SPECIAL CITY COMMISSION MEETING TRIM FINAL HEARING
TUESDAY, SEPTEMBER 26, 2023
6:00 P.M
COMMISSION CHAMBERS, CITY HALL
8 W. BROADWAY ST.
FORT MEADE, FLORIDA 33841

AGENDA

1. **CALL TO ORDER**

2. **ROLL CALL – CITY CLERK**

3. **INVOCATION AND PLEDGE TO THE FLAG**

   Invocation – ***James Watts, Mayor***

   Pledge to the Flag of the United States of America – ***Mayor James Watts***

4. **ADDITIONS AND/OR DELETIONS**

5. **PRESENTATIONS/AWARDS/REPORTS**

6. **PUBLIC FORUM: Citizen comments for items not on the agenda (3-minute maximum length)**

7. **PUBLIC HEARINGS:**

   A. **SECOND PUBLIC HEARING** and Final Reading on Ordinance 2023-17 Adopting the Final Millage Rate for Fiscal Year 2023-2024 – ***Mary Dimitroff***

   B. **SECOND PUBLIC HEARING** and Final Reading on Ordinance 2023-18 Adopting the Final Budget for Fiscal Year 2023-2024 – ***Mary Dimitroff***

8. **CONSENT AGENDA:**

9. **NEW BUSINESS:**

   A. Presentation of Fiscal Year 2022 Audit – ***Mary Dimitroff***

   B Opening CD and Money Market Accounts with SouthState Bank – ***Mary Dimitroff***

   C. Engineering Services Agreement – Amendment No. 1 CDBG 22 CR Streeetscape, Phase 1 with Mittauer & Associates – ***Maria Sutherland***

10. **CITY ATTORNEY COMMENTS:**

11. **CITY MANAGER COMMENTS:**

12. **CITY COMMISSION COMMENTS:**

13. **STAFF REPORTS:**

14. **UPCOMING MEETINGS:**

    A. October 10, 2023, Regular City Commission Meeting at 6:00 PM

B. October 24, 2022, Special City Commission Meeting at 6:00 PM

15. ADJOURNMENT:

NOTE: ***If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings, and for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (F.S. §286.0105)***

CITY OF FORT MEADE, FLORIDA
STAFF REPORT
FOR MEETING OF SEPTEMBER 26, 2023
AGENDA ITEM 7-A

SUBJECT:

Second Public Hearing and Final Reading on Ordinance No. 23-17 Adopting the Millage Rate for Fiscal Year 2023-2024.

BACKGROUND:

The first item of discussion regarding the final Millage Rate. The City Commission set the original Millage Rate at 8.6306 Mills on July 11, 2023, which was publicly noticed via the annual TRIM letters mailed by the Property Appraiser in August 2023. However, City administration would like to propose a **lower** rate of 8.0000 Mills. This is the same millage rate as last year.

The original advertised Millage Rate of 8.6306 Mills was an increase of 15.61% over the current year rolled-back rate of 7.4652 Mills. That Millage Rate would generate $1,585,922, but when discounted to 95% would generate $1,506,626 which is $160,272 more than the current budget year proceeds of $1,346,354. The proposed Millage Rate of 8.0000 Mills will generate $1,470,045 but when discounted to 95% will generate $1,396,543. This amount is $127,235 more that the current year budget.

In accordance with SS F.S. Chapter 200.065 4.(d.), in no event may the Millage Rate adopted exceed the millage rate tentatively adopted. If the rate tentatively adopted exceeds the proposed rate provided to the property appraiser, each taxpayer within the jurisdiction of the taxing authority shall be sent notice by first-class mail of his or her taxes under the tentatively adopted millage rate and his or her taxes under the previously proposed rate. The notice must be prepared by the Property Appraiser, at the expense of the taxing authority, and must generally conform to the requirements of s. 200.069. If such additional notice is necessary, its mailing must precede the final hearing by not less than 10 days and not more than 15 days.

At all public hearings, the City Commission shall hear comments regarding the Millage Rate and citizens shall be allowed to speak and ask questions, prior to the adoption of any measures by the City Commission.

FISCAL IMPACT/FUNDING SOURCE:

The City's Ad Valorem Taxes are budgeted in the General Fund for the City of Fort Meade. The adopted Millage Rate assessed on the current year property values determine the amount of taxes levied and received by the City.

RECOMMENDATION:

1. Adopt 8.0000 Mills as the Millage Rate for Fiscal Year 2023-2024, which is 7.16 %
   difference from the current year rolled-back rate of 7.4652 Mills.

2. Approve Ordinance No. 23-17 on Second and Final Reading.

MOTION:

1. Adopt 8.0000 Mills as the Millage Rate for Fiscal Year 2023-2024, which is 7.16% greater than the current year rolled-back rate of 7.4652 Mills.

2. Approve Ordinance No. 23-17 on the Second and Final Reading.

Submitted By: Mary Dimitroff, Comptroller

Approved By: Maria Sutherland, Interim City Manager

ORDINANCE NO. 23-17

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FORT MEADE, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF FORT MEADE FOR FISCAL YEAR 2023-2024 AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Fort Meade of Polk County, Florida, on September 12, 2023, adopted a tentative Fiscal Year 2023-2024 millage rate following a public hearing as required by Florida Statutes 200.065: and,

WHEREAS, the City Commission of the City of Fort Meade of Polk County, Florida, will hold a public hearing as required by Florida Statute 200.065 on September 26, 2023, to establish the final millage rate for Fiscal Year 2023-2024; and,

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within the City of Fort Meade has been certified by the County Property Appraiser to the City of Fort Meade as $183,755,664.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF FORT MEADE, FLORIDA:

SECTION 1. The fiscal year 2023-2024 operating millage rate for the City of Fort Meade is 8.0000 mills, which is 7.16% more than the rolled back rate. The rolled back millage rate computed by the City of Fort Meade pursuant to the instructions furnished by the Polk County Property Appraiser for the fiscal year 2023-2024 is 7.4652 mills.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its adoption.

PASSED ON FIRST READING this 12th day of September 2023.
PASSED ON SECOND READING this 26th day of September 2023.

CITY OF FORT MEADE, FLORIDA

_____
James Watts, Mayor

ATTEST:

_____
Melissa Cannon, Deputy City Clerk

APPROVED:

_____
Maria Sutherland, Interim City Manager

APPROVED AS TO FORM AND LEGALITY:

_____
Christopher Berg, Esquire, City Attorney

CITY OF FORT MEADE, FLORIDA
STAFF REPORT
FOR MEETING OF SEPTEMBER 26, 2023
AGENDA ITEM 7.B.

SUBJECT:

Second Public Hearing and Final Reading on Ordinance No 23-18 Adopting the Annual Operating and Capital Budget for Fiscal Year 2023/2024.

BACKGROUND:

The second issue to be discussed at the public hearing on the millage rate and the budget is the Annual Operating and Capital Budget. The total proposed annual operating and capital budget for the City of Fort Meade for Fiscal Year 2023/2024 is $25,882,113 which is $2,772,116 ***LESS*** than Fiscal Year 2022/2023 and represents a 9.77% decrease.

The attached Exhibit A — Budget Summary All Funds reflects the proposed budget after several budget workshops held through the month of August 2023.

The decrease in the budget is due in part to reducing/delaying capital projects. The ARPA grant budget has reduced from $2.4M to $574K. Should the Commission enact these recommendations, the total operating and capital budget would become $25,882,113 as shown in Exhibit A.

At all hearings, the Commission shall hear comments regarding the tentative budget and citizens shall be allowed to speak and ask questions prior to the adoption of any measures by the Commission.

FISCAL IMPACT FUNDING SOURCE:

Not applicable.

RECOMMENDATION:

Adopt $25,882,113 as the Annual Operating and Capital Budget for the Fiscal Year 2022/2023.
Approve Ordinance No. 23-18 on Second Public Hearing and Final Reading.

MOTION: To adopt $25,882,113 as the Annual Operating and Capital Budget for the Fiscal Year 2023/2024.
To approve Ordinance No. 23-18 on Second Public Hearing and Final Reading.

Submitted By: Mary Dimitroff, Comptroller
Final Approval By: Maria Sutherland, Interim City Manager

ORDINANCE NO. 2023-18

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FORT MEADE, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2023-2024; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Fort Meade, Florida, on September 12, 2023, and September 26, 2023, held public hearings as required by Florida Statute 200.065; and

WHEREAS, the City Commission of the City of Fort Meade, Florida, set forth the appropriations and revenue estimate for the budget for fiscal year 2023-2024 in the amount of $25,882,113 as shown on the attached **Exhibit "A"** and incorporated herein.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF FORT MEADE, FLORIDA, AS FOLLOWS:

SECTION 1. The sum of $25,882,113 is hereby appropriated out of all the various revenues accruing to the City of Fort Meade and set aside for the purpose of paying the expenses of and maintaining the government of the City of Fort Meade for the Fiscal Year 2023-2024. The Final Budget of the City of Fort Meade, Florida, for Fiscal Year commencing October 1, 2023, on file in the office of the City Clerk, a Budget Summary of which is attached hereto, is hereby adopted by reference as the Official Budget of the City of Fort Meade, Florida for Fiscal Year 2023-2024.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its passage.

PASSED ON FIRST READING this 12th day of September 2023.

PASSED ON SECOND READING this 26th day of September 2023.

CITY OF FORT MEADE, FLORIDA

_____
James Watts, Mayor

ATTEST:

_____
Melissa Cannon, Deputy City Clerk

APPROVED:

_____
Maria Sutherland, Interim City Manager

APPROVED AS TO FORM AND LEGALITY:

_____
Christopher Berg, Esquire, City Attorney

BUDGET SUMMARY
CITY OF FORT MEADE FISCAL YEAR 2023-2024

THE PROPOSED OPERATING EXPENDITURES OF THE CITY OF FORT MEADE ARE 9.77 PERCENT LESS THAN LAST YEARS TOTAL OPERATING EXPENDITURES

Millage/$1,000 of Property Value

ESTIMATED REVENUES		GENERAL FUND	SPECIAL REVENUE FUNDS	ENTERPRISE FUNDS	TOTAL BUDGET
Ad Valorem Tax (Millage/$1,000)	8.0000	$1,396,540	$490,000	$0	$1,886,540
Fuel Taxes		$354,815	$0	$0	$354,815
City Taxes		$434,000	$0	$0	$434,000
Communication Serv Tax		$122,145	$0	$0	$122,145
Permits and Fees		$136,900	$5,000	$0	$141,900
Franchise Fees		$104,000	$0	$0	$104,000
Special Assessments		$0	$632,000	$0	$632,000
Intergovernmental		$1,404,499	$6,750,000	$0	$8,154,499
Culture and Recreation		$13,000	$0	$0	$13,000
Fines and Forfeitures		$85,000	$0	$0	$85,000
Charges for Services		$0	$0	$10,485,780	$10,485,780
Other		$18,000	$4,725	$225,000	$247,725
TOTAL SOURCES		**$4,068,899**	**$7,881,725**	**$10,710,780**	**$22,661,404**
Transfers In		$885,600	$413,000	$0	$1,298,600
Fund Balance/Reserves/Net Assets		$262,075	$1,660,034	$0	$1,922,109
TOTAL REVENUE, TRANSFERS & BALANCES		**$5,216,574**	**$9,954,759**	**$10,710,780**	**$25,882,113**
ESTIMATED EXPENDITURES					
General Government		$1,814,167	$125,674	$0	$1,939,841
Public Safety		$1,560,020	$708,000	$0	$2,268,020
Physical Environment		$1,350,450	$8,667,510	$9,242,430	$19,260,390
Transportation		$18,000	$8,065	$0	$26,065
Economic Environment		$0	$155,000	$0	$155,000
Culture and Recreation		$337,927	$0	$0	$337,927
Other Nonoperating		$0	$0	$0	$0
Debt Service		$136,010	$90,510	$369,750	$596,270
TOTAL EXPENDITURES		**$5,216,574**	**$9,754,759**	**$9,612,180**	**$24,583,513**
Operating Transfers Out		$0	$200,000	$1,098,600	$1,298,600
Fund Balance/Reserves/Net Assets		$0	$0	$0	$0
TOTAL EXPENDITURES, TRANSFERS, AND FUND BALANCES		**$5,216,574**	**$9,954,759**	**$10,710,780**	**$25,882,113**

FISCAL YEAR 2023-2024 PROPOSED BUDGET

Fund 001 - GENERAL FUND GL NUMBER	DESCRIPTION	PROPOSED FY 2024
REVENUE		
001-000.00-311.000	AD VALOREM TAX	1,396,540
001-000.00-312.300	COUNTY 9TH CENT GAS TAX	34,500
001-000.00-312.310	LOCAL OPTION 6TH CENT TAX	195,842
001-000.00-312.400	NEW LOCAL OPTION FUEL TAX	124,473
001-000.00-314.120	ELECTRIC CITY TAXES	335,000
001-000.00-314.320	WATER CITY TAXES	76,000
001-000.00-314.400	UTIL TAX - NATURAL GAS	10,000
001-000.00-314.800	UTIL TAX - PROPANE	3,500
001-000.00-315.100	COMMUNICATIONS SERVICES TAX	122,145
001-000.00-316.100	LOCAL BUSINESS TAX	9,500
001-000.00-322.000	BUILDING PERMITS	120,000
001-000.00-322.009	RIGHT OF WAY PERMIT	2,000
001-000.00-323.400	FRANCHISE FEES - NATURAL GAS	24,000
001-000.00-323.700	FRANCHISE FEES-SOLID WASTE	80,000
001-000.00-329.010	GOLF CART PERMITS	1,400
001-000.00-329.050	RENTAL PROPERTY PERMITS	6,500
001-000.00-329.060	ZONING FEES	7,000
001-000.00-335.120	STATE REVENUE SHARING	349,269
001-000.00-335.140	MOBILE HOME LICENSE TAX	15,000
001-000.00-335.150	ALCOHOLIC BEV LICENSE TAX	4,500
001-000.00-335.180	HALF CENT SALES TAX	404,730
001-000.00-338.010	COUNTY BUSINESS TAX	2,000
001-000.00-338.040	COUNTY PUBL LIBR COOP FDS	50,000
001-000.00-338.060	FDOT HIGHWAY MAINTENANCE	14,000
001-000.00-341.200	INTERNAL SERVICE FEES	565,000
001-000.00-347.100	LIBRARY FEES	10,000
001-000.00-347.260	USER FEES-PARK FACILITIES	3,000
001-000.00-351.000	COURT FINES	5,000
001-000.00-354.020	CODE ENFORCEMENT FINES	25,000
001-000.00-359.010	CUSTOMER SERVICE FINES	55,000
001-000.00-361.010	INTEREST EARN ON INVEST	3,000
001-000.00-364.010	CEMETERY LOT SALES	10,000
001-000.00-369.010	OTHER MISC REVENUE	5,000
001-000.00-382.010	TRF FM ELECTRIC FUND	864,600
001-000.00-382.020	TRF FM WATER FUND	7,000
001-000.00-382.030	TRF FM SEWER FUND	7,000
001-000.00-382.150	TRF FM SOLID WASTE	7,000
001-000.00-399.910	FUND BALANCE BROUGHT FWD	262,075
Net - Dept 000.00 - UNASSIGNED		**5,216,574**
TOTAL REVENUES		**5,216,574**
TOTAL EXPENDITURES		**5,216,574**
NET OF REVENUES & EXPENDITURES		-

FISCAL YEAR 2023-2024 PROPOSED BUDGET

Fund 001 - GENERAL FUND GL NUMBER	DESCRIPTION	PROPOSED FY 2024
EXPENDITURES		
Dept 511.00 - LEGISLATIVE		
001-511.00-500.120	SALARIES & WAGES	6,600
001-511.00-500.210	FICA	510
001-511.00-500.240	WORKERS' COMPENSATION	400
001-511.00-500.310	PROFESSIONAL SERVICES	30,000
001-511.00-500.340	CONTACT SERVICES	2,500
001-511.00-500.400	TRAVEL & PER DIEM	2,750
001-511.00-500.411	POSTAGE	1,100
001-511.00-500.450	LIABILITY INSURANCE	500
001-511.00-500.480	PROMOTIONAL ACTIVITIES	2,500
001-511.00-500.490	OTHER CURRENT CHARGES	4,000
001-511.00-500.491	JULY 4TH EVENT	25,000
001-511.00-500.520	OPERATING SUPPLIES	1,500
001-511.00-500.522	UNIFORMS	225
001-511.00-500.525	GOLF CART SUPPORT	75
001-511.00-500.540	BOOKS,PUBS & MEMBERSHIPS	1,500
001-511.00-500.541	TRAINING	2,500
001-511.00-500.640	CAPITAL-MACH & EQUIP	2,000
001-511.00-500.820	AID TO PRIVATE ORGANIZATIONS	2,500
001-511.00-500.821	SUBSIDY TO CHAMBER OF COMMERCE	12,500
001-511.00-500.822	AID TO HELP OF FORT MEADE	15,000
001-511.00-500.824	QTI TAX REFUND	1,250
001-511.00-500.825	AID TO MAIN STREET	12,500
Net - Dept 511.00 - LEGISLATIVE		**127,410**
Dept 512.01 - CITY MANAGER		
001-512.01-500.120	SALARIES & WAGES	87,500
001-512.01-500.210	FICA	6,694
001-512.01-500.220	RETIREMENT CONTRIBUTIONS	14,350
001-512.01-500.230	FLEX BENEFITS	10,470
001-512.01-500.240	WORKERS' COMPENSATION	4,463
001-512.01-500.310	PROFESSIONAL SERVICES	3,500
001-512.01-500.400	TRAVEL & PER DIEM	200
001-512.01-500.401	VEHICLE ALLOWANCE	4,000
001-512.01-500.410	COMMUNICATIONS	500
001-512.01-500.411	POSTAGE	50
001-512.01-500.440	RENTALS & LEASES	600
001-512.01-500.490	OTHER CURRENT CHARGES	200
001-512.01-500.492	EMPLOYEE AWARD/RECOGNITION	200
001-512.01-500.520	OPERATING SUPPLIES	1,000
001-512.01-500.522	UNIFORMS	45
001-512.01-500.540	BOOKS,PUBS & MEMBERSHIPS	750

Fund 001 - GENERAL FUND GL NUMBER	DESCRIPTION	PROPOSED FY 2024
001-512.01-500.640	CAPITAL-MACH & EQUIP	2,500
Net - Dept 512.01 - CITY MANAGER		**137,022**
Dept 512.02 - DEPUTY CITY CLERK		
001-512.02-500.120	SALARIES & WAGES	73,216
001-512.02-500.210	FICA	5,601
001-512.02-500.220	RETIREMENT CONTRIBUTIONS	9,518
001-512.02-500.230	FLEX BENEFITS	10,345
001-512.02-500.240	WORKERS' COMPENSATION	3,734
001-512.02-500.310	PROFESSIONAL SERVICES	200
001-512.02-500.340	CONTRACT SERVICES	6,000
001-512.02-500.400	TRAVEL & PER DIEM	1,500
001-512.02-500.410	COMMUNICATIONS	100
001-512.02-500.411	POSTAGE	100
001-512.02-500.440	RENTALS & LEASES	740
001-512.02-500.462	EQUIP REPAIR & MAINT	250
001-512.02-500.490	OTHER CURRENT CHARGES	100
001-512.02-500.520	OPERATING SUPPLIES	2,000
001-512.02-500.522	UNIFORMS	100
001-512.02-500.540	BOOKS,PUBS & MEMBERSHIPS	1,250
001-512.02-500.541	TRAINING	1,500
Net - Dept 512.02 - DEPUTY CITY CLERK		**116,254**
Dept 512.03 - HUMAN RESOURCES		
001-512.03-500.120	SALARIES & WAGES	79,290
001-512.03-500.210	FICA	6,066
001-512.03-500.220	RETIREMENT CONTRIBUTIONS	10,308
001-512.03-500.230	FLEX BENEFITS	3,593
001-512.03-500.240	WORKERS' COMPENSATION	4,044
001-512.03-500.310	PROFESSIONAL SERVICES	12,000
001-512.03-500.340	CONTRACT SERVICES	19,000
001-512.03-500.400	TRAVEL & PER DIEM	1,000
001-512.03-500.410	COMMUNICATIONS	510
001-512.03-500.411	POSTAGE	100
001-512.03-500.440	RENTALS & LEASES	500
001-512.03-500.480	PROMOTIONAL ACTIVITIES	500
001-512.03-500.490	OTHER CURRENT CHARGES	100
001-512.03-500.492	EMPLOYEE REWARD/RECOGNITION	8,500
001-512.03-500.520	OPERATING SUPPLIES	2,000
001-512.03-500.522	UNIFORMS	120
001-512.03-500.540	BOOKS,PUBS & MEMBERSHIPS	975
001-512.03-500.541	TRAINING	3,000
001-512.03-500.640	CAPITAL-MACH & EQUIP	500
Net - Dept 512.03 - HUMAN RESOURCES		**152,106**

FISCAL YEAR 2023-2024 PROPOSED BUDGET

Fund 001 - GENERAL FUND GL NUMBER	DESCRIPTION	PROPOSED FY 2024
Dept 512.04 - ASSISTANT CITY MANAGER		
001-512.04-500.120	SALARIES & WAGES	51,867
001-512.04-500.210	FICA	3,968
001-512.04-500.220	RETIREMENT CONTRIBUTIONS	6,743
001-512.04-500.230	FLEX BENEFITS	7,405
001-512.04-500.240	WORKERS' COMPENSATION	2,645
001-512.04-500.310	PROFESSIONAL SERVICES	2,000
001-512.04-500.342	SOFTWARE MAINTENANCE	300
001-512.04-500.440	RENTALS & LEASES	500
001-512.04-500.490	OTHER CURRENT CHARGES	300
001-512.04-500.492	EMPLOYEE AWARD/RECOGNITION	250
001-512.04-500.520	OPERATING SUPPLIES	650
001-512.04-500.540	BOOKS,PUBS & MEMBERSHIPS	300
Net - Dept 512.04 - ASSISTANT CITY MANAGER		**76,928**
Dept 513.01 - ACCOUNTING		
001-513.01-500.120	SALARIES & WAGES	193,400
001-513.01-500.140	OVERTIME	500
001-513.01-500.210	FICA	14,795
001-513.01-500.220	RETIREMENT CONTRIBUTIONS	25,142
001-513.01-500.230	FLEX BENEFITS	45,092
001-513.01-500.240	WORKERS' COMPENSATION	9,863
001-513.01-500.310	PROFESSIONAL SERVICES	8,000
001-513.01-500.320	ACCOUNTING & AUDITING	90,000
001-513.01-500.340	CONTRACT SERVICES	1,000
001-513.01-500.342	SOFTWARE MAINTENANCE	10,000
001-513.01-500.400	TRAVEL & PER DIEM	3,070
001-513.01-500.410	COMMUNICATIONS	750
001-513.01-500.411	POSTAGE	1,000
001-513.01-500.440	RENTALS & LEASES	1,400
001-513.01-500.462	EQUIP REPAIR & MAINT	300
001-513.01-500.490	OTHER CURRENT CHARGES	2,500
001-513.01-500.492	EMPLOYEE RECOGNITION	600
001-513.01-500.520	OPERATING SUPPLIES	2,500
001-513.01-500.522	UNIFORMS	350
001-513.01-500.540	BOOKS,PUBS & MEMBERSHIPS	575
001-513.01-500.541	TRAINING	2,500
001-513.01-500.641	CAPITAL-OFFICE	1,000
Net - Dept 513.01 - ACCOUNTING		**414,337**
Dept 513.02 - CUSTOMER SERVICE		
001-513.02-500.120	SALARIES & WAGES	127,231
001-513.02-500.140	OVERTIME	500
001-513.02-500.210	FICA	9,733
001-513.02-500.220	RETIREMENT CONTRIBUTIONS	16,540

FISCAL YEAR 2023-2024 PROPOSED BUDGET

Fund 001 - GENERAL FUND GL NUMBER	DESCRIPTION	PROPOSED FY 2024
001-513.02-500.230	FLEX BENEFITS	47,271
001-513.02-500.240	WORKERS' COMPENSATION	6,489
001-513.02-500.310	PROFESSIONAL SERVICES	2,000
001-513.02-500.340	CONTRACT SERVICES	8,000
001-513.02-500.341	UTILITY BILL PRINTING	7,500
001-513.02-500.342	SOFTWARE MAINTENANCE	6,800
001-513.02-500.400	TRAVEL & PER DIEM	2,000
001-513.02-500.410	COMMUNICATIONS	1,000
001-513.02-500.411	POSTAGE	20,000
001-513.02-500.430	UTILITY SERVICES	4,000
001-513.02-500.440	RENTALS & LEASES	1,500
001-513.02-500.462	EQUIP REPAIR & MAINT	400
001-513.02-500.490	OTHER CURRENT CHARGES	300
001-513.02-500.492	EMPLOYEE RECOGNITION	500
001-513.02-500.520	OPERATING SUPPLIES	3,000
001-513.02-500.522	UNIFORMS	300
001-513.02-500.540	BOOKS,PUBS & MEMBERSHIPS	200
001-513.02-500.541	TRAINING	2,200
001-513.02-500.640	CAPITAL-MACH & EQUIP	2,000
Net - Dept 513.02 - CUSTOMER SERVICE		**269,464**
Dept 515.01 - CODE ENFORCEMENT		
001-515.01-500.120	SALARIES & WAGES	35,541
001-515.01-500.140	OVERTIME	150
001-515.01-500.210	FICA	2,719
001-515.01-500.220	RETIREMENT CONTRIBUTIONS	4,620
001-515.01-500.230	FLEX BENEFITS	2,380
001-515.01-500.240	WORKERS' COMPENSATION	1,813
001-515.01-500.310	PROFESSIONAL SERVICES	50,000
001-515.01-500.341	DEMOLITIONS	30,000
001-515.01-500.342	SOFTWARE MAINTENANCE	1,400
001-515.01-500.400	TRAVEL & PER DIEM	2,500
001-515.01-500.410	COMMUNICATIONS	1,700
001-515.01-500.411	POSTAGE	5,000
001-515.01-500.430	UTILITY SERVICES	1,300
001-515.01-500.440	RENTALS & LEASES	1,000
001-515.01-500.450	LIABILITY INSURANCE	1,500
001-515.01-500.461	BLDG REPAIR & MAINT	800
001-515.01-500.465	FLEET MAINT-OPER EXP TRF	1,300
001-515.01-500.490	OTHER CURRENT CHARGES	1,000
001-515.01-500.520	OPERATING SUPPLIES	2,000
001-515.01-500.521	VEHICLE FUEL	2,000
001-515.01-500.522	UNIFORMS	200
001-515.01-500.540	BOOKS,PUBS & MEMBERSHIPS	500

FISCAL YEAR 2023-2024 PROPOSED BUDGET

Fund 001 - GENERAL FUND GL NUMBER	DESCRIPTION	PROPOSED FY 2024
001-515.01-500.541	TRAINING	500
Net - Dept 515.01 - CODE ENFORCEMENT		**149,923**
Dept 514.00 - LEGAL COUNSEL		
001-514.00-500.310	PROFESSIONAL SERVICES	50,000
Net - Dept 514.00 - LEGAL COUNSEL		**50,000**
Dept 515.02 - PLANNING		
001-515.02-500.310	PROFESSIONAL SERVICES	6,000
001-515.02-500.340	CONTRACT SERVICES	35,000
001-512.02-500.411	POSTAGE	100
001-515.02-500.490	OTHER CURRENT CHARGES	4,000
001-515.02-500.540	BOOKS,PUBS & MEMBERSHIPS	2,000
Net - Dept 515.02 - PLANNING		**47,100**
Dept 519.00 - OTHER GENERAL GOV'T		
001-519.00-500.140	OVERTIME	3,000
001-519.00-500.210	FICA	230
001-519.00-500.220	RETIREMENT CONTRIBUTIONS	30
001-519.00-500.310	PROFESSIONAL SERVICES	5,500
001-519.00-500.340	CONTRACT SERVICES	14,400
001-519.00-500.341	IT SUPPORT SERVICES	120,000
001-519.00-500.410	COMMUNICATIONS	15,000
001-519.00-500.430	UTILITY SERVICES	9,000
001-519.00-500.440	RENTALS & LEASES	2,640
001-519.00-500.450	LIABILITY INSURANCE	59,000
001-519.00-500.461	CITY HALL BLDG REPAIR & MAINT	10,000
001-519.00-500.462	CITY HALL EQUIP REPAIR & MAINT	2,500
001-519.00-500.464	GROUNDS MAINTENANCE	600
001-519.00-500.465	FLEET MAINT-OPER EXP TRF	1,100
001-519.00-500.480	PROMOTIONAL ACTIVITIES	750
001-519.00-500.490	OTHER CURRENT CHARGES	2,500
001-519.00-500.520	OPERATING SUPPLIES	2,500
001-519.00-500.521	VEHICLE FUEL	200
001-519.00-500.540	BOOKS,PUBS & MEMBERSHIPS	750
001-519.00-500.544	MASS TRANSIT SYSTEMS	18,000
001-519.00-500.630	CAPITAL - IMPROVEMENTS	23,500
Net - Dept 519.00 - OTHER GENERAL GOV'T		**291,200**
Dept 521.00 - POLICE		
001-521.00-500.220	RETIREMENT CONTRIBUTIONS	18,000
001-521.00-500.340	CONTRACT SERVICES	1,507,380
001-521.00-500.342	SOFTWARE MAINT	800
001-521.00-500.400	TRAVEL & PER DIEM	140
001-521.00-500.410	COMMUNICATIONS	1,800

FISCAL YEAR 2023-2024 PROPOSED BUDGET

Fund 001 - GENERAL FUND GL NUMBER	DESCRIPTION	PROPOSED FY 2024
001-521.00-500.430	UTILITY SERVICES	11,000
001-521.00-500.450	LIABILITY INSURANCE	9,500
001-521.00-500.461	BLDG REPAIR & MAINT	1,500
001-521.00-500.462	EQUIP REPAIR & MAINT	500
001-521.00-500.464	GROUNDS MAINTENANCE	1,000
001-521.00-500.490	OTHER CURRENT CHARGES	200
001-521.00-500.520	OPERATING SUPPLIES	200
001-521.00-500.630	CAPITAL - IMPROVEMENTS	6,000
001-521.00-500.640	CAPITAL-MACH & EQUIP	2,000
Net - Dept 521.00 - POLICE		**1,560,020**
Dept 524.00 - INSPECTION/BLDG		
001-524.00-500.120	SALARIES & WAGES	34,237
001-524.00-500.140	OVERTIME	100
001-524.00-500.210	FICA	2,619
001-524.00-500.220	RETIREMENT CONTRIBUTIONS	4,451
001-524.00-500.230	FLEX BENEFITS	10,080
001-524.00-500.240	WORKERS' COMPENSATION	1,746
001-524.00-500.310	PROFESSIONAL SERVICES	200
001-524.00-500.340	CONTRACT SERVICES	73,000
001-524.00-500.342	SOFTWARE MAINTENANCE	1,000
001-524.00-500.400	TRAVEL & PER DIEM	2,500
001-524.00-500.410	COMMUNICATIONS	500
001-524.00-500.411	POSTAGE	100
001-524.00-500.430	UTILITY SERVICES	1,300
001-524.00-500.440	RENTALS & LEASES	900
001-524.00-500.450	LIABILITY INSURANCE	1,500
001-524.00-500.462	EQUIP REPAIR & MAINT	250
001-524.00-500.490	OTHER CURRENT CHARGES	100
001-524.00-500.520	OPERATING SUPPLIES	1,000
001-524.00-500.522	UNIFORMS	100
001-524.00-500-541	TRAINING	750
Net - Dept 524.00 - INSPECTION/BLDG		**136,433**
Dept 541.00 - STREETS		
001-541.00-500.120	SALARIES & WAGES	98,779
001-541.00-500.140	OVERTIME	6,000
001-541.00-500.210	FICA	7,557
001-541.00-500.220	RETIREMENT CONTRIBUTIONS	12,841
001-541.00-500.230	FLEX BENEFITS	28,598
001-541.00-500.240	WORKERS' COMPENSATION	5,038
001-541.00-500.310	PROFESSIONAL SERVICES	600
001-541.00-500.340	CONTRACT SERVICES	1,800
001-541.00-500.410	COMMUNICATIONS	1,300
001-541.00-500.430	UTILITY SERVICES	1,500

FISCAL YEAR 2023-2024 PROPOSED BUDGET

Fund 001 - GENERAL FUND GL NUMBER	DESCRIPTION	PROPOSED FY 2024
001-541.00-500.440	RENTALS & LEASES	4,500
001-541.00-500.450	LIABILITY INSURANCE	15,500
001-541.00-500.461	BLDG REPAIR & MAINT	2,000
001-541.00-500.462	EQUIP REPAIR & MAINT	1,200
001-541.00-500.463	SIGNAL MAINTENANCE	4,500
001-541.00-500.464	SYSTEM/GROUNDS MAINTENANCE	4,200
001-541.00-500.465	FLEET MAINT-OPER EXP TRF	8,000
001-541.00-500.467	TREE REMOVAL/REPLACEMENT	30,000
001-541.00-500.490	OTHER CURRENT CHARGES	2,500
001-541.00-500.492	EMPLOYEE AWARD/RECOGNITION	300
001-541.00-500.520	OPERATING SUPPLIES	9,000
001-541.00-500.521	VEHICLE FUEL	8,500
001-541.00-500.522	UNIFORMS	2,500
001-541.00-500.530	ROAD MATERIALS & SUPPLIES	25,000
001-541.00-500.630	CAPITAL - IMPROVEMENTS	30,000
001-541.00-500.640	CAPITAL-MACH & EQUIP	30,000
001-541.00-500.711	2012 FUEL TAX BONDS	121,500
001-541.00-500.713	NOTE/LEASE PAYMENTS	9,000
Net - Dept 541.00 - STREETS		**472,213**
Dept 571.00 - LIBRARY		
001-571.00-500.120	SALARIES & WAGES	110,594
001-571.00-500.140	OVERTIME	1,200
001-571.00-500.210	FICA	8,461
001-571.00-500.220	RETIREMENT CONTRIBUTIONS	14,378
001-571.00-500.230	FLEX BENEFITS	29,260
001-571.00-500.240	WORKERS' COMPENSATION	5,640
001-571.00-500.310	PROFESSIONAL SERVICES	500
001-571.00-500.342	SOFTWARE MAINTENANCE	350
001-571.00-500.400	TRAVEL & PER DIEM	150
001-571.00-500.410	COMMUNICATIONS	12,000
001-571.00-500.411	POSTAGE	200
001-571.00-500.430	UTILITY SERVICES	6,000
001-571.00-500.440	RENTALS & LEASES	2,000
001-571.00-500.450	LIABILITY INSURANCE	14,600
001-571.00-500.461	BLDG REPAIR & MAINT	5,000
001-571.00-500.462	EQUIP REPAIR & MAINT	250
001-571.00-500.464	GROUNDS MAINTENANCE	1,500
001-571.00-500.467	TREE REMOVAL/REPLACEMENT	1,000
001-571.00-500.480	PROMOTIONAL ACTIVITIES	750
001-571.00-500.490	OTHER CURRENT CHARGES	50
001-571.00-500.492	EMPLOYEE AWARD/RECOGNITION	350
001-571.00-500.520	OPERATING SUPPLIES	6,000
001-571.00-500.522	UNIFORMS	150
001-571.00-500.527	SUPPLIES - SPECIAL EVENTS	1,500

FISCAL YEAR 2023-2024 PROPOSED BUDGET

Fund 001 - GENERAL FUND GL NUMBER	DESCRIPTION	PROPOSED FY 2024
001-571.00-500.540	BOOKS,PUBS & MEMBERSHIPS	500
001-571.00-500.541	TRAINING	300
001-571.00-500.640	CAPITAL-MACH & EQUIP	10,000
001-571.00-500.660	CAPITAL - LIBRARY MATRL	25,000
Net - Dept 571.00 - LIBRARY		**257,683**
Dept 572.00 - COMMUNITY CENTER		
001-572.00-500.120	SALARIES & WAGES	2,937
001-572.00-500.210	FICA	225
001-572.00-500.220	RETIREMENT CONTRIBUTIONS	382
001-572.00-500.230	FLEX BENEFITS	957
001-572.00-500.240	WORKERS' COMPENSATION	153
001-572.00-500.310	PROFESSIONAL SERVICES	1,000
001-572.00-500.340	CONTRACT SERVICES	1,000
001-572.00-500.410	COMMUNICATIONS	7,200
001-572.00-500.411	POSTAGE	100
001-572.00-500.430	UTILITY SERVICES	12,000
001-572.00-500.450	LIABILITY INSURANCE	17,500
001-572.00-500.461	BLDG REPAIR & MAINT	2,000
001-572.00-500.462	EQUIP REPAIR & MAINT	500
001-572.00-500.464	GROUNDS MAINTENANCE	1,000
001-572.00-500.467	TREE REMOVAL	1,250
001-572.00-500.490	OTHER CURRENT CHARGES	650
001-572.00-500.520	OPERATING SUPPLIES	500
Net - Dept 572.00 - COMMUNITY CENTER		**49,354**
Dept 573.00 - HISTORICAL MUSEUM		
001-573.00-500.430	UTILITY SERVICES	9,500
001-573.00-500.450	LIABILITY INSURANCE	15,000
001-573.00-500.461	BLDG REPAIR & MAINT	6,390
Net - Dept 573.00 - HISTORICAL MUSEUM		**30,890**
Dept 578.00 - PARKS		
001-578.00-500.120	SALARIES & WAGES	243,778
001-578.00-500.140	OVERTIME	20,000
001-578.00-500.210	FICA	18,649
001-578.00-500.220	RETIREMENT CONTRIBUTIONS	31,691
001-578.00-500.230	FLEX BENEFITS	71,662
001-578.00-500.240	WORKERS' COMPENSATION	12,433
001-578.00-500.310	PROFESSIONAL SERVICES	2,500
001-578.00-500.340	CONTRACT SERVICES	4,000
001-578.00-500.410	COMMUNICATIONS	2,500
001-578.00-500.430	UTILITY SERVICES	27,000
001-578.00-500.440	RENTALS & LEASES	5,000
001-578.00-500.450	LIABILITY INSURANCE	45,000

Fund 001 - GENERAL FUND GL NUMBER	DESCRIPTION	PROPOSED FY 2024
001-578.00-500.461	BLDG REPAIR & MAINT	6,000
001-578.00-500.462	EQUIP REPAIR & MAINT	5,000
001-578.00-500.464	SYSTEM/GROUNDS MAINTENANCE	5,000
001-578.00-500.465	FLEET MAINT-OPER EXP TRF	10,000
001-578.00-500.466	CEMETERY MAINTENANCE	2,500
001-578.00-500.467	TREE REMOVAL/REPLACEMENT	15,000
001-578.00-500.490	OTHER CURRENT CHARGES	500
001-578.00-500.492	EMPLOYEE AWARD/ RECOGNITION	700
001-578.00-500.520	OPERATING SUPPLIES	20,000
001-578.00-500.521	VEHICLE FUEL	25,000
001-578.00-500.522	UNIFORMS	2,700
001-578.00-500.540	BOOKS, PUBS & MEMBERSHIPS	300
001-578.00-500.630	CAPITAL IMPROVEMENTS	5,000
001-578.00-500.640	CAPITAL-MACH & EQUIP	10,000
001-578.00-500.720	FORD PURCHASE	5,510
Net - Dept 578.00 - PARKS		**597,423**

Dept 590.00 - SUPPORT		
001-590.00-500.120	SALARIES & WAGES	153,506
001-590.00-500.140	OVERTIME	7,000
001-590.00-500.210	FICA	11,743
001-590.00-500.220	RETIREMENT CONTRIBUTIONS	19,956
001-590.00-500.230	FLEX BENEFITS	47,980
001-590.00-500.240	WORKERS' COMPENSATION	7,829
001-590.00-500.310	PROFESSIONAL SERVICES	200
001-590.00-500.340	CONTRACT SERVICES	200
001-590.00-500.410	COMMUNICATIONS	2,000
001-590.00-500.430	UTILITY SERVICES	1,700
001-590.00-500.440	RENTALS & LEASES	1,000
001-590.00-500.450	LIABILITY INSURANCE	1,500
001-590.00-500.461	REPAIR & MAINT - BLDG	4,000
001-590.00-500.462	REPAIR & MAINT - EQUIP	1,000
001-590.00-500.464	SYSTEM/ GROUNDS MAINT	1,500
001-590.00-500.465	FLEET MAINT-OPER EXP TRF	1,800
001-590.00-500.490	OTHER CURRENT CHARGES	500
001-590.00-500.492	EMPLOYEE AWARD/ RECOGNITION	400
001-590.00-500.520	OPERATING SUPPLIES	4,000
001-590.00-500.521	VEHICLE FUEL	7,000
001-590.00-500.522	UNIFORMS	1,500
001-590.00-500.630	CAPITAL - IMPROVEMENTS	2,000
001-590.00-500.640	NEW EQUIPMENT	2,500
Net - Dept 590.00 - SUPPORT		**280,814**

FISCAL YEAR 2023-2024 PROPOSED BUDGET - SPECIAL REVENUE FUNDS

GL NUMBER	DESCRIPTION	PROPOSED FY 2024
FUND 101 Dept 550.00 - COMMUNITY REDEVELOPMENT		
REVENUE		
101-000.00-311.000	AD VALOREM TAX	490,000.00
101-000.00-347.910	RENTAL INCOME	2,225.00
101-000.00-361.100	INTEREST EARNED	2,500.00
101-000.00-399.910	FUND BALANCE BROUGHT FORWARD	996,034.00
TOTAL REVENUE		**$ 1,490,759.00**
EXPENDITURES		
101-550.00-500.120	SALARIES & WAGES	91,431.00
101-550.00-500.140	OVERTIME	500.00
101-550.00-500.210	FICA	6,994.00
101-550.00-500.220	RETIREMENT CONTRIBUTIONS	11,886.00
101-550.00-500.230	FLEX BENEFITS	10,200.00
101-550.00-500.240	WORKERS COMPENSATION	4,663.00
101-550.00-500.310	PROFESSIONAL SERVICES	40,000.00
101-550.00-500.320	ACCOUNTING & AUDITING	7,000.00
101-550.00-500.400	TRAVEL & PER DIEM	2,270.00
101-550.00-500.411	POSTAGE	800.00
101-550.00-500.430	UTILITY SERVICES	3,500.00
101-550.00-500.450	LIABILITY INSURANCE	1,400.00
101-550.00-500.461	BLDG REPAIR & MAINT	500.00
101-550.00-500.464	SYSTEM/GROUNDS MAINTENANCE	1,500.00
101-550.00-500.467	TREE REMOVAL/REPLACEMENT	2,000.00
101-550.00-500.480	PROMOTIONAL ACTIVITIES	20,000.00
101-550.00-500.494	INTERNAL SERVICE CHARGES	35,000.00
101-550.00-500.520	OPERATING SUPPLIES	2,000.00
101-550.00-500.540	BOOKS, PUBS & MEMBERSHIPS	1,000.00
101-550.00-500.541	TRAINING	1,200.00
101-550.00-500.544	MASS TRANSIT SYSTEMS	8,065.00
101-550.00-500.620	CAPITAL- BUILDINGS	948,600.00
101-550.00-500.630	CAPITAL - IMPROVEMENTS	50,000.00
101-550.00-500.640	CAPITAL - MACH & EQUIP	250.00
101-550.00-500.713	NOTE/LEASE PAYMENT	85,000.00
101-550.00-500.830	LOCAL GRANTS-FACADE	155,000.00
Net - Dept 550.00 - COMMUNITY REDEVELOPMENT		**1,490,759.00**
TOTAL REVENUES		**1,490,759.00**
TOTAL EXPENDITURES		**1,490,759.00**
NET OF REVENUES & EXPENDITURES		**-**

FISCAL YEAR 2023-2024 PROPOSED BUDGET - SPECIAL REVENUE FUNDS

GL NUMBER	DESCRIPTION	PROPOSED FY 2024
FUND 102 Dept 537.00 - STORM WATER		
REVENUE		
102-000.00-325.200	STORM WATER ASSESSMENT REVENUE	232,000.00
TOTAL REVENUE		**232,000.00**
EXPENDITURES		
102-537.00-500.120	SALARIES & WAGES	83,970.00
102-537.00-500.140	OVERTIME	2,000.00
102-537.00-500.210	FICA	6,450.00
102-537.00-500.220	RETIREMENT CONTRIBUTION	12,800.00
102-537.00-500.230	FLEX BENEFITS	22,000.00
102-537.00-500.240	WORKERS' COMPENSATION	4,300.00
102-537.00-500.310	PROFESSIONAL SERVICES	1,000.00
102-537.00-500.340	CONTRACT SERVICES	3,000.00
102-537.00-500.400	TRAVEL & PER DIEM	200.00
102-537.00-500.410	COMMUNICATIONS	900.00
102-537.00-500.411	POSTAGE	1,000.00
102-537.00-500.430	UTILITY SERVICES	1,200.00
102-537.00-500.440	RENTALS & LEASES	1,000.00
102-537.00-500.450	LIABILITY INSURANCE	13,840.00
102-537.00-500.461	BLDG REPAIR & MAINT	500.00
102-537.00-500.462	EQUIP REPAIR & MAINT	2,000.00
102-537.00-500.463	SWEEPING DEBRIS DISPOSAL	3,000.00
102-537.00-500.464	SYSTEM MAINTENANCE	15,000.00
102-537.00-500.465	FLEET MAINT-OPER EXP TRF	4,000.00
102-537.00-500.467	TREE REMOVAL/REPLACEMENT	3,000.00
102-537.00-500.490	OTHER CURRENT CHARGES	1,480.00
102-537.00-500.494	INTERNAL SERVICE CHARGES	10,000.00
102-537.00-500.496	OTHER PERMITS	290.00
102-537.00-500.520	OPERATING SUPPLIES	3,000.00
102-537.00-500.521	VEHICLE FUEL	3,815.00
102-537.00-500.522	UNIFORMS	800.00
102-537.00-500.540	BOOKS, PUBS & MEMBERSHIPS	650.00
102-537.00-500.541	TRAINING	2,000.00
102-537.00-500.630	CAPITAL IMPROVEMENTS	15,000.00
102-537.00-500.713	NOTE/LEASE PAYMENTS	5,510.00
102-537.00-500.911	TRF TO FUND BALANCE	**8,295.00**
Net - Dept 537.00 - STORM WATER		**232,000.00**
TOTAL REVENUES		**232,000.00**
TOTAL EXPENDITURES		**232,000.00**
NET OF REVENUES & EXPENDITURES		-

FISCAL YEAR 2023-2024 PROPOSED BUDGET - SPECIAL REVENUE FUNDS

GL NUMBER	DESCRIPTION	PROPOSED FY 2024
FUND 103 Dept 522.00 - FIRE		
REVENUE		
103-000.00-325.203	FIRE ASSESSMENT FEE REVENUE	400,000.00
103-000.00-329.070	FIRE INSPECTION FEE	5,000.00
103-000.00-382.050	TRF FM MOBILE HOME PARK	213,000.00
103-000.00-399.910	FUND BALANCE BROUGHT FWD	90,000.00
TOTAL REVENUE		**708,000.00**
EXPENDITURES		
103-522.00-500.120	SALARIES & WAGES	320,000.00
103-522.00-500.140	OVERTIME	11,000.00
103-522.00-500.210	FICA	25,322.00
103-522.00-500.220	RETIREMENT CONTRIBUTIONS	132,400.00
103-522.00-500.230	FLEX BENEFITS (INSURANCE)	41,272.00
103-522.00-500.240	WORKERS' COMPENSATION	20,000.00
103-522.00-500.241	VFIS WORKERS COMP	3,285.00
103-522.00-500.310	PROFESSIONAL SERVICES	9,725.00
103-522.00-500.340	CONTRACT SERVICES	16,846.00
103-522.00-500.400	TRAVEL & PER DIEM	3,500.00
103-522.00-500.410	COMMUNICATIONS	14,000.00
103-522.00-500.411	POSTAGE	1,400.00
103-522.00-500.430	UTILITY SERVICES	9,500.00
103-522.00-500.440	RENTALS & LEASES	5,000.00
103-522.00-500.450	LIABILITY INSURANCE	15,000.00
103-522.00-500.462	EQUIP REPAIR & MAINT	5,000.00
103-522.00-500.464	SYSTEM/GROUNDS MAINTENANCE	1,100.00
103-522.00-500.465	FLEET MAINT-OPER EXP TRF	10,000.00
103-522.00-500.480	PROMOTIONAL ACTIVITIES	1,500.00
103-522.00-500.490	OTHER CURRENT CHARGES	450.00
103-522.00-500.492	EMPLOYEE AWARD/RECOGNITION	1,000.00
103-522.00-500.494	INTERNAL SERVICE CHARGES	40,000.00
103-522.00-500.520	OPERATING SUPPLIES	2,500.00
103-522.00-500.521	VEHICLE FUEL	8,200.00
103-522.00-500.540	BOOKS,PUBS & MEMBERSHIPS	4,000.00
103-522.00-500.541	TRAINING	6,000.00
Net - Dept 522.00 - FIRE		**708,000.00**
TOTAL REVENUES		**708,000.00**
TOTAL EXPENDITURES		**708,000.00**
NET OF REVENUES & EXPENDITURES		-

FISCAL YEAR 2023-2024 PROPOSED BUDGET - SPECIAL REVENUE FUNDS

GL NUMBER	DESCRIPTION	PROPOSED FY 2024
Fund 104 - ARPA GRANT		
104-000.00-399.910	FUND BALANCE BROUGHT FORWARD	**574,000.00**
TOTAL REVENUE		**574,000.00**
EXPENDITURES		
104-522.00-500.461	FIRE HOUSE REPAIRS	25,000.00
104-522.00-500.522	FIRE UNIFORMS	13,000.00
104-522.00-500.640	FIRE EQUIPMENT	36,000.00
104-535.00-500.638	WATER CAPITOL IMPROVEMENTS	200,000.00
104-537.00-500.638	SEWER CAPITOL IMPROVEMENTS	100,000.00
104-535.00-500.900	TRF TO GRANTS FUND	200,000.00
TOTAL EXPENDITRUES		**574,000.00**
TOTAL REVENUES		**574,000.00**
TOTAL EXPENDITURES		**574,000.00**
NET OF REVENUES & EXPENDITURES		-

FUND 110 - GRANTS - STATE & FEDERAL

REVENUE		
110-535.00-331.350	CDBG MIT GRANT	3,000,000.00
110-535.00-334.150	STATE REVOLVING FUND (SRF) GRANT	800,000.00
110-522.00-334.300	STATE APPROPRIATIONS	1,750,000.00
110-541.00-334.300	STATE APPROPRIATIONS	1,000,000.00
110-578.00-334-700	FRDAP GRANT	200,000.00
110-535.00-382.104	TRS FR ARPA	200,000.00
TOTAL REVENUE		**6,950,000.00**
EXPENDITURES		
110-522.00-500.620	CAPITAL BUILDINGS	750,000.00
110-535.00-500.635	SRF GRANT CAPITAL IMPROVEMENTS	1,000,000.00
110-535.00-500.638	CDBG CAPITAL IMPROVEMENTS	3,000,000.00
110-578.00-500.633	FRDAP GRANT CAPITAL IMPROVEMENTS	200,000.00
110-541.00-500.638	STREETS CAPITAL SYSTEM	1,000,000.00
110-522.00-500.640	FIRE CAPITAL EQUIPMENT	1,000,000.00
TOTAL EXPENDITURES		**6,950,000.00**
TOTAL REVENUES		**6,950,000.00**
TOTAL EXPENDITURES		**6,950,000.00**
NET OF REVENUES & EXPENDITURES		-

FISCAL YEAR 2023-2024 PROPOSED BUDGET - ENTERPRISE FUNDS

GL NUMBER	DESCRIPTION	PROPOSED FY 2024
Fund 401 - ELECTRIC UTILITY DEPT 531.00		
REVENUE		
401-000.00-343.110	RESIDENTIAL SALES	4,945,000.00
401-000.00-343.111	COMMERCIAL SALES	2,145,000.00
401-000.00-343.112	INDUSTRIAL SALES	115,000.00
401-000.00-343.115	STREET LIGHTING	44,850.00
401-000.00-343.116	AREA LIGHTING	82,800.00
401-000.00-343.119	SERVICE CONNECTION FEES	30,000.00
401-000.00-343.159	POLE ATTACH-CABLE & TELE	24,000.00
401-000.00-369.010	MISCELLANEOUS REVENUE	9,000.00
TOTAL REVENUE		**7,395,650.00**
EXPENDITURES		
401-531.00-500.120	SALARIES & WAGES	568,815.00
401-531.00-500.140	OVERTIME	30,000.00
401-531.00-500.210	FICA	43,515.00
401-531.00-500.220	RETIREMENT CONTRIBUTION	73,950.00
401-531.00-500.230	FLEX BENEFITS	94,360.00
401-531.00-500.240	WORKERS' COMPENSATION	29,010.00
401-531.00-500.310	PROFESSIONAL SERVICES	15,000.00
401-531.00-500.340	CONTRACT SERVICES	80,000.00
401-531.00-500.342	SOFTWARE MAINTENANCE	2,600.00
401-531.00-500.400	TRAVEL & PER DIEM	3,000.00
401-531.00-500.410	COMMUNICATIONS	5,000.00
401-531.00-500.430	UTILITY SERVICES	2,800.00
401-531.00-500.431	STREET LIGHTS	90,000.00
401-531.00-500.432	ELEC WHOLESALE PURCHASES	4,700,000.00
401-531.00-500.433	ST LUCIE II PURCHASES	145,000.00
401-531.00-500.440	RENTALS & LEASES	5,000.00
401-531.00-500.450	LIABILITY INSURANCE	60,000.00
401-531.00-500.461	BLDG REPAIR & MAINT	4,000.00
401-531.00-500.462	REPAIR & MAINT - EQUIP	10,000.00
401-531.00-500.464	SYSTEM/GROUNDS MAINTENANCE	48,000.00
401-531.00-500.465	FLEET MTN OPER EXP TRF	45,000.00
401-531.00-500.467	TREE REMOVAL/REPLACEMENT	80,000.00
401-531.00-500.490	OTHER CURRENT CHARGES	3,000.00
401-531.00-500.494	INTERNAL SERVICE CHARGES	110,000.00
401-531.00-500.497	MISC STATE UTILITY TAX	2,000.00
401-531.00-500.520	OPERATING SUPPLIES	35,000.00
401-531.00-500.521	VEHICLE FUEL	20,000.00
401-531.00-500.522	UNIFORMS	10,000.00
401-531.00-500.540	BOOKS,PUBS & MEMBERSHIPS	10,000.00
401-531.00-500.541	TRAINING	9,000.00
401-531.00-500.630	CAPITAL - IMPROVEMENTS	3,000.00

FISCAL YEAR 2023-2024 PROPOSED BUDGET - ENTERPRISE FUNDS

GL NUMBER	DESCRIPTION	PROPOSED FY 2024
401-531.00-500.638	CAPITAL IMPROVEMENTS-SYSTEM	54,800.00
401-531.00-500.640	CAPITAL EQUIPMENT	90,000.00
401-531.00-500.711	1 MAN BUCKET TRUCK NOTE	49,200.00
401-531.00-500.900	TRF TO GENERAL FUND	864,600.00
Net - Dept 531.00 - ELECTRIC EXPENDITURES		**7,395,650.00**
TOTAL REVENUES		**7,395,650.00**
TOTAL EXPENDITURES		**7,395,650.00**
NET OF REVENUES & EXPENDITURES		-

Fund 402 - WATER UTILITY DEPT 533.00

REVENUE

402-000.00-343.305	WATER SALES-RESIDENTIAL	710,000.00
402-000.00-343.306	WATER SALES-COMMERCIAL	275,000.00
402-000.00-343.307	WATER SALES-INDUSTRIAL	11,000.00
402-000.00-343.311	WATER SERVICE CONNECTION	30,000.00
402-000.00-369.010	MISCELLANEOUS REVENUE	1,000.00
TOTAL REVENUE		**1,027,000.00**

EXPENDITURES

402-533.00-500.120	SALARIES & WAGES	213,035.00
402-533.00-500.140	OVERTIME	20,000.00
402-533.00-500.210	FICA	16,297.00
402-533.00-500.220	RETIREMENT CONTRIBUTION	27,695.00
402-533.00-500.230	FLEX BENEFITS	39,948.00
402-533.00-500.240	WORKERS' COMPENSATION	10,865.00
402-533.00-500.310	PROFESSIONAL SERVICES	50,000.00
402-533.00-500.340	CONTRACT SERVICES	39,900.00
402-533.00-500.400	TRAVEL & PER DIEM	1,075.00
402-533.00-500.410	COMMUNICATIONS	4,700.00
402-533.00-500.411	POSTAGE	50.00
402-533.00-500.430	UTILITY SERVICES	89,000.00
402-533.00-500.440	RENTALS & LEASES	3,000.00
402-533.00-500.450	LIABILITY INSURANCE	73,000.00
402-533.00-500.461	REPAIR & MAINT - BLDG	3,000.00
402-533.00-500.462	REPAIR & MAINT - EQUIP	5,000.00
402-533.00-500.464	SYSTEM/GROUNDS MAINTENANCE	77,500.00
402-533.00-500.465	FLEET MNT OPER EXP TRF	10,000.00
402-533.00-500.490	OTHER CURRENT CHARGES	8,000.00
402-533.00-500.492	EMPLOYEE RECOGNITION	1,000.00
402-533.00-500.494	INTERNAL SERVICE CHARGES	100,000.00
402-533.00-500.520	OPERATING SUPPLIES	13,700.00
402-533.00-500.521	VEHICLE FUEL	23,000.00

FISCAL YEAR 2023-2024 PROPOSED BUDGET - ENTERPRISE FUNDS

GL NUMBER	DESCRIPTION	PROPOSED FY 2024
402-533.00-500.522	UNIFORMS	2,000.00
402-533.00-500.540	BOOKS,PUBS & MEMBERSHIPS	4,000.00
402-533.00-500.541	TRAINING	2,500.00
402-533.00-500.638	CAPITAL IMPROVEMENTS-SYSTEM	111,935.00
402-533.00-500.640	CAPITAL - EQUIPMENT	10,000.00
402-533.00-500.712	2021 WATER SYSTEM REFUNDING BOND	59,800.00
402-537.00-500.900	TRF TO GENERAL FUND	7,000.00
Net - Dept 533.00 - WATER		**1,027,000.00**
TOTAL REVENUES		**1,027,000.00**
TOTAL EXPENDITURES		**1,027,000.00**
NET OF REVENUES & EXPENDITURES		**-**

Fund 404 - MOBILE HOME PARK DEPT 579.00

REVENUE		
404-000.00-361.010	INTEREST ON INVESTMENT	172,000.00
404-000.00-389.010	INTEREST EARNINGS	41,000.00
TOTAL REVENUE		**213,000.00**
EXPENDITURES		
404-579.00-500.900	TRS TO GENERAL FUND	100,000.00
404-579.00-500.913	TRS TO FIRE FUND	113,000.00
Net - Dept 579.00 - MOBILE HOME PARK		**213,000.00**
TOTAL REVENUES		213,000.00
TOTAL EXPENDITURES		213,000.00
NET OF REVENUES & EXPENDITURES		**-**

Fund 405 - SOLID WASTE UTILITY DEPT 534.00

REVENUE		
405-000.00-343.410	RESIDENTIAL	742,630.00
TOTAL REVENUE		**742,630.00**
EXPENDITURES		
405-534.00-500.340	CONTRACT SERVICES	680,200.00
405-534.00-500.490	OTHER CURRENT CHARGES	150.00
405-534.00-500.494	INTERNAL SERVICE CHARGES	52,000.00
405-534.00-500.520	OPERATING SUPPLIES	200.00
405-534.00-500.910	TRF TO GENERAL FUND	7,000.00
405-534.00-500.91	TRF TO FUND BALANCE	**3,080.00**
Net - Dept 534.00 - SOLID WASTE		**742,630.00**

FISCAL YEAR 2023-2024 PROPOSED BUDGET - ENTERPRISE FUNDS

GL NUMBER	DESCRIPTION	PROPOSED FY 2024
TOTAL REVENUES		**742,630.00**
TOTAL EXPENDITURES		**742,630.00**
NET OF REVENUES & EXPENDITURES		**-**

Fund 407 - SEWER UTILITY DEPT 535

REVENUE

407-000.00-343.505	SEWER SALES-RESIDENTIAL	1,114,500.00
407-000.00-343.506	SEWER SALES-COMMERCIAL	210,000.00
407-000.00-343.511	SEWER SERVICE CONNECTION	6,000.00
407-000.00-361.100	SEWER MISCELLANEOUS	2,000.00
TOTAL REVENUE		**1,332,500.00**

EXPENDITURES

407-535.00-500.120	SALARIES & WAGES	216,133.00
407-535.00-500.140	OVERTIME	10,000.00
407-535.00-500.210	FICA	16,534.00
407-535.00-500.220	RETIREMENT CONTRIBUTION	28,097.00
407-535.00-500.230	FLEX BENEFITS	31,196.00
407-535.00-500.240	WORKERS' COMPENSATION	11,023.00
407-535.00-500.310	PROFESSIONAL SERVICES	30,000.00
407-535.00-500.340	CONTRACT SERVICES	31,000.00
407-535.00-500.400	TRAVEL & PER DIEM	1,000.00
407-535.00-500.410	COMMUNICATIONS	8,700.00
407-535.00-500.411	POSTAGE	100.00
407-535.00-500.430	UTILITY SERVICES	195,000.00
407-535.00-500.440	RENTALS AND LEASES	3,000.00
407-535.00-500.450	LIABILITY INSURANCE	126,250.00
407-535.00-500.461	REPAIR & MAINT - BLDG	4,000.00
407-535.00-500.462	REPAIR & MAINT - EQUIP	5,000.00
407-535.00-500.464	SYSTEM/GROUNDS MAINTENANCE	145,000.00
407-535.00-500.465	FLEET MNT OPER EXP TRF	12,000.00
407-535.00-500.467	TREE REMOVAL/REPLACEMENT	1,000.00
407-535.00-500.490	OTHER CURRENT CHARGES	700.00
407-535.00-500.492	EMPLOYEE RECOGNITION	1,000.00
407-535.00-500.494	INTERNAL SERVICE CHARGES	100,000.00
407-535.00-500.520	OPERATING SUPPLIES	30,000.00
407-535.00-500.521	VEHICLE FUEL	15,000.00
407-535.00-500.522	UNIFORMS	2,000.00
407-535.00-500.540	BOOKS,PUBS & MEMBERSHIPS	3,000.00
407-535.00-500.541	TRAINING	3,000.00
407-535.00-500.638	CAPITAL IMPROVEMENTS-SYSTEM	18,000.00
407-535.00-500.640	CAPITAL - EQUIPMENT	17,017.00

FISCAL YEAR 2023-2024 PROPOSED BUDGET - ENTERPRISE FUNDS

GL NUMBER	DESCRIPTION	PROPOSED FY 2024
407-535.00-500.712	2020 BOND PAYMENT	172,750.00
407-535.00-500.713	NOTE/LEASE PAYMENTS	88,000.00
407.535.00-500.900	TRF TO GENERAL FUND	7,000.00
Net - Dept 535.00 - SEWER		**1,332,500.00**
TOTAL REVENUES		**1,332,500.00**
TOTAL EXPENDITURES		**1,332,500.00**
NET OF REVENUES & EXPENDITURES		**-**

CITY OF FORT MEADE, FLORIDA
STAFF REPORT
FOR MEETING OF SEPTEMBER 26, 2023
AGENDA ITEM 9-A

SUBJECT:

Special Presentation: City of Fort Meade annual audit for the fiscal year ended September 30, 2022.

BACKGROUND:

Purvis Gray & Company, LLP performed an audit in accordance with generally accepted auditing standards in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States and Chapter l0.550 of the Rules of the State of Florida Auditor General applicable to local governmental entity audits.

The audit is a financial audit as defined in Chapter 11.45 l(b), Florida Statutes, and was conducted in accordance with generally accepted auditing standards.

Mike Brynjulfson, CPA with Brynjulfson CPA, P.A. provided preparation services for the basic financial statements, including the related notes to the financial statements, required supplementary information, and other supplementary information.

The Audit Engagement was completed by Purvis Gray & Company, LLP.
Barbara Boyd, CPA Partner
Pearce Hogan, CPA Audit Manager

FISCAL IMPACT/FUNDING SOURCE:

None.

RECOMMENDATION:

Accept the annual audit for the fiscal year ended September 30, 2022, as presented.

MOTION:
Accept the annual audit for the fiscal year ended September 30, 2022, as presented.

Created/Initiated By: Mary Dimitroff, Comptroller

Final Approval By: Maria Sutherland, Interim City Manager

CITY OF FORT MEADE, FLORIDA
STAFF REPORT
FOR MEETING OF SEPTEMBER 26, 2023
AGENDA ITEM 9-B

SUBJECT:

Establish a Money Market account and a Certificate of Deposit (CD) account with SouthState Bank.

BACKGROUND:

The City as a whole plus the Fort Meade Community Redevelopment Agency (CRA) specifically, have funds that are anticipated to not be expended in the short term. Administration suggests investing some funds in CD and Money Market accounts. Local Qualified Public Depositories were queried for their current rates. Those rates are attached, listed in alphabetical order. While the CD rates for SouthState Bank and Truist were similar, SouthState Bank offers a better Money Market rate. Therefore, SouthState Bank is the recommended bank.

Staff proposes investing five hundred thousand dollars ($500,000) into a CD and five hundred thousand dollars ($500,000) initial deposit into a Money Market account.

FISCAL IMPACT/FUNDING SOURCE:

The interest earned on the CD will be approximately $17,800 at 9 months. The potential interest earned on the Money Market account will be $20,000 at one year. The CD account will be CRA funds and the Money Market will be General Government funds.

RECOMMENDATION:

Approve the establishment of CD and Money Market accounts with SouthState Bank. Both accounts in the amount of five hundred thousand dollars ($500,000) each.

MOTION:
Approve the establishment of CD and Money Market accounts with SouthState Bank. Both accounts in the amount of five hundred thousand dollars ($500,000) each.

Created/Initiated By: Mary Dimitroff, Comptroller

Final Approval By: Maria Sutherland, Interim City Manager

CD & Money Market Rates as of 09/07/2023

Citizens Bank

CD Rates:		
7 Month	4.50% APY	
11 Month	4.75% APY	
Money Market:	1.25% APY	

SouthState Bank

CD Rates:		
9 Month	4.75% APY	
13 Month	4.50% APY	
Money Market:	4.00% APY	$500,000-$999,999
	4.25% APY	$1,000,000 - $1,499,999

Truist

CD Rates:		
7 Month	4.75% APY	
12 Month	3.50% APY	
Money Market:	2-4% APY	

Wauchula State Bank

CD Rates:		
6 Month	4.00% APY	
9 Month	4.25% APY	
12 Month	2.75% APY	
Money Market:	3% APY	

CITY OF FORT MEADE, FLORIDA
STAFF REPORT
FOR MEETING OF SEPTEMBER 26, 2023
AGENDA ITEM 9-B

SUBJECT:

Establish a Money Market account and a Certificate of Deposit (CD) account with SouthState Bank.

BACKGROUND:

The City as a whole plus the Fort Meade Community Redevelopment Agency (CRA) specifically, have funds that are anticipated to not be expended in the short term. Administration suggests investing some funds in CD and Money Market accounts. Local Qualified Public Depositories were queried for their current rates. Those rates are attached, listed in alphabetical order. While the CD rates for SouthState Bank and Truist were similar, SouthState Bank offers a better Money Market rate. Therefore, SouthState Bank is the recommended bank.

Staff proposes investing five hundred thousand dollars ($500,000) into a CD and five hundred thousand dollars ($500,000) initial deposit into a Money Market account.

FISCAL IMPACT/FUNDING SOURCE:

The interest earned on the CD will be approximately $17,800 at 9 months. The potential interest earned on the Money Market account will be $20,000 at one year. The CD account will be CRA funds and the Money Market will be General Government funds.

RECOMMENDATION:

Approve the establishment of CD and Money Market accounts with SouthState Bank. Both accounts in the amount of five hundred thousand dollars ($500,000) each.

MOTION:
Approve the establishment of CD and Money Market accounts with SouthState Bank. Both accounts in the amount of five hundred thousand dollars ($500,000) each.

Created/Initiated By: Mary Dimitroff, Comptroller

Final Approval By: Maria Sutherland, Interim City Manager

CD & Money Market Rates as of 09/07/2023

Citizens Bank

CD Rates:		
7 Month	4.50% APY	
11 Month	4.75% APY	
Money Market:	1.25% APY	

SouthState Bank

CD Rates:		
9 Month	4.75% APY	
13 Month	4.50% APY	
Money Market:	4.00% APY	$500,000-$999,999
	4.25% APY	$1,000,000 - $1,499,999

Truist

CD Rates:		
7 Month	4.75% APY	
12 Month	3.50% APY	
Money Market:	2-4% APY	

Wauchula State Bank

CD Rates:		
6 Month	4.00% APY	
9 Month	4.25% APY	
12 Month	2.75% APY	
Money Market:	3% APY	

CITY OF FORT MEADE, FLORIDA
STAFF REPORT
FOR MEETING OF SEPTEMBER 26, 2023
AGENDA ITEM 9-C

SUBJECT:

Engineering Services Agreement – Amendment No. 1

BACKGROUND:

The streetscape design approved between the city and the State for the CDBG grant was a large factor in receiving the grant itself in 2019. Engineering paralleled to the grant designs has verifiable future problems with stormwater drainage. A Rural Infrastructure Fund (RIF) grant was secured totaling $969,800 to address the drainage problem while simultaneously addressing water off the sidewalks. The attached engineering services agreement represents the engineering from the RIF grant that is paid via the grant.

The CDBG grant only allows for improvements within 30ft from outside edge of each block towards center. Because both the RIF and the CDBG would render unfinished center portions of sidewalk improvements, additional funds were approved by the Commission from the CRA Bond and CRA revenues, totaling 1.4M. to completely finish the rehabilitation and improvements to the downtown sidewalks.

FISCAL IMPACT/FUNDING SOURCE:

$ 89,900	RIF
$ 79,100	CRA

RECOMMENDATION:

Approve Mittauer agreement for continued engineering services

MOTION: Approve the Mittauer Services Agreement – Amendment No.1 to the CDBG 22 CR Streetscape, Phase 1; project No. 1505-09-1, for a total of $169,000

Submitted By: Maria Sutherland

Approved By: Maria Sutherland

MITTAUER
& ASSOCIATES, INC.
CONSULTING ENGINEERS &
PROJECT FUNDING SPECIALISTS

580-1 WELLS ROAD
ORANGE PARK, FL 32073
PHONE: (904) 278-0030
FAX: (904) 278-0840
WWW.MITTAUER.COM

September 18, 2023 VIA EMAIL

The Honorable James Watts, Mayor
City of Fort Meade
8 West Broadway Street
Fort Meade, FL 33841

RE: Engineering Services Agreement - Amendment No. 1
CDBG 22 CR Streetscape, Phase 1
CDBG Contract No. 22DB-OP-07-63-02-C02
City of Fort Meade, Florida
Mittauer & Associates, Inc. Project No. 1505-09-1

Dear Mayor Watts:

At the request of the City of Fort Meade, we are pleased to present the following Amendment No. 1 to our Engineering Services Agreement dated October 6, 2021 for additional design and construction administration services for the CDBG 22 CR Streetscape, Phase 1 project. Mittauer & Associates, Inc., hereinafter referred to as the Engineer, proposes to provide services as described in the Scope of Services to the City of Fort Meade, the Client, for the fees stipulated hereafter.

SCOPE OF SERVICES

The Engineer shall provide the following engineering services to perform additional design for the purpose of revising the CDBG 22 CR Streetscape, Phase 1 construction drawings to include stormwater improvements defined in the City of Fort Meade, Florida Commerce, Rural Infrastructure Fund (RIF) grant and improvements to the previously unaddressed sidewalks in the three block area along W. Broadway Street from US Hwy 17 (excluding state right-of-way) to Tecumseh Avenue, as requested by the City of Fort Meade. The Scope of Services includes all necessary plan revisions, permit revisions, plus additional Construction Administration and Resident Project Representative services to reflect the increase in expected construction times.

CONDITIONS AND EXCLUSIONS

The Client shall provide copies of all available Client records as may be required for the Engineer to complete these services. The Client shall provide all regulatory agency permit application fees

and related items required by the agencies which may include soil borings, percolation tests, groundwater testing, soil sampling and/or other geotechnical information. Should land acquisition or easements be required for this project, the Client shall provide services that may be required such as property appraisals, legal surveys, easements, title searches, zoning changes, attorney fees and recording fees.

The Engineer's scope of services does not include advertising cost, traffic studies, retaining wall design, off-site design, fire flow testing, zoning related tasks, wetlands permitting, flood plain permitting, boundary or easement surveys, subdivision platting, LEED Consultation/Design or value engineering.

PURSUANT TO FLORIDA STATUTES, SECTION 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

SCHEDULE OF FEES

For the additional design and construction administration services, the Engineer shall be paid a lump sum fee as follows:

Rural Infrastructure Fund Improvements (Stormwater)
1. Basic Engineering Services $64,000
2. Resident Project Representative $25,900
Total Engineering Services Cost for RIF Improvements $89,900

Sidewalk Improvements on W. Broadway Street
1. Basic Engineering Services $62,700
2. Resident Project Representative $16,400
Total Engineering Services Cost for Sidewalk Improvements $79,100

TOTAL $169,000

Engineering services associated with the RIF stormwater improvements grant is an eligible cost and may be payable with RIF funding. Engineering services associated with the sidewalk improvements on W. Broadway Street are to paid from City funds and are not a reimbursable cost.

The total Engineering Services lump sum fee for the Fort Meade CDBG 22 CR Streetscape, Phase 1, as revised by Amendment No. 1, shall be adjusted to $268,400.

Invoices for services in progress are prepared monthly and are due in accordance with Florida Statute 218, The Local Government Prompt Payment Act. Payments which are not received in accordance herewith are subject to late fees as outlined in the Act as well as collection fees and may cause the Engineer to stop work on the Client's projects. The fees listed above do not include state sales tax, federal sales tax, or value added tax (VAT), should they be required by law.

ACCEPTANCE

Acceptance of this proposal may be indicated by the signature of a duly authorized official of the Client in the space provided below. One signed copy of the proposal returned to the Engineer shall serve as Notice to Proceed. Should this proposal not be accepted within a period of thirty (30) days, it shall become null and void.

Thank you for giving us the opportunity to serve the City of Fort Meade.

Sincerely,
Mittauer & Associates, Inc.

Joseph A. Mittauer, P.E.
President

JAM/MPT/DSH/pj

Accepted by
City of Fort Meade, Florida

By: _____

Date: _____