

# **CITY OF MONTICELLO, FLORIDA**

## **MEETING AGENDA**

**July 11, 2023**

**7:00 p.m.**

### **LOCATION OF MEETING:**

**245 S. Mulberry Street**

**Monticello, FL 32344**

1. Call to Order by Mayor Gloria Cox (Please turn off or mute noise-making devices)
2. Invocation
3. Pledge of Allegiance
4. Public Comment
5. CONSENT AGENDA:
  - \*Approval of Council Minutes of June 6, 2023
  - \*Resolution 2023 - 07 Amending the 22-23 Budget After Audit
6. Jason Brookins in re: Suggestion of Official City Flag
7. Roger Champion of the Monticello-Jefferson County Chamber of Commerce – Request for Contribution
8. Nomination to Fill Vacancy of City Council Member Group 5 – Mayor Gloria Cox / Council Action
9. Recommendation for Elimination of Business Tax Program – City Clerk
10. Old Business
  - \*Continued from June Meeting - Request for Declaration of Surplus Property Of Garbage Truck
  - \*Police Car Storage Proposals

11. New Business
  - \*Memorandum of Understanding Regarding Disaster Debris Management Site
  - \*Review of RFQ for Legal Services
  - \*Request by Council Members for Travel Approval for Attendance At Florida League of Cities Annual Conference
  - \*Designation of Voting Delegate for Florida League of Cities Annual Conference
12. Budget Review
13. Reports from Committees and Departments
  - \*Fred Mosley, Police Chief
  - \*Seth Lawless, City Manager
  - \*Emily Anderson, City Clerk
14. Council Member Reports
15. Upcoming Meetings/Workshops
16. Adjournment

Minutes of the City Council meetings may be obtained from the City Clerk's Office or online at [www.cityofmonticello.us](http://www.cityofmonticello.us). The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recordings, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be borne by the requesting party.

Persons who wish to appeal any decision made by the City Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Mayor through the City Clerk's office no later than 5:00 P.M. on the day prior to the meeting.

**PROTOCOL FOR ADDRESSING THE COUNCIL  
(Resolution 2020 – 07)**

Members of the public shall be given a reasonable opportunity to be heard on each agenda item, and other matters coming before the City Council, except as provided for below. This right does not apply to:

- A. An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the Council to act;
- B. An official act involving no more than a ministerial act, including, but not limited to, approval of Minutes and ceremonial proclamations;
- C. A meeting that is exempt from Sec. 286.011, Florida Statutes; or
- D. A meeting during which the Council is acting in a quasi-judicial capacity.

**REQUESTS TO ADDRESS THE CITY COUNCIL**

Any person or group desiring to be placed on the agenda, any individual desiring to make a comment at a City Council meeting on an agenda item or other matter coming before the City Council, and any individual who wishes to address the Council on any other matter may do so.

- A. **Placement on the Agenda.** Any person or group desiring to be placed on the agenda for a City Council meeting shall deliver a written request to the City Clerk by 4:00 p.m. at least eight (8) days prior to the meeting. The request shall include:
  - 1. the name and address of the person making the request;
  - 2. the organization or group, if any represented;
  - 3. the information to be presented. If written material is to be passed out at the meeting, a copy of such material shall accompany the request;
  - 4. an estimate of the time necessary for such presentation and discussion and discussion and action thereon;
  - 5. the specific action requested
- B. **Agenda Item.** Any individual desiring to be heard on an agenda item may do so at the time the Council addresses that matter.
- C. **Public Comment on Non-Agenda Item.** Any interested person may, upon signing the signup sheet in the room prior to the commencement of any City Council meeting, address the Council during the Public Comment portion of the meeting on any matter which is not on the agenda. The Council will not be obligated to act on any matter which is not on the agenda.

**ADDRESSING THE COUNCIL**

Each person addressing the council shall give his/her name and address in an audible tone of voice for the record.

Each speaker shall limit his/her address to three (3) minutes, with the presiding officer having the right to extend the time for one (1) minute. Additional time may be granted by majority vote of the Council. A speaker may not give up all or any portion of his or her time in order to allow another speaker to exceed three (3) minutes.

If four (4) or more individuals of a group or faction wish to be heard on a matter before the Council, a representative may address the Council rather than all of the members. In such instances, the representative shall limit their address to ten (10) minutes.

All remarks shall be addressed to the Council as a body, and not to any member thereof. No remarks shall be directed to any other individual City official or employee.

No person, other than members of the Council, and the person having the floor shall be permitted to enter into any discussion, either directly or through the members of the Council. When requested by any member of the City Council, the City Clerk-Treasurer, City Manager, City Police Chief, City Attorney, as well as staff members may enter into any discussion.

No questions shall be asked of the members of the City Council, except through the presiding officer. The City Clerk-Treasurer, City Manager, City Police Chief and the City Attorney may as the presiding officer for permission to speak at any time.

## DECORUM

All participants, speakers and any other persons present at a meeting shall refrain from belittling anyone or making insulting remarks or personal attacks on any individual present or absent. Any person disrupting a meeting by making personal, impertinent or slanderous remarks, or who interrupts a person speaking, or becomes boisterous or uses profanity or other offensive language while addressing the Council, may be requested to leave the meeting and may be forthwith barred by the presiding officer from returning to the meeting. Any person who refuses to leave the meeting after being requested to do so by the presiding officer, shall be removed from the meeting by law enforcement.

Any personal charges to be made against an individual council member or city employee shall be in affidavit form. If any information is to be presented that is in the form of a statement or charges that might be considered derogatory or of a serious nature, such shall be presented in writing and shall specifically state the charges in the form of an affidavit, with copies sufficient in number so that one copy may, and it shall, be sent at once to each such member or employee. Neither this rule nor any other shall preclude the right of any citizen to address the Council; however, the Council will not be obligated to act on any proposal not on the agenda.

The City Council of the City of Monticello, Florida, met in regular session at the Monticello City Hall on June 6, 2023 at 7:00 p.m.

The following members were present:

Julie Conley  
Troy Avera  
Gloria Cox  
John Jones  
George Evans

Others present were:

Seth Lawless, City Manager  
Fred Mosley, Police Chief  
Emily Anderson, City Clerk

Mayor Gloria Cox called the meeting to order. Council Member Julie Conley led the invocation.

A moment of silence was kept in remembrance of long-time city attorney, Bruce Leinback, who passed away in May.

Mayor Cox led the Pledge of Allegiance.

#### **PUBLIC COMMENT**

Citizen Tim Carter discussed problems in the Pecan Hills subdivision with streets and curbs and sidewalks being torn up by construction crews building new houses. The City Manager noted he would speak to the developer about the damage when he comes in for additional plat approvals.

#### **CONSENT AGENDA**

**\*Approval of Council minutes of May 2, 2023**

**\*Approval of Street Closing for Watermelon Festival**

**\*Approval of Buy Back of Annual Leave – Police Chief**

Council Member John Jones asked that the agenda be amended to include travel to Orlando in September and October for two legislative committee meetings. The costs will include two nights in a hotel and travel expenses.

On motion of Troy Avera, seconded by George Evans, the Council voted unanimously to amend the agenda to include travel expense approval for John Jones. On motion of Troy Avera, seconded by George Evans, the Council voted unanimously to approve the agenda.

**PRESENTATION OF 2022 CITY AUDIT** Kevin Warren of James Moore and Associates discussed the 2022 audit of financial statements and required single audit, noting no findings, but there are two recommendations regarding reporting.

On motion of City Council Member Julie Conley, seconded by City Council Member John Jones, the Council voted unanimously to adopt the 2022 audit.

**CLAYTON TOLBERT IN RE: JACKSON STREET** Mr. Tolbert discussed the issue of the paving of Jackson Street and noted prior Council minutes authorizing paving of the street. He asked for assurance that the street was, indeed, going to be paved. He noted the poor condition of the street, which is constantly being washed out, especially at the intersections of Cherokee Street and Osceola Lane. He noted he has been waiting four years for the actual paving to be accomplished since it was already approved. He noted he has asked that Restored Glory's building permits not be approved until the street is paved. Mr. Tolbert also noted he had received assurances from the county of available money for paving assistance.

Mayor Cox noted that the City Manager should review the situation. City Manager Lawless suggested he could obtain some cost estimates before the next meeting, noting the city engineers have looked at the road. In the meantime, Council Member Conley suggested that Mr. Tolbert call the city anytime the road washes out.

#### **PUBLIC HEARING / COUNCIL ACTION:**

##### **APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

##### **\*345 E. WASHINGTON STREET – ORIGINAL FENCE REPLACEMENT**

Mayor Cox opened the public hearing regarding an Application for Certificate of Appropriateness for replacement of an original fence. Dr. William Leach addressed the Council regarding plans for reinstallation of the original fence, which has been stored under the house, but was installed at one time. He noted the gate would not be re-installed. Citizen Karon Zarcone noted the fence is a beautiful fence, but is concerned the fence does not meet the new fence standards under the code. With no further comment, the public hearing was closed.

City Council Member Julie Conley made a motion to approve the Application for Certificate of Appropriateness as presented. Council Member Troy Avera noted that the code should probably be modified to allow this type of fence, noting that a variance requires a separate process. The Council noted that the fence was an original part of the property, and the Applicant's project is just restoring the property to its original state. After additional discussion, Council Member Conley withdrew her motion, and moved to allow reinstallation of the fence on the historic property. The motion was seconded by Council Member Avera and passed unanimously.

#### **NEW BUSINESS**

\*Council Member Troy Avera asked for an amendment to the agenda to submit his application for city attorney for the City of Monticello. He noted there was no public notice of the vacancy. He notes he has a vested interest in the matter and will leave the room during discussion. Council Member Julie Conley, noting he is a sitting member of the City Council, suggested a review by the Ethics Commission of the request in his letter. Mayor Cox suggested an agenda amendment to allow the City Manager to do a

search for an attorney. The process of developing a Request for Qualifications will need to be developed.

City Manager Lawless noted the process of vetting potential interim city attorneys and his suggestion of the hiring of the firm of Sniffen and Spellman to temporarily act as interim attorney and introduced firm representative Attorney Mitchell Herring. Council Member Avera withdrew his letter and application, noting he will resubmit at the time of issuance of a Request for Proposals.

**\*Appointment of Interim City Attorney**

On the recommendation of City Manager Lawless, on motion of Council Member George Evans, seconded by Council Member Julie Conley, the Council voted unanimously to appoint Mitchell Herring as Interim City Manager, with Council Member Troy Avera noting he is recusing himself from the vote.

**\*Request for Declaration of Surplus Property**

After discussion of the possible need to retain the garbage truck for a little while longer, it was determined that the issue would be moved to the July agenda.

**REPORTS FROM COMMITTEES AND DEPARTMENTS**

**\*City Police Chief Fred Mosley** asked for everyone to be safe during the Watermelon Festival.

**\*City Clerk Emily Anderson** discussed dates for the upcoming budget process

**\*City Manager Seth Lawless** noted that road paving has started. He noted appreciation of Public Works for cleaning the streets for the paving.

He is ordering an inventory of storm water inlets to determine how many need significant work so that a plan to repair them can be developed. There may be some grant moneys available. He noted that the city may want to assess a stormwater fee, even if minimal.

There will be a city vehicle in the Watermelon Parade.

**COUNCIL MEMBER REPORTS**

**\*Council Member Troy Avera** noted that there are trash cans sitting downtown which need to be picked up.

**\*Council Member John Jones** noted there is still a water leak on U.S. 19 South.

**\*Mayor Gloria Cox** noted continued efforts on community revitalization.

**\*Council Member Julie Conley** asked for clarification of excess garbage collection. She noted that there are bags of garbage on North Cherry Street. City Manager Lawless also noted there may be a switch to smaller cans for some service addresses.

**MEETINGS/WORKSHOPS**

The Budget Committee will meet on June 27, 2023 at 10:00 a.m.

With no further business, the meeting was adjourned.

Respectfully submitted,

Emily Anderson  
City Clerk/Treasurer

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Mayor



**RESOLUTION 2023-07**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTICELLO,  
FLORIDA AMENDING RESOLUTION NO. 2022-13 BY REVISING THE  
2022-2023 FISCAL YEAR BUDGET TO CORRECT FUND BALANCES**

WHEREAS the City Council adopted a final budget for 2022-2023 by Resolution 2022-13 on September 19, 2022, and

WHEREAS it is necessary to amend the budget for the fiscal year 2022-2023 to reflect the correct beginning and ending fund balances;

**NOW, THEREFORE, BE IT RESOLVED** by the City of Monticello, Florida that the 2022-2023 budget is amended as follows:

	Adopted 09/19/2022	Amended 07/11/2023
GENERAL FUND CARRIED FORWARD BALANCE	\$ 1,469,130	\$ 5,427,594
WATER/SEWER FUND CARRIED FORWARD BALANCE	<u>\$ 12,455,695</u>	<u>\$ 12,577,937</u>
GRAND TOTAL CARRIED FORWARD BALANCE	\$ 13,924,825	\$ 18,005,531
COMBINED ANTICIPATED WATER/SEWER FUND AND GENERAL FUND REVENUES	\$ 16,917,332	\$ 16,917,332
COMBINED ANTICIPATED WATER/SEWER FUND AND GENERAL FUND EXPENSES 9,656,834	\$ 16,917,332	\$ 16,917,332
GENERAL FUND ENDING BALANCE	\$ 1,469,130	\$ 5,427,594
WATER/SEWER FUND ENDING BALANCE	\$ 12,614,606	\$ 12,577,937
COMBINED ENDING BALANCE	\$ 13,924,825	\$ 18,005,531

**This resolution presented and passed in open session this 11th day of July, 2023.**

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
**EMILY ANDERSON**  
City Clerk/Treasurer

**REQUEST TO BE PLACED ON CITY COUNCIL AGENDA**

DATE: 6-5-23

I/We request the City Clerk to place on the Council agenda for the 11<sup>th</sup> day of July, 2023 the following matter/matters for discussion and/or appropriate action:

(Below is a summary of the presentation and the action requested)

Ordination of a city flag designed dutifully by a local Vexillographer.

Name and address of individual or group requesting time:

Jason Q. Brookins  
675 S Waukegan St.

Phone

No. 850-510-2644

E-Mail jquinn.brookins@gmail.com

Expected length of presentation: ~5 minutes

Return Completed Form to:

City Clerk

245 S. Mulberry St.

Monticello, FL 32344

FAX 850/997-2217

E-MAIL eanderson@mymonticello.net

DATE RECEIVED AT CITY HALL: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_



May 1, 2023

City of Monticello  
245 Mulberry Street  
Monticello, FL 32344

RE: Request for funding \$2,000

Dear Emily Anderson,

As you know, our chamber of commerce is an organization of businesses seeking to further our collective interests, while advancing our community, region and state. Our mission is to be the frontline advocate for the Jefferson County business community. We will support activities that encourage economic growth and prosperity, while protecting our natural historic and cultural resources. We will partner with area organizations to market a positive and progressive image of our community.

We are seeking funding from the City of Monticello in the amount of \$2,000 to further our ability to promote the area as we have been doing in the past. The City has not funded the chamber in the last several years and it is our desire for you to pitch in again. Community pitching in to benefit the community is what makes it all work.

We here at the Chamber love our community and welcome people with open arms any time of day! With that comes expenses and thanks to your help we will continue to be able to promote our businesses and events we sponsor throughout the year. We consider the Chamber of Commerce the face of the Community and like to put our best foot forward.

Just let me know what Council meeting I need to be in attendance to back up this request.

Thank you, for your consideration!

Sincerely,

A handwritten signature in cursive script that reads "Roger".

Roger Champion  
President  
Monticello Jefferson Chamber of Commerce

## Emily Anderson

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**From:** Gloria A. Cox <gloriacoxbiz@gmail.com>  
**Sent:** Thursday, July 6, 2023 7:30 AM  
**To:** Emily Anderson  
**Subject:** MEMO to Council

Council Members,

In light of Troy Avera's resignation, I have asked Katrina Richardson (running for Troy's seat), if she would be interested in serving for the rest of his term. Katrina said she would be available August 1.

Thank you for your consideration.

Gloria A. Cox

--

Blessings,

Rev. Gloria A. Cox, MDiv

**MEMORANDUM OF UNDERSTANDING  
GOLDBURG STREET DISASTER DEBRIS MANAGEMENT SITE**

**THIS** Memorandum of Understanding (the "MOU") is made and entered by and between Jefferson County (the "County"), a political subdivision of the State of Florida, and the City of Monticello (the "City"), a municipal corporation of the State of Florida.

**WHEREAS**, the Department of Environmental Protection has pre-authorized City-owned Parcels, Parcel ID Nos. 19-2N-5E-0000-0360-0000 and 20-2N-5E-0000-0030-0000, located on Goldburg Street, as a Disaster Debris Management Site (the "Goldburg Site"); and

**WHEREAS**, the City and County have committed to provide personnel and equipment appropriate to clear vegetative disaster debris from City and County collection areas to the Goldburg Site; and

**WHEREAS**, the City and County have agreed to communicate and collaborate to ensure the timely clearing, piling, and burning of said vegetative disaster debris.

**NOW, THERFORE**, in consideration of the mutual benefits to be derived by the terms of this MOU, the Parties hereby agree as follows:

1. **Recitals.** The recitals above are true and correct and are part of this MOU.

2. **County Responsibility.** Following a declared emergency or other disaster within Jefferson County, the County will remove vegetative disaster debris from County roads, transport collected vegetative disaster debris from County roads to the Goldburg Site, provide personnel to oversee and control the burning of vegetative disaster debris collected at the Goldburg Site, and obtain Florida Forest Service burn authorization as needed. County will ensure that County debris remains separate from City debris.

3. **City Responsibility.** Following a declared emergency or other disaster within Jefferson County, the City will remove vegetative disaster debris from City roads, transport collected vegetative disaster debris from City roads to the Goldburg Site, provide personnel to oversee and control the burning of vegetative disaster debris collected at the Goldburg Site, and obtain Florida Forest Service burn authorization as needed. City will ensure that City Debris remains separate from County debris.

4. **Contact Information.** Representatives of the City and County for purposes of delivering notice under the terms of this agreement are as follows:

**COUNTY**

Shannon Metty, County Manager  
450 W. Walnut St.  
Monticello, FL 32344  
smetty@jeffersoncountyfl.gov

**CITY**

Seth Lawless, City Manager  
245 S. Mulberry St.  
Monticello, FL 32344  
slawless@mymonticello.net

With Copy to:

Paula Carroll, Director Jefferson County  
Division of Emergency Management  
171 Industrial Park  
Monticello, FL 32444  
paula.carroll@jcsso-fl.org

6. **Term and Effective Date.** This MOU shall become effective upon the date of its execution by both parties. This MOU shall remain in effect for a term of five (5) years.

7. **Termination and Amendment.** This MOU may be terminated upon thirty (30) days' written notice to the other Party. This MOU may be amended in writing signed by both parties.

**IN WITNESS WHEREOF**, the parties hereto have caused this MOU to be executed for the purposes expressed herein on the day and year last written below.

**CITY OF MONTICELLO**

**JEFFERSON COUNTY**

\_\_\_\_\_  
Gloria Cox, Mayor  
City of Monticello City Council

\_\_\_\_\_  
Chris Tuten, Chairman  
Jefferson County Board of County  
Commissioners

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

ATTEST:

\_\_\_\_\_  
Emily Anderson  
City Clerk/Treasurer

\_\_\_\_\_  
Kirk Reams  
Ex Officio Clerk to the Board

APPROVED AS TO FORM:

\_\_\_\_\_  
Heather Encinosa, Esq.  
County Attorney

**DRAFT**

**CITY OF MONTICELLO  
REQUEST FOR QUALIFICATIONS/PROPOSALS  
LEGAL SERVICES**

The City of Monticello invites proposals from qualified providers of legal services with a broad range of knowledge and experience pertaining to municipal government law. The individual/firm qualifications, which will be evaluated in the selection process include, but are not limited to, experience in city/county government, legal services such as practice in areas of planning, land use, zoning, code enforcement, development of ordinances and resolutions, construction contracts, eminent domain, purchasing and finance, insurance requirements and litigation. The City intends to select one attorney and/or firm to serve on a contractual basis as City Attorney for deliverer of services outlined below.

- A. Attend all City Council meetings, rendering opinions, consultation with council members regarding City business, preparation of ordinances, resolutions and other legal documents as required.
- B. Attend committee meetings, if requested.
- C. Attend collective bargaining sessions, if requested
- D. Attend meetings of the Local Planning Agency and the Historic Design Review Board, if requested.

**ADDITIONAL SERVICES:** Additional services not contemplated within the monthly retainer shall include, but not be limited to:

- 1. Circuit or county court litigation in Jefferson County or elsewhere in Florida wherein the City is a party;
- 2. Litigation in which any City agency or board, eg., Local Planning Agency, Historic Design Review Board, etc. is named as a defendant or is compelled to become a plaintiff to enforce a contract or other right.
- 3. Suits in the U.S. District Court for the Northern District of Florida, appeals in the state and federal appellate courts, and administrative proceedings, which shall include, but not be limited to, contested hearings before Florida Department of Environmental Protection, and the U.S. Environmental Protection Agency.
- 4. Attendance at depositions or court proceedings where City employees are subpoenaed to appear in connection with matters arising in the course and scope of their employment.

All statements of qualifications and proposals must be received no later than 3:00 pm on August 10, 2023. All submittals should be addressed to

**City of Monticello  
Attention: City Clerk  
245 S. Mulberry Street  
Monticello, FL 32344**

Questions regarding this position and its responsibilities, please contact City Clerk Emily Anderson @ (850) 342-0292 and/or City Manager Seth Lawless (850) 342-8005.

# **2023-2024 BUDGET NOTES**

## **Updated After 6/27 Budget Workshop**

### **\*Property Values/Ad Valorem Rate:**

The 23/24 draft budget includes the updated roll-back rate for ad valorem taxes

The tentative ad valorem rate and date of first hearing is due to the Property Appraiser by August 3, 2023.

*Notes About Ad Valorem Taxes:* The actual effect of changes in the ad valorem rate to each property owner may vary widely, depending on the "Save Our Homes" laws, additional exemptions added or lost, and the increase or decrease in property valuation. If the Council determines to increase the ad valorem rate, the reason has to be announced at the budget hearings.

**By law, the first item of budget determination is discussion of the ad valorem rate to charge.**

### **Tentative / Final Budget Hearing Dates:**

**Suggested Tentative Budget Hearing Date: September 7<sup>th</sup> 6:00 p.m.**

**Suggested Final Budget Hearing Date: September 18<sup>th</sup>, 6:00 p.m.**

### **\*NOTES ON EMPLOYEE EXPENSE With Additional Changes**

#### ***\*Salary Increase Notes:***

Budget includes 3% raises for most employees

City Manager and City Clerk/Treasurer show no increase

Police Chief proposed increase of 3%.

Lieutenant proposed increase of 3.7%

Sargeant proposed increase of 4%

Police Officers proposed increase of 4.6%

Deputy City Clerk proposed increase of 4.9% (additional management responsibilities)

Utilities Clerk proposed increase of 4.5% (additional auditing responsibilities)

Operator/Inmate Crew proposed increase of 4.2% (started at very low rate/  
now a supervisor of inmate crew)

#### **\*OTHER CHANGES FROM WORKSHOP**

Increase of Roll-Back Rate with July 1<sup>st</sup> Figures from Property Appraiser

Addition of Engagement of City Lobbyist - \$50,000

Increase of Council Travel Budget - \$2,000

Inclusion of Police Vehicle Purchase - \$2,000

Inclusion of Police Equipment Capital Outlay - \$2,000

Increase of Police Reserve Funding - \$2,000

Addition of ARPA expense for \$12,000 for police surveillance equipment



**RECAP**

	2022-2023 BUDGET	2022-2023 PROJECTED	2023-2024 BUDGET
<b>GENERAL FUND</b>			
<b>TOTAL REVENUE - GENERAL FUND</b>	<b>3,185,516</b>	<b>3,341,429</b>	<b>3,319,952</b>
Expenses - General Fund			
General Administrative	796,547	831,750	957,034
Law Enforcement	992,235	966,520	1,082,191
Fire Control	37,098	37,098	38,448
Garbage	362,273	329,520	0
Streets/Parks/Cemeteries/Animal Control	995,461	1,074,691	1,310,317
<b>TOTAL EXPENSES - GENERAL FUND</b>	<b>3,183,614</b>	<b>3,239,578</b>	<b>3,387,990</b>

**DEFICIT**  
**-68,038.03**

	2022-2023 BUDGET	2022-2023 PROJECTED	2023-2024 BUDGET
<b>WATER/SEWER FUND</b>			
<b>TOTAL REVENUE - WATER/SEWER FUND</b>	<b>1,528,806</b>	<b>1,488,700</b>	<b>1,977,785</b>
Expenses - Water/Sewer			
Water Operating Expenses	492,066	456,171	643,512
Sewer Operating Expenses	1,035,018	1,024,209	1,334,094
<b>TOTAL EXPENSES - WATER/SEWER FUND</b>	<b>1,527,084</b>	<b>1,480,380</b>	<b>1,977,605</b>

	2022-2023 BUDGET	2022-2023 PROJECTED	2023-2024 BUDGET
<b>GRANTS</b>			
General Fund Grant Income	1,888,000	1,541,204	2,064,000
General Fund Grant Expense	1,888,000	1,541,204	2,064,000
Water/Sewer Grant Revenue	10,315,000	1,060,000	4,888,000
Water/Sewer Grant Expense	10,315,000	1,395,000	4,888,000

Denotes Items Updated in Workshop

2022-2023 2022-2023 2022-2023 2023-2024  
 BUDGET YR TO DATE PROJECTED BUDGET

Account	2022-2023 BUDGET YR TO DATE	2022-2023 PROJECTED	2023-2024 BUDGET	
<b>GENERAL FUND - REVENUE</b>				
311.100 Ad Valorem	794,124	789,655	791,400	840,376 <b>**at rollback rate of 6.2829 updated</b>
312.300 New Local Option Fuel Tax	44,900	25,439	43,300	44,000
312.400 Local Option Gas Tax	81,188	43,780	81,000	82,800
312.600 One-Cent Local Option Sales Tax	235,000	150,987	261,400	267,400
312.650 One-Cent Local Option Sales Tax-Quarterly	87,900	52,717	96,900	105,600
313.100 Franchise Fees - Electricity	235,200	148,262	229,600	234,900
314.100 Utility Tax - Electricity	269,200	176,913	268,500	274,600
314.800 Utility Tax-Propane/Fuel Oil	26,400	21,169	26,500	27,600
315.000 Communications Services Tax	51,000	33,994	58,900	61,800
321.000 Business Taxes	6,400	1,300	6,400	0 Emily recommends elimination
329.000 Animal Control / County Labor Reimbursement:	1,750	1,350	1,850	1,960
335.120 State Shared Revenue	175,824	120,258	162,800	164,400
335.140 Mobile Homes Licenses	1,200	701	1,100	1,180
335.150 Alcoholic Beverage Licenses	1,850	4,177	4,300	4,300
335.180 Local 1/2 Cent Sales Tax	396,100	266,866	458,400	470,500
341.200 Development Review Fees	4,500	9,480	10,600	6,400
342.200 Fire Assessment - City Share	37,000	37,098	37,098	38,448
343.400 Garbage/Solid Waste	292,400	199,800	319,400	330,000 increase in fees 23 - 24?
<b>New Solid Waste Tipping Fee Reimburseme</b>	0	0	0	3,000 possible transfer from county?
<b>New - Storm Water Assessment</b>	0	0	0	8,400
343.600 DOT Lighting Reimbursement	26,934	26,934	26,934	27,742
343.800 Cemetery Sales	30,000	15,800	21,400	26,000 Revenues transferred to Reserve
343.920 DOT Roadside Maintenance	51,646	38,735	51,646	51,646
347.400 Special Events Fees	1,600	600	1,200	1,600 fee increase for special events?
351.010 Fines/Judgments	25,000	6,662	11,200	11,400
369.000 Miscellaneous Revenue	13,100	4,455	5,800	6,000
365.000 Sale of Scrap/Surplus Material	4,000	12,381	22,600	9,100 22/23 includes sale of garbage truck
389.400 FLC Safety Grant Program Revenue	2,500	0	800	800
369.100 Capital Contributions (Donations)	30,000	0	0	20,000 donations of equipment/vehicles, etc.
<b>Other Contributions/From Carryforward</b>	15,000	0	0	100,000
133.200 From Garbage Reserves- Grapple Truck	79,800	0	79,800	0 22/23 purchase grapple truck end of lease
From Law Enforcement Reserves	0	0	0	2,000
From Facilities Management Reserve	0	0	0	25,000 special projects
From Gen Fund Reserves-Street Vehicle/Equip:	115,000	96,193	145,321	18,000 22-23-vehicle/backhoe/jet trailer
From Fire Department Reserves	0	66,905	66,950	0 truck purchase
From Cemetery Trust Fund	8,000	5,530	5,530	10,000 planned improvements 23/24?
From New Local Option Gas Tax Reserves	30,000	30,000	30,000	30,000 road bond payment
From Gen Fund Reserves - City Hall Improvem	11,000	0	12,800	13,000 also some ARPA appropriations
<b>TOTAL GENERAL REVENUE</b>	<b>3,185,516</b>	<b>2,388,139</b>	<b>3,341,429</b>	<b>3,319,952</b>

2022-2023 2022-2023 2022-2023 2022-2023 2023-2024  
 BUDGET YR TO DATE PROJECTED PROPOSED

	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024
<b>GENERAL - GRANT / APPROPRIATION REVENUE</b>					
331.540 CDBG	700,000	0	600,000	700,000	
SCOP - Street Paving - S Water St	235,000	0	200,000	35,000	
Other Street Improvement Grants				225,000	SCOP
FEMA Hazard Mitigation	0	0	0	500,000	
331.250 Police Grant - Vehicles/Equipment	50,000	67,204	67,204	65,000	
331.600 American Rescue Plan Act	143,000	1,690	143,000	524,000	detail page 20
331.200 Fire Department Grants	10,000		10,000	15,000	
338.100 Other Grants/Bond Revenues	750,000	521,000	521,000	0	
<b>TOTAL GRANT REVENUE-GEN FUND</b>	<b>1,888,000</b>	<b>589,895</b>	<b>1,541,204</b>	<b>2,064,000</b>	

2022-2023 BUDGET 2022-2023 TO DATE PROJECTED 2023-2024 PROPOSED

**Account GEN ADMINISTRATIVE EXPENSE**

511.011	Legislative - City Council	40,000	39,420	40,000
512.011	<b>Executive Salaries</b>			
	City Manager	90,000	90,000	90,000
	City Clerk/Treasurer	65,000	65,000	65,000
512.012	<b>Regular Salaries</b>			
	Dep. Clerk/Personel Resources/Auditing	41,308	41,310	43,556 additional mgmt. responsibilities
	<b>New Position - Code Enforcement Officer</b>		0	0
	<b>New Position - Intern</b>			6,000 Seth would like to fund
	Sick/Annual Leave - Termination	0	0	1,000
	<b>Performance/Merit Bonus</b>	0	300	2,000
	<b>Total Salaries</b>	<b>236,308</b>	<b>177,532</b>	<b>235,800</b>
				<b>247,556</b>
512.021	FICA	18,078	18,039	18,938
513.022	Retirement Contributions Non-Police Personnel	192,658	159,800	169,900
513.023	Group Health/Group Life	24,700	29,100	27,800 assumption of \$770 per employee
513.024	Employee Assistance Program	700	627	640
513.025	Unemployment Compensation	300	3,900	3,100
	<b>TOTAL PERSONNEL SERVICES</b>	<b>472,744</b>	<b>309,127</b>	<b>447,266</b>
				<b>467,934</b>

**Operating Expenses**

511.040	Council Member Travel/Education Expense	2,900	3,320	4,200	6,000
512.040	Travel-City Manager/City Clerk	1,200	1,103	1,300	2,000
519.031	<b>Professional Services Including Lobbyist</b>	10,000	2,096	3,900	53,000
513.032	Accounting and Auditing	28,000	27,700	27,700	27,800
514.031	City Attorney services plus travel	25,000	16,000	21,900	50,000
	<b>New Tuition/Certification Reimbursement</b>	0	0	0	1,000 education incentive
519.034	Contract Services-pest control, etc.	250	405	450	450
519.039	Gas/Oil - City Manager	3,000	0	300	400
519.041	Communications	8,400	3,677	5,100	5,100
519.042	Freight/Postage/Delivery	2,100	1,819	2,940	3,600
519.043	Utility Services	6,000	3,485	5,520	5,700
519.044	Rentals and Leases	800	309	650	650
519.045	Insurance	109,000	114,444	114,444	115,000
519.046	Repairs/Maintenance City Hall	1,000	2,526	12,000	13,000 also some ARPA appropriations

2022-2023 BUDGET 2022-2023 TO DATE PROJECTED 2022-2023 TO DATE PROJECTED 2023-2024 PROPOSED

**GENERAL EXPENSE - CONTINUED**

519.047	Facilities Management Reserve	7,500	65,000	65,000	8,000
519.048	Rentals-Christmas Pole Decorations	3,500	3,500	3,500	3,500
519.049	Current Charges	22,000	13,283	17,500	18,200
519.050	Advertising	8,600	8,216	12,900	13,000
519.051	Office Supplies/Equipment	8,600	2,746	5,200	5,700
519.052	Operating Supplies/Maintenance	5,100	118	2,000	1,200
519.054	Membership/Educational Costs	1,600	2,610	3,100	3,000
	Consulting Services/Matching Grant Costs	4,500	0	0	0
519.055	IT Support/Programming/Website	4,753	7,581	8,600	89,000
519.200	Development Review Fees	5,200	6,868	8,900	8,400
515.049	Election Expense	1,900	0	3,980	2,000
581.000	Bank Service Fees	2,900	1,769	2,400	2,400
	Cemetery Trust Fund Transfer	30,000	10,000	26,000	26,000
207.212	Due To Water/Sewer Fund	20,000	25,000	25,000	25,000
	<b>TOTAL OPERATING EXPENSES</b>	<b>323,803</b>	<b>323,575</b>	<b>384,484</b>	<b>489,100</b>
	<b>TOTAL GENERAL ADMIN EXPENSE</b>	<b>796,547</b>	<b>632,702</b>	<b>831,750</b>	<b>957,034</b>

transfer of revenues to reserve

**GENERAL FUND - GRANT/APPROPRIATION EXPENSES**

536.081	CDBG	700,000	0	600,000	700,000
549.000	SCOP - Street Paving - S Water St	235,000	8,350	200,000	35,000
	Other Street Improvement Grants	0	0	0	225,000 new SCOP
	FEMA Hazard Mitigation	0	0	0	500,000
521.600	Police Grant - Vehicles/Equipment	50,000	67,204	67,204	65,000
559.100	American Rescue Plan Act Allotment	143,000	5,474	143,000	524,000 detail pg 20
522.100	Fire Department Grants	10,000	0	10,000	15,000
549.100	Other Grant Funding /Bond Project Paving	750,000	19,500	521,000	0
	<b>TOTAL GRANT EXPENSES-GEN FUND</b>	<b>1,888,000</b>	<b>100,529</b>	<b>1,541,204</b>	<b>2,064,000</b>

2022-2023 BUDGET 2022-2023 TO DATE PROJECTED 2023-2024 PROPOSED

Account **LAW ENFORCEMENT**  
521.012 **Officer Salaries**

Chief	75,000		77,250
Captain	68,000		70,036
Lieutenant	51,000		53,000
Sargeant	48,000		50,000
Patrol Officer	41,000		43,000
Patrol Officer	41,000		43,000
Patrol Officer	41,000		43,000
Patrol Officer	41,000		43,000
Patrol Officer	41,000		43,000
Patrol Officer	41,000		43,000

521.013 Sick/Annual Leave-Termination	3,500	6,095	5,200
521.018 Sick/Annual Leave Buyback	6,200	9,510	3,500
Overtime - Police	37,000	51,847	72,100
521.015 Incentive Pay (Training) - Officers	4,400	4,632	5,400
521.016 On-Call Pay	3,700	2,260	3,500
Midnight Pay - Officers	5,600	4,160	5,720
Bonus	0	14,900	9,000
<b>TOTAL OFFICER SALARIES</b>	<b>548,400</b>	<b>369,628</b>	<b>612,706</b>

23-24 Performance Bonus

**Communication Salaries**

Dispatcher Supervisor	40,000		41,363
Dispatcher	33,000		34,270
Dispatcher	32,000		32,949
Dispatcher	32,000		32,949
Dispatcher	0	23,000	32,949
Dispatcher Part-Time (3positions)	10,000	4,900	4,000
Overtime - Dispatch	15,000	9,436	15,000
Midnight Pay - Dispatchers	1,460	984	1,300
Sick Leave/Annual Leave - Termination	0	1,308	1,300
Bonus	0	1,200	5,000
<b>TOTAL COMMUNICATION SALARIES</b>	<b>163,460</b>	<b>135,939</b>	<b>201,080</b>

521.021 FICA	55,075	38,676	54,254
521.022 Retirement - Police - City Share	14,500	5,000	5,000
521.023 Group Health/Life	95,800	58,903	78,700
<b>TOTAL PERSONNEL SERVICES</b>	<b>877,235</b>	<b>608,146</b>	<b>831,700</b>

\$770 x 10 employees

**963,941**

2022-2023 2022-2023 2022-2023 2023-2024  
 BUDGET TO DATE PROJECTED PROPOSED

**LAW ENFORCEMENT EXPENSES -CONTINUED**

	2022-2023	2022-2023	2022-2023	2023-2024
	BUDGET	TO DATE	PROJECTED	PROPOSED
<b>Law Enforcement Operating Expenses</b>				
521.035 Investigations/Training	400	0	200	200
521.039 Gas/Oil/Grease	36,000	18,994	25,000	25,800
521.040 Travel	100	0	100	100
521.041 Communications	16,000	10,922	15,200	15,300
521.042 Freight/Postage/Delivery	150	11	80	100
521.043 Utilities	5,500	4,859	6,200	6,300
521.045 Police Liability Insurance/Claims	14,900	13,424	14,600	14,900
521.046 Repairs/Maintenance (Buildings)	1,500	1,172	1,600	1,500
521.047 Repairs/Maintenance (Vehicles/Equip)	15,000	28,240	31,100	20,000
521.057 IT Equipment and Support	2,000	1,270	1,900	1,500
521.049 Miscellaneous	3,000	2,997	3,700	3,000
521.050 Pest Control/Termite Inspection	200	140	240	250
521.051 Office Supplies	3,000	5,264	6,900	6,900
521.052 Operating Supplies	3,000	1,593	2,800	2,800
521.053 Uniforms	3,500	4,509	5,000	4,000
521.054 Membership/Educational	250	1,010	1,400	600
521.056 Equipment	3,500	7,407	12,900	8,000
				\$12,000 also budgeted in ARPA
<b>TOTAL LAW ENF. OPERATING EXPENSE</b>	<b>108,000</b>	<b>101,814</b>	<b>128,920</b>	<b>111,250</b>
<b>Capital Outlay</b>				
521.064 Vehicle	2,000	0	2,000	2,000
Equipment	2,000	0	0	2,000
<b>Reserve Funding</b>				
Vehicles/Equip Reserve	3,000	3,900	3,900	3,000
22-23/sale of vehicles				
<b>TOTAL CAPITAL OUTLAY</b>	<b>7,000</b>	<b>3,900</b>	<b>5,900</b>	<b>7,000</b>
<b>GRAND TOTAL-LAW ENFORCEMENT EXPEI</b>	<b>992,235</b>	<b>713,860</b>	<b>966,520</b>	<b>1,082,191</b>

2022-2023 2022-2023 2022-2023 2023-2024  
 BUDGET TO DATE PROJECTED PROJECTED PROPOSED

Account	2022-2023 BUDGET	2022-2023 TO DATE	2022-2023 PROJECTED	2023-2024 PROJECTED	2023-2024 PROPOSED
<b>Account FIRE CONTROL</b>					
522.012 Personnel (All Volunteer)	0	0	0	0	0
<b>Operating Expenses</b>					
522.039 Gas/Oil/Grease	350	732	790	800	800
522.040 Travel/Per Diem	100	0	50	50	50
522.041 Communication	2,650	1,137	1,700	2,000	2,000
522.043 Utilities	1,500	1,099	1,500	1,500	1,500
522.046 Repairs/Maintenance	9,800	7,797	10,900	10,900	10,900
522.045 Insurance-Property/Liability/Workers' Comp	3,900	4,000	4,000	4,500	4,500
522.049 Miscellaneous	250	213	250	500	500
522.051 Office Supplies	100	0	50	50	50
522.052 Operating Supplies/Uniforms	700	1,823	2,600	2,900	2,900
522.054 Membership/Educational Costs	2,500	125	1,600	1,200	1,200
522.050 Pension Valuation/Pension Expense/Audit	4,750	500	4,500	4,800	4,800
522.064 Equipment	2,000	71,913	71,913	6,000	6,000
<b>TOTAL OPERATING EXPENSES</b>	<b>28,600</b>	<b>89,340</b>	<b>99,853</b>	<b>35,200</b>	<b>35,200</b>
		-66,950	-66,950		reserve
<b>Reserve Funding</b>					
522.065 Fire Truck/Equipment Reserve	8,498	0	4,195	3,248	3,248
<b>TOTAL CAPITAL OUTLAY</b>	<b>8,498</b>	<b>0</b>	<b>4,195</b>	<b>3,600</b>	<b>3,600</b>
<b>GRAND TOTAL - FIRE CONTROL</b>	<b>37,098</b>	<b>21,032</b>	<b>37,098</b>	<b>38,448</b>	<b>38,448</b>

22-23 ( \$66,950 pulled from reserve)



	2022-2023	2022-2023	2022-2023	2023-2024
	BUDGET	TO DATE	PROJECTED	PROPOSED
<b>Account</b>				
<b>GARBAGE/SOLID WASTE</b>				
534.012 <b>Salaries - Garbage</b>				
Driver - Grapple Truck	0		0	
Collector	28,621			
Collector II	31,720			
Collector II	27,040			
Driver - Garbage Truck	31,866			
Overtime/Comp Time	8,450	1,140	1,140	
Sick/Annual Leave-Termination	750	3,164	3,164	
Bonus	0	1,200	1,200	
<b>TOTAL SALARIES</b>	<b>128,447</b>	<b>59,331</b>	<b>59,331</b>	<b>0</b>
534.021 FICA	9,826	4,539	4,539	
534.023 Group Health/Life	32,900	21,830	24,100	
<b>TOTAL PERSONNEL EXPENSES</b>	<b>171,173</b>	<b>85,699</b>	<b>87,970</b>	<b>0</b>
<b>Operating Expenses</b>				
534.039 Gas/Oil/Grease	32,500	11,316	11,400	
534.041 Communications	500	88	250	
534.046 Repairs/Maintenance	15,400	21,906	23,100	
534.034 Contracted Services	30,000	30,890	161,900	
534.049 Current Charges	1,300	2,062	2,400	
534.052 Operating Supplies	3,500	1,964	39,000	
534.055 Uniforms	4,900	3,158	3,500	
<b>TOTAL OPERATING EXPENSES</b>	<b>88,100</b>	<b>71,383</b>	<b>241,550</b>	<b>0</b>
<b>Reserve Funding/Capital Outlay</b>				
534.066 Reserve - Vehicles/Equipment	8,000	0	0	
Reserve Garbage Truck / Grapple Truck	95,000	0	0	
<b>GRAND TOTAL-GARBAGE/SOLID WASTE</b>	<b>362,273</b>	<b>157,083</b>	<b>329,520</b>	<b>0</b>

moved to Streets 22-23

purchase of Pop's trash cans

Account		2022-2023 BUDGET	2022-2023 TO DATE PROJECTED	2022-2023 PROJECTED	2023-2024 BUDGET
	<b>STREETS/PARKS/CEMETERIES/SOLID WASTE</b>				
	<b>ANIMAL CONTROL/SHOP</b>				
541.012	<b>Salaries</b>				
	JA Public Works Director	45,938			47,502 salary
	RW Street Foreman	38,834			40,152
	JL Operator/Inmate Crew Supervisor	28,625			31,738 extra responsibilities
	CH Operator - Part-Time	25,400			15,950 part-time
	JN Laborer/Animal Control	29,204			31,278
	JR Laborer	30,535			31,571
	HW Laborer	29,703			30,714
	Laborer/Driver/Operator	30,170			30,109
	DC Driver - Grapple Truck	37,856			39,150
	Driver / Street Cleaner ??	0	???		0 proposed elimination of position
541.017	Overtime/On-Call Compensation	18,900	20,080	25,600	28,900 some offset for county animal control ce
	<b>Performance/Merit Bonus</b>	1,200	2,400	2,400	<b>8,000</b>
	<b>TOTAL SALARIES</b>	<b>316,365</b>	<b>183,681</b>	<b>318,400</b>	<b>335,064</b>
541.021	FICA	24,355	14,052	24,358	25,632
541.023	Group Health/Life	48,600	31,093	41,200	73,920 \$770/mo x 8 employees
	<b>TOTAL PERSONNEL EXPENSES</b>	<b>389,320</b>	<b>228,826</b>	<b>383,958</b>	<b>434,616</b>
541.039	<b>Operating Expense</b>				
	Gas/Oil/Grease	34,000	33,173	45,000	45,850
	Communications	2,600	2,004	2,600	2,600
	Signs	7,500	9,723	9,900	8,000
	Utilities	4,900	4,174	5,600	5,900
	Mowing Equipment/Supplies	12,000	6,722	8,700	10,000
	Special Improvement Projects	65,000	12,796	41,200	<b>10,650</b> some from ARPA also
	Repairs/Maintenance - Vehicles/Equipment	16,000	17,061	18,000	14,500
	<b>Contractual Services - Roads/Sidewalks</b>	0	0	0	<b>32,390</b> some from ARPA also
	Barricade/Cone Rental or Purchase	4,100	2,250	3,800	3,800
	Current Charges	4,000	4,406	6,500	8,000
	Operating Supplies	51,000	37,065	46,000	55,900

2022-2023 BUDGET    2022-2023 TO DATE PROJECTED    2023-2024 BUDGET

**STREET DEPARTMENT EXPENSES - CONTINUED**

541.055	Uniforms	9,600	6,701	7,300	7,400
541.060	Street Lights	66,100	51,016	67,900	68,400
	<b>New - Garbage Collection Services</b>	0	0	0	406,500
	<b>New - Solid Waste Tipping Fee??</b>	0	0	0	500
					\$33,065/mo. tipping fees bill from county? moved from street dept
541.048	Lease Grapple Truck - ends 8/2023	37,730	30,870	37,730	0
541.062	Park Supplies/Expenses	3,600	6,012	6,400	6,200
541.014	Cemetery Supplies /Improvements	8,000	4,453	5,600	10,000
541.063	Tree and Landscape Services/Supplies	6,100	6,157	6,300	7,800
	Education - Certification for Traffic Control	1,000	0	1,000	1,000
	Animal Control Expenses	2,200	630	1,100	1,000
541.054	Animal Control - County Partnership	7,151	5,363	7,151	7,151
541.057	Lease Agreements-parking lot	1,760	1,760	1,760	1,760
541.059	County Road Bond Agreement (until 2052)	30,000	30,000	30,000	30,000
549.100					
	<b>TOTAL OPERATING EXPENSES</b>	<b>374,341</b>	<b>272,337</b>	<b>359,541</b>	<b>745,301</b>

**Capital Outlay**

541.065	Equipment/Vehicle - Pick-Up Truck 3/4 Ton Flat	34,000	30,321	30,321	75,000
	Grapple Truck Purchase (Off-Lease)	79,800	0	79,800	0
	Backhoe (split W/S- Gen. Fund)	90,000	0	90,000	0
	<b>Jet Trailer</b>	0	65,871	65,871	0

**Reserve Funding**

541.068	Reserve-Veh/Equip/Street Improvements	16,000	16,000	22,000	4,000
	To Paving Reserve- Local Option Gas Tax	12,000	21,263	43,200	43,000
		0	0	0	8,400
	<b>New - To Reserve-Storm Water Assessment</b>				
	<b>TOTAL CAPITAL OUTLAY/RESERVE</b>	<b>231,800</b>	<b>133,455</b>	<b>331,192</b>	<b>130,400</b>

**GRAND TOTAL-STREETS/PARKS/CEMETERIES/ANIMAL CONTROL/SHOP**

		<b>995,461</b>	<b>634,618</b>	<b>1,074,691</b>	<b>1,310,317</b>
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moving all receipts to reserve

Account	2022-2023 BUDGET	2022-2023 TO DATE	2022-2023 PROJECTED	2023-2024 PROPOSED	
<b>WATER/SEWER REVENUE</b>					
343.310	422,400	262,870	409,900	452,900	23-24 Proposed water rate increase
343.312	13,000	12,854	16,500	18,720	
343.325	48,300	31,525	49,000	52,800	
343.510	877,600	532,263	808,700	850,000	10/23 next 2% increase
343.512	11,306	9,175	14,100	27,665	
369.000	23,000	4,453	6,000	13,000	
	From Water Vehicle/Equipment Res	18,000	0	10,000	hydrant/main repair/truck
	From Sewer Vehicle/Equipment Res	40,000	0	24,000	
	From Sewer Asset Mgt. Reserves	45,000	11,000	50,000	for Mays Street
	From Sewer Systems Charges	0	100,000	310,000	for Cross Landings/ hickory st lift
	From Sewer USDA Asset Reserve	0	11,200	15,000	roof replacement/storage facility
	From Water Asset Management	0	0	10,000	any asset mgt. projects 23/24?
	From Solar Array Debt Reserve	5,200	1,465	24,700	for loan payments
	From Water/Sewer Emergency	5,000	0	12,000	emergency repairs
	From BP Reserves for CDBG Grant	0	0	50,000	for match portion CDBG
	From Water Systems Charges	0	0	14,000	
207.214	20,000	25,000	25,000	25,000	for admin
	<b>TOTAL WATER/SEWER REVENUE</b>	<b>1,528,806</b>	<b>879,605</b>	<b>1,488,700</b>	<b>1,977,785</b>
<b>WATER/SEWER GRANT/APPROPRIATION REVENUE</b>					
337.901	Water Main Replacement 2021 & 202	325,000	17,690	290,000	40,000
	Water - Other Grant Funding	500,000	0	0	400,000
334.400	Sewer - Solar Facility Grant	1,800,000	10,000	400,000	1,400,000
	Sewer - Other Grant Funding	500,000	0	0	300,000
	Sewer - Wauneenah Extension	750,000	0	0	0
389.400	Sewer - Montivilla Extension	1,690,000	33,750	300,000	1,390,000
331.600	American Rescue Plan Act Allotment	550,000	20,085	70,000	358,000
	DEO U.S. 19 South Lift Station Improv	4,200,000	0	0	1,000,000
	<b>TOTAL WATER/SEWER GRANT INC</b>	<b>10,315,000</b>	<b>81,525</b>	<b>1,060,000</b>	<b>4,888,000</b>

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Account	2022-2023 BUDGET	2022-2023 TO DATE	2022-2023 PROJECTED	2023-2024 PROPOSED	
<b>WATER EXPENSES</b>					
<b>Salaries</b>					
	0	0	0	49,400	
<b>New - Lead Operator-Water</b>					
Deputy Clerk - Utilities	34,778			36,373	extra water use audit duties
MS Water Specialist	30,784		28,400	31,842	change during year
WW Meter Reader	30,826			31,195	
SL Water Specialist	29,703			27,959	
CR Water Specialist	31,867			32,962	
533.017 Overtime/On-Call	23,000	13,365	18,500	20,400	
Sick Leave/Annual Leave - Separation	500	0	0	400	
Performance/Merit Bonus	1,100			6,000	
<b>TOTAL SALARIES</b>	<b>182,558</b>	<b>87,150</b>	<b>153,900</b>	<b>236,531</b>	
533.021 FICA	13,966	6,667	11,773	18,095	
533.023 Group Health/Life	41,400	24,791	34,200	46,226	\$770/mo x 5 employees
<b>TOTAL PERSONNEL</b>	<b>237,924</b>	<b>118,608</b>	<b>199,873</b>	<b>300,852</b>	
<b>Operating Expenses</b>					
533.031 Professional Services/Engineering	1,000	0	500	500	
533.034 Contractual Services	3,500	5,537	6,200	6,600	some extra testing requirements
533.035 Water Tower Inspection/Maintenance	34,517	34,517	34,517	34,520	
533.038 Sunshine State One Call	650	695	1,040	1,100	
533.039 Gas/Oil/Grease	13,900	10,437	15,800	16,200	
533.041 Communication	2,300	1,263	1,880	1,900	
533.042 Freight/Postage/Delivery	6,100	4,990	7,800	8,500	
533.043 Utility Services	32,400	27,901	41,860	42,000	
533.045 Insurance	38,000	2,500	21,400	36,200	
533.046 Repairs & Maintenance - Distribution	22,000	10,258	17,700	31,200	includes hydrant/main work
533.044 Repairs & Maintenance - Wells	18,000	2,756	31,000	20,000	
533.048 Repairs & Maintenance - Vehicles/Equip	5,000	5,191	4,800	6,000	
533.049 Current Charges	400	39	200	200	
533.051 Office Supplies	700	0	200	200	

2022-2023 BUDGET      2022-2023 TO DATE      2022-2023 PROJECTED      2023-2024 PROPOSED

**WATER EXPENSES - CONTINUED**

533.052	Operating Supplies	50,000	54,299	61,000	64,000	includes meters
533.054	Membership/Certification / Educational	3,500	1,017	1,200	1,200	
533.055	IT Equipment/Support	3,700	249	900	900	
533.059	Uniforms	5,800	1,265	1,850	1,960	
533.068	Annual Water Report Distribution Expens	675	451	451	480	
	<b>TOTAL OPERATING EXPENSES</b>	<b>242,142</b>	<b>163,366</b>	<b>250,298</b>	<b>273,660</b>	
	<b>Capital Outlay</b>					
	Pick-Up Truck	0	0	0	26,000	
	<b>Reserve Funding</b>					
	Water Vehicles/Equipment	6,000	0	3,000	6,000	
	Water Asset Management Plan Reserve	6,000	0	3,000	37,000	for relocation 19 S. repaving
	<b>TOTAL PERSONNEL, OPERATING, RESEF</b>	<b>492,066</b>	<b>281,973</b>	<b>456,171</b>	<b>643,512</b>	
	<b>WATER - GRANT EXPENSE</b>					
533.701	Water Loss Grant 2021 & 2022	325,000	17,690	295,000	40,000	
	Water - Other Grant Funding	500,000	0	0	400,000	Legislative appropriation
559.100	American Rescue Plan Act Allotment	0	60,428	0	78,000	detail page 20
	<b>TOTAL GRANT EXPENSES - WATER</b>	<b>825,000</b>	<b>78,118</b>	<b>295,000</b>	<b>518,000</b>	

	2022-2023 BUDGET	2022-2023 TO DATE	2022-2023 ROJECTED	2023-2024 PROPOSED
<b>Account SEWER EXPENSE</b>				
<b>535.012 Salaries</b>				
Lead Operator	50,761			52,284
Assistant Treatment Plant Operator	43,455			44,934
Equipment Mechanic III	42,059			43,493
Equipment Mechanic II	41,455			36,561
Sewer Plant Technician	30,784			31,822
535.017 Overtime	8,450	7,469	8,900	9,900
535.013 Accrued Sick/Vacation - Termination	1,300	0	400	800
<b>Performance/Merit Bonus</b>	0	1,500	1,500	<b>5,000</b>
<b>TOTAL SALARIES</b>	<b>218,264</b>	<b>121,185</b>	<b>209,400</b>	<b>224,794</b>
535.021 FICA	16,697	9,271	16,019	17,197
535.023 Group Health/Group Life	24,680	22,782	32,500	36,952
<b>TOTAL PERSONNEL EXPENSES</b>	<b>259,641</b>	<b>153,237</b>	<b>257,919</b>	<b>278,943</b>
<b>Operating Expenses</b>				
535.031 Professional Services	1,400	0	1,100	1,000
535.034 Contractual Services	21,100	5,712	14,000	13,000
535.033 Sludge Disposal	1,600	0	4,600	7,700
535.039 Gas/Oil/Grease	17,600	7,730	11,600	12,100
535.040 Travel and Per Diem	500	0	400	0
535.041 Communications	12,700	4,805	7,900	8,100
535.042 Postage/Freight/Delivery	5,200	5,067	8,200	8,600
535.043 Utilities	105,100	84,265	126,700	76,200
535.045 Insurance	41,000	2,500	31,100	40,000
535.044 Repairs & Maintenance - Sewer Plant	30,000	10,255	29,400	15,000
535.046 Repairs & Maintenance - Collections Sy	40,717	45,239	100,000	335,000
<b>Repairs &amp; Maintenance - CDBG Gran</b>	0	0	0	50,000
535-048 Repairs & Maintenance - Vehicles	7,600	7,397	8,750	8,500

\$770 mo. x 4 employees

solar coming on-line? Needs review

roof replacement / storage facility

23- Cross Landings/Hickory St/Mays St Lifts to be taken from BP Funds

2022-2023 BUDGET 2022-2023 TO DATE PROJECTED 2022-2023 PROPOSED 2023-2024 PROPOSED

**SEWER EXPENSES - CONTINUED**

535.049	Current Charges	6,500	642	1,200	2,200
535.051	Office Supplies	800	0	200	200
535.052	Operating Supplies	32,500	17,734	27,100	41,226
535.054	Membership/Educational Costs	1,000	340	800	1,300
535.055	IT Support/Programming/Back-up Supp	4,000	88	540	725
535.059	Uniforms	4,360	3,669	5,400	4,800
	<b>TOTAL OPERATING EXPENSES</b>	<b>333,677</b>	<b>195,444</b>	<b>378,990</b>	<b>625,651</b>
<b>Debt Service</b>					
207.200	1990 Bond (through 2030)	138,900	46,300	138,900	138,200
207.400	2013 Bond (through 2053)	201,600	67,200	201,600	201,600
572.200	Solar Project Debt Service	5,200	1,465	3,800	24,700
	<b>TOTAL DEBT SERVICE</b>	<b>345,700</b>	<b>114,965</b>	<b>344,300</b>	<b>364,500</b>
<b>Capital Outlay</b>					
	Vehicle/Equipment-	60,000	0	24,000	0 Backhoe 22/23
	Other				0
<b>Reserve Funding</b>					
535.066	Reserve Funding - Vehicles/Equipment	5,000	0	0	35,000 for 3/4/ ton truck 24/25
	USDA Asset Management Reserve	7,000	7,000	7,000	7,000 bond requirement
	Treatment Plant Replacement	4,000	0	0	2,000
	Reserve Funding - Asset Management	20,000	0	12,000	21,000 includes for manhole relocation 25/26
	<b>TOTAL OPERATING/DEBT SER/CAP OUT</b>	<b>1,035,018</b>	<b>470,646</b>	<b>1,024,209</b>	<b>1,334,094</b>
<b>SEWER - GRANT EXPENSE</b>					
572.210	Sewer - Solar Facility Grant	1,800,000	10,000	400,000	1,400,000
	Sewer - Other Grant Funding	500,000	0	0	300,000 allowing for new grants
	Sewer - Waukeena Extension	750,000	0	0	0
572.400	Sewer - Montivilla Extension	1,690,000	33,750	300,000	1,390,000
	DEO U.S. 19 South Lift Station Improve	4,200,000	0	0	1,000,000
559.100	American Rescue Plan Act Allotment	550,000	26,550	400,000	280,000 detail page 20
	<b>TOTAL - SEWER GRANT EXPENSE</b>	<b>9,490,000</b>	<b>70,300</b>	<b>1,100,000</b>	<b>4,370,000</b>



**CAPITAL IMPROVEMENTS RESERVE BUDGET**

**2023-2024**

GENERAL FUND	Acquire Date	Cost	PRIOR YR BALANCE	TRANSFERS IN	TRANSFERS OUT	PROJECTED BALANCE 9/30/2024	5-YEAR CAPITAL RESERVE BUDGET								
							2024/2025	2025/2026	2026/2027	2027/2028	2028/2029				
LAW ENFORCEMENT															
Veh/Equip	Various	Various	49,781	1,000	0	50,781	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
FIRE CONTROL															
Fire Truck/Equipment	not known		45,650	6,200	0	51,850	7,700	8,200	8,500	8,800	8,800	8,800	8,800	8,800	9,100
STREETS/PARKS															
Vehicle/Backhoe			2,900	14,000	0	16,900	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Grapple Truck	2025		198,200	0	0	198,200	3,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
WATER/SEWER FUND															
Sewer - Treatment Plant	2055		13,919	2,000	0	15,919	5,000	5,000	5,000	10,000	10,000	10,000	10,000	12,000	12,000

RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - RESTRICTED

	As of 10/1/2023 Estimated	Projected In Est.	Projected Out Est.	Projected Balance 9/30/2024
<b>GENERAL FUND</b>				
Cemetery Trust Fund	191,300	17,600	10,000	198,900
New Local Option Gas Tax (Paving)	201,700	22,100	30,000	193,900
<b>WATER / SEWER FUND</b>				
<u>Bond Reserves</u>				
Obligation Bond Reserves -92-95	158,400	2,200	0	160,600 required \$138,500
2013 Bond Issue - Required Reserve	207,901	1,350	0	209,251 required \$201,600
USDA Asset Management	35,500	7,000	15,000	27,500
<u>Systems Service Charges</u>				
Water Systems Charges	81,900	7,900	14,000	75,800
Sewer Systems Charges	304,208	18,900	300,000	23,108 Cross Landings/Hicl

RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - UNRESTRICTED

	As of 10/1/2023 Estimated	Projected In Est.	Projected Out Est.	Projected Balance 9/30/2024
<b>GENERAL FUND</b>				
General Fund Savings (BP Proceeds)	74,098	250	50,000	24,348 CDBG Match
Facilities Management Reserve	121,400	8,000	0	129,400
City Hall - Maintenance Reserve	13,000	0	13,000	0 roofing
Economic Development	5,000	0	0	0
Grapple Truck Reserve	198,200	0	0	198,200
Street Vehicle/Equipment	92,679	14,000	0	106,679
<b>WATER SEWER FUND</b>				
Water / Sewer Emergency Fund	22,741	1,100	0	23,841
Sewer Vehicles/Equipment	30,990	35,000	0	65,990
Sewer Asset Management Plan Resen	56,000	21,000	50,000	22,000
Water - Vehicle/Equipment	22,056	10,000	0	32,056
Water Asset Management Plan Reserv	17,000	10,000	0	13,000

AMERICAN RESCUE PLAN ACT DETAIL

**Budget Year 2022 - 2023**

	BUDGETED	TO DATE 22-23	2022-2023 PROJECTED
Carryforward	874,614.00		972,210.69
Additional Distributions	0.00	1,690.19	1,690.19
Anticipated Interest Revenues - 22-23	2,800.00	24,401.00	28,100.00
<b>TOTAL REVENUES</b>	<b>877,414.00</b>	<b>26,091.19</b>	<b>1,002,000.88</b>

**Anticipated Expenditures 2022-2023 Budget Year**

**General Fund:**

Administrative Reporting Fees	3,000.00	590.00	590.00
*City Hall Repairs / Consulting Fee	140,000.00	3,500.00	16,000.00
<b>GEN. FUND TOTAL EXPENDITURES</b>	<b>143,000.00</b>	<b>4,090.00</b>	<b>16,590.00</b>

**Water/Sewer:**

*Sewer - Lift Station Engineering & Surveying(Cross Landings)	0.00	28,750.00	70,000.00
*Sewer - Lift Station Replacement (Cross Landings)	450,000.00	0.00	50,000.00
*Sewer - Project Engineering / Preventive Maintenance	100,000.00	0.00	0.00

**W/S FUND TOTAL EXPENDITURES**

<b>22/23 TOTAL GEN &amp; W/S EXPENDITURES</b>	<b>550,000.00</b>	<b>28,750.00</b>	<b>120,000.00</b>
<b>ANTICIPATED BALANCE 9/30/2023</b>	<b>693,000.00</b>	<b>32,840.00</b>	<b>136,590.00</b>
	<b>184,414.00</b>		<b>865,410.88</b>

AMERICAN RESCUE PLAN ACT DETAIL

	BUDGETED
<b>Budget Year 2023 - 2024</b>	
Carryforward	865,410.88
Additional Distributions	1,500.00
Anticipated Interest Revenues - 23-24	15,500.00
	<u>882,410.88</u>
<b>TOTAL REVENUES</b>	
<b>Anticipated Expenditures 2023-2024 Budget Year</b>	
<b>General Fund:</b>	
Administrative Reporting Fees	1,000.00
City Hall - Repairs/New Building	383,000.00
Special City Parks/Sidewalks/Streets Infrastructure Projects -	128,000.00
Police Department - Surveillance Equipment	12,000.00
	<u>524,000.00</u>
<b>GEN. FUND TOTAL EXPENDITURES</b>	
<b>Water/Sewer:</b>	
Sewer - Lift Station Engineering (Cross Landings)	25,000.00
*Sewer - Lift Station Replacement (Cross Landings)	210,000.00
*Sewer - Project Engineering /Maintenance	45,000.00
*Water - Meter and Facility Rehabilitation	78,000.00
	<u>358,000.00</u>
<b>W/S FUND TOTAL EXPENDITURES</b>	
23/24 TOTAL GEN & W/S EXPENDITURES	882,000.00
ANTICIPATED BALANCE 9/30/2024	410.88

some moved to police project