not necessarily resolved against the individual who writes the

**43. Compliance With Law**

If any law, ordinance, order, rule or regulation is passed or enacted by any governmental agency or department having jurisdiction over the Leased Premises or Tenant's use of the same which requires Tenant to modify or alter its operations or use of the Leased Premises, this Lease shall in no way be affected and Tenant shall, at its sole cost and expense, promptly comply with such law, ordinance, order, rule, or regulation.

**44. Entire Agreement**

This Agreement is the entire agreement between the parties with respect to the subject matter hereof, and terminates and supersedes all prior understandings or agreements.

**45. Amendments**

No amendment to this Lease shall be valid or binding unless such amendment is in writing and executed by the parties hereto.

**46. Governing Law**

This Agreement shall be governed, construed and interpreted by, through and under the Laws of the State of Florida.

**47. Severability of Provisions**

The invalidity or unenforceability of any particular provision of this Lease shall not affect the other provisions hereof and this Lease shall be construed in all respects as if such invalid or unenforceable provision were omitted.

**48. Radon Gas**

As provided by Florida law, Landlord hereby notifies Tenant as follows: Radon gas is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed Federal and State guidelines have been found in buildings in Florida. Additional information regarding radon and radon testing may be obtained from your county public health unit.

**47. Severability of Provisions**

The invalidity or unenforceability of any particular provision of this Lease shall not affect the other provisions hereof and this Lease shall be construed in all respects as if such invalid or unenforceable provision were omitted.

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**49. Additional Provisions**

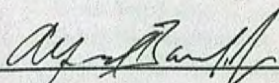
1. All Tenant improvements required by Lessee shall be at Lessee's sole cost and expense.
2. Landlord reserves the right to retain subcontractors and charge Tenant if interior and exterior of building is not maintained in a professional manner or repair.
3. Landlord grants Tenant early occupation upon receipt of first payment and signed Lease. Early occupation with rent abatement to April 18 2015. Tenant is responsible for all utilities and maintenance cost upon early occupation.

**50. Copy of Agreement**

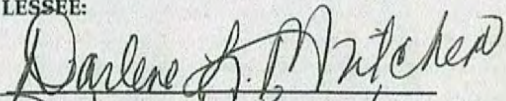
Tenant acknowledges receipt of an executed copy of this Lease.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

LESSOR:

By:   
by: Alfred Barrack Jr. its Manager  
Print Name & Title of Signing Officer  
3/19/15

LESSEE:

  
Darlene Mitchem Lowner  
Print Name of Owner  
3/16/15

**From:** prescribe@aol.com  
**Subject:** Signature Page - Better copy  
**Date:** March 19, 2015 at 2:17 PM  
**To:** mlzdmitch@aol.com

---

Darlene,

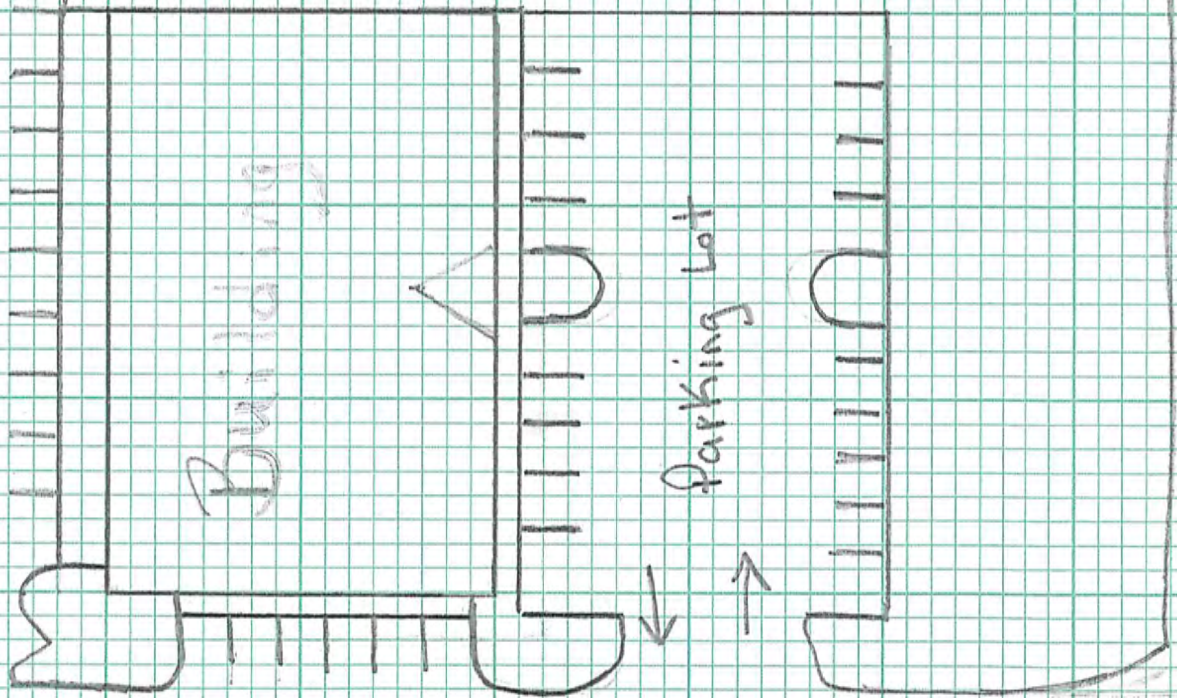
This is a better copy than the copy I sent you in the previous email.

Gerry

855-292-0842



1105 East  
Jefferson St



Hwy 90

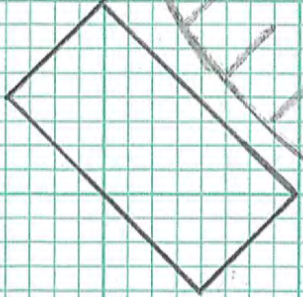
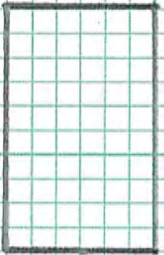
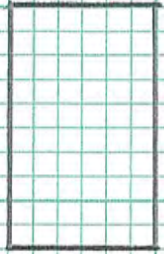
↓

Building

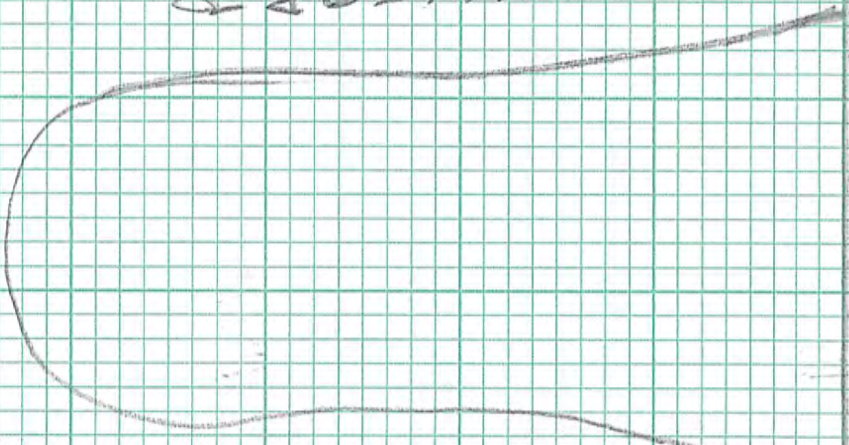
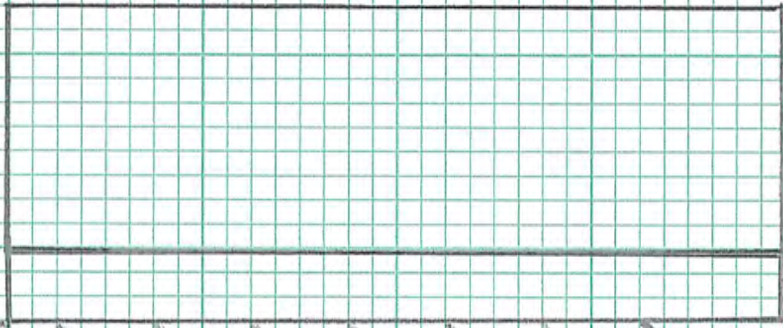
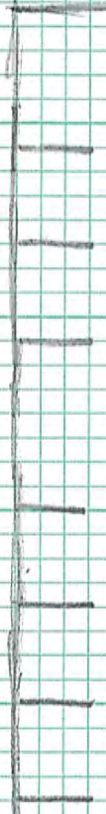
Parking Lot



Royal Inn



PARKING



DRIVE



Hwy 90

West



# Letter of Support for All My Children

1. Sina Anni
2. Jeffery Francis
3. Shorada Jackson
4. Cheryse Mittyon
5. SheKeyra Davis
6. Rachelle Brady
7. Yasin Galloway
8. Ruth Johnson
9. Mercedes
10. Shacika Bean
11. Yennifer McMillan
12. Beatriz Sanchez
13. Erick Alvarado
14. Shanika Prude
15. Ana Suarez
16. Liz Richardson
17. Belinda Horne
18. Anita Hansen
19. Jaye Lewis
20. ~~Jiffany~~ Dawn
21. ~~Jiffany~~ Dawn - Van Dawn
- 22.
- 23.

# Letter of Support for All My Children

1. Melissa Lockwood, Melissa Lockwood

2. Teshia Lockwood

3. Brianna Carroll

4. Emma Jean Gains

5. Jarquela Preston Jarquela Preston

6. Ga'Michael Moya

7. Sharon Miller Hill

8. Na' Peaches Allis

9. Latoya Allis

10. APRIL CONYERS

11. Sherita Conyers

12. Barbara Allis

13. Harriett Bryant

14. Princess Hughes

15.

16.

17.

18.

19.

20.

All My Children Daycare Center

1. *Debra Seacock*
2. *Shirley*
3. *Angie Horn*
4. *Deluce Duff*
5. *Maundrea Campbell*
6. *Michelle*
7. *Monica Powell*
8. *Sadie*
9. *Tedra Jones*
10. *Boony Evans*
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.

No 33129

*Annual* FUND

CR 1215

**Official Receipt**

\$ 500.00

**CITY OF QUINCY, FLORIDA**

Quincy, Fla. June 12, 2015

Received of

*All My Children Daycare Center  
Five Hundred*

Dollars for

*Special Use Application Permit*

*(A)*

FINANCE DIRECTOR

By

*[Signature]*



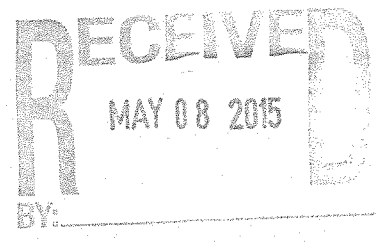
**Cardholder Activity Summary**

Account Number	Credits	Cash	Purchases and Other Debits	Total Activity
<b>HAIRE, TOMMY SCOTT</b> XXXX-XXXX-XXXX-4581				
851	0.00	0.00	563.06	563.06
<b>HICKS, SYLVIA</b> XXXX-XXXX-XXXX-5876				
1,500	0.00	0.00	133.46	133.46
<b>PIAWAH, BERNARD O</b> XXXX-XXXX-XXXX-4168				
1,031	0.00	0.00	522.00	522.00
<b>SAPP, GLENN H</b> XXXX-XXXX-XXXX-2285				
965	0.00	0.00	767.44	767.44
<b>TAYLOR, GREG</b> XXXX-XXXX-XXXX-3558				
699	0.00	0.00	165.16	165.16
<b>TECHNOLOGY, INFORMATION</b> XXXX-XXXX-XXXX-8555				
1,500	0.00	0.00	806.15	806.15
<b>WADE, MICHAEL</b> XXXX-XXXX-XXXX-6171				
3,000	0.00	0.00	981.00	981.00

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	MCC	Charge	Credit
<b>FL CITY OF QUINCY</b>						<b>Total Activity</b>
Account Number: XXXX-XXXX-XXXX-5777						<b>-\$8,077.61</b>
04/15	04/14	PAYMENT THANK YOU	AZ	70000005104825000083797	0008	8,077.61
<b>BELL, REGINALD</b>						<b>Total Activity</b>
Account Number: XXXX-XXXX-XXXX-5834						<b>1,887.55</b>
04/13	04/09	AG-PRO 850-877-5522 FL	24168045100980012883240	5599	176.44	
04/14	04/13	FOUR STAR FREIGHTLINER 850-7010163 FL	24695885103900015600019	7538	123.63	
04/22	04/21	FIRST CALL TRUCK PARTS 850-5759500 FL	24327435111808102498470	5533	89.50	
04/23	04/22	IN *EVERITE TIME & EQUIPM850-5750617 FL	24692165112000263565086	5046	35.00	
04/27	04/24	FOUR STAR FREIGHTLINER TALLAHASSEE FL	74695885114900017200125	7538		49.90
04/30	04/29	FOUR STAR FREIGHTLINER 850-7010163 FL	24695885119900017700041	7538	612.00	
05/04	04/30	FOUR STAR FREIGHTLINER 850-7010163 FL	24695885120900017800038	7538	41.00	
05/04	05/01	WM SUPERCENTER #488 QUINCY FL	24445005122400179926255	5411	59.88	
05/04	05/02	SQ *TAVIA OSBEY Quincy FL	24692165122000974777390	7929	800.00	
<b>DEPARTMENT, CRA</b>						<b>Total Activity</b>
Account Number: XXXX-XXXX-XXXX-4049						<b>168.01</b>
04/07	04/06	WEB*NETWORKSOLUTIONS 888-642-9675 FL	24692165096000733579014	5968	31.84	
04/10	04/09	WEB*NETWORKSOLUTIONS 888-642-9675 FL	24692165099000136065527	5968	15.99	
04/17	04/15	OFFICE DEPOT #2669 TALLAHASSEE FL	24445745106100377706738	5943	29.86	
04/22	04/21	PUBLIX #1306 TALLAHASSEE FL	24445005112600264478177	5411	90.32	
<b>DEPARTMENT, FINANCE</b>						<b>Total Activity</b>
Account Number: XXXX-XXXX-XXXX-7227						<b>965.00</b>
04/30	04/29	FOUR STAR FREIGHTLINER 850-7010163 FL	24695885119900017700090	7538	965.00	
<b>EVANS, BESSIE</b>						<b>Total Activity</b>
Account Number: XXXX-XXXX-XXXX-2696						<b>99.00</b>
04/13	04/11	ZIPRECRUITER, INC. 877-252-1062 CA	24492155101603049560515	5045	99.00	
<b>HAIRE, TOMMY SCOTT</b>						<b>Total Activity</b>
Account Number: XXXX-XXXX-XXXX-4581						<b>563.06</b>
04/06	04/02	BELL AND BATES HOME CENTEQUINCY FL	24632695093100556683380	5251	18.98	
04/08	04/06	BELL AND BATES HOME CENTEQUINCY FL	24632695097100470264701	5251	122.97	
04/15	04/14	WM SUPERCENTER #488 QUINCY FL	24445005105400131840785	5411	33.44	
04/22	04/21	WM SUPERCENTER #488 QUINCY FL	24445005112400134786523	5411	6.94	
04/23	04/23	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA	24692165113000410029530	5942	29.50	
04/23	04/22	WM SUPERCENTER #488 QUINCY FL	24445005113400133842987	5411	30.35	
04/29	04/27	BELL AND BATES HOME CENTEQUINCY FL	24632695118100445589476	5251	81.98	
05/04	05/01	BELL AND BATES HOME CENTEQUINCY FL	24632695122100653008569	5251	27.91	
05/04	05/02	SQ *TAVIA OSBEY Quincy FL	24692165122000974428846	7929	200.00	
05/04	05/02	BELL AND BATES HOME CENTEQUINCY FL	24632695123100632732874	5251	10.99	
<b>HICKS, SYLVIA</b>						<b>Total Activity</b>
Account Number: XXXX-XXXX-XXXX-5876						<b>133.46</b>
04/17	04/16	WM SUPERCENTER #488 QUINCY FL	24445005107400134095906	5411	14.61	





BESSIE EVANS  
 HUMAN RESOURCES  
 XXXX-XXXX-XXXX-2696  
 April 05, 2015 - May 04, 2015

**Purchasing Card**

**Cardholder Activity**

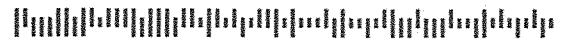
Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238  <b>Customer Service:</b> 1.888.449.2273 24 Hours  <b>TTY Hearing Impaired:</b> 1.800.222.7365 24 Hours  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 05/04/15 Credit Limit ..... \$500 Cash Limit ..... \$0 Days in Billing Cycle ..... 30 Total Activity ..... \$99.00  <b>THIS IS NOT A BILL - DO NOT PAY</b>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$99.00 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$99.00

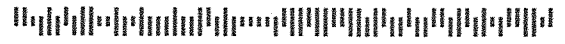
**Transactions**

Posting Transaction						
Date	Date	Description	Reference Number	MCC	Charge	Credit
04/13	04/11	ZIPRECRUITER, INC.	877-252-1062 CA	24492155101603049580515	5045	99.00

00000000 00000000 00000000 4715290017762696

Account Number: XXXX-XXXX-XXXX-2696  
 April 05, 2015 - May 04, 2015

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

  
 BESSIE EVANS  
 HUMAN RESOURCES  
 404 W JEFFERSON ST  
 QUINCY, FL 32351-2328  
 \*\*N0004986

Total Activity ..... \$99.00

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

⑆5499900⑆⑆000500⑆7762696⑆



CRA DEPARTMENT  
 FL CITY OF QUINCY  
 XXXX-XXXX-XXXX-4049  
 April 05, 2015 - May 04, 2015

**Purchasing Card**

**Cardholder Activity**

Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238  <b>Customer Service:</b> 1.888.449.2273 24 Hours  <b>TTY Hearing Impaired:</b> 1.800.222.7365 24 Hours  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 05/04/15 Credit Limit ..... \$517 Cash Limit ..... \$0 Days in Billing Cycle ..... 30 Total Activity ..... \$168.01  <b>THIS IS NOT A BILL - DO NOT PAY</b>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$168.01 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$168.01

**Transactions**

Posting Transaction		Date	Description	Reference Number	MCC	Charge	Credit
04/07	04/06	04/07	WEB*NETWORKSOLUTIONS 888-642-9675 FL	24692165096000733579014	5968	31.84	
04/10	04/09	04/10	WEB*NETWORKSOLUTIONS 888-642-9675 FL	24692165099000136065527	5968	15.99	
04/17	04/15	04/17	OFFICE DEPOT #2669 TALLAHASSEE FL	24445745106100377706738	5943	29.86	
04/22	04/21	04/22	PUBLIX #1306 TALLAHASSEE FL	24445005112600264478177	5411	90.32	

0000000 0000000 0000000 4715291207254049

Account Number: XXXX-XXXX-XXXX-4049  
 April 05, 2015 - May 04, 2015

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

Total Activity ..... \$168.01

||||| \*\*N0005075  
 CRA DEPARTMENT  
 FL CITY OF QUINCY  
 404 W JEFFERSON ST  
 QUINCY, FL 32351-2328

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

15499900 1100005 1207254049



FINANCE DEPARTMENT  
 FL CITY OF QUINCY  
 XXXX-XXXX-XXXX-7227  
 April 05, 2015 - May 04, 2015

**Purchasing Card**


**Cardholder Activity**

Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238  <b>Customer Service:</b> 1.888.449.2273 24 Hours  <b>TTY Hearing Impaired:</b> 1.800.222.7365 24 Hours  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 05/04/15 Credit Limit ..... \$49,275 Cash Limit ..... \$0 Days in Billing Cycle ..... 30 Total Activity ..... \$965.00  <div style="border: 1px solid black; padding: 5px; text-align: center;"> <b>THIS IS NOT A BILL - DO NOT PAY</b> </div>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$965.00 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$965.00

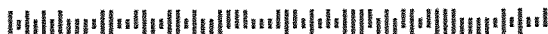
Transactions						
Posting Transaction						
Date	Date	Description	Reference Number	MCC	Charge	Credit
04/30	04/29	FOUR STAR FREIGHTLINER	850-7010163 FL	24695885119900017700090	7538	965.00

0000000 0000000 0000000 4715291200607227

Account Number: XXXX-XXXX-XXXX-7227  
 April 05, 2015 - May 04, 2015

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

**Total Activity ..... \$965.00**

  
 FINANCE DEPARTMENT  
 FL CITY OF QUINCY  
 404 W JEFFERSON ST  
 QUINCY, FL 32351-2328  
 \*\*N0003409

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

5499900 1 1:0005 1 200607227#



TOMMY SCOTT HAIRE  
 FL CITY OF QUINCY  
 XXXX-XXXX-XXXX-4581  
 April 05, 2015 - May 04, 2015

**Purchasing Card**

**Cardholder Activity**

Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238  <b>Customer Service:</b> 1.888.449.2273 24 Hours  <b>TTY Hearing Impaired:</b> 1.800.222.7365 24 Hours  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 05/04/15 Credit Limit ..... \$851 Cash Limit ..... \$0 Days in Billing Cycle ..... 30 Total Activity ..... \$563.06  <b>THIS IS NOT A BILL - DO NOT PAY</b>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$563.06 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$563.06

**Transactions**

Posting Transaction							
Date	Date	Description		Reference Number	MCC	Charge	Credit
04/06	04/02	BELL AND BATES HOME CENTEQUINCY FL		24632695093100556683380	5251	18.98	
04/08	04/06	BELL AND BATES HOME CENTEQUINCY FL		24632695097100470264701	5251	122.97	
04/15	04/14	WM SUPERCENTER #488 QUINCY FL		24445005105400131840785	5411	33.44	
04/22	04/21	WM SUPERCENTER #488 QUINCY FL		24445005112400134786523	5411	6.94	
04/23	04/23	AMAZON MKTPLACE PMTS AMZN.COM/BILLWA		24692165113000410029530	5942	29.50	
04/23	04/22	WM SUPERCENTER #488 QUINCY FL		24445005113400133842987	5411	30.35	
04/29	04/27	BELL AND BATES HOME CENTEQUINCY FL		24632695118100445589476	5251	81.98	
05/04	05/01	BELL AND BATES HOME CENTEQUINCY FL		24632695122100653008569	5251	27.91	
05/04	05/02	SQ *TAVIA OSBEY Quincy FL		24692165122000974428846	7929	200.00	
05/04	05/02	BELL AND BATES HOME CENTEQUINCY FL		24632695123100632732874	5251	10.99	

0000000 0000000 0000000 4715291209434581

Account Number: XXXX-XXXX-XXXX-4581  
 April 05, 2015 - May 04, 2015



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



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

\*\*N0009802

Total Activity ..... \$563.06

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

⑆5499900⑆⑆0005⑆20943458⑆⑆



SYLVIA HICKS  
 CLERK  
 XXXX-XXXX-XXXX-5876  
 April 05, 2015 - May 04, 2015

**Purchasing Card**

**Cardholder Activity**

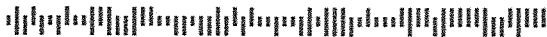
Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238  <b>Customer Service:</b> 1.888.449.2273 24 Hours  <b>TTY Hearing Impaired:</b> 1.800.222.7365 24 Hours  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 05/04/15 Credit Limit ..... \$1,500 Cash Limit ..... \$0 Days in Billing Cycle ..... 30 Total Activity ..... \$133.46  <b>THIS IS NOT A BILL - DO NOT PAY</b>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$133.46 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$133.46

**Transactions**

Posting Transaction							
Date	Date	Description		Reference Number	MCC	Charge	Credit
04/17	04/16	WM SUPERCENTER #488	QUINCY FL	24445005107400134095906	5411	14.61	
04/21	04/20	EXECUTIVE OFFICE FURN	TALLAHASSEE FL	24453885110000016500038	5021	118.85	

0000000 0000000 0000000 4715290003775876

Account Number: XXXX-XXXX-XXXX-5876  
 April 05, 2015 - May 04, 2015



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



SYLVIA HICKS  
 CLERK  
 404 W JEFFERSON ST  
 QUINCY, FL 32351-2328

\*\*N0001896

Total Activity ..... \$133.46

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

⑆5499900⑆⑆⑆00050003775876⑆



BERNARD O PIAWAH  
 FL CITY OF QUINCY  
 XXXX-XXXX-XXXX-4168  
 April 05, 2015 - May 04, 2015

**Purchasing Card**

**Cardholder Activity**

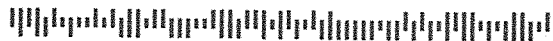
Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238  <b>Customer Service:</b> 1.888.449.2273 24 Hours  <b>TTY Hearing Impaired:</b> 1.800.222.7365 24 Hours  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 05/04/15 Credit Limit ..... \$1,031 Cash Limit ..... \$0 Days in Billing Cycle ..... 30 Total Activity ..... \$522.00  <div style="border: 1px solid black; padding: 5px; text-align: center;"> <b>THIS IS NOT A BILL - DO NOT PAY</b> </div>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$522.00 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$522.00

**Transactions**

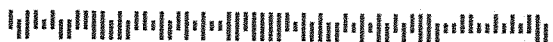
Posting Transaction							
Date	Date	Description		Reference Number	MCC	Charge	Credit
04/22	04/21	PP*DISMUSBKEIT TALLAHASSEE FL		24492155111894161200364	8999	502.00	
05/04	05/02	DOLLAR-GENERAL #1478 QUINCY FL		24445005123100503578462	5331	20.00	

0000000 0000000 0000000 4715291206964168

Account Number: XXXX-XXXX-XXXX-4168  
 April 05, 2015 - May 04, 2015



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



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

\*\*\*N0004992

Total Activity ..... \$522.00

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

5499900 1 1:0005 1 206964 168



GLENN H SAPP  
 FL CITY OF QUINCY  
 XXXX-XXXX-XXXX-2285  
 April 05, 2015 - May 04, 2015

**Purchasing Card**

**Cardholder Activity**

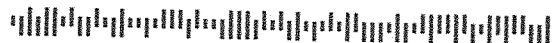
Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238  <b>Customer Service:</b> 1.888.449.2273 24 Hours  <b>TTY Hearing Impaired:</b> 1.800.222.7365 24 Hours  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 05/04/15 Credit Limit ..... \$965 Cash Limit ..... \$0 Days in Billing Cycle ..... 30 Total Activity ..... \$767.44 <hr/> <b>THIS IS NOT A BILL - DO NOT PAY</b>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$767.44 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$767.44

**Transactions**

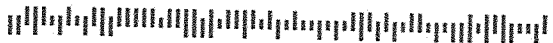
Date	Date	Description	Reference Number	MCC	Charge	Credit
04/20	04/17	GWILLIES PUBLIC SAFETY TALLAHASSEE FL	24765015107206000000164	5137	217.50	
05/01	04/30	WM SUPERCENTER #488 QUINCY FL	24445005121400149030544	5411	49.94	
05/04	05/02	SQ *TAVIA OSBEY Quincy FL	24692165122000974747047	7929	500.00	

0000000 0000000 0000000 4715291205732285

Account Number: XXXX-XXXX-XXXX-2285  
 April 05, 2015 - May 04, 2015



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



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

\*\*N0004705

Total Activity ..... \$767.44

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

⑆5499900⑆⑆⑆0005⑆205732285⑆



GREG TAYLOR  
 PARKS & RECREATION  
 XXXX-XXXX-XXXX-3558  
 April 05, 2015 - May 04, 2015

**Purchasing Card**

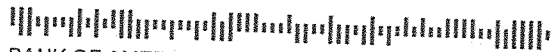
**Cardholder Activity**

Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238  <b>Customer Service:</b> 1.888.449.2273 24 Hours  <b>TTY Hearing Impaired:</b> 1.800.222.7365 24 Hours  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 05/04/15 Credit Limit ..... \$699 Cash Limit ..... \$0 Days in Billing Cycle ..... 30 Total Activity ..... \$165.16  <b>THIS IS NOT A BILL - DO NOT PAY</b>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$165.16 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$165.16

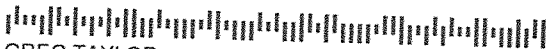
Transactions							
Posting Transaction							
Date	Date	Description		Reference Number	MCC	Charge	Credit
04/08	04/07	SUPER-LUBE #113 QUINCY FL		24055235098837381085871	7538	33.59	
04/08	04/07	SUPER-LUBE #113 QUINCY FL		24055235098837380433767	7538	33.59	
04/22	04/21	WM SUPERCENTER #488 QUINCY FL		24445005112400134704518	5411	47.68	
04/24	04/23	WAL-MART #0488 QUINCY FL		24226385113360658969584	5411	50.30	

0000000 0000000 0000000 4715291109033558

Account Number: XXXX-XXXX-XXXX-3558  
 April 05, 2015 - May 04, 2015



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



GREG TAYLOR  
 PARKS & RECREATION  
 CITY MANAGER'S OFFICE  
 404 W JEFFERSON ST  
 QUINCY, FL 32351-2328

\*\*N0006873

Total Activity ..... \$165.16

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

5499900111:00051109033558





INFORMATION TECHNOLOGY  
 FL CITY OF QUINCY  
 XXXX-XXXX-XXXX-8555  
 April 05, 2015 - May 04, 2015

**Purchasing Card**

**Cardholder Activity**

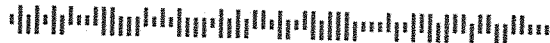
Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238  <b>Customer Service:</b> 1.888.449.2273 24 Hours  <b>TTY Hearing Impaired:</b> 1.800.222.7365 24 Hours  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 05/04/15 Credit Limit ..... \$1,500 Cash Limit ..... \$0 Days in Billing Cycle ..... 30 Total Activity ..... \$806.15  <b>THIS IS NOT A BILL - DO NOT PAY</b>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$806.15 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$806.15

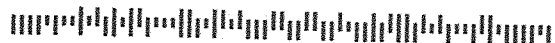
**Transactions**

Date	Date	Description	Reference Number	MCC	Charge	Credit
04/10	04/09	GK GROUP LLC 866-776-7584 TX	24493985100207439701133	4816	15.00	
04/13	04/13	MYFAX *PROTUS IP SOLN 866-563-9212 CA	24692165103000716574892	5968	100.00	
04/16	04/15	BARRACUDA NETWORKS INC 408-3425400 CA	24436545106006824194763	7372	200.00	
04/17	04/16	GRAYBAR ELECTRIC COMPANY 314-573-9200 MO	24412955106069281272851	5065	26.32	
04/17	04/16	AFM 847-2597000 IL	24040685106900016504494	7299	382.84	
04/29	04/28	GRAYBAR ELECTRIC COMPANY 314-573-9200 MO	24412955118069281276825	5065	6.99	
05/04	05/01	IN *DT2GO 850-2017144 FL	24692165121000492948664	7372	75.00	

00000000 00000000 00000000 4715291204338555

Account Number: XXXX-XXXX-XXXX-8555  
 April 05, 2015 - May 04, 2015

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

  
 INFORMATION TECHNOLOGY  
 FL CITY OF QUINCY  
 404 W JEFFERSON ST  
 QUINCY, FL 32351-2328  
 \*\*N0004350

Total Activity ..... \$806.15

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

⑆5499900⑆⑆0005⑆204338555⑈



MICHAEL WADE  
 UTILITY DEPARTMENT  
 XXXX-XXXX-XXXX-6171  
 April 05, 2015 - May 04, 2015

**Purchasing Card**

**Cardholder Activity**

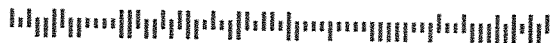
Account Information	Payment Information	Account Summary
<b>Mail Billing Inquiries to:</b> BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238  <b>Customer Service:</b> 1.888.449.2273 24 Hours  <b>TTY Hearing Impaired:</b> 1.800.222.7365 24 Hours  <b>Outside the U.S.:</b> 1.509.353.6656 24 Hours  <b>For Lost or Stolen Card:</b> 1.888.449.2273 24 Hours	Statement Date ..... 05/04/15 Credit Limit ..... \$3,000 Cash Limit ..... \$0 Days in Billing Cycle ..... 30 Total Activity ..... \$981.00 <div style="border: 1px solid black; padding: 5px; text-align: center;"> <b>THIS IS NOT A BILL - DO NOT PAY</b> </div>	Credits ..... \$0.00 Cash ..... \$0.00 Purchases ..... \$981.00 Other Debits ..... \$0.00 Cash Fees ..... \$0.00 Other Fees ..... \$0.00 Total Activity ..... \$981.00

**Transactions**

Posting	Transaction	Date	Date	Description	Reference Number	MCC	Charge	Credit
04/22	04/21	FLECO ATTACHMENTS INC	910-3831136 NC	24755425112131126276744	4468	981.00		

0000000 0000000 0000000 4715290003776171

Account Number: XXXX-XXXX-XXXX-6171  
 April 05, 2015 - May 04, 2015

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

**Total Activity ..... \$981.00**

  
 MICHAEL WADE  
 UTILITY DEPARTMENT  
 CITY MANAGER'S OFFICE  
 404 W JEFFERSON ST  
 QUINCY, FL 32351-2328

\*\*N0001897

Cardholder Signature \_\_\_\_\_ Date \_\_\_\_\_

Manager Signature \_\_\_\_\_ Date \_\_\_\_\_

15499900 11:00050003776171

Department	Purchase Date	Vendor Name	Amount	GL#	Justification
Building & Planning	4/21/2015	PP DISMUSBKEIT	\$502.00	001-001-574-31699	QUINCYFEST ADVERTISEMENT
Building & Planning	5/2/2015	DOLLAR-GENERAL #1478	\$20.00	001-001-574-52699	QUINCYFEST SUPPLIES
Clerk	4/16/2015	WM SUPERCENTER #488	\$14.61	001-130-519-30511	document holders for proclamtions
Clerk	4/20/2015	EXECUTIVE OFFICE FURN	\$118.85	001-130-519-30511	general office supplies
CRA	4/21/2015	PUBLIX #1306	\$90.32	002-250-552-30420	CRA joint workshop
CRA	4/9/2015	WEB NETWORKSOLUTIONS	\$15.99	002-250-552-30491	Website
CRA	4/15/2015	OFFICE DEPOT #2669	\$29.86	002-250-552-30511	office supplies
CRA	4/6/2015	WEB NETWORKSOLUTIONS	\$31.84	002-250-552-30641	Website
Finance	4/29/2015	FOUR STAR FREIGHTLINER	\$965.00	001-230-522-30406	Radiator for Engine 3
Fire	5/2/2015	SQ TAVIA OSBEY	\$200.00	001-001-574-31699	QncyFest musician
Fire	5/1/2015	BELL AND BATES HOME CENTE	\$27.91	001-001-574-52699	QncyFest water line
Fire	5/2/2015	BELL AND BATES HOME CENTE	\$10.99	001-001-574-52699	QncyFest water line
Fire	4/2/2015	BELL AND BATES HOME CENTE	\$18.98	001-210-522-30463	engine bay paint
Fire	4/6/2015	BELL AND BATES HOME CENTE	\$122.97	001-210-522-30463	engine bay paint
Fire	4/21/2015	WM SUPERCENTER #488	\$6.94	001-210-522-30463	St 2 cabinet R/M
Fire	4/27/2015	BELL AND BATES HOME CENTE	\$81.98	001-210-522-30463	engine bay paint
Fire	4/14/2015	WM SUPERCENTER #488	\$33.44	001-230-52230406	cleaning supplies
Fire	4/22/2015	WM SUPERCENTER #488	\$30.35	001-230-522-30406	Tk 1 oil
Fire	4/23/2015	AMAZON MKTPLACE PMTS	\$29.50	001-230-522-60644	hydrant tags
Human Resources	4/11/2015	ZIPRECRUITER, INC.	\$99.00	001-260-513-30491	Job posting website to recruit employees
Info Tech	4/13/2015	MYFAX PROTUS IP SOLN	\$12.50	001-160-512-30410	City Manager's Office online fax
Info Tech	4/13/2015	MYFAX PROTUS IP SOLN	\$12.50	001-210-521-30410	QPD online fax
Info Tech	4/13/2015	MYFAX PROTUS IP SOLN	\$12.50	001-210-522-30410	QFD online fax
Info Tech	4/13/2015	MYFAX PROTUS IP SOLN	\$12.50	001-260-513-30491	Human Resources online fax
Info Tech	4/13/2015	MYFAX PROTUS IP SOLN	\$12.50	001-271-513-30410	Finance online fax
Info Tech	4/13/2015	MYFAX PROTUS IP SOLN	\$12.50	001-310-572-30410	Recreation online fax
Info Tech	4/13/2015	MYFAX PROTUS IP SOLN	\$12.50	002-250-552-30410	CRA online fax
Info Tech	4/9/2015	GK GROUP LLC	\$15.00	508-539-539-30410	To Change ownership of the www.myquincy.net domain name
Info Tech	4/16/2015	GRAYBAR ELECTRIC COMPANY	\$26.32	508-539-539-30410	Supplies to run cable in City Hall
Info Tech	4/16/2015	AFM	\$382.84	508-539-539-30410	ADT Security past due bill
Info Tech	4/28/2015	GRAYBAR ELECTRIC COMPANY	\$6.99	508-539-539-30410	Supplies to run cable in City Hall
Info Tech	4/13/2015	MYFAX PROTUS IP SOLN	\$12.50	508-539-539-30410	NetQuincy online fax
Info Tech	4/15/2015	BARRACUDA NETWORKS INC	\$200.00	508-539-539-30491	Data Back up solutions
Info Tech	5/1/2015	IN DT2GO	\$75.00	508-539-539-30491	City Website
Police	5/2/2015	SQ TAVIA OSBEY	\$500.00	001-001-574-31699	To payQuincyFest Artist
Police	4/30/2015	WM SUPERCENTER #488	\$49.94	001-220-521-30491	Car vacs for patrol vehicles
Police	4/17/2015	GWILLIES PUBLIC SAFETY	\$217.50	001-220-521-30521	Pepper spray for officers
Public Works	5/2/2015	SQ TAVIA OSBEY	\$800.00	001-001-574-31699	Artists at QuincyFest
Public Works	5/1/2015	WM SUPERCENTER #488	\$59.88	001-347-46991	Flowers to go on stage at QuincyFest
Public Works	4/22/2015	IN EVERITE TIME & EQUIPM	\$35.00	001-410-539-30491	Repairs to PW time clok
Public Works	4/9/2015	AG-PRO	\$176.44	001-430-541-30530	Strings and heads for PW weedaters
Public Works	4/13/2015	FOUR STAR FREIGHTLINER	\$123.63	001-450-541-30406	Pulling belts and air rods for PW P-57
Public Works	4/21/2015	FIRST CALL TRUCK PARTS	\$89.50	001-450-541-30406	Drive shaft bearing for Street Sweeper
Public Works	4/24/2015	FOUR STAR FREIGHTLINER	(\$49.90)	001-450-541-30406	Credit for return of hose
Public Works	4/29/2015	FOUR STAR FREIGHTLINER	\$612.00	001-450-541-30406	Water pump and sir compressor for PW P-57
Public Works	4/30/2015	FOUR STAR FREIGHTLINER	\$41.00	001-450-541-30406	Wiper blades for StreetSweeper
Recreation	4/7/2015	SUPER-LUBE #113	\$33.59	001-310-572-30404	Oil change for Rec Vehicle (2003 Crown Vic)
Recreation	4/7/2015	SUPER-LUBE #113	\$33.59	001-310-572-30404	Oil change for Rec Vehicle (2001 Ford F150)
Recreation	4/21/2015	WM SUPERCENTER #488	\$47.68	001-440-572-30391	Trash cans for Jackson Heights
Recreation	4/23/2015	WAL-MART #0488	\$50.30	001-440-572-30391	Air fresheners and zip ties for Rec Facilities
Utilities	4/21/2015	FLECO ATTACHMENTS INC	\$981.00	402-540-535-30462	Backhoe repair
<b>TOTAL</b>			<b>\$7,057.83</b>		

CITY OF QUINCY  
MAY 2015

G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b><u>GENERAL FUND REVENUES</u></b>					
001-311-10000	CURRENT AD VALOREM TAX	971,900	882,371	89,529	91%
001-312-41000	SALES-LOCAL OPTION GAS TAX	270,000	202,245	67,755	75%
001-312-60000	LOCAL GOV INFRASTRUCTURE SURTA	347,873	272,595	75,278	78%
001-314-80000	UTILITY SERVICE TAX - PROPANE	0	8,600	(8,600)	100%
001-315-00000	COMMUNICATION SERVICES TAX	272,337	184,268	88,069	68%
001-321-10000	PROFESSIONAL & OCCUPATION LICE	43,924	18,495	25,429	42%
001-321-11000	COMPETENCY LICENSE	1,852	1,296	556	70%
001-322-10000	PERMITS	62,000	47,576	14,424	77%
001-329-10000	OTHER LICENSES, FEES & PERMITS	1,925	346	1,579	18%
001-335-12000	STATE REVENUE SHARING PROCEEDS	235,000	161,006	73,994	69%
001-335-14000	STATE - MOBILE HOME LICENSE	2,004	1,194	810	60%
001-335-15000	STATE - ALCOHOLIC BEVERAGE LIC	4,361	7,641	(3,280)	175%
001-335-17000	STATE - D O T REIMBURSEMENT	28,000	53,734	(25,734)	192%
001-335-18000	STATE - HALF CENT SALES TAX	202,383	152,300	50,083	75%
001-335-41000	STATE - REBATE ON MUN VEH FUEL	4,762	4,767	(5)	100%
001-335-42000	STATE - UNCLAIMED PROPERTY	719	0	719	0%
001-340-21000	SERVICES - COUNTY FIRE PROTECT	405,000	303,750	101,250	75%
001-340-21500	SERVICES-FIRE INSPECTIONS	2,000	1,627	373	81%
001-347-22000	REVENUE - FOOTBALL	4,474	1,300	3,174	29%
001-347-23000	REVENUE - BASKETBALL	4,708	5,295	(587)	112%
001-347-24000	REVENUE - DAY CAMP	0	10	(10)	100%
001-347-26000	REVENUE - SOFTBALL	2,236	2,819	(583)	126%
001-347-27000	REVENUE - OTHER ACTIVITY FEES	500	410	90	82%
001-347-30000	RENT ON FACILITIES	5,181	9,150	(3,969)	177%
001-347-41000	REVENUE - POOL ADMISSION FEES	6,264	1,051	5,213	17%
001-347-46991	QuincyFest DONATIONS: OUTSIDE	0	2,602	(2,602)	100%
001-347-46993	QuincyFest Vendors	0	615	(615)	100%
001-347-50000	COKE FUND REVENUE	0	333	(333)	100%
001-359-10000	OTH FINES & FORFEITS	0	20,941	(20,941)	100%
001-364-11000	SALE OF LAND - HILLCREST CEMET	5,000	5,965	(965)	119%
001-364-12000	SALE OF LAND - SUNNYVALE CEMET	21,521	20,811	710	97%
001-366-10002	MAINSTREET	5,000	0	5,000	0%
001-366-10009	QuincyFest Sponsorship	6,500	100	6,400	2%
001-369-90000	OTHER MISCELLANEOUS REVENUES	15,000	54,801	(39,801)	365%
001-382-10000	CONTRIBUTION FR INTER OPER-ELE	3,979,476	2,652,984	1,326,492	67%
001-382-20000	CONTRIBUTION FR INTER OPER-GAS	531,165	354,110	177,055	67%
001-382-30000	CONTRIBUTION FR INTER OPER-WAT	223,753	149,169	74,584	67%
001-382-40000	CONTRIBUTION FR INTER OPER-REF	105,809	70,539	35,270	67%
001-382-50000	CONTRIBUTION FR INTER OPER-SEW	133,350	88,900	44,450	67%
001-382-60000	CONTRIBUTION FR INTER OPER LAN	55,975	37,317	18,658	67%
	<b>TOTAL GENERAL FUND REVS</b>	<b>7,961,952</b>	<b>5,783,033</b>	<b>2,178,919</b>	<b>73%</b>

CITY OF QUINCY  
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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>ENTERPRISE FUND REVENUES</b>					
<b>SEWER</b>					
402-343-10000	SALES	1,808,561	1,110,576	697,985	61%
402-343-16000	CONNECTIONS	2,808	1,888	920	67%
402-343-17000	FORFEITED DISCOUNTS - PENALTIES	27,516	16,987	10,529	62%
402-343-50000	SEWER SURCHARGE O/S	45,340	29,276	16,064	65%
402-361-10000	INTEREST REVENUE	56	0	56	0%
402-381-10000	INTERFUND TRANSFER	110,731	0	110,731	0%
	<b>TOTAL SEWER REV</b>	<b>1,995,012</b>	<b>1,158,727</b>	<b>836,285</b>	<b>58%</b>
<b>ELECTRIC</b>					
403-343-11000	RESIDENTIAL SALES	5,803,098	3,563,631	2,239,467	61%
403-343-12000	COMMERCIAL SALES	6,393,290	3,498,252	2,895,038	55%
403-343-13000	INDUSTRIAL SALES	1,824,075	1,046,278	777,797	57%
403-343-14000	STREET LIGHTING SALES	221,077	70,712	150,365	32%
403-343-15000	INTERDEPARTMENTAL SALES	507,007	167,809	339,198	33%
403-343-16000	CONNECTIONS	5,000	18,158	(13,158)	363%
403-343-17000	FORFEITED DISCOUNTS - PENALTIE	170,000	102,675	67,325	60%
403-343-18000	SALE OF MATERIAL	0	100	(100)	0%
403-343-18500	SPECIAL PROJECT - MATERIAL SAL	100	384	(284)	384%
403-343-19000	CUT ON/OFF FEES	25,000	23,264	1,736	93%
403-343-24000	TRANSFORMER RENT	9,000	5,571	3,429	62%
403-343-27000	MISCELLANEOUS CHARGES	2,000	6,061	(4,061)	303%
403-343-29000	POLE RENT-CABLEVISION	11,500	78,161	(66,661)	680%
403-343-90000	MISCELLANEOUS REVENUES	2,500	353	2,147	14%
403-361-10000	INTEREST REVENUE	2,500	0	2,500	0%
403-361-13000	UNREALIZED GAIN-PRUDENTIAL BAC	1,000	0	1,000	0%
403-369-90000	MISCELLANEOUS REVENUES	1,000	0	1,000	0%
	<b>TOTAL ELECTRIC REV</b>	<b>14,978,147</b>	<b>8,581,409</b>	<b>6,396,738</b>	<b>57%</b>
<b>WATER</b>					
404-343-10000	SALES	1,548,907	888,160	660,747	57%
404-343-15000	INTERDEPARTMENTAL SALES	116,438	57,209	59,229	49%
404-343-16000	CONNECTIONS	8,769	2,930	5,839	33%
404-343-17000	FORFEITED DISCOUNTS-PENALTIES	33,727	14,329	19,398	42%
404-343-19000	CUT ON/OFF FEES	636	314	322	49%
404-343-27000	MISCELLANEOUS CHARGES	0	-4,841	4,841	0%
404-343-30000	WATER SURCHARGE O/S	72,622	43,469	29,153	60%
404-361-10000	INTEREST REVENUE	50	0	50	0%
404-361-13000	UNREALIZED GAIN	17,451	0	17,451	0%
	<b>TOTAL WATER REVENUE</b>	<b>1,798,600</b>	<b>1,001,570</b>	<b>797,030</b>	<b>56%</b>

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>GAS</b>					
405-343-10000	GAS SALES	1,753,976	1,212,716	541,260	69%
405-343-15000	GAS INTERDEPARTMENTAL SALES	11,000	5,988	5,012	54%
405-343-16000	GAS CONNECTIONS	1,000	1,372	(372)	137%
405-343-17000	GAS FORFEITED DISCS-PENALTIES	28,000	16,404	11,596	59%
405-343-19000	GAS CUT ON/OFF FEES	200	78	122	39%
405-343-27000	GAS OTHER CHARGES	3,000	-15	3,015	-1%
	TOTAL GAS REV	<u>1,797,176</u>	<u>1,236,543</u>	<u>560,633</u>	<u>69%</u>
<b>REFUSE</b>					
406-343-11000	RESIDENTIAL SALES	636,938	440,818	196,120	69%
406-343-12000	COMMERCIAL SALES	473,354	285,310	188,044	60%
406-343-15000	YARD TRASH COLLECTION	132,726	93,559	39,167	70%
406-343-17000	FORFEITED DISCOUNTS-PENALTIES	20,716	11,985	8,731	58%
	TOTAL REFUSE REV	<u>1,263,734</u>	<u>831,672</u>	<u>432,062</u>	<u>66%</u>
<b>LANDFILL</b>					
407-343-44000	GARBAGE TIPPING FEES	254,228	111,056	143,172	44%
407-361-10000	INTEREST INCOME	60	0	60	0%
	TOTAL LANDFILL REV	<u>254,288</u>	<u>111,056</u>	<u>143,232</u>	<u>44%</u>
	TOTAL ENTERPRISE FND REVS	22,086,957	12,920,977	9,165,980	59%
	TOTAL REVENUES	<u>30,048,909</u>	<u>18,704,010</u>	<u>11,344,899</u>	<u>62%</u>

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b><u>GEN FUND EXPENDITURES</u></b>					
<b>CITY COMMISSION</b>					
001-110-511-10110	SALARIES & WAGES	77,135	50,434	26,701	65%
001-110-511-10210	FICA TAXES	5,901	3,904	1,997	66%
001-110-511-30402	TRAVEL	4,000	0	4,000	0%
001-110-511-30491	OTHER EXPENSES	8,000	5,489	2,511	69%
001-110-511-80810	AID TO GOVERNMENT AGENCIES	10,300	0	10,300	0%
001-110-511-80820	AID TO PRIVATE ORGANIZATIONS	41,365	27,365	14,000	66%
	<b>TOTAL CITY COMMISSION</b>	<b>146,701</b>	<b>87,192</b>	<b>59,509</b>	<b>59%</b>
<b>CITY MANAGER</b>					
001-160-512-10110	SALARIES & WAGES	100,000	50,195	49,805	50%
001-160-512-10120	REGULARY SALARIES & WAGES	26,255	0	26,255	0%
001-160-512-10210	FICA TAXES	9,658	3,491	6,167	36%
001-160-512-10220	RETIREMENT CONTRIBUTIONS	32,124	6,023	26,101	19%
001-160-512-10230	LIFE & HEALTH INSURANCE	24,251	8,087	16,164	33%
001-160-512-30341	CONTRACTUAL SERVICES	5,000	0	5,000	0%
001-160-512-30343	PROFESSIONAL SERVICES	1,000	0	1,000	0%
001-160-512-30402	TRAVEL EXPENSE	1,000	0	1,000	0%
001-160-512-30403	GAS	2,000	111	1,889	6%
001-160-512-30410	TELEPHONE	3,500	3,026	474	86%
001-160-512-30461	REPAIR & MAINTENANCE OFFICE EQ	500	529	(29)	106%
001-160-512-30491	OTHER OPERATING EXPENSE	2,800	278	2,522	10%
001-160-512-30511	OFFICE SUPPLIES GENERAL	1,300	198	1,102	15%
	<b>TOTAL CITY MANAGER</b>	<b>209,388</b>	<b>71,938</b>	<b>137,450</b>	<b>34%</b>
<b>CITY ATTORNEY</b>					
001-120-514-30341	CONTRACTUAL SERVICES	110,000	125,408	(15,408)	114%
001-120-514-30343	PROFESSIONAL SERVICES	5,000	358	4,642	7%
001-120-514-30402	TRAVEL	500	0	500	0%
001-120-514-30491	OTHER OPERATING EXPENSE	5,000	266	4,734	5%
001-120-514-30500	LEGAL & RECORDING FEES	6,000	0	6,000	0%
001-120-514-30540	PUBLICATIONS,SUBSCRIP,& MEMBER	500	0	500	0%
	<b>TOTAL CITY ATTORNEY</b>	<b>127,000</b>	<b>126,032</b>	<b>968</b>	<b>99%</b>

CITY OF QUINCY  
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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>CITY CLERK</b>					
001-130-519-10110	SALARIES & WAGES	58,909	38,517	20,392	65%
001-130-519-10210	FICA TAXES	4,507	2,719	1,788	60%
001-130-519-10220	RETIREMENT CONTRIBUTIONS	7,069	4,622	2,447	65%
001-130-519-10230	LIFE & HEALTH INSURANCE	5,946	4,063	1,883	68%
001-130-519-30343	PROFESSIONAL SERVICES	2,300	0	2,300	0%
001-130-519-30402	TRAVEL EXPENSE	1,000	0	1,000	0%
001-130-519-30410	TELEPHONE	2,000	774	1,226	39%
001-130-519-30461	REPAIR & MAINT - OFFICE EQUIPM	500	21	479	4%
001-130-519-30491	OTHER OPERATING EXPENSE	200	7	193	4%
001-130-519-30493	TRAINING	255	0	255	0%
001-130-519-30500	LEGAL ADS AND RECORDING FEES	1,200	1,116	84	93%
001-130-519-30511	OFFICE SUPPLIES-GENERAL	750	372	378	50%
	TOTAL CITY CLERK	84,636	52,211	32,425	62%
<b>NON-DEPARTMENTAL</b>					
001-001-519-30320	ACCOUNTING & AUDITING SERVICES	96,000	58,500	37,500	61%
001-001-519-30342	RECORDING OF THE COMMISSION MT	42,000	28,000	14,000	67%
001-001-519-30343	PROFESSIONAL SERVICES	10,000	325	9,675	3%
001-001-519-30390	CONTINGENCIES	177,024	5,063	171,961	3%
001-001-519-30410	TELEPHONE	1,000	424	576	42%
001-001-519-30430	SALES & USE TAXES (DOR AUDIT)	35,000	0	35,000	0%
001-001-519-30440	SUMMER YOUTH WORK PROGRAM	24,000	0	24,000	0%
001-001-519-30451	INSURANCE	510,000	323,589	186,411	63%
001-001-519-30465	COPIER PAYMENT	8,000	5,040	2,960	63%
001-001-519-30491	OTHER OPERATING EXPENSE *	69,000	131,639	(62,639)	191%
001-001-519-30500	LEGAL ADS & RECORDINGS	500	0	500	0%
001-001-552-30645	TIF FUND PAYABLE	152,000	143,609	8,391	94%
001-001-519-30512	POSTAGE	20,000	21,167	(1,167)	106%
001-001-519-70000	DEBT SERVICE PROPERTY PURCHASE	20,000	0	20,000	0%
001-001-519-70730	TRANSFER DEBT SVC CAP IMP BOND	390,000	143,609	246,391	37%
001-001-519-70731	HONEWELL LOAN PRINCIPAL	0	0	0	0%
001-001-519-70732	HONEYWELL LOAN INTEREST	0	0	0	0%
	TOTAL NON-DEPARTMENTAL	1,554,524	860,965	693,559	55%

\* Reforestation of Well Field



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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>PERSONNEL</b>					
001-260-513-10110	EXE SALARIES & WAGES	54,000	35,308	18,692	65%
001-260-513-10130	OTHER SALARIES & WAGES - P/T	12,000	9,028	2,972	75%
001-260-513-10210	FICA TAXES	4,927	3,121	1,806	63%
001-260-513-10220	RETIREMENT CONTRIBUTIONS	7,652	4,237	3,415	55%
001-260-513-10230	LIFE & HEALTH INSURANCE	5,689	4,147	1,542	73%
001-260-513-30314	PSYCHIATRIC EVALUATIONS	1,600	1,200	400	75%
001-260-513-30315	EMPLOYEE QUALITY OF LIFE	1,000	745	255	75%
001-260-513-30341	CONTRACTUAL SERVICES	10,000	6,335	3,665	63%
001-260-513-30343	PROFESSIONAL SERVICES	4,275	1,426	2,849	33%
001-260-513-30402	TRAVEL EXPENSE	700	0	700	0%
001-260-513-30410	TELEPHONE	3,000	3,291	(291)	110%
001-260-513-30461	REPAIR AND MAINTENANCE OFFICE	500	500	0	100%
001-260-513-30491	OTHER OPERATING EXPENSE	1,900	1,190	710	63%
001-260-513-30493	TRAINING	800	263	537	33%
001-260-513-30511	OFFICE SUPPLIES GENERAL	2,000	-106	2,106	-5%
001-260-513-60641	OFFICE FURNITURE & EQUIPMENT	500	0	500	0%
	TOTAL PERSONNEL	110,543	70,685	39,858	64%
<b>FINANCE</b>					
001-271-513-10110	EXE SALARIES & WAGES	17,537	8,827	8,710	50%
001-271-513-10120	REGULAR SALARIES & WAGES	46,749	28,149	18,600	60%
001-271-513-10140	OVERTIME	0	0	0	0%
001-271-513-10210	FICA TAXES	5,224	2,753	2,471	53%
001-271-513-10220	RETIREMENT CONTRIBUTIONS	8,194	4,442	3,752	54%
001-271-513-10230	LIFE & HEALTH INSURANCE	11,613	7,926	3,687	68%
001-271-513-30343	PROFESSIONAL SERVICES	28,800	19,085	9,715	66%
001-271-513-30402	TRAVEL EXPENSE	1,500	0	1,500	0%
001-271-513-30410	TELEPHONE	4,500	2,352	2,148	52%
001-271-513-30461	REPAIR & MAINT OFFICE EQUIPMEN	1,500	1,194	306	80%
001-271-513-30470	PRINTING & BINDING-BUDGET	500	0	500	0%
001-271-513-30491	OTHER OPERATING EXPENSE	2,500	602	1,898	24%
001-271-513-30493	TRAINING	2,000	0	2,000	0%
001-271-513-30511	OFFICE SUPPLIES GENERAL	6,000	4,880	1,120	81%
001-271-513-30512	POSTAGE	1,000	-89	1,089	-9%
001-271-513-30521	OPERATING SUPPLIES	1,500	700	800	47%
001-271-513-30540	DUES, PUBLICATIONS, & MEMBERSH	500	0	500	0%
001-271-513-60641	OFFICE FURNITURE & EQUIPMENT	1,500	0	1,500	0%
	TOTAL FINANCE	141,117	80,821	60,296	57%

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>GENERAL SERVICES ADM</b>					
001-276-513-10110	EXE SALARY & WAGES	12,709	8,505	4,204	67%
001-276-513-10210	FICA	666	0	666	0%
001-276-513-10220	RETIREMENT	1,045	0	1,045	0%
001-276-513-10230	LIFE & HEALTH	2,783	0	2,783	0%
	TOTAL GEN SERVICES ADM	17,203	8,505	8,698	49%
<b>LAW ENFORCEMENT ADM</b>					
001-210-521-10110	EXE SALARIES & WAGES	65,000	32,568	32,432	50%
001-210-521-10120	REGULAR SALARIES & WAGES	136,767	130,288	6,479	95%
001-210-521-10140	OVERTIME	0	3,672	(3,672)	100%
001-210-521-10150	SPEC PAY-INCENTIVE,HOL,LV BUYB	3,380	640	2,740	19%
001-210-521-10210	FICA TAXES	13,850	12,368	1,482	89%
001-210-521-10220	RETIREMENT CONTRIBUTIONS	21,726	16,797	4,929	77%
001-210-521-10230	LIFE & HEALTH INSURANCE	46,974	26,445	20,529	56%
001-210-521-30341	CONTRACTUAL SERVICES	35,000	46,753	(11,753)	134%
001-210-521-30403	GAS & DIESEL	6,000	1,315	4,685	22%
001-210-521-30404	OIL & GREASE	350	34	316	10%
001-210-521-30405	TIRES	800	0	800	0%
001-210-521-30406	VEHICLE PARTS ONLY	1,250	32	1,218	3%
001-210-521-30407	VEHICLE REPAIRTS	950	0	950	0%
001-210-521-30410	TELEPHONE	22,000	28,124	(6,124)	128%
001-210-521-30430	UTILITIES	24,000	20,355	3,645	85%
001-210-521-30461	REPAIR & MAINTENANCE-OFFICE EQ	500	0	500	0%
001-210-521-30464	REPAIRS & MAINTENANCE-RADIO	4,500	628	3,872	14%
001-210-521-30491	OTHER OPERATING EXPENSE	4,600	1,012	3,588	22%
001-210-521-30492	INVESTIGATIVE FUNDS	3,000	0	3,000	0%
001-210-521-30511	OFFICE SUPPLIES-GENERAL	2,000	1,170	830	59%
001-210-521-30521	OPERATING MATERIALS & SUPPLIES	1,000	0	1,000	0%
001-210-521-30522	OPERATING SUPPLIES-UNIFORMS	1,000	0	1,000	0%
001-210-521-30540	PUBLICATIONS, SUBSCRIP. & MEMB	500	300	200	60%
001-210-521-60620	BUILDINGS	3,000	0	3,000	0%
001-210-521-60641	OFFICE FURNITURE & EQUIPMENT	3,000	0	3,000	0%
001-210-521-60644	EQUIPMENT	3,000	990	2,010	33%
	TOTAL LAW ENFORCEMENT ADM	404,147	323,491	80,656	80%

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>LAW ENFORCEMENT OPERATIONS</b>					
001-220-521-10120	REGULAR SALARIES & WAGES	898,327	533,921	364,406	59%
001-220-521-10130	OTHER SALARIES & WAGES - P/T	38,000	18,239	19,761	48%
001-220-521-10140	OVERTIME	20,000	59,941	(39,941)	300%
001-220-521-10150	SPEC PAY-INCENTIVE,HOL, LV BUY	10,680	9,790	890	92%
001-220-521-10210	FICA TAXES	73,976	46,533	27,443	63%
001-220-521-10220	RETIREMENT CONTRIBUTIONS	116,041	56,546	59,495	49%
001-220-521-10230	LIFE & HEALTH INSURANCE	184,070	105,563	78,507	57%
001-220-521-30341	CONTRACTURAL SERVICES	3,500	0	3,500	0%
001-220-521-30402	TRAVEL EXPENSE	645	0	645	0%
001-220-521-30403	GASOLINE & DIESEL	69,000	23,468	45,532	34%
001-220-521-30404	OIL & GREASE	3,500	931	2,569	27%
001-220-521-30405	TIRES	4,000	1,810	2,190	45%
001-220-521-30406	VEHICLE PARTS ONLY	18,000	2,882	15,118	16%
001-220-521-30407	OTHER AUTO EXPENSE	9,000	0	9,000	0%
001-220-521-30462	REPAIR & MAINT.-EQUIPMENT & TO	1,200	0	1,200	0%
001-220-521-30464	REPAIR & MAINTENANCE - RADIOS	241	0	241	0%
001-220-521-30491	OTHER OPERATING EXPENSE	4,000	3,474	526	87%
001-220-521-30493	TRAINING	15,000	2,979	12,021	20%
001-220-521-30499	CANINE EXPENSE	5,000	793	4,207	16%
001-220-521-30511	OFFICE SUPPLIES	1,500	1,062	438	71%
001-220-521-30521	OPERATING MATERIALS & SUPPLIES	2,000	963	1,037	48%
001-220-521-30522	OPERATING SUPPLIES - UNIFORMS	15,000	10,318	4,682	69%
001-220-521-60644	EQUIPMENT	25,000	7,747	17,253	31%
001-220-521-70710	CAPITAL EQUIPMENT LOAN- PRINCI	3,906	0	3,906	0%
001-220-521-70711	VEHICLE LOAN CCBG (4)-PRINCIPA	28,000	20,211	7,789	72%
001-220-521-70720	CAPITAL EQUIPMENT LOAN- INTERE	662	0	662	0%
001-220-521-70721	VEHICLE LOAN CCBG (4)- INTERES	3,491	647	2,844	19%
	<b>TOTAL LAW ENFORCEMENT OPERATIO</b>	<b>1,553,739</b>	<b>907,818</b>	<b>645,921</b>	<b>58%</b>

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>FIRE CONTROL ADM</b>					
001-210-522-10110	EXE SALARIES & WAGES	60,594	39,041	21,553	64%
001-210-522-10120	REGULAR SALARIES & WAGES	64,983	28,425	36,558	44%
001-210-522-10150	SPEC PAY-INCENTIVE,HOL,LV BUYB	1,600	1,040	560	65%
001-210-522-10210	FICA TAXES	9,729	4,872	4,857	50%
001-210-522-10220	RETIREMENT CONTRIBUTIONS	15,261	8,010	7,251	52%
001-210-522-10230	LIFE & HEALTH INSURANCE	29,005	12,973	16,032	45%
001-210-522-30410	TELEPHONE	14,000	13,327	673	95%
001-210-522-30430	UTILITIES	21,000	13,658	7,342	65%
001-210-522-30461	REPAIR & MAINTENANCE-OFFICE EQ	2,260	0	2,260	0%
001-210-522-30463	REPAIR & MAINT.-BUILDINGS & GR	3,000	3,754	(754)	125%
001-210-522-30464	REPAIR & MAINTENANCE-RADIO	8,000	1,510	6,490	19%
001-210-522-30465	COPIER PAYMENT	1,350	782	568	58%
001-210-522-30491	OTHER OPERATING EXPENSE	1,145	205	940	18%
001-210-522-30494	FIRE PREVENTION & EDUCATION	1,250	242	1,008	19%
001-210-522-30511	OFFICE SUPPLIES-GENERAL	950	421	529	44%
001-210-522-30521	OPERATING MATERIALS & SUPPLIES	600	363	237	61%
001-210-522-30522	OPERATING SUPPLIES - UNIFORMS	1,000	532	468	53%
001-210-522-60641	OFFICE FURNITURE & EQUIPMENT	1,500	0	1,500	0%
001-210-522-70711	VEHICLE LOAN CCBG - PRINCIPAL	5,490	3,020	2,470	55%
001-210-522-70721	VEHICLE LOAN CCBG - INTEREST	625	97	528	16%
	TOTAL FIRE CONTROL ADM	243,342	132,272	111,070	54%

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>FIRE CONTROL OPERATIONS</b>					
001-230-522-10120	REGULAR SALARIES & WAGES	633,937	414,313	219,624	65%
001-230-522-10130	OTHER SALARIES & WAGES - P/T	39,000	25,828	13,172	66%
001-230-522-10140	OVERTIME	20,600	21,941	(1,341)	107%
001-230-522-10150	SPEC PAY-INCENTIVE,HOL,LV BUYB	26,620	14,700	11,920	55%
001-230-522-10210	FICA TAXES	55,092	34,092	21,000	62%
001-230-522-10220	RETIREMENT CONTRIBUTIONS	79,267	52,510	26,757	66%
001-230-522-10230	LIFE & HEALTH INSURANCE	141,851	97,072	44,779	68%
001-230-522-30402	TRAVEL EXPENSE	1,000	0	1,000	0%
001-230-522-30403	GASOLINE & DIESEL	16,135	6,390	9,745	40%
001-230-522-30404	OIL & GREASE	2,000	118	1,882	6%
001-230-522-30405	TIRES	3,000	3,567	(567)	119%
001-230-522-30406	VEHICLE PARTS ONLY	4,000	2,550	1,450	64%
001-230-522-30407	OTHER AUTO EXPENSE	6,180	34	6,146	1%
001-230-522-30462	REPAIR & MAINT. - EQUIPMENT &	4,165	4,401	(236)	106%
001-230-522-30491	OTHER OPERATING EXPENSE	1,327	521	806	39%
001-230-522-30493	TRAINING	10,800	3,794	7,006	35%
001-230-522-30511	OFFICE SUPPLIES	640	390	250	61%
001-230-522-30521	OPERATING MATERIALS & SUPPLIES	909	371	538	41%
001-230-522-30522	OPERATING SUPPLIES - UNIFORMS	33,068	2,873	30,195	9%
001-230-522-60644	EQUIPMENT	18,600	6,430	12,170	35%
	TOTAL FIRE CONTROL OPERATIONS	1,098,191	691,895	406,296	63%
<b>BUILDING &amp; PLANNING</b>					
001-284-515-10110	EXE SALARIES & WAGES	56,741	37,100	19,641	65%
001-284-515-10120	REGULAR SALARIES & WAGES	89,854	37,684	52,170	42%
001-284-515-10140	OVERTIME	0	111	(111)	100%
001-284-515-10210	FICA TAXES	11,214	5,450	5,764	49%
001-284-515-10220	RETIREMENT CONTRIBUTIONS	14,599	7,932	6,667	54%
001-284-515-10230	LIFE & HEALTH INSURANCE	31,290	12,916	18,374	41%
001-284-515-30341	CONTRACTUAL SERVICES	33,025	10,900	22,125	33%
001-284-515-30343	PROFESSIONAL SERVICES	59,025	0	59,025	0%
001-284-515-30402	TRAVEL EXPENSE	2,000	0	2,000	0%
001-284-515-30403	GAS & DIESEL	2,500	913	1,587	37%
001-284-515-30410	TELEPHONE	2,500	3,103	(603)	124%
001-284-515-30461	REPAIR & MAINT. OFFICE EQUIPME	500	9	491	2%
001-284-515-30491	OTHER OPERATING EXPENSE	5,000	1,677	3,323	34%
001-284-515-30493	TRAINING	800	0	800	0%
001-284-515-30500	ADVERTISEMENTS	1,200	789	411	66%
001-284-515-30511	OFFICE SUPPLIES GENERAL	2,500	393	2,107	16%
001-284-515-60641	OFFICE FURNITURE & EQUIPMENT	500	0	500	0%
	TOTAL BUILDING & PLANNING	313,248	118,977	194,271	38%

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>RECREATIONAL ACTIVITY</b>					
001-310-572-10110	EXE SALARIES & WAGES	55,628	36,436	19,192	65%
001-310-572-10120	REGULAR SALARIES & WAGES	55,183	36,049	19,134	65%
001-310-572-10130	OTHER SALARIES & WAGES - P/T	0	15,276	(15,276)	100%
001-310-572-10140	OVERTIME	1,030	157	873	15%
001-310-572-10210	FICA TAXES	8,556	6,474	2,082	76%
001-310-572-10220	RETIREMENT CONTRIBUTIONS	13,421	8,691	4,730	65%
001-310-572-10230	LIFE & HEALTH INSURANCE	11,814	10,975	839	93%
001-310-572-30341	CONTRACTUAL SERVICES	0	0	0	0%
001-310-572-30343	PROFESSIONAL SERVICES	10,000	4,195	5,805	42%
001-310-572-30390	CONTINGENCY	1,000	0	1,000	0%
001-310-572-30402	TRAVEL EXPENSE	1,000	0	1,000	0%
001-310-572-30403	GAS & DIESEL	3,000	2,844	156	95%
001-310-572-30404	OIL & GREASE	150	67	83	45%
001-310-572-30405	TIRES	200	0	200	0%
001-310-572-30406	VEH PARTS ONLY	675	6	669	1%
001-310-572-30407	VEHICLE REPAIRS	750	0	750	0%
001-310-572-30410	TELEPHONE	5,100	6,861	(1,761)	135%
001-310-572-30430	UTILITIES	0	238	(238)	0%
001-310-572-30440	RENTAL OF EQUIPMENT & BUILDING	1,000	0	1,000	0%
001-310-572-30462	REPAIR & MAINT-EQUIPMENT & TOO	25,000	3,011	21,989	12%
001-310-572-30491	OTHER OPERATING EXPENSES	25,000	9,025	15,975	36%
001-310-572-30493	TRAINING	1,000	0	1,000	0%
001-310-572-30511	OFFICE SUPPLIES - GENERAL	1,500	895	605	60%
001-310-572-30521	OPERATING MATERIALS & SUPPLIES	2,000	534	1,466	27%
001-310-572-30523	OPERATING SUP - CHEM	2,000	0	2,000	0%
001-310-572-30524	SWIMMING POOL SUPPLIES	5,000	0	5,000	0%
001-310-572-30525	ATHLETIC EQUIPMENT - FOOTBALL	15,000	2,136	12,864	14%
001-310-572-30526	ATHLETIC EQUIP BASEBALL & SOFT	1,000	256	744	26%
001-310-572-30528	ATHLETIC EQUIPMENT - BASKETBAL	2,000	1,570	430	79%
001-310-572-30529	ATHLETIC EQUIPMENT - OTHER	5,500	2,780	2,720	51%
001-310-572-30540	OTHER RECREATIONAL ACTIVITIES	15,000	7,587	7,413	51%
	<b>TOTAL RECREATIONAL ACTIVITY</b>	<b>268,507</b>	<b>156,063</b>	<b>112,444</b>	<b>58%</b>

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>PARKS</b>					
001-440-572-10120	REGULAR SALARIES & WAGES	37,783	33,331	4,452	88%
001-440-572-10130	OTHER SALARIES & WAGES - P/T	25,500	0	25,500	0%
001-440-572-10140	OVERTIME	2,030	1,087	943	54%
001-440-572-10210	FICA TAXES	3,046	2,400	646	79%
001-440-572-10220	RETIREMENT CONTRIBUTIONS	4,534	3,232	1,302	71%
001-440-572-10230	LIFE & HEALTH INSURANCE	8,694	8,094	600	93%
001-440-572-30391	PARKS & FACILITY	6,000	3,132	2,868	52%
001-440-572-30430	UTILITIES	34,000	27,819	6,181	82%
001-440-572-30440	RENTAL OF EQUIPMENT & BUILDING	2,000	0	2,000	0%
001-440-572-30463	REPAIR & MAINTENANCE-BLDGS. &	15,000	7,704	7,296	51%
001-440-572-30491	OTHER OPERATING EXPENSES	0	492	(492)	100%
	<b>TOTAL PARKS</b>	<b>138,587</b>	<b>87,291</b>	<b>51,296</b>	<b>63%</b>

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>PUBLIC WORKS ADM</b>					
001-410-539-10110	EXE SALARIES & WAGES	41,878	0	41,878	0%
001-410-539-10120	REGULAR SALARIES & WAGES	10,382	6,782	3,600	65%
001-410-539-10140	OVERTIME	0	67	(67)	100%
001-410-539-10210	FICA TAXES	3,998	479	3,519	12%
001-410-539-10220	RETIREMENT CONTRIBUTIONS	6,271	814	5,457	13%
001-410-539-10230	LIFE & HEALTH INSURANCE	14,563	1,125	13,438	8%
001-410-539-30402	TRAVEL EXPENSE	500	0	500	0%
001-410-539-30410	TELEPHONE	6,300	5,131	1,169	81%
001-410-539-30430	UTILITIES	65,000	49,547	15,453	76%
001-410-539-30440	REPAIR & MAINT BUILDING	1,500	516	984	34%
001-410-539-30491	OTHER OPERATING EXPENSE	5,000	3,473	1,527	69%
001-410-539-30493	TRAINING	2,000	169	1,831	8%
001-410-539-30511	OFFICE SUPPLIES	400	0	400	0%
001-410-539-30521	OPERATING MATERIALS & SUPPLIES	2,000	19	1,981	1%
001-410-539-30522	OPERATING EXPENSE - UNIFORMS	13,000	7,803	5,197	60%
001-410-539-30524	OPERATING SUPPLIES - TOOLS	500	47	453	9%
	TOTAL PUBLIC WORKS ADM	173,292	75,972	97,320	44%
<b>ROADS &amp; STREETS</b>					
001-430-541-10110	SALARIES & WAGES	5,983	0	5,983	0%
001-430-541-10120	REGULAR SALARIES & WAGES	142,154	90,186	51,968	63%
001-430-541-10130	OTHER SALARIES & WAGES - P/T	0	2,952	(2,952)	100%
001-430-541-10140	OVERTIME	2,020	650	1,370	32%
001-430-541-10210	FICA TAXES	11,487	6,903	4,584	60%
001-430-541-10220	RETIREMENT CONTRIBUTIONS	17,776	10,641	7,135	60%
001-430-541-10230	LIFE & HEALTH INSURANCE	16,168	16,616	(448)	103%
001-430-541-30341	CONTRACTUAL SERVICES	5,000	0	5,000	0%
001-430-541-30403	GASOLINE & DIESEL	70,000	28,084	41,916	40%
001-430-541-30491	OTHER OPERATING EXPENSE	0	0	0	0%
001-430-541-30524	OPERATING SUPPLIES - SMALL TOO	300	44	256	15%
001-430-541-30530	ROAD MATERIALS & SUPPLIES	40,000	10,492	29,508	26%
001-430-541-60632	RESURF & SIDEWALKS	160,000	6,327	153,673	4%
001-430-541-60634	STORM WATER FACILITIES	1,000	0	1,000	0%
001-430-541-60643	HEAVY EQUIPMENT	25,000	10,737	14,263	43%
001-430-541-70710	CCB LOAN- GRAPPLE TRUCK PRINCI	6,488	0	6,488	0%
001-430-541-70711	PRINCIPAL- CCB LOAN EQUIP FOR	9,100	9,530	(430)	105%
001-430-541-70720	CCB LOAN GRAPPLE TRUCK - INTER	1,602	0	1,602	0%
001-430-541-70721	INTEREST - CCB LOAN EQUIPMENT	1,800	1,081	719	60%
	TOTAL ROADS & STREETS	515,878	194,243	321,635	38%



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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>CEMETERIES &amp; GROUNDS</b>					
001-431-542-10110	SALARIES & WAGES	5,983	0	5,983	0%
001-431-542-10120	REGULAR SALARIES & WAGES	4,881	3,408	1,473	70%
001-431-542-10140	OVERTIME	0	0	0	0%
001-431-542-10210	FICA TAXES	831	236	595	28%
001-431-542-10220	RETIREMENT CONTRIBUTIONS	1,304	409	895	31%
001-431-542-10230	LIFE & HEALTH INSURANCE	2,811	751	2,060	27%
001-431-542-30521	OPERATING SUPPLIES	5,000	0	5,000	0%
	<b>TOTAL CEMETERIES &amp; GROUNDS</b>	<b>20,810</b>	<b>4,804</b>	<b>16,006</b>	<b>23%</b>
<b>BUILDINGS &amp; GROUNDS</b>					
001-440-519-10110	SALARIES & WAGES	5,983	0	5,983	0%
001-440-519-10120	REGULAR SALARIES & WAGES	188,433	107,365	81,068	57%
001-440-519-10140	OVERTIME	2,020	2,132	(112)	106%
001-440-519-10210	FICA TAXES	15,027	7,579	7,448	50%
001-440-519-10220	RETIREMENT CONTRIBUTIONS	23,330	11,626	11,704	50%
001-440-519-10230	LIFE & HEALTH INSURANCE	42,342	25,557	16,785	60%
001-440-519-30341	CONTRACTUAL SERVICES	4,000	9,021	(5,021)	226%
001-440-519-30463	REPAIR & MAINT.-BUILDINGS & GR	30,000	49,886	(19,886)	166%
001-440-519-30491	OTHER OPERATING EXPENSE	11,500	4,651	6,849	40%
	<b>TOTAL BUILDINGS &amp; GROUNDS</b>	<b>322,635</b>	<b>217,817</b>	<b>104,818</b>	<b>68%</b>
<b>FLEET MAINTENANCE</b>					
001-450-541-10120	REGULAR SALARIES & WAGES	92,660	45,128	47,532	49%
001-450-541-10140	OVERTIME	2,900	709	2,191	24%
001-450-541-10210	FICA TAXES	7,310	3,089	4,221	42%
001-450-541-10220	RETIREMENT CONTRIBUTIONS	11,112	5,410	5,702	49%
001-450-541-10230	LIFE & HEALTH INSURANCE	26,403	12,134	14,269	46%
001-450-541-30404	OIL & GREASE	750	697	53	93%
001-450-541-30405	TIRES	6,000	5,548	452	92%
001-450-541-30406	VEH PARTS ONLY	10,800	13,287	(2,487)	123%
001-450-541-30407	VEHICLE REPAIRS	6,150	7,131	(981)	116%
001-450-541-30491	OTHER OPER EXPENSE	0	0	0	0%
001-450-541-60644	EQUIPMENT	0	0	0	0%
	<b>TOTAL FLEET MAINT</b>	<b>164,085</b>	<b>93,133</b>	<b>70,952</b>	<b>57%</b>
	<b>TOTAL GEN FUND EXPENDITURES</b>	<b>7,607,573</b>	<b>4,362,125</b>	<b>3,245,448</b>	<b>57%</b>

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b><u>ENTERPRISE FUNDS</u></b>					
<b>FINANCIAL SERVICES</b>					
400-271-513-10110	EXECUTIVE SALARIES & WAGES	58,612	26,481	32,131	45%
400-271-513-10120	REGULAR SALARIES & WAGES	157,351	93,623	63,728	59%
400-271-513-10210	FICA TAXES	16,521	8,968	7,553	54%
400-271-513-10220	RETIREMENT CONTRIBUTIONS	25,916	13,326	12,590	51%
400-271-513-10230	LIFE & HEALTH INSURANCE	35,187	23,964	11,223	68%
	<b>TOTAL FINANCIAL SERVICES</b>	<b>293,587</b>	<b>166,362</b>	<b>127,225</b>	<b>57%</b>
<b>CUSTOMER SERVICES</b>					
400-274-513-10110	EXE SALARIES & WAGES	0	17,344	(17,344)	100%
400-274-513-10120	REGULAR SALARIES & WAGES	125,798	83,208	42,590	66%
400-274-513-10140	OVERTIME	4,000	1,715	2,285	43%
400-274-513-10210	FICA TAXES	9,930	7,305	2,625	74%
400-274-513-10220	RETIREMENT CONTRIBUTION	15,576	8,722	6,854	56%
400-274-513-10230	LIFE & HEALTH INSURANCE	29,411	17,050	12,361	58%
400-274-513-30280	Credit Card Processing Charges	0	2,941	(2,941)	100%
400-274-513-30341	CONTRACTUAL SERVICES	10,000	1,500	8,500	15%
400-274-513-30390	CONTINGENCY	1,000	0	1,000	0%
400-274-513-30402	TRAVEL EXPENSES	1,000	0	1,000	0%
400-274-513-30403	GAS & DIESEL	0	1,269	(1,269)	100%
400-274-513-30410	TELEPHONE	4,000	3,511	489	88%
400-274-513-30461	REPAIR & MAINTAIN OFFICE EQUIP	2,000	934	1,066	47%
400-274-513-30491	OTHER OPERATING EXPENSES	500	824	(324)	165%
400-274-513-30493	TRAINING	1,000	0	1,000	0%
400-274-513-30511	OFFICE SUPPLIES-GENERAL	2,000	1,212	788	61%
400-274-513-30522	OPERATING SUPPLIES - UNIFORMS	0	23	(23)	100%
400-274-513-31500	ENERGY PROGRAM EXPENSES	4,000	0	4,000	0%
400-274-513-60641	OFFICE FURNITURE & EQUIPMENT	2,000	612	1,388	31%
400-274-513-70711	NETQUINCY BLDG PRINCIPAL 50%	0	4,382	(4,382)	100%
400-274-513-70722	NETQUINCY BLDG INTEREST 50%	0	86	(86)	100%
	<b>TOTAL CUSTOMER SERVICES</b>	<b>212,215</b>	<b>152,638</b>	<b>59,577</b>	<b>72%</b>

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>SEWER ADMINISTRATION</b>					
402-520-535-10110	EXE SALARIES & WAGES	13,485	7,166	6,319	53%
402-520-535-10120	REGULAR SALARIES & WAGES	34,691	12,848	21,843	37%
402-520-535-10140	OVERTIME	820	130	690	16%
402-520-535-10210	FICA TAXES	3,748	1,459	2,289	39%
402-520-535-10220	RETIREMENT CONTRIBUTIONS	5,879	1,903	3,976	32%
402-520-535-10230	LIFE & HEALTH INSURANCE	9,934	4,496	5,438	45%
402-520-535-30341	CONTRACTUAL SERVICES	7,500	2,109	5,391	28%
402-520-535-30343	PROFESSIONAL SERVICES	35,000	0	35,000	0%
402-520-535-30402	TRAVEL EXPENSE	200	99	101	50%
402-520-535-30403	GAS & DIESEL	200	0	200	0%
402-520-535-30404	OIL & GREASE	400	0	400	0%
402-520-535-30405	TIRES	100	0	100	0%
402-520-535-30410	TELEPHONE	6,340	5,858	482	92%
402-520-535-30440	RENTALS & LEASES	2,350	1,861	489	79%
402-520-535-30491	OTHER OPERATING EXPENSE	8,000	1,337	6,663	17%
402-520-535-30511	OFFICE SUPPLIES	300	46	254	15%
402-520-535-30521	OPERATING SUPPLIES	300	25	275	8%
402-520-535-30522	OPERATING SUPPLIES - UNIFORMS	100	68	32	68%
402-520-535-60644	EQUIPMENT	10,000	0	10,000	0%
402-520-535-70710	DEBT SERVICE PRINCIPAL	95,475	0	95,475	0%
402-520-535-70711	DEBT SERVICE PRIN-SERIES 2003	109,755	57,772	51,983	53%
402-520-535-70720	DEBT SERVICE DEP STATE LOAN PR	192,279	111,786	80,493	58%
402-520-535-70721	DEBT SERVICE DEP STATE LOAN IN	30,280	15,751	14,529	52%
402-520-535-70730	NOTE PAY EQUIP LOAN- PRINCIPAL	16,212	0	16,212	0%
402-520-535-70731	HONEYWELL LOAN PRINCIPAL	716	0	716	0%
402-520-535-70732	HONEWELL LOAN INTEREST	0	0	0	0%
402-520-535-70733	DEBT SERVICE - FL DEP LOAN	37,962	0	37,962	0%
402-520-535-90990	TRANSFER OF PROFIT	133,350	88,900	44,450	67%
402-520-535-91000	BUSINESS ACTIVITY SHARED EXP	54,170	36,113	18,057	67%
	TOTAL SEWER ADM	809,546	349,727	459,819	43%
<b>SEWER TREATMENT</b>					
402-531-535-30341	CONTRACTUAL SERVICES	695,000	491,328	203,672	71%
402-531-535-30430	UTILITIES	250,000	190,796	59,204	76%
402-531-535-30466	REPAIR & MAINTENANCE - PLANT	7,000	0	7,000	0%
402-531-535-30491	OTHER OPERATING EXPENSE	26,000	150	25,850	1%
402-531-535-30501	PERMITS	400	0	400	0%
402-531-535-60644	EQUIPMENT	31,000	0	31,000	0%
	TOTAL SEWER TREATMENT	1,009,400	682,274	327,126	68%

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>SEWER DISTRIBUTION</b>					
402-540-535-10120	REGULAR SALARIES & WAGES	95,643	52,680	42,963	55%
402-540-535-10140	OVERTIME	2,250	3,566	(1,316)	158%
402-540-535-10210	FICA TAXES	8,842	4,043	4,799	46%
402-540-535-10220	RETIREMENT CONTRIBUTIONS	13,869	5,935	7,934	43%
402-540-535-10230	LIFE & HEALTH INSURANCE	16,083	12,973	3,110	81%
402-540-535-30312	ENGINEERING STUDY	2,000	0	2,000	0%
402-540-535-30341	CONTRACTUAL SERVICES	1,745	0	1,745	0%
402-540-535-30401	AUTO EXPENSE	200	0	200	0%
402-540-535-30403	GASOLINE & DIESEL	3,024	2,219	805	73%
402-540-535-30404	OIL & GREASE	500	16	484	3%
402-540-535-30405	TIRES	1,000	353	647	35%
402-540-535-30406	AUTO PARTS	1,000	157	843	16%
402-540-535-30407	VEHICLE REPAIRS-PARTS AND LABO	1,000	47	953	5%
402-540-535-30440	RENTALS/LEASES	200	0	200	0%
402-540-535-30462	REPAIR & MAINT.-EQUIPMENT & TO	5,500	2,211	3,289	40%
402-540-535-30467	MAINTENANCE OF MAINS & LINES	16,215	793	15,422	5%
402-540-535-30491	OTHER OPERATING EXPENSE	400	69	331	17%
402-540-535-30521	OPERATING SUPPLIES	400	0	400	0%
402-540-535-30522	OPERATING SUPPLIES - UNIFORMS	1,167	987	180	85%
402-540-535-60644	EQUIPMENT	5,028	0	5,028	0%
	TOTAL SEWER DISTRIBUTION	176,066	86,049	90,017	49%
	TOTAL SEWER FUND	1,995,012	1,118,050	876,962	56%
<b>ELECTRIC ADMINISTRATION</b>					
403-520-531-10110	EXE SALARIES & WAGES	26,970	14,332	12,638	53%
403-520-531-10120	REGULAR SALARIES & WAGES	70,804	25,696	45,108	36%
403-520-531-10140	OVERTIME	840	260	580	31%
403-520-531-10210	FICA TAXES	7,544	2,919	4,625	39%
403-520-531-10220	RETIREMENT CONTRIBUTIONS	11,634	3,807	7,827	33%
403-520-531-10230	LIFE & HEALTH INSURANCE	20,122	8,991	11,131	45%
403-520-531-30341	CONTRACTUAL SERVICES	140,217	58,171	82,046	41%
403-520-531-30343	PROFESSIONAL SERVICES	5,000	92	4,908	2%
403-520-531-30370	PURCHASED ELECTRIC	8,071,340	3,374,268	4,697,072	42%
403-520-531-30391	RESERVES	165,350	0	165,350	0%
403-520-531-30392	LOAN REPAYMENT	67,000	0	67,000	0%
403-520-531-30393	RATE STABILIZATION	675,000	0	675,000	0%
403-520-531-30402	TRAVEL EXPENSE	1,550	977	573	63%
403-520-531-30403	GASOLINE & DIESEL	2,500	908	1,592	36%

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	%
403-520-531-30404	OIL & GREASE	218	34	184	16%
403-520-531-30405	TIRES	150	13	137	9%
403-520-531-30406	VEHICLE PARTS ONLY	50	33	17	66%
403-520-531-30407	VEHICLE REPAIRS	200	47	153	24%
403-520-531-30410	TELEPHONE	4,480	3,433	1,047	77%
403-520-531-30440	RENTALS/LEASES	2,250	1,861	389	83%
403-520-531-30491	OTHER OPERATING EXPENSE	20,000	2,981	17,019	15%
403-520-531-30493	TRAINING	6,600	3,261	3,339	49%
403-520-531-30500	LEGAL ADS & RECORDING	0	138	(138)	100%
403-520-531-30511	OFFICE SUPPLIES	200	52	148	26%
403-520-531-30512	POSTAGE	25,000	15,220	9,780	61%
403-520-531-30521	OPERATING SUPPLIES	200	48	152	24%
403-520-531-30522	OPERATING SUPPLIES - UNIFORMS	268	283	(15)	106%
403-520-531-30540	DUES, PUBLICATION, & MEMBERSHI	36,500	3,646	32,854	10%
403-520-531-30560	BAD DEBTS	0	-2,468	2,468	100%
403-520-531-30580	STATE ASSESSMENT TAXES	2,976	782	2,194	26%
403-520-531-30591	UNCLAIMED PROPERTY UTILITY REF	3,783	0	3,783	0%
403-520-531-70700	2003 BOND DEBT SERVICE PRINCIP	100,000	0	100,000	0%
403-520-531-70751	2011 Series Bonds Payable Interest	168,675	82,952	85,723	49%
403-520-531-90990	TRANSFER OF PROFIT	3,979,476	2,652,984	1,326,492	67%
403-520-531-91000	BUSINESS ACTIVITY SHARED EXP	238,138	158,759	79,379	67%
	TOTAL ELECTRIC ADM	13,855,035	6,414,480	7,440,555	46%
<b>ELECTRIC DISTRIBUTION</b>					
403-591-531-10120	REGULAR SALARIES & WAGES	316,260	149,281	166,979	47%
403-591-531-10140	OVERTIME	20,000	7,434	12,566	37%
403-591-531-10210	FICA TAXES	25,724	11,623	14,101	45%
403-591-531-10220	RETIREMENT CONTRIBUTIONS	40,351	17,063	23,288	42%
403-591-531-10230	LIFE & HEALTH INSURANCE	49,481	23,968	25,513	48%
403-591-531-30341	CONTRACTUAL SERVICES	2,000	0	2,000	0%
403-591-531-30403	GASOLINE & DIESEL	20,000	5,959	14,041	30%
403-591-531-30404	OIL & GREASE	800	59	741	7%
403-591-531-30405	TIRES	2,500	401	2,099	16%
403-591-531-30406	PARTS	4,050	1,224	2,826	30%
403-591-531-30407	VEHICLE REPAIRS-LABOR & PARTS	16,000	0	16,000	0%
403-591-531-30430	UTILITIES	390,000	112,081	277,919	29%
403-591-531-30440	RENTALS / LEASES	500	0	500	0%
403-591-531-30461	REPAIR & MAINT - OFFICE EQUIPM	5,000	286	4,714	6%
403-591-531-30462	REPAIR & MAINT - EQUIPMENT & T	6,700	3,780	2,920	56%
403-591-531-30467	REPAIR & MAINT-MAINS & LINES	70,000	1,234	68,766	2%
403-591-531-30468	REPAIR & MAINTENANCE - SERVICE	18,475	81	18,394	0%
403-591-531-30469	LINE CLEARING CREW	30,000	0	30,000	0%
403-591-531-30491	OTHER OPERATING EXPENSES	800	104	696	13%

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403-591-531-30521	OPERATING SUPPLIES	761	0	761	0%
403-591-531-30522	OPERATING SUPPLIES - UNIFORMS	10,072	5,392	4,680	54%
403-591-531-60635	STREET LIGHTS	3,645	0	3,645	0%
403-591-531-60636	SIGNALIZATION	3,000	0	3,000	0%
403-591-531-60644	EQUIPMENT	36,371	0	36,371	0%
403-591-531-70731	HONEYWELL LOAN PRINCIPAL	0	0	0	0%
403-591-531-70732	HONEYWELL LOAN INTEREST	0	0	0	0%
	<b>TOTAL ELECTRIC DISTRIBUTION</b>	<b>1,072,490</b>	<b>339,970</b>	<b>732,520</b>	<b>32%</b>
 <b>ELECTRIC WAREHOUSE</b>					
403-502-531-10120	REGULAR SALARIES & WAGES	30,612	0	30,612	0%
403-502-531-10140	OVERTIME	500	0	500	0%
403-502-531-10210	FICA TAXES	2,380	0	2,380	0%
403-502-531-10220	RETIREMENT CONTRIBUTIONS	3,733	0	3,733	0%
403-502-531-10230	LIFE & HEALTH INSURANCE	4,741	0	4,741	0%
403-502-531-30430	UTILITIES	4,657	3,264	1,393	70%
403-502-531-30461	R/M-OFFICE EQUIPMENT	400	0	400	0%
403-502-531-30462	REPAIR & MAINT - EQUIP AND TOO	500	16	484	3%
403-502-531-30463	REPAIR & MAINT - BLDS AND GROU	600	299	301	50%
403-502-531-30491	OTHER OPERATING EXPENSE	1,200	0	1,200	0%
403-502-531-30521	OPERATING SUPPLIES	1,000	0	1,000	0%
403-502-531-30522	OPERATING SUPPLIES - UNIFORMS	300	206	94	69%
	<b>TOTAL ELECTRIC WAREHOUSE</b>	<b>50,623</b>	<b>3,785</b>	<b>46,838</b>	<b>7%</b>
	<b>TOTAL ELECTRIC FUND</b>	<b>14,978,148</b>	<b>6,758,235</b>	<b>8,219,913</b>	<b>45%</b>

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>WATER ADMINISTRATION</b>					
404-520-533-10110	EXE SALARIES & WAGES	13,485	7,166	6,319	53%
404-520-533-10120	REGULAR SALARIES & WAGES	34,691	12,848	21,843	37%
404-520-533-10140	OVERTIME	820	130	690	16%
404-520-533-10210	FICA TAXES	3,748	1,459	2,289	39%
404-520-533-10220	RETIREMENT CONTRIBUTIONS	5,879	1,903	3,976	32%
404-520-533-10230	LIFE & HEALTH INSURANCE	9,935	4,496	5,439	45%
404-520-533-30314	ANNUAL MEMBERSHIP FEES	500	0	500	0%
404-520-533-30341	CONTRACTUAL SERVICES	20,000	2,109	17,891	11%
404-520-533-30343	PROFESSIONAL SERVICES	5,000	0	5,000	0%
404-520-533-30402	TRAVEL EXPENSE	200	0	200	0%
404-520-533-30404	OIL & GREASE	100	0	100	0%
404-520-533-30405	TIRES	100	0	100	0%
404-520-533-30410	TELEPHONE	4,000	3,147	853	79%
404-520-533-30440	RENTALS & LEASES	2,200	1,861	339	85%
404-520-533-30491	OTHER OPERATING EXPENSE	6,822	2,234	4,588	33%
404-520-533-30493	TRAINING	2,500	0	2,500	0%
404-520-533-30501	PERMITS & FEES	8,000	4,920	3,080	62%
404-520-533-30511	OFFICE SUPPLIES	300	40	260	13%
404-520-533-30521	OPERATING SUPPLIES	300	25	275	8%
404-520-533-30522	OPERATING SUPPLIES - UNIFORMS	100	68	32	68%
404-520-533-70710	PRINCIPAL	95,125	75,858	19,267	80%
404-520-533-70711	PRINCIPAL-2003 BOND	109,755	0	109,755	0%
404-520-533-70720	DEBT SERVICE INTEREST	152,801	52,661	100,140	34%
404-520-533-70721	INTEREST-2003 BOND	104,238	57,772	46,466	55%
404-520-533-70731	HONEYWELL LOAN PRINCIPAL	0	0	0	0%
404-520-533-70732	HONEYWELL LOAN INTEREST	0	0	0	0%
404-520-533-70751	2011 Series Bonds Payable Interest	84,338	0	84,338	0%
404-520-533-90990	TRANSFER OF PROFIT	223,753	149,169	74,584	67%
404-520-533-91000	BUSINESS ACTIVITY SHARED EXP	53,093	35,395	17,698	67%
	<b>TOTAL WATER ADM</b>	<b>941,783</b>	<b>413,261</b>	<b>528,522</b>	<b>44%</b>
<b>WATER TREATMENT</b>					
404-530-533-30341	CONTRACTUAL SERVICES	346,125	256,874	89,251	74%
404-530-533-30391	RESERVES	75,000	0	75,000	0%
404-530-533-30430	UTILITIES	190,851	69,135	121,716	36%
404-530-533-30466	REPAIR & MAINTENANCE - PLANT	4,492	135	4,357	3%
404-530-533-30469	REPAIR & MAINT RESERVOIRS	15,000	0	15,000	0%
404-530-533-60644	EQUIPMENT	25,028	0	25,028	0%
	<b>TOTAL WATER TREATMENT</b>	<b>656,496</b>	<b>326,144</b>	<b>330,352</b>	<b>50%</b>

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>WATER DISTRIBUTION</b>					
404-539-533-10110	SALARIES & WAGES	21,315	0	21,315	0%
404-539-533-10120	REGULAR SALARIES & WAGES	92,014	52,682	39,332	57%
404-539-533-10140	OVERTIME	2,250	3,568	(1,318)	159%
404-539-533-10210	FICA TAXES	8,842	4,043	4,799	46%
404-539-533-10220	RETIREMENT CONTRIBUTIONS	13,869	5,936	7,933	43%
404-539-533-10230	LIFE & HEALTH INSURANCE	15,930	12,974	2,956	81%
404-539-533-30403	GASOLINE & DIESEL	2,500	1,490	1,010	60%
404-539-533-30404	OIL & GREASE	500	0	500	0%
404-539-533-30405	TIRES	750	73	677	10%
404-539-533-30406	AUTO PARTS	675	3	672	0%
404-539-533-30407	VEHICLE REPAIRS-PARTS AND LABO	1,050	0	1,050	0%
404-539-533-30440	RENTALS/LEASES	200	0	200	0%
404-539-533-30462	REPAIR & MAINT- EQUIPMENT & TO	3,100	641	2,459	21%
404-539-533-30467	REPAIR & MAINT.-MAINS & LINES	14,160	800	13,360	6%
404-539-533-30468	REPAIR & MAINT.- SERVICES	10,700	9	10,691	0%
404-539-533-30491	OTHER OPERATING EXPENSE	1,000	69	931	7%
404-539-533-30521	OPERATING SUPPLIES	300	0	300	0%
404-539-533-30522	OPERATING SUPPLIES - UNIFORMS	1,167	627	540	54%
404-539-533-60644	EQUIPMENT	10,000	0	10,000	0%
	TOTAL WATER DISTRIBUTION	200,322	82,915	117,407	41%
	TOTAL WATER FUND	1,798,601	822,320	976,281	46%



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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b>GAS ADMINISTRATION</b>					
405-520-532-10110	EXE SALARIES & WAGES	13,485	7,166	6,319	53%
405-520-532-10120	REGULAR SALARIES & WAGES	34,691	12,848	21,843	37%
405-520-532-10140	OVERTIME	820	130	690	16%
405-520-532-10210	FICA TAXES	3,748	1,459	2,289	39%
405-520-532-10220	RETIREMENT CONTRIBUTIONS	5,877	1,904	3,973	32%
405-520-532-10230	LIFE & HEALTH INSURANCE	9,938	4,496	5,442	45%
405-520-532-30341	CONTRACTUAL SERVICES	25,000	2,109	22,891	8%
405-520-532-30380	PURCHASED GAS	914,248	507,152	407,096	55%
405-520-532-30402	TRAVEL EXPENSE	200	0	200	0%
405-520-532-30403	GAS & DIESEL	750	0	750	0%
405-520-532-30404	OIL & GREASE	50	0	50	0%
405-520-532-30405	TIRES	100	0	100	0%
405-520-532-30410	TELEPHONE EXPENSE	1,000	2,804	(1,804)	280%
405-520-532-30440	RENTALS/LEASES	2,250	1,861	389	83%
405-520-532-30491	OTHER OPERATING EXPENSE	9,700	2,902	6,798	30%
405-520-532-30493	TRAINING	1,527	0	1,527	0%
405-520-532-30511	OFFICE SUPPLIES	300	58	242	19%
405-520-532-30521	OPERATING SUPPLIES	300	25	275	8%
405-520-532-30522	OPERATING SUPPLIES - UNIFORMS	135	68	67	50%
405-520-532-30580	TAXES-STATE ASSESMENT	4,000	938	3,062	23%
405-520-532-90990	TRANSFER OF PROFIT	531,165	354,110	177,055	67%
405-520-532-91000	BUSINESS ACTIVITY SHARED EXP	86,468	57,645	28,823	67%
	<b>TOTAL GAS ADM</b>	<b>1,645,752</b>	<b>957,675</b>	<b>688,077</b>	<b>58%</b>
<b>GAS DISTRIBUTION</b>					
405-561-532-10120	REGULAR SALARIES & WAGES	82,607	17,582	65,025	21%
405-561-532-10140	OVERTIME	2,037	139	1,898	7%
405-561-532-10210	FICA TAXES	6,475	1,269	5,206	20%
405-561-532-10220	RETIREMENT CONTRIBUTIONS	10,157	2,110	8,047	21%
405-561-532-10230	LIFE & HEALTH INSURANCE	10,538	3,706	6,832	35%
405-561-532-30403	GASOLINE & DIESEL	4,000	2,044	1,956	51%
405-561-532-30404	OIL & GREASE	500	0	500	0%
405-561-532-30405	TIRES	500	0	500	0%
405-561-532-30406	VEHICLE PARTS	1,300	77	1,223	6%
405-561-532-30407	VEHICLE REPAIR PARTS AND LABO	1,000	0	1,000	0%
405-561-532-30430	UTILITIES	2,450	1,654	796	68%
405-561-532-30440	RENTALS/LEASES	328	165	163	50%
405-561-532-30462	REPAIR & MAINT-EQUIPMENT & TOO	927	129	798	14%
405-561-532-30467	MAINT. OF MAINS & LINES - GAS	18,585	913	17,672	5%
405-561-532-30468	MAINTENANCE OF SERVICES - GAS	6,120	32	6,088	1%
405-561-532-30491	OTHER OPERATING EXPENSE	200	83	117	42%

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405-561-532-30520	OPER SUPP-WATER HEATERS	2,000	0	2,000	0%
405-561-532-30521	OPERATING SUPPLIES	200	11	189	6%
405-561-532-30522	OPERATING SUPPLIES - UNIFORMS	1,502	704	798	47%
	TOTAL GAS DISTRIBUTION	151,426	30,618	120,808	20%
	TOTAL GAS FUND	1,797,178	988,293	808,885	55%
<b>REFUSE ADMINISTRATION</b>					
406-410-539-30443	RESIDENTIAL REFUSE	572,776	332,531	240,245	58%
406-410-539-30480	LANDFILL TIPPING FEES	56,618	18,769	37,849	33%
406-410-539-31443	COMMERCIAL REFUSE	499,513	273,151	226,362	55%
406-410-539-90990	TRANSFER PROFITS TO GF	105,809	70,539	35,270	67%
406-410-539-91000	BUSINESS ACTIVITY SHARED EXP	29,018	19,345	9,673	67%
	TOTAL REFUSE FUND	1,263,734	714,335	549,399	57%
<b>LANDFILL OPERATIONS</b>					
407-422-536-10120	REGULAR SALARIES & WAGES	51,043	35,130	15,913	69%
407-422-536-10140	OVERTIME	5,000	1,982	3,018	40%
407-422-536-10210	FICA TAXES	4,287	2,475	1,812	58%
407-422-536-10220	RETIREMENT CONTRIBUTIONS	6,725	4,213	2,512	63%
407-422-536-10230	LIFE & HEALTH INSURANCE	18,983	9,971	9,012	53%
407-422-536-30312	ENGINEERING FEES	5,000	0	5,000	0%
407-422-536-30346	MONITORING FEES	50,000	22,220	27,780	44%
407-422-536-30430	UTILITIES	1,500	771	729	51%
407-422-536-30462	REPAIR & MAINT-EQUIPMENT & TOO	500	450	50	90%
407-422-536-30463	REPAIR & MAINT.-BUILDINGS & GR	400	0	400	0%
407-422-536-30491	OTHER OPERATING EXPENSE	4,000	3,033	967	76%
407-422-536-30493	TRAINING	1,000	0	1,000	0%
407-422-536-30501	PERMITS	200	90	110	45%
407-422-536-90990	TRANSFER PROFIT	55,975	37,317	18,658	67%
407-422-536-91000	BUSINESS ACTIVITY SHARED EXP	49,675	33,117	16,558	67%
	TOTAL LANDFILL OPERATIONS	254,288	150,769	103,519	59%
	TOTAL ENTERPRISE FUND	22,592,763	10,871,002	11,721,761	48%

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G/L_ACCT #	ACCOUNT DESCRIPTION	ANNUAL BUDGET	ACTUAL YTD	(OVER) UNDER	% 67%
<b><u>INTERNAL SERVICE FUND</u></b>					
<b>TELECOMMUNICATIONS</b>					
508-539-539-10110	EXECUTIVE SALARIES & WAGES	0	16,598	(16,598)	100%
508-539-539-10120	REGULAR SALARIES & WAGES	83,886	0	83,886	0%
508-539-539-10210	FICA	6,417	1,157	5,260	18%
508-539-539-10220	RETIREMENT CONTRIBUTIONS	10,066	1,985	8,081	20%
508-539-539-10230	LIFE & HEALTH INSURANCE	23,679	3,901	19,778	16%
508-539-539-30341	CONTRACTUAL SERVICES	28,000	51,546	(23,546)	184%
508-539-539-30343	PROFESSIONAL SERVICES	10,000	934	9,066	9%
508-539-539-30360	ADMINISTRATIVE SERVICES	1,500	0	1,500	0%
508-539-539-30402	TRAVEL EXPENSE	400	0	400	0%
508-539-539-30403	GAS & DIESEL	1,400	0	1,400	0%
508-539-539-30410	TELEPHONE	3,000	3,618	(618)	121%
508-539-539-30430	UTILITIES	12,000	0	12,000	0%
508-539-539-30491	OTHER OPERATING EXPENSES	19,586	13,183	6,403	67%
508-539-539-30511	OFFICE SUPPLIES	455	0	455	0%
508-539-539-30521	OPERATING SUPPLIES	3,000	0	3,000	0%
508-539-539-60644	EQUIPMENT	9,708	0	9,708	0%
508-539-539-70710	2003 BOND DEBT SERVICE PRINCIP	44,398	0	44,398	0%
508-539-539-70711	NETQUINCY BLDG PRINCIPAL 50%	28,368	4,382	23,986	15%
508-539-539-70711	2003 BOND DEBT SERVICE PRINCIPAL	4,950	4,052	898	82%
508-539-539-70720	2003 BOND DEBT SERVICE INTERES	52,118	80,188	(28,070)	154%
508-539-539-70721	DEBT SERVICE PRINCIPAL CCBG EQ	477	4,909	(4,432)	1029%
508-539-539-70722	NETQUINCY BLDG INTEREST 50%	0	86	(86)	100%
508-539-539-70725	DEBT SERICE INTEREST CCBG EQ L	800	557	243	100%
	TOTAL TELECOMMUNICATIONS	<u>344,208</u>	<u>187,096</u>	<u>157,112</u>	54%
	<b>TOTAL ALL FUNDS</b>	<u><u>30,544,544</u></u>	<u><u>15,420,223</u></u>	<u><u>15,124,321</u></u>	50%

## Smart Grid Checking Account

Beginning Balance 10/1/2014	930,607
Additions:	
Reimbursement from the Operating Account for 2014 FY Borrowing	500,000
Less Checks that Cleared:	
Power Services Checks Cleared from Previous Fiscal Year	(9,377)
Power Services Checks Cleared for Current Fiscal Year	(7,683)
Solar Systems & Peripherals	(2,870)
Ending Balance 5/31/2015	<u>1,410,677</u>

## Fiscal Year 2015 Smart Grid Expenditures

### PROFESSIONAL SERVICES 312-591-531-30343

01.05.2015	Power Services, Inc.;1.00 Inv# 87825 Automated Dist Commissioning	1,105
01.05.2015	Power Services, Inc.;1.00 Inv. # 87959 Automated Dist System Commissioning	715
01.05.2015	Power Services, Inc.;1.00 Inv.# 87960 General Services	36
04.08.2015	Power Services, Inc.;1.00 Inv.# 88471 General Services	810
04.08.2015	Power Services, Inc.;1.00 Inv#88088 AD Commissioning	260
04.08.2015	Power Services, Inc.;1.00 Inv.# 88335 General Services	4,757
		<u>7,683</u>

### EQUIPMENT 312-591-531-60644

05.14.2015	SOLAR SYSTEMS & PERIPHERALS LLC;1.00 Hosford Project AMS Upgrade Server Server could not be returned	2,870
05.14.2015	HD SUPPLY POWER SOLUTIONS LTD;1.00 603-01PT Siemens Bypass Switch per Quote#U00412071.00	11,800
05.14.2015	HD SUPPLY POWER SOLUTIONS LTD;1.00 Siemens 603-01T Bypass Switch per Quote# U00412071.00	8,576
05.14.2015	HD SUPPLY POWER SOLUTIONS LTD;1.00 603-01LT Siemens Bypass Switch per Quote# U00412071.00	10,720
05.14.2015	HD SUPPLY POWER SOLUTIONS LTD;19.00 Siemens 603-01T Bypass Switch per Quote# U00412071.00	2,144
		<u>36,110</u>

Total Expenditures out of the Smart Grid Fund for Fiscal Year 2015 43,793

CITY OF QUINCY  
Cash Requirements Report

By Vendor No

Vendor/ Invoice No	Vendor Name/ Invoice Date	Due Date 04.30.2015	Due Date 05.31.2015	Due Date 06.30.2015	Due Date 07.31.2015	Future Date	Retainage Amount	Invoice Amount
18 AMERICAN FUNDS								
6561:66	05.03.2015		3,308.35				0.00	3,308.35
6561:68	05.03.2015		230.00				0.00	230.00
6572:87	05.22.2015		12,249.58				0.00	12,249.58
6572:89	05.22.2015		230.00				0.00	230.00
6579:2	05.22.2015		7.20				0.00	7.20
	Vendor Total	0.00	16,025.13	0.00	0.00	0.00	0.00	16,025.13
23 PRE-PAID LEGAL SERVICES, INC.								
6561:81	05.03.2015		80.21				0.00	80.21
6572:102	05.22.2015		80.20				0.00	80.20
	Vendor Total	0.00	160.41	0.00	0.00	0.00	0.00	160.41
26 FLORIDA POLICE BENEVOLENT								
6561:69	05.03.2015		180.00				0.00	180.00
6572:90	05.22.2015		165.00				0.00	165.00
	Vendor Total	0.00	345.00	0.00	0.00	0.00	0.00	345.00
28 UNITED WAY OF BIG BEND								
6561:80	05.03.2015		114.00				0.00	114.00
6572:101	05.22.2015		114.00				0.00	114.00
	Vendor Total	0.00	228.00	0.00	0.00	0.00	0.00	228.00
34 AFLAC WORLDWIDE HEADQUARTERS								
6561:48	05.03.2015		2,524.89				0.00	2,524.89
6561:49	05.03.2015		525.45				0.00	525.45
6572:55	05.22.2015		525.45				0.00	525.45
6572:56	05.22.2015		2,524.89				0.00	2,524.89
	Vendor Total	0.00	6,100.68	0.00	0.00	0.00	0.00	6,100.68
39 AMERICAN GENERAL INSURANCE								
6561:46	05.03.2015		384.60				0.00	384.60
6572:52	05.22.2015		384.60				0.00	384.60
	Vendor Total	0.00	769.20	0.00	0.00	0.00	0.00	769.20
251 STONE'S INCORPORATED								
50319610	04.30.2015	12.99					0.00	12.99
50319699	05.01.2015		4.75				0.00	4.75
50319932	05.06.2015		4.79				0.00	4.79
	Vendor Total	12.99	9.54	0.00	0.00	0.00	0.00	22.53
426 CONTINENTAL AMERICAN INSURANCE								
6561:50	05.03.2015		51.18				0.00	51.18
6572:54	05.22.2015		51.18				0.00	51.18
	Vendor Total	0.00	102.36	0.00	0.00	0.00	0.00	102.36
524 PAUL'S PEST CONTROL								
1106604	05.18.2015			24.00			0.00	24.00
	Vendor Total	0.00	0.00	24.00	0.00	0.00	0.00	24.00
3903 QUINCY MAINSTREET INC								
2015-01-COQ	03.25.2015	5,365.00					0.00	5,365.00
	Vendor Total	5,365.00	0.00	0.00	0.00	0.00	0.00	5,365.00
5603 ALLSTATE AMERICAN HERITAGE LIF								
6561:45	05.03.2015		305.42				0.00	305.42

CITY OF QUINCY  
Cash Requirements Report

By Vendor No

Vendor/ Invoice No	Vendor Name/ Invoice Date	Due Date 04.30.2015	Due Date 05.31.2015	Due Date 06.30.2015	Due Date 07.31.2015	Future Date	Retainage Amount	Invoice Amount
6572:51	05.22.2015		305.42				0.00	305.42
	Vendor Total	0.00	610.84	0.00	0.00	0.00	0.00	610.84
	5708 SOUTHEASTERN POWER ADMINISTRATION							
B-15-1184	03.03.2015	208,526.43					0.00	208,526.43
B-15-1467	04.08.2015		189,320.12				0.00	189,320.12
	Vendor Total	208,526.43	189,320.12	0.00	0.00	0.00	0.00	397,846.55
	6180 OPERATIONS MANAGEMENT INT'L, INC.							
61075	04.02.2015	81,220.25					0.00	81,220.25
61264	05.04.2015		81,220.25				0.00	81,220.25
	Vendor Total	81,220.25	81,220.25	0.00	0.00	0.00	0.00	162,440.50
	6597 Florida Combined Life/LTD							
6545:96	04.19.2015	181.65					0.00	181.65
6561:76	05.03.2015		681.50				0.00	681.50
6572:97	05.22.2015		679.86				0.00	679.86
	Vendor Total	181.65	1,361.36	0.00	0.00	0.00	0.00	1,543.01
	9084 SAFETY-KLEEN							
OC531281	05.03.2015		25.00				0.00	25.00
	Vendor Total	0.00	25.00	0.00	0.00	0.00	0.00	25.00
	9203 SRT SUPPLY							
ORDER#88869	05.21.2015		1,652.80				0.00	1,652.80
	Vendor Total	0.00	1,652.80	0.00	0.00	0.00	0.00	1,652.80
	10060 SOUTHERLAND ENTERPRISES							
SE052515	05.25.2015			3,500.00			0.00	3,500.00
	Vendor Total	0.00	0.00	3,500.00	0.00	0.00	0.00	3,500.00
	11070 CINTAS CORPORATION #646							
646693604	05.20.2015		22.54				0.00	22.54
	Vendor Total	0.00	22.54	0.00	0.00	0.00	0.00	22.54
	144958 CAPITAL HEALTH PLAN							
6561:54	05.03.2015		1,254.72				0.00	1,254.72
6561:56	05.03.2015		462.00				0.00	462.00
6561:59	05.03.2015		1,125.76				0.00	1,125.76
6561:60	05.03.2015		1,283.80				0.00	1,283.80
6561:62	05.03.2015		1,130.08				0.00	1,130.08
6561:63	05.03.2015		422.70				0.00	422.70
6561:64	05.03.2015		153.26				0.00	153.26
6572:62	05.22.2015		7,068.40				0.00	7,068.40
6572:64	05.22.2015		1,254.72				0.00	1,254.72
6572:66	05.22.2015		3,184.20				0.00	3,184.20
6572:67	05.22.2015		462.00				0.00	462.00
6572:72	05.22.2015		4,511.72				0.00	4,511.72
6572:73	05.22.2015		562.88				0.00	562.88
6572:74	05.22.2015		7,702.80				0.00	7,702.80
6572:75	05.22.2015		1,283.80				0.00	1,283.80
6572:76	05.22.2015		3,955.35				0.00	3,955.35
6572:79	05.22.2015		6,780.64				0.00	6,780.64
6572:80	05.22.2015		1,130.08				0.00	1,130.08
6572:81	05.22.2015		422.70				0.00	422.70
6572:82	05.22.2015		2,536.20				0.00	2,536.20

CITY OF QUINCY  
Cash Requirements Report

By Vendor No

Vendor/ Invoice No	Vendor Name/ Invoice Date	Due Date 04.30.2015	Due Date 05.31.2015	Due Date 06.30.2015	Due Date 07.31.2015	Future Date	Retainage Amount	Invoice Amount
6572:83	05.22.2015		871.56				0.00	871.56
6572:84	05.22.2015		153.26				0.00	153.26
	Vendor Total	0.00	47,712.63	0.00	0.00	0.00	0.00	47,712.63
	144959 BCBS - FLORIDA							
6561:53	05.03.2015		845.40				0.00	845.40
6561:58	05.03.2015		706.30				0.00	706.30
6561:61	05.03.2015		231.00				0.00	231.00
6572:57	05.22.2015		845.40				0.00	845.40
6572:60	05.22.2015		5,072.40				0.00	5,072.40
6572:69	05.22.2015		706.30				0.00	706.30
6572:70	05.22.2015		4,237.90				0.00	4,237.90
6572:77	05.22.2015		1,592.10				0.00	1,592.10
6572:78	05.22.2015		231.00				0.00	231.00
6572:85	05.22.2015		3,955.35				0.00	3,955.35
	Vendor Total	0.00	18,423.15	0.00	0.00	0.00	0.00	18,423.15
	145087 WASTE PRO U.S.A.							
APRIL2015	05.18.2015			87,166.36			0.00	87,166.36
	Vendor Total	0.00	0.00	87,166.36	0.00	0.00	0.00	87,166.36
	145218 FLORIDA COMBINED LIFE-DENTAL							
6561:52	05.03.2015		493.46				0.00	493.46
6561:55	05.03.2015		232.10				0.00	232.10
6561:57	05.03.2015		330.98				0.00	330.98
6572:58	05.22.2015		191.62				0.00	191.62
6572:59	05.22.2015		493.46				0.00	493.46
6572:63	05.22.2015		232.10				0.00	232.10
6572:65	05.22.2015		174.20				0.00	174.20
6572:68	05.22.2015		322.27				0.00	322.27
6572:71	05.22.2015		644.54				0.00	644.54
	Vendor Total	0.00	3,114.73	0.00	0.00	0.00	0.00	3,114.73
	145219 Florida Combined Life/AD&D							
6545:97	04.19.2015	494.36					0.00	494.36
6561:77	05.03.2015		916.97				0.00	916.97
6572:98	05.22.2015		909.77				0.00	909.77
	Vendor Total	494.36	1,826.74	0.00	0.00	0.00	0.00	2,321.10
	REPORT TOTAL	295,800.68	369,030.48	90,690.36	0.00	0.00	0.00	755,521.52

**CUSTOMER ARREARAGE REPORT AS OF MAY 31, 2015**

Bill Name	Service Address	Current	30_Day	60_Day	90_Day	Balance_
		05.31.2015	04.30.2015	03.31.2015	02.28.2015	
<b>CYCLE 1</b>						
NIEBRA ADAMS	120 Ernest ST	343.91	424.69	768.98	5,097.64	6,635.22
CITY OF GRETNA	2520 Mount Pleasant	2,513.60	2,513.60	1,463.81	0.00	6,491.01
ARBORCREST APTS -AB	64 N Cleveland ST AP	2,678.90	3,405.32	229.54	0.00	6,313.76
CHRISTTOWN MINISTERIE	105 S Duval ST	731.73	695.69	869.75	2,213.67	4,510.84
LITTLE SUCCESSFUL	16 Ernest ST	311.91	300.04	360.66	2,484.57	3,457.18
UNIVERSITY OF FLORID	Lake Talquin Road	1,441.52	1,528.60	0.00	0.00	2,970.12
QUINCY GOLDEN FALCON	640 S. Roberts Stree	2,087.67	91.16	0.00	0.00	2,178.83
MICHAEL R MOOREC/O C	320 E Washington ST	403.42	432.55	500.48	426.17	1,762.62
REGINAL MONROE	1808 Elm ST	270.02	256.20	550.80	473.69	1,550.71
STUDIO 8 MUSIC & MOR	8 S Adams ST	263.76	235.94	244.86	782.97	1,527.53
MAINSTREET CAFE' QUI	112 E Washington ST	259.90	171.27	234.05	811.52	1,476.74
GREATER HARVEST CHRI	1832 Florida AVE	868.79	331.94	19.66	0.00	1,220.39
LUCIAN -AMERICAN FOO	307 E Jefferson ST	937.91	223.74	0.00	0.00	1,161.65
CHRISHONDA HOGUE	115 N 10th ST	357.35	274.56	369.20	51.06	1,052.17
JUANITA SAILOR/HOMER	438 Thomas Streeet	316.16	250.68	391.30	0.00	958.14
SHARMEIKA HALL	550 N Jackson ST	194.31	686.16	0.00	0.00	880.47
CAROLYN GILES	325 Mcarthur ST # A	70.32	152.85	616.27	0.00	839.44
LATOYA COPELAND	443 N Adams ST	278.13	559.77	0.00	0.00	837.90
LINDA HOWARD	310 S 12th ST	226.98	195.48	218.28	178.47	819.21
EDWARD L. JORDAN	120 S 8th ST	302.67	275.83	234.64	0.00	813.14
CHARLIE HARRIS	1847 Florida AVE	443.04	337.70	0.00	0.00	780.74
PATRICIA BRADWELL	1033 Green ST	288.52	240.69	180.41	0.00	709.62
NEW FRONTIER KINGDOM	1131-c Live Oak ST	401.97	279.71	0.00	0.00	681.68
WISTERIA V. SMITH	1023 4th ST	166.85	164.16	302.87	0.00	633.88
WANDA SMITH	217 E Clark ST	308.46	306.60	474.18	81.24	633.36
PATCHES SKATING RINK	1840 Live Oak ST	393.65	216.49	0.00	0.00	610.14
SHANEISA HICKS	1012 Brumby ST	142.52	324.15	130.62	0.00	597.29
APOSTOLIC CHURCH OF	Cone And Church Stre	380.67	194.76	0.00	0.00	575.43
NORTH FL EDUCATION D	1006 4th ST	305.55	166.51	91.84	0.00	563.90
KIDS FIRST CARE	120 S Madison ST	207.06	189.78	162.68	0.00	559.52
VANESSA WILLIAMS	1618 Hardin ST	211.26	158.46	160.54	0.00	530.26
SHERANDA REESE	203 S Corry ST	284.13	244.05	0.00	0.00	528.18
CELLA BUBANKS	702 N Bellamy DR	299.43	227.05	0.00	0.00	526.48
EARNESTINE SIPLING	239 Bradley ST	69.07	248.30	207.12	0.00	524.49
ACTIVE MINERALS INT	1150 Dade ST	69.45	422.40	19.43	0.00	511.28
FREDDIE TURNER	107 E Clark ST	200.19	297.51	0.00	0.00	497.70
SHAUNDERICA SMITH	909 W Clark ST	179.91	272.67	0.97	32.04	485.59
JESSIE ASH, JR.	416 Thomas ST	300.17	182.04	0.00	0.00	482.21
TRENEASIN BAILEY	1733 Mckelvy ST	243.71	217.53	0.00	0.00	461.24
MCLENTON MARY	1119 Pine AVE	377.30	73.32	0.00	0.00	450.62
MARKETA WALKER	205 N Lowe ST	350.99	80.04	0.00	0.00	431.03
TANISHA DIXON	337 S Key ST	100.00	152.08	160.71	0.00	412.79
GLORIA LONG	302 B W Roberts ST	75.83	75.83	240.03	1.33	393.02
WASTE PRO INC.	Landfill (weigh STAT	365.48	25.92	0.00	0.00	391.40
SHENEKIA PRUITT	210 Bradley ST	155.26	209.76	19.00	0.00	384.02
ROBERTA HICKS	1401 Elm ST	356.53	11.55	0.00	0.00	368.08
YOSHICA ALLEN	1117 Smith ST	235.43	130.83	0.00	0.00	366.26
ANESHIA MCCRAY	1131 Laura ST	180.54	182.84	0.00	0.00	363.38
BERNARD T. WILLIAMS	117 Bradley ST	301.22	53.21	0.00	0.00	354.43
WILLIE EARL BANKS	362 E King ST	324.81	25.13	0.00	0.00	349.94
PAGE PLUS	S 20-b Monroe ST	170.34	171.93	0.00	0.00	342.27



SHARANDA TURNER	236 Carver ST	254.28	76.63	0.00	0.00	330.91
KANADRICK BATTLES	228 Carver ST	319.26	8.05	0.00	0.00	327.31
BETTIE WEAVER	1746 Lucky ST	148.39	166.27	11.15	0.00	325.81
RONALD & LAURICE AND	935 7th ST	153.51	109.08	74.81	112.93	324.72
DRAKE'S CARPETS	720 W Jefferson ST	152.09	148.11	15.17	0.00	315.37
TOUCH OF TIFFANY	1331 W Jefferson ST	278.11	34.64	0.00	0.00	312.75
SAM HAWKINS	1743 Lucky ST	124.86	187.69	0.00	0.00	312.55
MARIONETTA HOWARD	35 Marshall ST	76.11	110.27	122.13	0.00	308.51
ADA GAMBLE	402 S 8th Sreet	211.75	96.56	0.00	0.00	308.31
KEDRA DONALDSON	609 5th ST	208.47	98.99	0.00	0.00	307.46
JARVIS ALLS	814 North Magnolia D	291.59	12.23	0.00	0.00	303.82
YVONNE, MCMILLIAN	309 W Clark ST	286.50	14.37	0.00	0.00	300.87
MARTHA PRUITT	411 Thomas ST	250.77	44.02	0.00	0.00	294.79
MIRANDA COLLINS	312 S 12th ST	289.78	4.70	0.00	0.00	294.48
PAQUETA JONES	510 N Bellamy DR	260.51	33.96	0.00	0.00	294.47
RICOTAX & CARE SERVI	1324 W Crawford ST	149.64	144.76	0.00	0.00	294.40
QUEEN MCMILLION	616 3rd ST	269.14	18.31	0.00	0.00	287.45
THOMAS FARMER	123 S Love ST	203.84	83.55	0.00	0.00	287.39
ARTHUR CLARK C/O ANN	601 Lincoln ST	270.22	12.77	0.00	0.00	282.99
STOLLA THOMAS	1121 Laura ST	216.15	64.48	0.00	0.00	280.63
ING FINANICAL PARTNE	373 E Jefferson ST	227.55	44.96	0.00	0.00	272.51
MAMIE GLOVER	205 Marshall ST	265.37	0.47	0.00	0.00	265.84
JOHNATHAN RUSS	20 Patton ST	168.77	95.03	0.00	0.00	263.80
SEBIE FIELDS	412 S Cleveland ST	125.60	133.90	2.54	0.00	262.04
WANDA VENESZEE	1721 Inlet ST	167.77	92.30	0.00	0.00	260.07
MICHEL PARSONS	320 N Jackson ST	184.01	75.33	0.00	0.00	259.34
GUADALUP ALVARES	124 N 14th ST	164.86	93.52	0.00	0.00	258.38
GALAXY TAX SERVICE	6 S Adams ST	119.39	127.58	0.01	0.01-	246.97
BRITTANI EDGE	64 N Cleveland ST AP	65.99	82.67	97.11	0.00	245.77
DOROTHY HICKS	421 B W Roberts ST	204.18	40.05	0.00	0.00	244.23
CALETTE WHITE	509 N Bellamy DR	222.26	16.38	0.00	0.00	238.64
APRIL WALKER	543 Lincoln ST	211.68	11.42	0.00	0.00	223.10
SYLVIA L. WILSON	121 S Calhoun ST	210.77	257.62	32.57	0.00	223.04
LAKATRIS S. JONES	64 N Cleveland St Bl	112.11	107.80	0.00	0.00	219.91
MARGIE D. ALLEN	516 S Cleveland ST	213.76	3.13	0.00	0.00	216.89
KEYONDA COLLIER	15 W Clark ST	149.42	66.01	0.00	0.00	215.43
DON'S HAIR	19 E Jefferson ST	160.76	52.71	0.00	0.00	213.47
FRANK ELLIS C/O DEJU	31 Dezell Addition	200.54	9.91	0.00	0.00	210.45
LARRY HILL	106 S Duval ST APT A	167.16	39.44	0.00	0.00	206.60
PROGRESS ENERGY	N. Adams St(microwav	193.52	8.05	0.00	0.00	201.57
TRACY SMITH	706 W Franklin ST	193.67	7.61	0.00	0.00	201.28
JANEY B. DUPONT	213 Carver ST	70.67	74.22	55.61	0.00	200.50
LILLIE LEE	326 Stanley ST	190.31	7.94	0.00	0.00	198.25
LORETTA DUBOSE	815 W Jefferson ST	184.86	11.15	0.00	0.00	196.01
MONTOYIA D MCGHEE	313 S 12th ST	167.46	27.79	0.00	0.00	195.25
EDWARD DIXON	718 Laura ST	129.63	61.91	0.00	0.00	191.54
HARRIETT PETE/ ARIEL	16 Patton ST	189.27	0.30	0.00	0.00	189.57
SYLVIA NEALY	906 W Washington ST	163.20	25.10	0.00	0.00	188.30
LATOYA JACKSON	47 N Cone ST APT 4	156.40	23.21	0.00	0.00	179.61
STACY HANNIGON	216 S Jackson ST	127.12	50.00	0.00	0.00	177.12
JAISY BILLINS	1029 W Clark ST	172.12	11.12	0.00	0.00	172.12
VANCHERIA BRONSON PE	1007 Pine AVE	158.91	6.44	0.00	0.00	165.35
MELVINA JOHNSON	52 Dezell ST	122.70	42.57	0.00	0.00	165.27

AVONDA WILLIAMS	515 Williams ST	156.09	7.99	0.00	0.00	164.08
DEWAYNE PEMBERTON	517 Main Street APT-	149.76	12.15	0.00	0.00	161.91
KINYATA WATTS	939 E. Malcolm Stree	145.95	7.25	0.00	0.00	153.20
RENE ROTHENBUTLER	1108 S Magnolia DR	76.11	76.20	0.00	0.00	152.31
TRAVES ROBINSON	240 N Chalk ST	125.35	17.45	0.00	0.00	142.80
FELICIA JACKSON	303 Patton ST	132.35	7.33	0.00	0.00	139.68
GADSDEN CTY CHAMBER	109 N Madison ST	128.90	6.38	0.00	0.00	135.28
LASHANDA WALKER	122 N Cleveland ST A	123.59	5.77	0.00	0.00	129.36
PEGGY SCOTT	902 E Jefferson ST	127.23	0.05	0.00	0.00	127.28
VENTRY CONSTRUCTION	1127 W King ST	52.85	36.09	38.06	0.00	127.00
BOBBY PAUL	626 5th ST	118.73	0.31	0.00	0.00	119.04
GRAZELL HILL	Golden Leaf Apt 14-b	87.71	11.75	0.00	0.00	99.46
NATHANIEL TANNER	1305 Live Oak ST	83.02	5.67	0.00	0.00	88.69
TOWANDA BURNETT	211 Bradley ST	0.00	0.00	0.00	86.93	86.93
TRACY WRIGHT	64 N Cleveland ST AP	84.57	0.36	0.00	0.00	84.93
BRUCIE L. LAMBERT	122 N Cleveland ST A	0.00	0.00	0.00	80.63	80.63
GADSDEN CTY CHAMBER	109 N Madison ST	27.77	1.29	0.00	0.00	29.06

## CYCLE 2

3 AMIGOS AUTO REPAIR	1951 W Jefferson ST	879.49	551.27	860.95	5,563.92	7,855.63
PAULA MILTON	614 Hogan LN	237.06	604.07	449.50	0.00	1,290.63
CASSANDRA WILLIAMS	326 Circle DR	201.20	380.30	41.01	0.00	622.51
MARILYN SAMSON	Triple Oaks # 39	205.51	182.71	48.65	0.00	418.38
MICHEAL BINES	619 5th ST	136.27	213.78	0.00	0.00	350.05
ANNIE MCLENDON	1318 E Jefferson ST	0.00	0.00	0.00	347.81	347.81
ALL ABOUT YOU GRAPHI	1960 W Jefferson ST	159.99	178.50	0.00	0.00	338.49
MAURICE S. SCONYERS	1815 W King ST	128.47	204.98	0.00	0.00	333.45
RONALD D. JONES	1821 Mckelvy ST	134.03	174.34	0.00	0.00	308.37
ANNIE RUTH BUTLER	209 Crofton ST	288.81	13.87	0.00	0.00	302.68
DON FIGGER C/O SHAWA	Joyland Subdivision	165.77	93.00	0.00	0.00	258.77
JEROME MITCHELL	348 Johnny Byrd Road	95.80	126.44	0.00	0.00	222.24
PEGGY ANN GREEN	209 Davis ST	135.18	80.28	0.00	0.00	215.46
FARMERS MARKET	18212 Blue Star HWY	53.69	80.77	53.78	0.00	188.24
KRISTINA JONES	427 S Stewart ST APT	70.19	89.29	0.00	0.00	159.48
EMETERIO VALDES	401 Woodberry RD	13.71	13.71	15.42	58.15	100.99
SANDRA RIVERA	Parkview Apt. # C-10	90.47	4.98	0.00	0.00	95.45
SHANTAY RICHARDSON	520 S Atlanta ST # G	5.41	6.10	10.17	71.94	93.62
AMERIGAS PROPANE, IN	1415 Pat Thomas PKWY	38.65	53.53	0.00	0.00	92.18
AMERIGAS PROPANE IN	1415 Pat Thomas PKWY	38.75	39.27	1.86	0.00	79.88
COMCAST CABLE	651 S Adams ST	71.50	2.36	0.00	0.00	73.86
COX LANE LLC	Sarge's Lift Station	36.12	36.12	0.00	0.00	72.24
BENJIE ROLLINSON	31 Robinson DR	9.96	58.13	0.00	0.00	68.09
NORTH FLORIDA VAULT	1633 High Bridge Roa	33.65	33.78	0.00	0.00	67.43
AMERIGAS PROPANE, IN	1415 Pat Thomas PKWY	24.43	24.48	0.00	0.00	48.91
ROBERT L. KEYS	16 Hilltop Trlr Pk	0.00	0.00	0.00	41.35	41.35
RICHARD BELL	2303 High Bridge RD	7.25	7.39	7.65	16.08	38.37
REX SHIVER LANDSCAPI	300 Holt LN	0.00	0.00	0.00	31.76	31.76
DAMONICA DUBOSE	707 Woodberry Road	16.16	13.98	0.77	0.00	30.91
CLEVELAND CUMMINGS	55 Reed ST	14.03	4.99	0.00	0.00	19.02
ANDREW AUSTIN	183 White Lilly RD	6.30	6.30	6.30	0.00	18.90
GUADALUPE MARTINEZ	Madry Trailer Park #	0.00	0.00	0.00	10.59	10.59

## CYCLE 4

COMPANY HEILIG MEYE	9 S Madison ST	0.00	0.00	0.00	2,462.41	2,462.41
SHANIQUA BAKER	61 Sarges LN TRLR #1	0.00	0.00	0.00	1,268.79	1,268.79
TWANNA ROBINSON	615 Williams ST	0.00	0.00	0.00	969.54	969.54
SHEKERIA WHITE	325 Mcarthur ST # A	0.00	0.00	0.00	874.60	874.60
LIZZIE ROLLINSON	1800 Martin L.king J	0.00	0.00	0.00	866.14	866.14
ABDUL HODGES	154 Bernice Collins	0.00	0.00	0.00	745.52	745.52
NIEDRA ADAMS	11 Bradley ST	0.00	0.00	0.00	707.63	707.63
MYYA WHITE	344 Stanley ST	0.00	0.00	0.00	672.88	672.88
SHERRI BUTLER	1633 Smith ST	0.00	0.00	0.00	667.05	667.05
BELINDA JACKSON	549 -b Williams Stre	0.00	0.00	0.00	663.41	663.41
DARYL M. FIGGERS	936 Yon ST	0.00	0.00	0.00	648.45	648.45
SIDNEY HOLLIS	648 S Stewart ST	0.00	0.00	0.00	638.62	638.62
COMPANY HEILIG MEYE	9 S Madison ST	0.00	0.00	0.00	615.93	615.93
ARLIE KNIGHT, JR	936 Yon ST	0.00	0.00	0.00	601.12	601.12
DERRICK'S AUTO DETAI	14 S 10th ST	0.00	0.00	0.00	590.98	590.98
MARY F. CAUSEY	67 Sarges LN TRLR #1	0.00	0.00	0.00	585.38	585.38
SHAWANDA BULTER	121 S Calhoun ST	0.00	0.00	0.00	573.96	573.96
WILLIAMS HAYES	821 W Jefferson ST	0.00	0.00	0.00	550.68	550.68
JACQUELINE PRIDE	209 S. Malcolm Stree	0.00	0.00	0.00	533.54	533.54
TYRONE C. WILLIAMS	1804 Martin Luther K	0.00	0.00	0.00	514.58	514.58
MABEL LIFHERD	1023 4th ST	0.00	0.00	0.00	511.21	511.21
WANDA D. SMITH	618 Elm ST	0.00	0.00	0.00	503.41	503.41
KENT MORRIS	19 Havana HWY	0.00	0.00	0.00	498.58	498.58
SHELL MELVIN	806 W Washington ST	0.00	0.00	0.00	491.76	491.76
MARY L. BIVENS	1310 Live Oak ST	0.00	0.00	0.00	483.57	483.57
DEMARCUS MURPHY	821 5th ST # B	0.00	0.00	0.00	455.84	455.84
GLORIA ROBINSON	248 Reed ST	0.00	0.00	0.00	452.38	452.38
CHANDRA WILLIAMS	332 S 12th ST	0.00	0.00	0.00	427.03	427.03
SHANNON HARRIS	121 Ray RD	0.00	0.00	0.00	423.18	423.18
MARTHA ELLIS	815 7th ST	0.00	0.00	0.00	413.66	413.66
ROGER GENE GEE	1631 Stevens ST	0.00	0.00	0.00	412.08	412.08
STEPHENIA BLAIR	80 Sarges LN # 6	0.00	0.00	0.00	396.47	396.47
GLEN RUSS	415 B W Roberts ST	0.00	0.00	0.00	395.66	395.66
JANET SMITH	111 Johnson ST	0.00	0.00	0.00	391.35	391.35
CHRIS EASTERWOOD	1119 Pine AVE	0.00	0.00	0.00	389.47	389.47
I.B. PRICE MD., PA.	300 E Jefferson ST	0.00	0.00	0.00	374.54	374.54
CARIDAD CASTILLO	71 Pontiac DR	0.00	0.00	0.00	372.86	372.86
LISA JOANNE MCCALL	729 S Duval ST	0.00	0.00	0.00	370.08	370.08
ADRIAN BURNS	221 Marshall ST	0.00	0.00	0.00	369.16	369.16
VICTOR RIVAS	319 King Street	0.00	0.00	0.00	367.03	367.03
VICTORY CHURCH OF GO	14 N Adams ST	0.00	0.00	0.00	359.77	359.77
ANNETTE TOLBERT	Parkview Apt. #i-136	0.00	0.00	0.00	352.31	352.31
J. DOUGLAS BOLLENBAC	313 N Corry ST	0.00	0.00	0.00	347.50	347.50
FANNIE MILLER	Gadsden Arms Apt.#48	0.00	0.00	0.00	347.47	347.47
SAM GRACE	220 N Chalk ST	0.00	0.00	0.00	336.38	336.38
LINDA GAIL WARD	114 S 8th ST	0.00	0.00	0.00	335.29	335.29
WILLIE MURRY, JR.	10 Madrys Trlr Pk/br	0.00	0.00	0.00	330.78	330.78
VINICATE SWEET	703 E Jefferson ST	0.00	0.00	0.00	315.48	315.48
YVONKA S. ROBINSON	520 S Atlanta ST B-1	0.00	0.00	0.00	310.02	310.02
CYNTHIA PERKINS	14 Macon ST	0.00	0.00	0.00	299.81	299.81
BERNICE COLLINS	56 Bernice Collins L	0.00	0.00	0.00	295.90	295.90
PRISCELLA MORRIS	1061 Selman RD	0.00	0.00	0.00	287.12	287.12
ALICIA SANCHEZ	Triple Oaks #35	0.00	0.00	0.00	279.40	279.40
SHANORA L. DAVIS	235 Marshall ST	0.00	0.00	0.00	272.56	272.56

HOLLIS CARD	703 S Shelfer ST	0.00	0.00	0.00	267.54	267.54
MIKE BEARDN	331 N Love ST	0.00	0.00	0.00	260.29	260.29
KAARON L. HILL	374 Selman RD	0.00	0.00	0.00	260.01	260.01
MARSHALL HENRY	1433 High Bridge RD	0.00	0.00	0.00	259.69	259.69
CRAIG SCONIERS	706 S 9th ST	0.00	0.00	0.00	255.64	255.64
LINDA FOSTER	811 W King ST	0.00	0.00	0.00	252.28	252.28
WANDA FARRIOR	Parkview Garden # D1	0.00	0.00	0.00	246.87	246.87
KENNETH FUDGE	129 Del Rio DR	0.00	0.00	0.00	240.08	240.08
ANNETTE JONES	905 Martin Luther Ki	0.00	0.00	0.00	238.52	238.52
LINDA SMITH	126 Parkview Garden	0.00	0.00	0.00	235.69	235.69
CYNTHIA TURNER	209 N Lowe ST	0.00	0.00	0.00	230.03	230.03
BARBARA HUGHES	Hilltop Trailer Park	0.00	0.00	0.00	228.63	228.63
MONO J K SAHA	747 S Pat Thomas PKW	0.00	0.00	0.00	219.62	219.62
DAVID AKINS	1502-a Martin L.king	0.00	0.00	0.00	219.13	219.13
DEMORRIS WOODEN	242 Carver ST	0.00	0.00	0.00	210.79	210.79
FRANK TAYLOR	517 N Adams ST	0.00	0.00	0.00	205.58	205.58
SHARON ANKCROUM	Triple Oaks Apt 60	0.00	0.00	0.00	201.65	201.65
JANICE HUGHES	35 Marshall ST	0.00	0.00	0.00	197.97	197.97
CHRISTOPHER WASHINGT	309 Patton ST	0.00	0.00	0.00	195.12	195.12
EMMA SMITH	Parkview # E-122	0.00	0.00	0.00	183.33	183.33
JIMMY DAVIS	632 S Stewart ST	0.00	0.00	0.00	182.24	182.24
NORMA JEAN HARRIS	627 S Cleveland ST	0.00	0.00	0.00	169.45	169.45
MARIA N. OWUSU	524 S Main ST	0.00	0.00	0.00	168.60	168.60
MARK E. MOTEN	19 Carrol Hopkins LN	0.00	0.00	0.00	159.16	159.16
NIKEYA HILL	912 W Franklin ST AP	0.00	0.00	0.00	158.96	158.96
TORRENCE WALKER	1518 Martin L.king J	0.00	0.00	0.00	158.89	158.89
JUNE DENISE HURLEY	Ball Farm Road	0.00	0.00	0.00	157.01	157.01
RODNEY STOKES	Triple Oaks Apt 47	0.00	0.00	0.00	156.44	156.44
ERIC S. ANDERSON	315 Mcarthur ST	0.00	0.00	0.00	155.41	155.41
RONNIE THOMAS	37 Carrol Hopkins LN	0.00	0.00	0.00	154.32	154.32
LATONYA SWEET	122 N Cleveland ST A	0.00	0.00	0.00	149.07	149.07
ROSA MAE BROWN	944 Strong RD APT 13	0.00	0.00	0.00	147.50	147.50
AUBURN FORD	727 Circle DR	0.00	0.00	0.00	143.74	143.74
SANJIA JOHNSON	9 New Bethel RD	0.00	0.00	0.00	139.90	139.90
KEISHA BITTLE	500 S Atlanta ST APT	0.00	0.00	0.00	139.51	139.51
CHRISTMAS L. HOLMES	Parkview Gardens #j-	0.00	0.00	0.00	137.56	137.56
ROBERT LEE	250 Marshall ST	0.00	0.00	0.00	133.71	133.71
INC AEROSPORTS OF Q	Havana Hwy-fbo Build	0.00	0.00	0.00	132.23	132.23
LAQUITTA ROBINSON	620 E Gf And A DR	0.00	0.00	0.00	130.71	130.71
HUGO TORRES	Rentz Trlr Pk #28	0.00	0.00	0.00	128.82	128.82
CLARETHA WHITE	905 Martin Luther Ki	0.00	0.00	0.00	127.55	127.55
JIMMIE FAR CROSBY	210 Dupont AVE	0.00	0.00	0.00	118.35	118.35
WILLIE NEAL	692 Ball Farm RD	0.00	0.00	0.00	117.99	117.99
LIZZIE LEATH	Triple Oaks #28	0.00	0.00	0.00	102.84	102.84
JEROME MOBLEY	Parkview Gardens Apt	0.00	0.00	0.00	99.16	99.16
CAROL HOLLOWAN	1018 Laura ST	0.00	0.00	0.00	93.39	93.39
BRENDA FAY SIMMONS	112 S 8th ST	0.00	0.00	0.00	90.64	90.64
GLORIA RODRIQUEZ	115 N 10th ST	0.00	0.00	0.00	87.81	87.81
YON PEACOCK	117 Camellia DR	0.00	0.00	0.00	87.05	87.05
W.W. VICKERY	196 Pt Milligan RD	0.00	0.00	0.00	85.08	85.08
EARTH'S BOUNTY	1921 W Jefferson ST	0.00	0.00	0.00	78.84	78.84
FRANCISCO HERNANDEZ	2215 W Jefferson ST	0.00	0.00	0.00	78.08	78.08
DANA DIXON	230 E Washington ST	0.00	0.00	0.00	77.59	77.59
ANNETTE JONES	31 N Shelfer ST	0.00	0.00	0.00	77.00	77.00
CECELIA GREEN	Parkview Garden # N-	0.00	0.00	0.00	76.84	76.84

MARTHA ARREGUIN	120 Rentz RD # 9	0.00	0.00	0.00	75.93	75.93
DEBRA MOYE	928 E. Malcolm Stree	0.00	0.00	0.00	75.18	75.18
CONSEUNO BRYANT	Parkview # E-122	0.00	0.00	0.00	72.95	72.95
C.E.D.O.	20 S Slappey ST	0.00	0.00	0.00	72.70	72.70
ROBBIE BAGGETT	725 W Washington ST	0.00	0.00	0.00	72.64	72.64
RAVONDA BROWN	Parkview Gardens Apt	0.00	0.00	0.00	67.70	67.70
JENNIFER LEE	313 Patton ST	0.00	0.00	0.00	64.08	64.08
DOCK MURRAY	16 Simpson RD	0.00	0.00	0.00	61.58	61.58
LELA LEWIS	109 S Key ST	0.00	0.00	0.00	61.51	61.51
ANGELA MARIE HAMM	122 N Cleveland ST A	0.00	0.00	0.00	60.79	60.79
ISAAC BRYANT	504 4th ST	0.00	0.00	0.00	55.61	55.61
WENDY THOMAS	Hilltop Trailer Park	0.00	0.00	0.00	50.60	50.60
GEORGE CHAMBERS	315 W Franklin ST	0.00	0.00	0.00	49.44	49.44
MARIE CENEAS	Triple Oaks # 79	0.00	0.00	0.00	47.06	47.06
SANDRA NELSON	123 S Love ST	0.00	0.00	0.00	46.44	46.44
JOSEPH STRINGER	86 Sarges Trailer Pk	0.00	0.00	0.00	43.02	43.02
REV. C.L. MATHIS SR.	115 N 10th ST	0.00	0.00	0.00	42.56	42.56
LEONARD WILLIAMS	1518 Martin L.king J	0.00	0.00	0.00	37.67	37.67
LINDA JACKSON	636 Ball Farm RD	0.00	0.00	0.00	37.00	37.00
REYMUNDO V LEMUS	Hilltop Trailpk #20	0.00	0.00	0.00	36.16	36.16
JERRY ADAMS	1440 Pat Thomas PKWY	0.00	0.00	0.00	31.76	31.76
WILLIAM BEAN	1922 W Jefferson ST	0.00	0.00	0.00	30.57	30.57
ANDREW BROWN	503 W Clark ST	0.00	0.00	0.00	28.67	28.67
JAVIER RIOS	1922 W Jefferson ST	0.00	0.00	0.00	27.68	27.68
STEPHANIE MEZA	Triple Oak Apt 54	0.00	0.00	0.00	25.11	25.11
REGINALD JAMES CAMPA	19 N Madison ST	0.00	0.00	0.00	22.45	22.45
AUGUSTA CARTER	909 W Clark ST	0.00	0.00	0.00	21.57	21.57
PAMELA GRANDBERRY	87 Betsey LN	0.00	0.00	0.00	20.05	20.05
LATECIA MEJIA	721 S Bellamy DR	0.00	0.00	0.00	19.33	19.33
NORBERTO CISNEROS	1922 W Jefferson ST	0.00	0.00	0.00	17.05	17.05
JAMES SHEFFIELD	912 W Franklin ST AP	0.00	0.00	0.00	16.77	16.77
PEDRO ZUNIGA	Triple Oaks Apt 44	0.00	0.00	0.00	13.46	13.46
EDDIE L. JAMES	201 S Love ST	0.00	0.00	0.00	13.29	13.29
PAMELA ROBINSON	41 Dezel ST	0.00	0.00	0.00	8.70	8.70
FAYE CREEL	501 W Washington ST	0.00	0.00	0.00	8.42	8.42
HOWARD MARSHALL, JR	209 S Love ST	0.00	0.00	0.00	6.08	6.08
LINDA WARD	68 Sarges LN LOT 8	0.00	0.00	0.00	5.95	5.95
CON DES CORP GREEN M	Green Meadow Ct 1	0.00	0.00	0.00	4.89	4.89
WALTER MAXWELL	2313 Carolina St	0.00	0.00	0.00	4.64	4.64
LAURA GUY	1010 Sunset DR	0.00	0.00	0.00	1.26	1.26
HENTZ FLETCHER	2121 W Jefferson ST	0.00	0.00	0.00	0.02	0.02

<b>GRAND TOTALS</b>		<b>37,642.89</b>	<b>25,540.91</b>	<b>11,167.90</b>	<b>58,245.02</b>	<b>131,626.45</b>
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*QFD Monthly District Fire Calls  
May 2015*

<b>District</b>	<b><u>District</u></b>	<b><u>Location</u></b>	<b><u>Type of Incident</u></b>
<b>District 1</b>	5/15/2015	410 Thomas St	Alarm activation
	5/24/2015	626 S Virginia St	Alarm malfunction
<b>District 2</b>	5/11/2015	345 S 11th St	Natural gas leak
	5/12/2015	345 S 11th St	Structure fire
	5/15/2015	729 Seventh St	Good intent
	5/15/2015	729 Seventh St	Good intent
	5/18/2015	1132 Liveoak St	Fire alarm
<b>District 3</b>	5/29/2015	791 Pat Thomas Pkwy	Gas leak
<b>District 4</b>			
<b>District 5</b>	5/8/2015	1930 W King St	Alarm activation
	5/24/2015	1640 W Jefferson St	Alarm activation

*QFD Monthly Activity Report  
May 2015*

	<u>2015</u>	<u>2014</u>
<b>Total Fire Calls</b>	81	91
City	53	77
County	28	14
<b>Total Man Hours</b>	133 hrs 17 mins	53 hrs 35 mins
City	38 hrs 7 mins	27 hrs 18 ins
County	95 hrs 10 mins	26 hrs 17 mins
<b>Type Fire Calls - City</b>		
Structure	1	0
Vehicle	0	2
False Alarm	1	1
Hazard	2	1
Rescue	0	0
Wood & Grass	0	4
Other	7	5
<b>Type Fire Calls - County</b>		
Structure	3	2
Vehicle	11	4
False Alarm	0	0
Hazard	2	2
Rescue	0	0
Woods & Grass	5	2
Other	8	10
<b>Fire Causes</b>		
Accidental	7	8
Undetermined	4	2
Suspicious	0	0
Arson	0	0
<b>Average Response Time</b>		
City	5.46 mins	3.60 mins
County	9.15 mins	8.22 mins
<b>Average Firefighters per Call</b>		
City	3.75	3.8
County	2.84	2.66
<b>Average Time Spent per Call</b>		
City	18.92 mins	21.66 mins
County	69.65 mins	38.94 mins



*QFD Monthly Activity Report  
May 2015*

	<b><u>2015</u></b>	<b><u>2014</u></b>
Responses Out of District	2	1
Mutual Aid Responses *	2	1
Deaths	0	0
Injuries	0	0
Fire Prevention Programs	6	0
Fire Safety Inspection	7	22
Fire Investigation	0	0
Plans Review	0	1
Training Man Hours	100 hrs	221 hrs
Hydrants Serviced/Painted	762	0
Utility Turn Ons	41	58
Smoke Detector Installs	0	0