

# 2016 Annual Budget

## City of North Port Florida

A city where you can

*“Achieve Anything”*



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# *City of North Port*

## **Office of the City Manager**

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July 15, 2015

Honorable Mayor and Members of the City Commission:

In accordance with the City Charter and Code of Ordinances and the laws of the State of Florida, I have prepared and now present the proposed budget for Fiscal Year 2016 (FY 2016). The proposed FY 2016 budget reflects revenue estimates and expenditures based upon an ongoing review of operations. Copies of the proposed budget are available for public inspection in the Office of the City Clerk. Additionally, a user-friendly copy of the budget is located on the City's website.

Public hearing dates for the review of the FY 2016 Proposed Budget are Thursday, September 10, 2015 and Thursday, September 24, 2015, at 6:00 p.m. in the City Hall Commission Chambers. I invite and encourage our neighbors to attend the meetings and participate in the budget process.

### **Budget Overview**

The FY 2016 total proposed budget for all funds is **\$114,693,950<sup>1</sup>**. This is approximately \$9,999,030 more than the FY 2015 Adopted Budget of \$105,697,450.

Included in the Proposed Budget are General Fund appropriations of \$32,126,790<sup>1</sup>. The Proposed Budget is a strategic budget that aligns financial and employee resources with the Commission's priorities. It reflects continued investments in infrastructure and enhanced citywide public safety.

The City's economy appears to be slowly recovering after the downturn that has faced the entire nation. In 2016, the City is continuing with the uptick in property values. While there are signs of improvement it has not changed this administration's goal to deliver high quality services to our neighbors in a cost effective manner. We have made significant progress over the past four years in aligning the priorities within the organizations to the Commission's expectations and managing within our means while planning for the future. Dedicated staff members have produced a budget that I believe achieves the goals and guidelines set out by

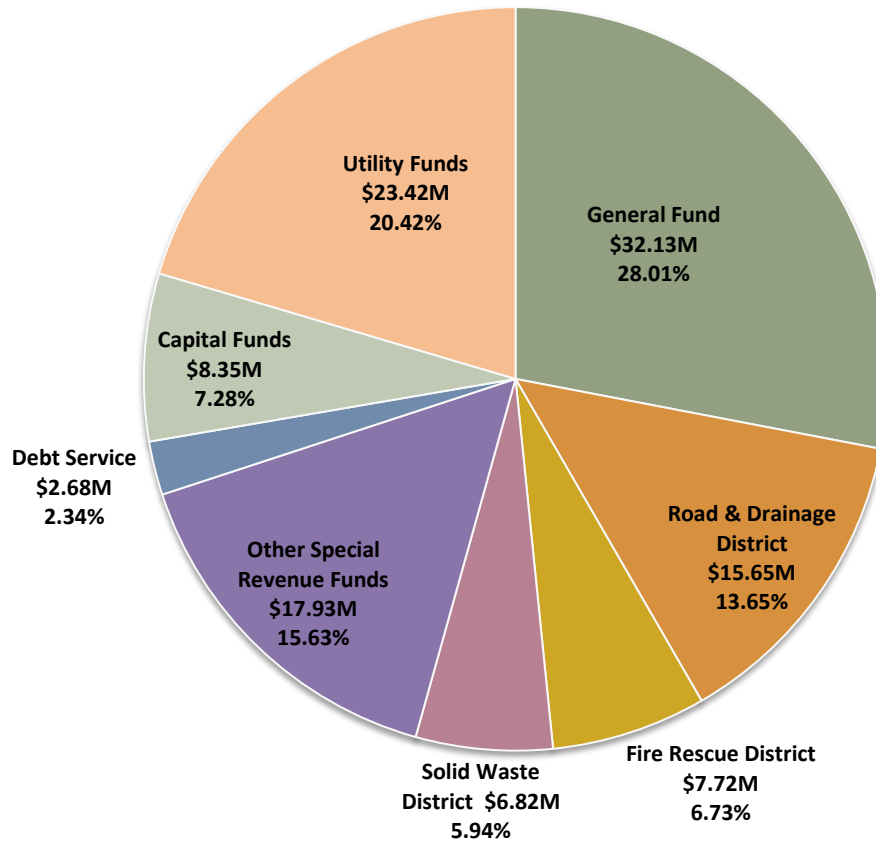
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<sup>1</sup> Excludes interfund transfers and retained earnings.

the Commission in the budget development process. This is due to the Commission’s efforts to lead the City through continued economic challenges with forethought and deliberation.

In that spirit, I submit the FY 2016 Proposed budget for your consideration along with the pledge that the City of North Port will continue to maintain its outstanding services and high quality of life.

### **FY 2016 All Funds Proposed Budget - \$114.7 million (In Millions)**



The FY 2016 Proposed Budget was developed with a look toward the past, present and the anticipated future financial conditions of the City. The framework for the Proposed Budget was established under the goal to maintain resources at sustainable levels to ensure services are delivered. The guiding principles are as follows:

- ➡ Protect key services on which the public depends
- ➡ Continue with vital infrastructure improvements
- ➡ Maintain adequate reserves
- ➡ Promote an economically sustainable community













North Port has a reputation as a beautiful, growing, and affordable location. As an organization and as a community, we cannot take for granted that great cities don't just happen. They are built through the leadership of their elected officials, the dedication and hard work of their employees, and the active participation of an informed community.

The proposed budget maintains services, increases total positions by 18.09 FTEs, and meets required reserve levels. The proposed budget assumes: an increase in the level of funding for two of the Districts (Solid Waste District is remaining the same), water and wastewater rates will be indexed as indicated in the City's Code of Ordinances, no impacts from dental or vision insurance plans, assumes payroll savings projected from turnover and a 5% increase in medical insurance plans. The budget also provides for a 3% increase for all employees. The actual increases for the union employees are subject to collective bargaining.

### **General Fund -Highlights**

The proposed **General Fund** budget totals \$32,126,790<sup>2</sup>, representing an increase of \$1,512,925 or 4.94% compared to the FY 2015 adopted budget. Modest revenue growth allows for funding enhancement in the Proposed Budget including City Commission priorities, strategic initiatives, and necessary community investments. I am proposing a millage rate of 3.5974 per \$1,000 assessed taxable valuation, which is the same millage rate from the prior year.

While the City projects an increase in some revenue, other changes and strategies have been deployed to balance the budget. The FY 2016 Proposed General Fund Budget includes funding enhancements for the following new positions and initiatives:

-  Assistant City Attorney
-  Executive Assistant in the City Attorney's office
-  Human Resources Director
-  Senior Contract Specialist
-  Zoning Coordinator
-  Land Management Administrator
-  6 Police Commanders
-  Civilian Commander
-  Community Services Officer
-  Staff Assistant II in Police
-  Unified Land Development Code Update
-  Self-insured on Liability, Worker's Compensation and Property Insurance

These proposed recommendations will serve to restore the staffing levels back to a more suitable level for the continued heightened volume of work that we now are facing. The total General Fund personnel complement for FY 2016 is proposed at 252.36 full-time equivalents (FTEs), which include full-time and permanent part-time (year round). The General Fund is lower than the FY 2008 level of 270.82 FTE's.

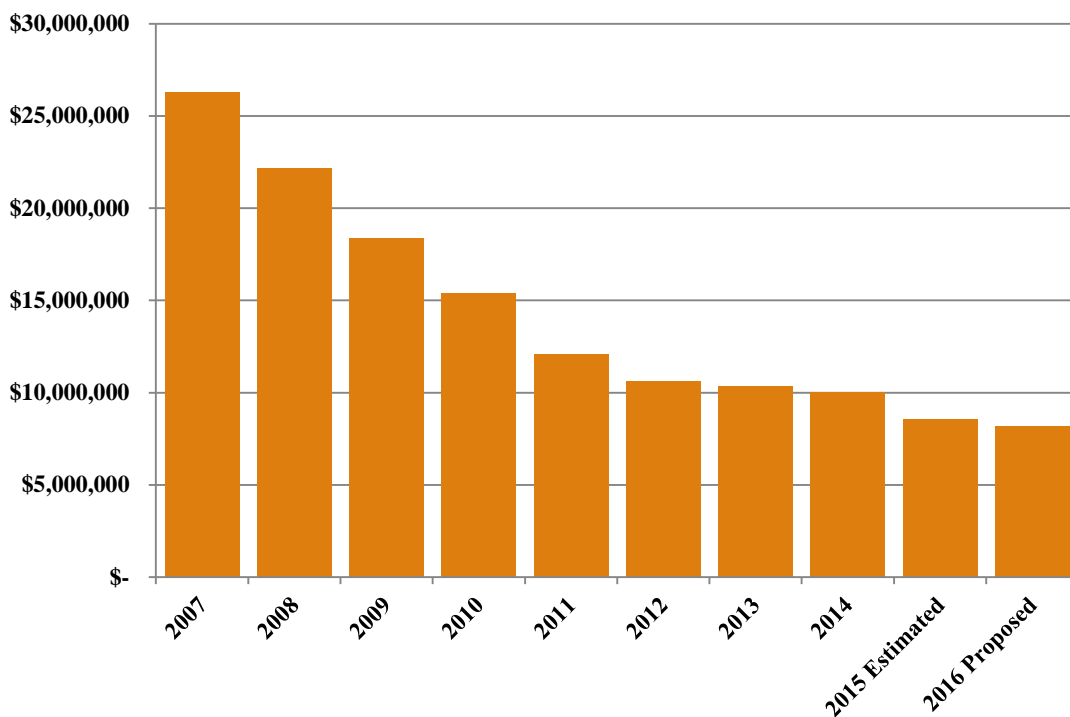
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<sup>2</sup> Excludes interfund transfers.

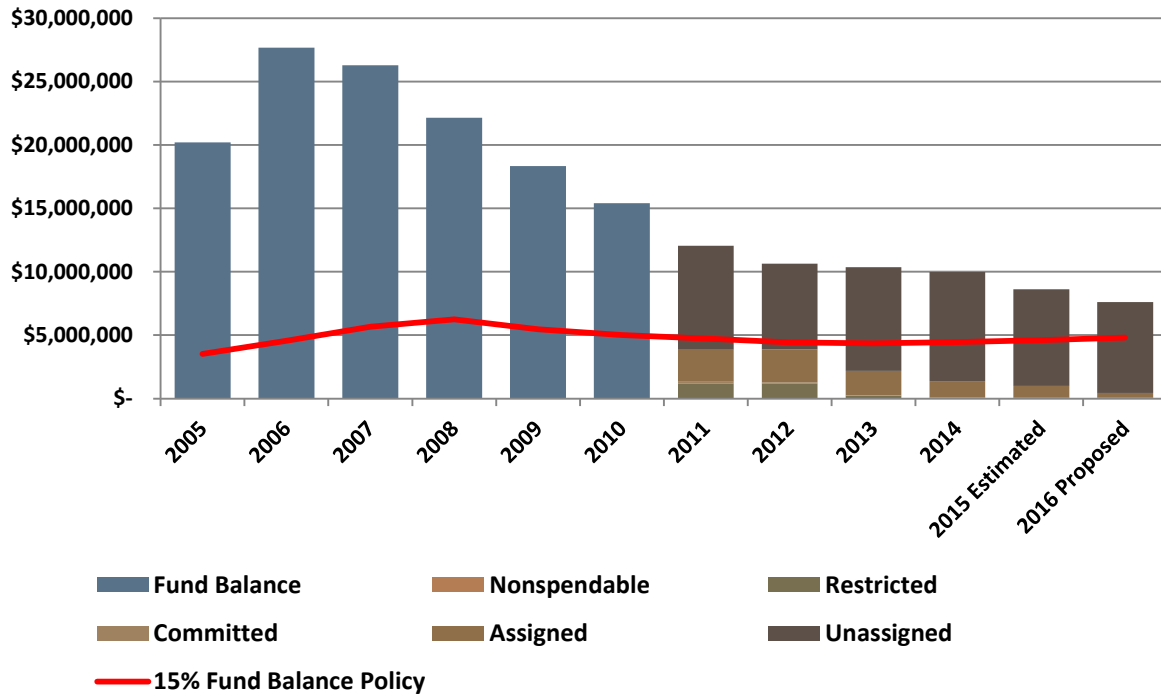
### General Fund – Fund Balances

The City Commission policy for the General Fund fund balance is a minimum of 15% of the following year’s budgeted expenditures. The Proposed 2016 General Fund Budget is based upon an estimated unreserved fund balance as of September 30, 2015 of \$8,561,011. However, a \$391,440 use of fund balance is appropriated for the FY 2016 budget which is all for one-time purchases that are either capital or non-recurring. The FY 2016 Proposed General Fund Budget meets the fund balance policy with total fund balance of \$8,169,571 or 25% as shown in the chart below. This fund balance includes \$4,823,068 in required reserves, and \$391,440 in committed and assigned funds. That brings the available fund balance to an estimated \$3,346,503 or 10.4% for the 2016 Proposed Budget. The chart below presents a ten-year history of the General Fund fund balances.

### General Fund – Fund Balance



### Compared to 15% Fund Balance Policy



The General Fund fund balance provides a measure of the financial resources available for future spending or appropriation. While the fund balance itself does not reflect the general health of the government, the increase or decrease in the unassigned fund balance is an important indicator. It is equally important to look at the likelihood of potential unanticipated costs or revenue reductions that can strain City reserves. Some of their potential issues include natural disasters, emergency repairs to city infrastructure, and cuts to intergovernmental revenues such as the Communications Services Tax. We will continue to monitor and assess the unassigned fund balance to ensure that the level of available funds is commensurate with the level of risk associated with revenue and expenditures variability that could serve to strain the City's finances.

### Property Taxes

The City of North Port's total certified taxable assessed valuation is \$2,888,331,970, an increase of \$242,893,716, or 9.18%, from the prior year final valuation. The net new construction assessed valuation during the past year totaled \$71,624,081, which was more than the prior year total of \$46,794,335. Revenue from ad valorem taxes is projected at \$10,078,770, which represents 31.7% of the General Fund revenue, excluding appropriated use of fund balance. The table below shows the City's taxable values and net new construction for a ten-year period.



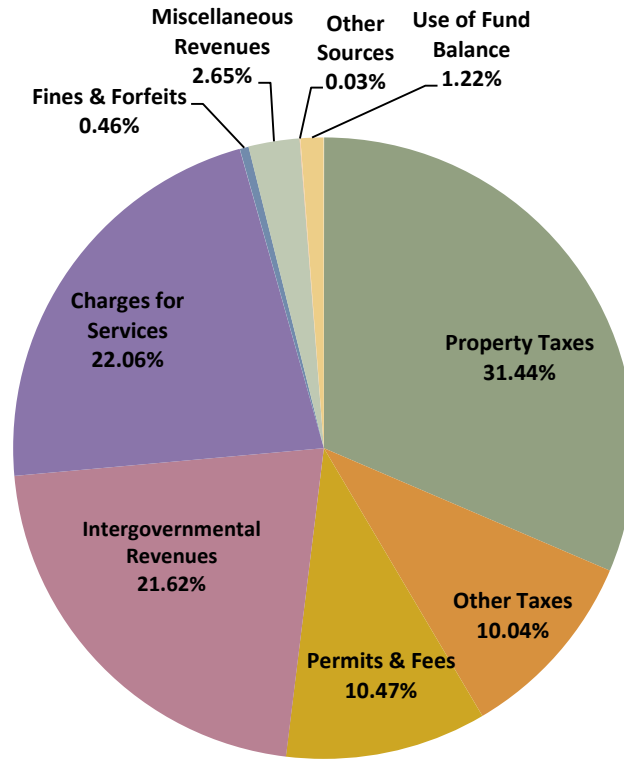
<b>Taxable Values - 10-Year Comparison</b>			
<b>Tax Year</b>	<b>Net New Construction</b>	<b>Total Value</b>	<b>Change from Prior Year</b>
<b>2015 Certified</b>	\$71,624,081	\$2,888,331,970	9.18%
<b>2014 Final</b>	46,794,335	2,645,438,254	9.26%
<b>2013 Final</b>	37,930,320	2,421,145,391	6.68%
<b>2012 Final</b>	23,386,595	2,269,565,210	-0.24%
<b>2011 Final</b>	24,614,397	2,274,923,027	-7.96%
<b>2010 Final</b>	25,823,031	2,471,693,077	-16.56%
<b>2009 Final</b>	68,626,459	2,962,341,393	-22.45%
<b>2008 Final</b>	193,762,214	3,819,906,684	-32.12%
<b>2007 Final</b>	654,574,880	5,627,237,486	14.12%
<b>2006 Final</b>	484,526,954	4,931,137,038	66.76%

The FY 2016 budget includes an operating millage rate of 3.5974 per \$1,000 assessed taxable valuation, which is the same rate as the prior year. The collection rate was established based on historical trends and is set at 97%. The chart below shows the FY 2016 estimated property taxes on a property with the homestead exemption valued at \$125,000.

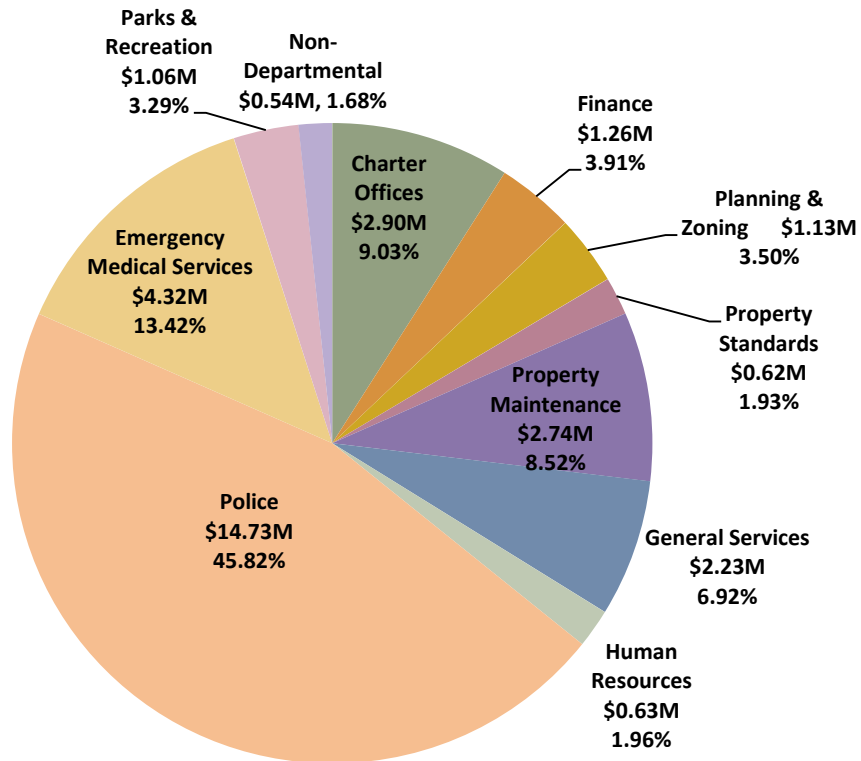
<b>Assessed Value</b>	<b>\$125,000</b>
<b>Homestead exemption</b>	<b>(\$50,000)</b>
<b>Taxable Value</b>	<b>\$ 75,000</b>
<b>Taxable Value</b>	<b>\$ 75,000</b>
<b>Proposed millage rate per \$1,000 of taxable value</b>	<b>3.5974</b>
<b>North Port Property Taxes</b>	<b>\$ 270</b>

Obviously this example only applies to homes with this assessed value and would vary by that assessed value.

**Where the General Fund Money Comes From (in Millions)**



**Where the General Fund Money Goes (in Millions)**



## **Districts Funds** **Public Works**

The proposed **Road & Drainage District Fund budget** totals \$15,651,330<sup>3</sup> and includes: appropriations to operate the City's roads, drainage, infrastructure, and engineering services, repayment of the debt service on the existing capital lease purchases, and to making capital improvements to the City's infrastructure system, and equipment and machinery purchases in order to ensure continued operation and expansion to meet the needs of property owners in the City.

The Road & Drainage District continues expansion of the infrastructure system with construction of new sidewalks and the completion of existing road widening projects. The Road and Drainage District will continue to use bond proceeds of \$41,000,000 in order to reconstruct approximately 266 miles of roads that are not up to standard in the City. This project is potentially the most significant project the City has ever undertaken. Phases 1-3 started in FY 2014 with the remaining phases to be done in couple of fiscal years. This effort includes the Commission's commitment to making sure there are adequate ongoing funds to ensure that our roads never return to the poor condition they were in prior to the Bond project.

The proposed **Solid Waste District Fund budget** totals \$6,816,330<sup>4</sup> and includes: appropriations to operate the City's solid waste collection and disposal. For the 9<sup>th</sup> consecutive year the Solid Waste assessment has either stayed the same or decreased.

## **Fire Rescue District**

The proposed **Fire Rescue District Fund budget** totals \$7,719,740<sup>5</sup> and includes: appropriations to operate the City's fire protection and preventions services, emergency management services, construction of fire stations to meet level of service demands, and purchasing of emergency vehicles and fire apparatus in order to maintain operations and expansion to meet the needs of property owners in the City. This budget includes a 1% increase in assessment rates.

The Fire Rescue District continues with the construction of Fire Station 85 in the vicinity of Price and Biscayne Boulevards.

## **Utilities Fund**

The proposed **Utilities Funds budget** totals \$23,621,080<sup>6</sup> and includes: appropriations to operate the City's water and sewer divisions, repayment of the debt service on the existing bonds and maintain required bond reserves, and making capital improvements to the system

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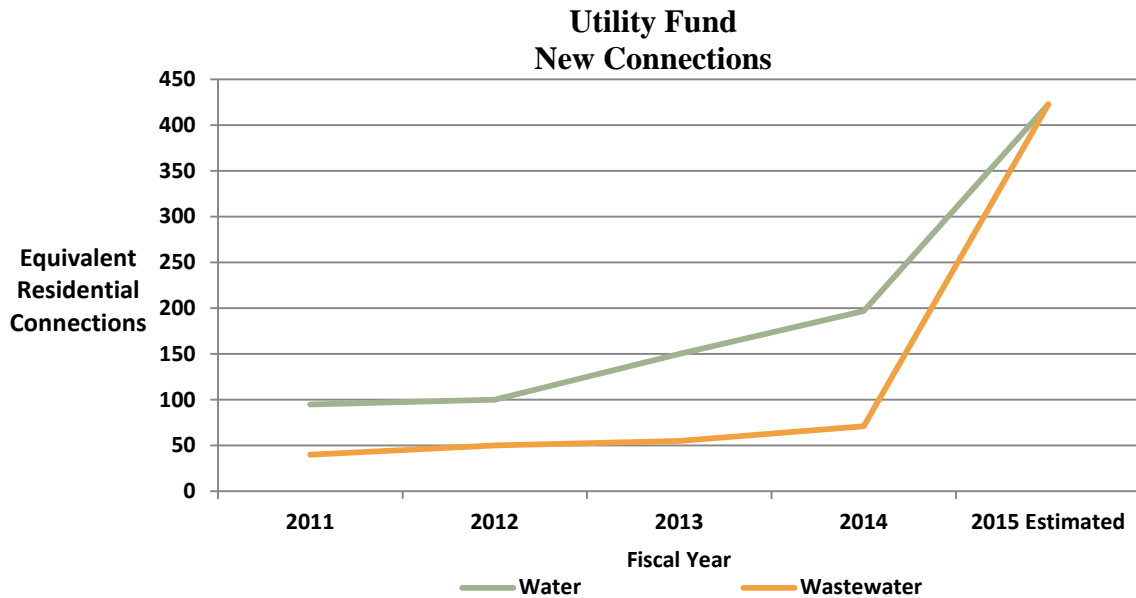
<sup>3</sup> Excludes interfund transfers.

<sup>4</sup> Excludes interfund transfers.

<sup>5</sup> Excludes interfund transfers.

<sup>6</sup> Excludes interfund transfers and retained earnings.

in order to ensure continued operation and expansion to meet the needs of property owners in the City.



In accordance with Sections 78-38 and 78-39 of the Code of the City of North Port, an annual rate adjustment is made to all water and sewer rates, charges, and fees equal to the current index of the Miami-Fort Lauderdale Consumer Price Index (all urban consumers) as reported by the Bureau of Labor Statistics as of April each year. For FY 2016, a rate study is being done and the results of this study will be presented to Commission in September.

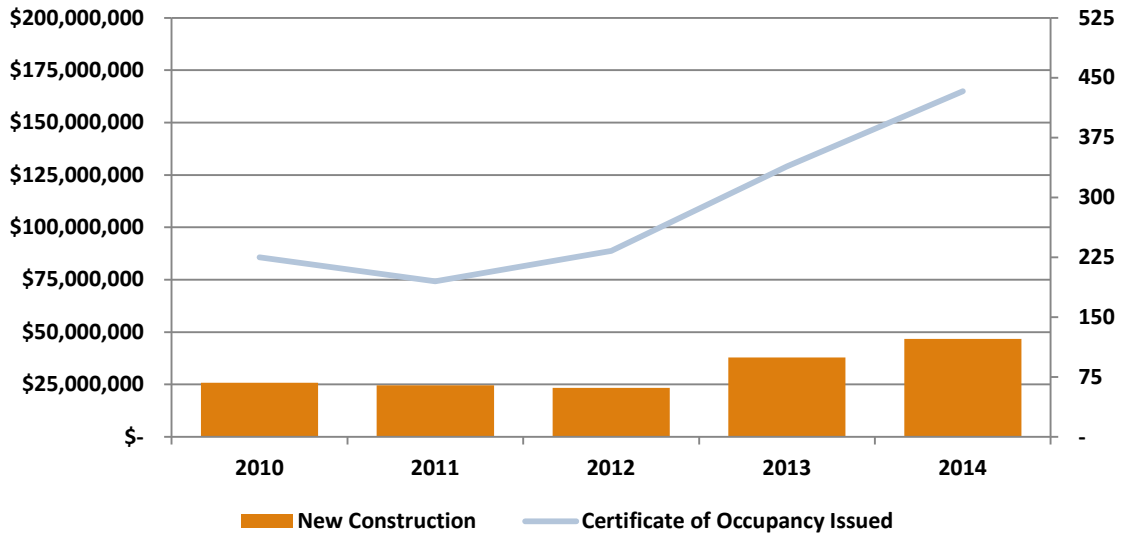
The budget is based upon an estimated unreserved retained earnings balance in the Utility Operating Fund as of September 30, 2015 of \$15,092,843, while maintaining debt service coverage.

**Building Fund**

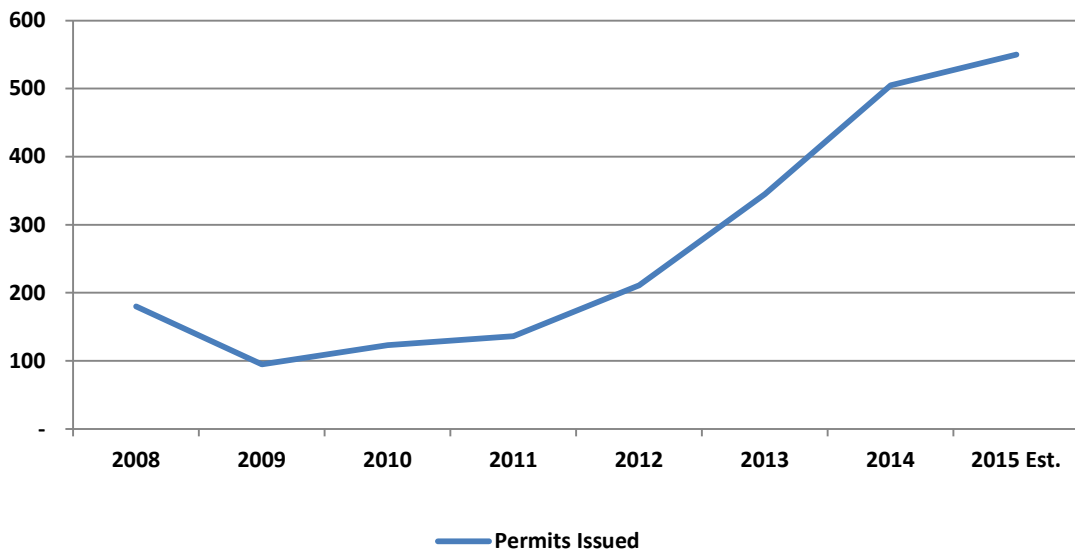
The proposed **Building Fund** budget, which totals \$1,435,340<sup>7</sup>, includes appropriations to operate the City’s building permitting and inspection services and is funded through user fees charged for permitting and inspection services. The budget represents an increase of \$181,430 over the FY 2015 budget. This level of funding preserves our level of service established by funding allocated in FY 2015. The following chart represents the history of new construction as compared to the number of permits issued which received a certificate of occupancy.

<sup>7</sup> Excludes interfund transfers.

### New Construction Value vs Certificate of Occupancy





### New Home Permits Issued by Year








### Impact Fee Funds

Proposed projects contained within the [Impact Fee Funds](#) for FY 2016 include:

-  Fire Department staff vehicle for \$30,000.
-  Solid Waste equipment for \$100,000.





### **Infrastructure Surtax III Fund**

Proposed projects contained within the [Surtax III Fund](#) for FY 2016 include:

-  Public Safety projects for Police totaling \$736,940 providing for the purchase of replacement police vehicles and \$575,000 for Fire apparatus.
-  \$1,220,000 for Parks projects:
  - Butler Park multi-purpose fields for \$750,000
  - Highland Park playground for \$130,000,
  - Land acquisition and improvements for \$50,000,
  - Parks Master Plan implementation for \$290,000.
-  Public Works projects for Road and Drainage include: the utilization of \$1,608,740 for the following projects:
  - Tamiami Trail Parking Areas
  - Big Slough Watershed Implementation Study
  - Bridge Repair & Rehabilitation
  - Road Routine Maintenance
  - Construction of sidewalks and pedestrian bridges, and
  - Price Boulevard Widening Phase 1.
-  Utilities projects to include: the utilization of \$1,174,060 for:
  - Neighborhood Water Line Extensions
  - Water Transmission Service improvements
  - Spring Haven Drive transmission.
-  City Facilities projects totaling \$262,500 for:
  - VoIP Phone System
  - EOC in City Hall improvements

### **Capital Acquisition Fund**

The Capital Acquisition Fund is primarily utilized to provide for the replacement or purchase of new rolling stock and equipment for the City. The proposed expenditures for FY 2016 include:

-  \$1,037,500 for the purchase of 2 staff vehicles in the Fire Department and a fire truck,
-  Neighborhood Development Services replacement vehicles \$52,500,
-  Solid Waste replacement trucks and Curotto cans acquisitions \$1,277,420, and
-  Road & Drainage replacement purchases of \$360,200.

### **Fleet Management Fund**

The [Fleet Management Fund](#) is established to consolidate fleet maintenance costs into one central fund. Each year the user departments and agencies are charged a cost allocation based on previous years' maintenance and repair costs.

The Fleet Management Fund proposes a budget of \$3,940,110<sup>8</sup>. In addition to the repair and maintenance of the City's rolling stock, Fleet Services includes: administration of the fuel card system and in-house fueling program, the development, implementation and administration of the City's Vehicle Replacement and Vehicle Use Policies, and the recommendations, procurement and delivery of the City's rolling stock.

### **Employee Health Fund**

The City maintains an Employee Benefits internal service fund for the purpose of providing employees with health, dental, vision, life, accidental death and disability, and short-term disability insurance benefits.

Typically medical insurance increases by 12-15% on an annual basis. The City will experience a slight increase in dental and vision insurance costs for FY 2016. The health insurance will be provided by the City for its employees through Cigna with some changes which will limit the increase in premiums to 4.77%. These changes in plan options will be presented to Commission in late July, which include addition of deductibles for some plans and co-pay increases designed to reduce overall costs for employees. The proposed budget for Employee Benefits is \$6,095,680. The City will contribute \$4,240,530 toward the benefits and the employees will contribute \$1,855,150.

### **Personnel**

As our economy seems to be pushing forward, we must consider the multiple factors that foster and support economic development, and understand that those factors are often more than bricks and mortar projects. I believe that our employees, our community builders, are both the City's greatest asset and our most important investment in providing services to our community. It is imperative to recognize that the City employees are continuing to service our community well, and performing admirably in our revitalized and fast paced environment. As part of the FY 2016 Proposed Budget I am recommending an increase in the staffing for key areas of the City including 8 positions directly related to Public Utilities, 5 in the Police Department, 2 in Public Works, 1 in Fire Rescue and 2 in the Building Fund.

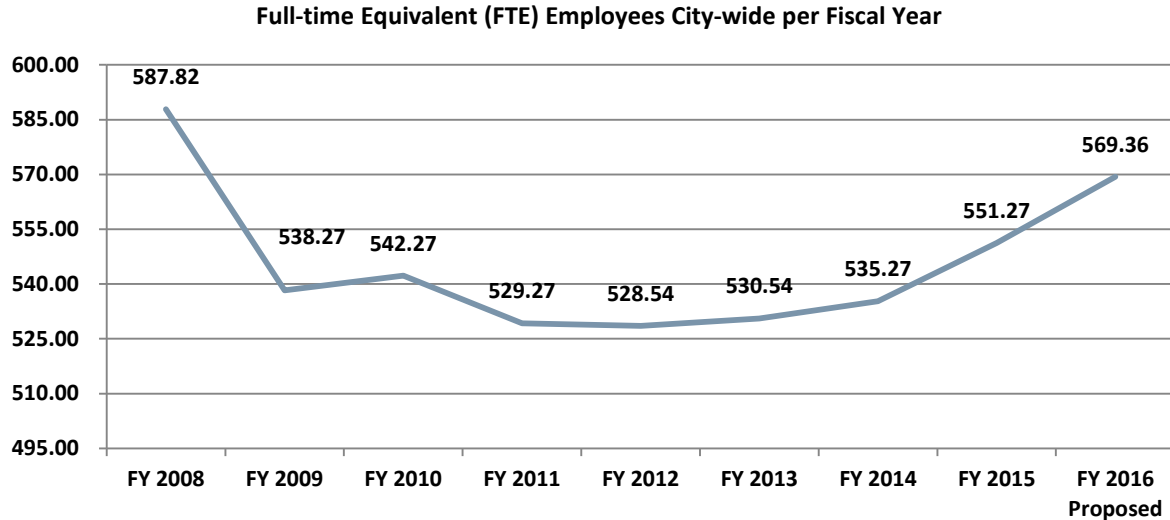
The number of **full time equivalent employees**<sup>9</sup> for FY 2016 totals 569.36 positions, which includes a net increase of 18.09 FTEs from the FY 2015 Amended Budget. The FTEs are budgeted within Service Level Adjustment (SLA) requests. The chart below shows the City's 4 year history of full-time equivalent personnel as well as FY 2016.

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<sup>8</sup> Excludes interfund transfers.

<sup>9</sup> The calculations take each part-time employee and transfer hours budgeted into a fraction of a full time employee.



\*Denotes the position is changing from part-time to full-time.



The proposed budget for personnel also includes required pension plan contributions and wage increase. The City is in negotiations on collective bargaining agreements with the PBA and IAFF, which will determine the actual costs of the contracts.

### Other Significant Issues

The City of North Port is currently undertaking several ventures, which may require amendment of the proposed budget either prior to adoption or during the fiscal year.

-  The collective bargaining agreement between the City and 3 of the collective bargaining units (IAFF, PBA, PBA Lieutenants). The FY 2016 Proposed Budget is based upon the City's current proposals to those collective bargaining units.
-  The City has applied for several grants. If awarded these grants, budget adjustments will be made based upon the City Commission's acceptance of the awarded funds.

### Conclusion

The FY 2016 budget development process was improved by the implementation of additional workshops with the Commission earlier in the process that allowed for the development of a budget based on Commission priorities. It is through a combination of revenue enhancements and expenditure cuts that I am able to present to you a structurally balanced budget for Fiscal Year 2016. For the first time since the beginning of the recession the City is not using any reserves to balance recurring expenditures. It is also the first time since the beginning of the recession that the City is using under \$500,000 total from General Fund reserves.

I believe this operating and capital improvement budget proposal positions the City and our community for the future and places the emphasis on funding some of the most critical areas of concern. Over the next year, we anticipate favorable economic conditions to set the parameters of the City's fiscal environment which we expect to be characterized by measured



growth. Real estate values should continue to grow modestly and cuts from the State appear to be leveling off.

While the future trajectory of the economy still remains unclear, current trends suggest that North Port will be largely prepared to manage its fiscal challenges, meet its commitments, and take advantage of opportunities that arise. Moving forward, we will continue to rely upon the Commission's Strategic Plan as a guide in making calculated decisions about where to invest our limited resources.

As this budget process has reflected, there is often more than one way to solve a problem and mitigate challenges. Staff has worked hard to create a plan and establish a platform from which we will work toward success.

In summary, I have submitted a balanced budget with enhanced service delivery in the area of public safety and property standards. This proposed budget also provides the means to fund the ongoing maintenance and improvements to the City's infrastructure plus providing the tools, training and equipment needed by our most valuable resource, our employees.

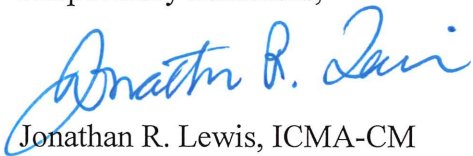
I wish to thank the Mayor and City Commission for sharing your proactive leadership in providing ideas and priorities for the City so they could be reflected in the Proposed Budget. I also extend my appreciation to the Department Directors and their staff for their active participation and valuable contributions to the development of the FY 2016 budget. As a service based organization, the employees remain the city's most valuable resources.

The FY 2016 proposed budget maintains adequate fund balance in all funds, continues funding the major capital projects, and maintains core services. I firmly believe that the budget is both responsive and responsible. It is responsive to the community for the service requirements and responsible in recognizing changes in the economic climate.

We look forward to the Commission's continued direction as we work to finalize the 2016 budget which will serve as a tool to convey your vision for the services provided in our community. I remain confident that with the Commission's direction we will continue to position North Port as a great place where you can Achieve Anything.

It is my honor to be the City Manager of this wonderful City. I look forward to examining our opportunities, overcoming our challenges, and celebrating our successes with you. On behalf of all the City of North Port employees, we thank you for the opportunity to serve.

Respectfully submitted,



Jonathan R. Lewis, ICMA-CM  
City Manager



# *City of North Port Florida Commissioners*



*Cheryl Cook      Rhonda DiFranco (Mayor)      Tom Jones      Jacqueline Moore (Vice-Mayor)      Linda Yates*

## Charter Offices

*City Attorney  
Mark C. Moriarty*

*City Manager  
Jonathan R. Lewis*

*City Clerk  
Helen Raimbeau*

*Deputy City Clerk  
Patsy Adkins*

## Executive Management

*Assistant City Manager – Danny Schult  
Chief of Fire Rescue – William Taaffe  
Finance Director – Peter Lear  
Public Utilities Director – Rick Newkirk  
Human Resources – Christine McDade*

*Neighborhood Development Services Director – Scott Williams  
Chief of Police – Kevin Vespia  
General Services Director – Robin Carmichael  
Public Works Director – Juliana Bellia*



## *Vision*

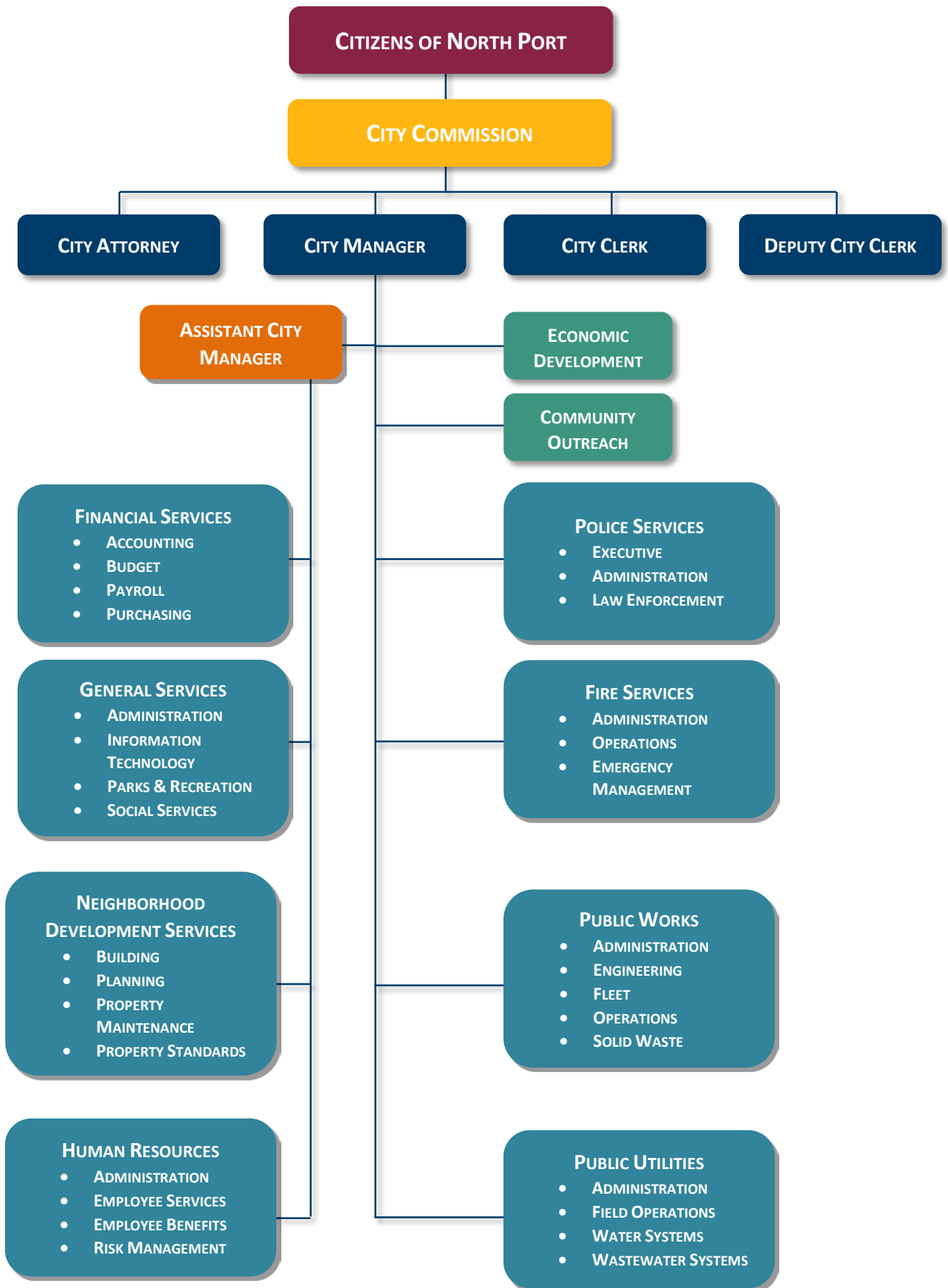
*Ensuring our community values by  
providing a viable and sustainable  
quality of life for our residents*

## *Mission*

*To act in a financially responsible manner,  
To provide quality municipal services,  
To engage residents in governance and service  
delivery*

## *Values*

*Effective governance  
Encourage economic growth and  
community prosperity  
Enhanced quality of life  
Ensure a safe community  
Excellent stewardship of the natural and  
built environment*





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of North Port  
Florida**

For the Fiscal Year Beginning

**October 1, 2014**

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of North Port, Florida** for its annual budget for the fiscal year beginning **October 1, 2014**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.



## HISTORY

In the mid-1950s, General Development Corporation (GDC), started by the Mackle Company, Inc. of Miami Florida, took an interest in 5.5 square miles of land in Sarasota County known as the Charlotte Springs section of Port Charlotte. On June 16, 1959, by a unanimous vote of all 21 employees of the company, North Port Charlotte became incorporated. Two days later on June 18<sup>th</sup>, then Florida Governor LeRoy Collins signed the city charter for North Port Charlotte officially incorporating the city. In 1986, homeowners began filing lawsuits claiming the company sold overvalued properties. The company was forced to establish a restitution fund leading to the GDC filing for bankruptcy in 1990. North Port was no longer a company town.

There are four known prehistoric sites in North Port, three of which are sinkholes. Two are designated National Historic Sites, *Warm Mineral Springs* and *Little Salt Spring* and the third, *Nona's Site* is privately owned. *Warm Mineral Springs* is a world renowned spa reputed to provide healing for a wide range of ailments. *Little Salt Spring* is recognized by the National Park Service as one of the oldest sites of human habitation in North America. Artifacts more than 12,000 years old have been unearthed from the upper ledges of the spring.

In the 1970s, General Development Corporation constructed 164 miles of man-made canals throughout the City which are interconnected and feed into the Myakkahatchee Creek. There are two major east-west canals, the Snover and Cocoplum which interconnect with multiple north-south canals. The entire waterway system is part of the *Big Slough* watershed. This system provides three main sources of potable water for the City: Myakkahatchee Creek; the Cocoplum canal; and the Peace River.

Through annexation of company-owned land, the City's boundaries have expanded to 104 square miles of land; however, the City grew slowly in population. The City is the fourth largest city in land mass in the state of Florida. The first elementary school opened in 1985 and in the late 1990s, funding became available to build the first middle school and high school. The addition of these two schools precipitated major changes to the City: the average age dropped from 60 years to 39 years; the population nearly tripled in a 10-year period; and commercial development and housing construction boomed.

In 2009, the City celebrated its 50<sup>th</sup> Birthday. Today, the City of North Port is the largest city in Sarasota County with an estimated population of 62,325. Commercial development and the housing industry slowed significantly over the past five years, but are currently beginning to show increased activity. The following table presents significant dates in the history of North Port:

### *Significant Milestones*

**1959** Incorporated as North Port Charlotte, a project of the General Development Corporation. Florida Governor, LeRoy Collins signs the City Charter. The first election of a governing board was held consisting of GDC employees.

**1960** Opening of American Police Museum Hall of Fame, a national museum. In 1990, the museum headquarters is moved to Miami.



*American Police Museum Hall of Fame*

**1961** Volunteer Fire Department organized; first fire truck purchased and first response to structural fire.

**1962** North Port's first church to have its own building, First Baptist Church of North Port Charlotte opened in July. The church has been meeting since July, 1960.

**1974** City drops "Charlotte" from its name to become "North Port".

**1975** North Port Library is established and the City's first fire station opens on North Port Boulevard.

**1982** Little Salt Springs plus 113 acres of surrounding land is donated to the University of Miami.

**1982** First elementary school, North Port Elementary opens. Later the name is changed to Glenallen Elementary.

**1991** November, 1991 referendum passes to change the form of City government from Mayoral/Commission to Commission/City Manager form of government. Myakkahatchee Environmental Park is opened.



*Environmental Park*



**1992** The City buys General Development Corporation Utilities and renames it North Port Utilities. Severe storms, dropping 20 inches of rain in six days, descend on the City with estimate damages of more than \$5 million. It was dubbed the 100-year storm.

**1995** Myakka State Forest is dedicated. North Port is the first city to have a state forest within the city limits.

**2001** North Port High School opens – the first high school in the City.



*North Port High School*

**2003** Heron Creek Middle School opens – the first middle school in the City.

**2006** New City Hall and Police Station open.



*City Hall*



*Police Station*

**2008** First Charter school opens, Imagine Schools of North Port.

North Port Utilities begins construction of expansion of Wastewater Treatment Plant.



*Wastewater Treatment Plant Expansion*

**2009** North Port celebrates its 50<sup>th</sup> Anniversary. Family Services Center opens new facility.



*Family Services Center*



**2010** First dog park, the Canine Club, opens in North Port. Morgan Family Community Center opens to the public.



*Canine Club*



*Morgan Family Community Center*

**2011** Atwater Community Park opens to the public with the completion of Phases 1 & 2 which include Little League ball fields and a Press Box with restroom facilities.



*Atwater Community Park – Little League Fields*

**2012** Public Works facility is completed including a Fleet Maintenance garage, public works administration offices, and fueling station. Wastewater Treatment Plant Expansion project completed. Fire Station 84 construction is completed.



*Wastewater Treatment Plant*



*Fire Station 84*

**2013** Reverse Osmosis water treatment facility is completed and operational. Upgrades to the George Mullen Activity Center are completed.



*Reverse Osmosis Plant*





**2014** Build out of the 2<sup>nd</sup> floor of the Family Services Center is completed and available to lease to other agencies.

The City becomes the sole owner of Warm Mineral Springs Resort; Florida's only naturally formed warm water mineral spring.



*Warm Mineral Springs*

**2015** Sumter Boulevard widening project is completed.



*Sumter Boulevard*

**2015** Atwater Community Park splash pad and playground equipment project completed.



*Atwater Community Park*

**2015** Hope & LaBrea Parks received much needed refurbishments.



*Hope Park*

The City of North Port, Florida, incorporated in 1959, grows and develops under the direction of five elected North Port City Commissioners, a City Manager selected by the City Commission and professional staff hired by the City Manager. Policymaking and legislative authority are vested in the governing commission which consists of a Mayor and four Commission members. The City Commission is vested with policy setting authority, adopting the annual budget, approving purchases and services of the governmental operations, appointing committees and hiring the City Manager, City Attorney, City Clerk and Deputy City Clerk, and the City Auditor. The City Manager is responsible for recommending and carrying out the policies and ordinances of the City Commission, appointing the directors of the City's departments, submitting the proposed annual budget, advising the Commission as to the financial condition of the City, and overseeing the day-to-day operations of the City. The vision and guiding principles for



the City's future growth are set forth in the North Port Comprehensive Plan. The Comprehensive Plan is an evolving document that changes with the community. In a continuing effort to create and maintain a healthy balance of new growth and development in proportion to environmental and resource conservation, the City looks forward to the advancements that lie ahead and takes pride in its accomplishments of the past.

Over the last few years, the City of North Port has seen tremendous change. What was once a small retirement community is blossoming into a vibrant, diverse and growing city. As the City grows, residents are expressing the desire for more lifestyle choices, community amenities and economic opportunities.

Today, North Port is challenged with a commuting workforce and few high-skills, high-wage employers. The residents and business community have defined community, business and economic development as important elements for North Port's future and are encouraging the City and business community to work together to build a stronger economy and provide lifestyle and amenity choices for residents.

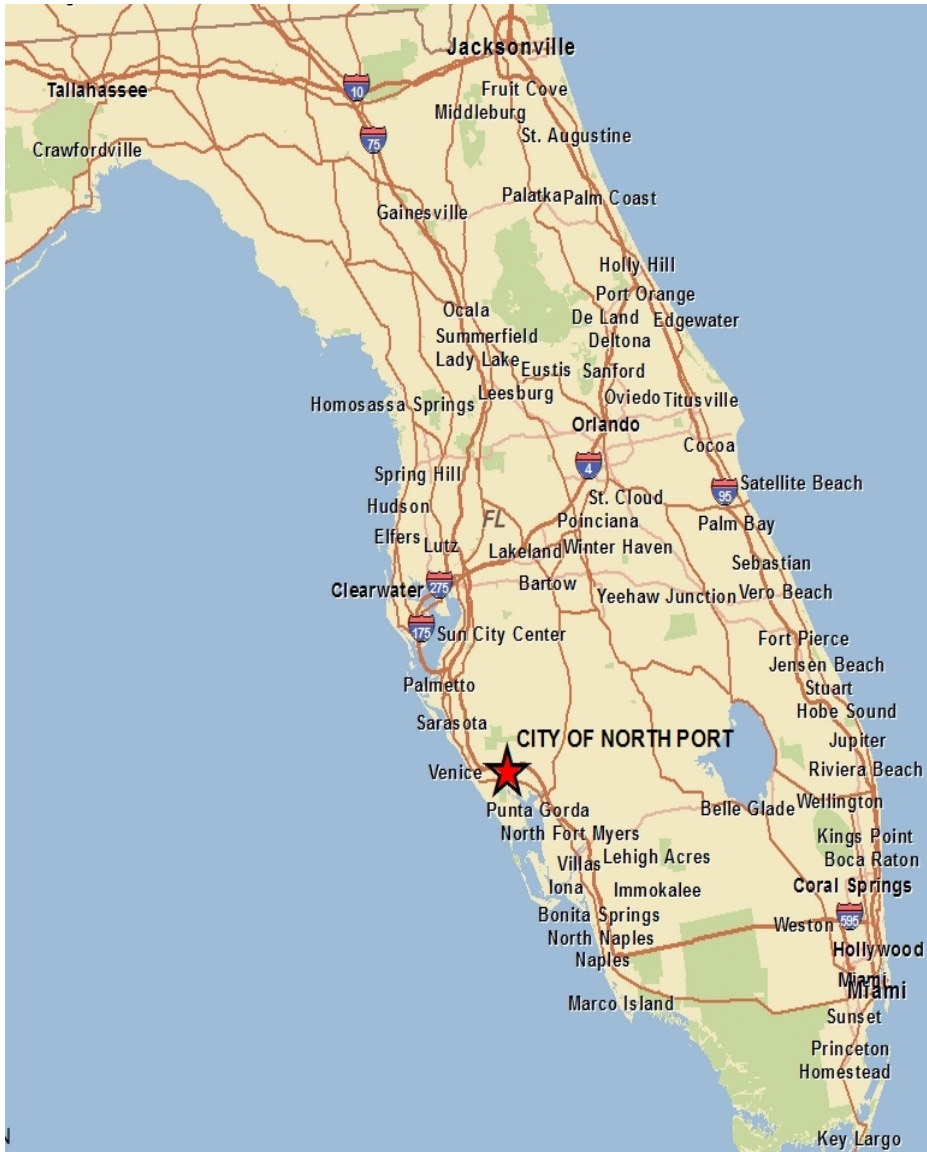
## **LOCAL ECONOMY**

North Port is a young and vibrant community that started in 1959 with only 23 residents. The pace of growth has been rapid as the population has more than doubled since the 2000 census count of 22,797 to the 2010 census of 57,357 residents. Due to the slowdown in the economy and subsequent decline in the construction industry, the City's population is expected to grow at a much slower rate. The city is projecting an average annual growth of approximately 2,000 new residents and 800 new households a year over the next four years. At this projected growth rate, the City anticipates reaching 66,330 permanent residents by 2017.

North Port has a relatively young population with an average age of 40.9 compared to Sarasota County's average age of 53.9 and is only 3.30 years higher than the United States average age of 37.6. The majority of North Port's approximately 26,225 workforce commutes to employment opportunities outside the City. North Port has been considered a bedroom community for Sarasota and Charlotte Counties due to the relative affordability of its homes and its convenient location along I-75.

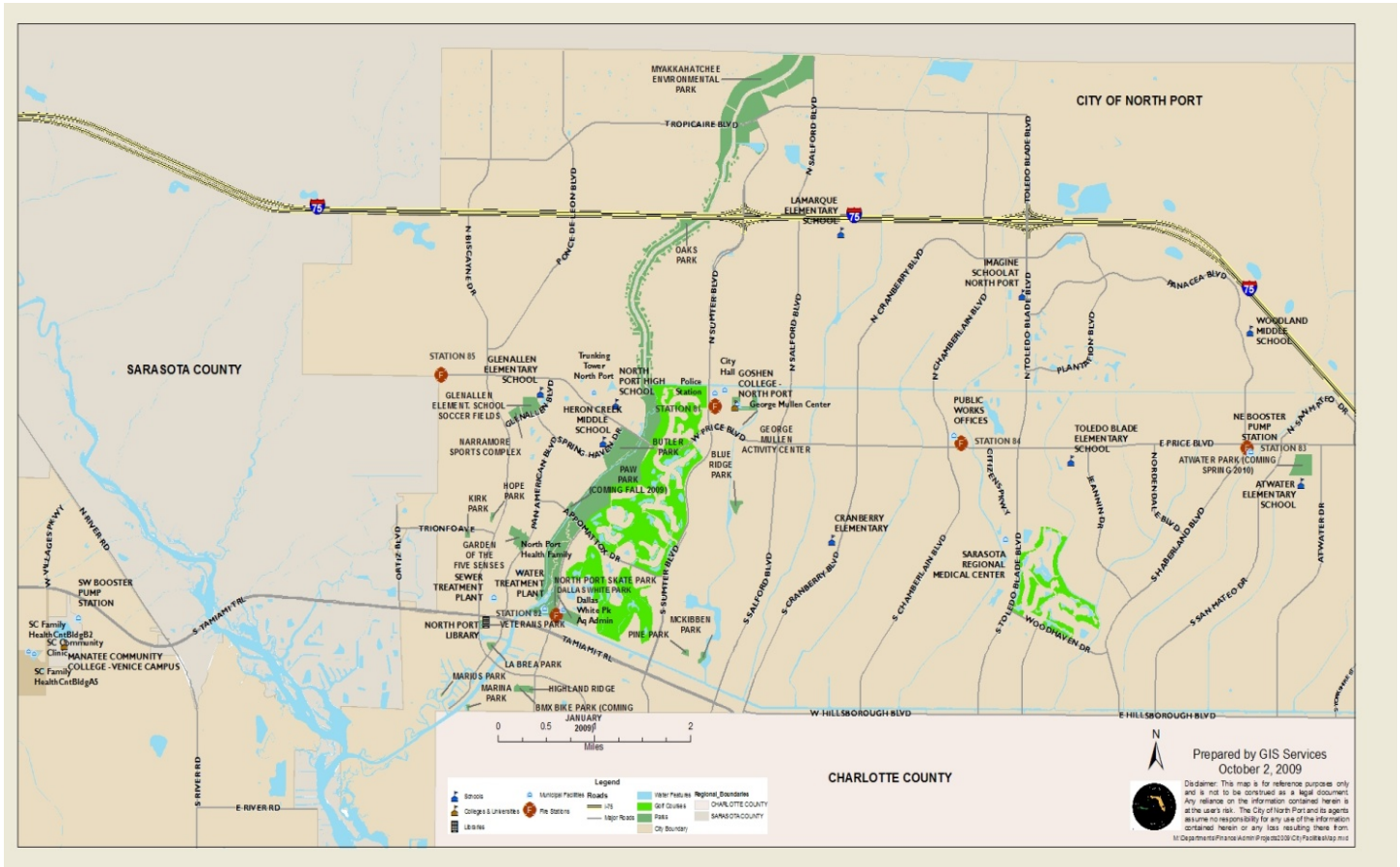


The City of North Port is located approximately twelve miles east of the Gulf of Mexico. It is positioned on the southwest side of Florida in the southernmost part of Sarasota County which is bordered on the south by Charlotte County, on the east by Desoto County and to the north by Manatee County. North Port offers diverse residential lifestyle choices with master planned communities providing golf courses and other amenities, in addition to affordable homes on plated lots. A new urban land



planning approach, plus recent land annexations, encourages future master planned communities. Attractive landscaping, upgraded new commercial building appearance standards, an aggressive utility and roadway expansion program, a new government complex, new schools, and other proactive activities, have set the stage for North Port to be a model community of the future. As a growing community, the City has challenges keeping up with its infrastructure needs which includes developing business and light industrial sites with appropriate infrastructure. The Sarasota public school system is ranked first in Florida in both mathematics and reading comprehension and as a part of this system, North Port has six elementary schools, three middle schools, and two high schools. Easy access to post-secondary and training includes: The University of South Florida’s (USF) South Sarasota Campus located on the western border of North Port, USF’s City of Sarasota Campus within a 45 minute drive, and its main Tampa campus within a 90 minute drive. In

August, 2010 the University of South Florida Sarasota-Manatee opened a new branch location in North Port. State College of Florida serves North Port through its Venice Campus five minutes west of North Port on US 41. The Florida SouthWestern State College Charlotte County campus is easily accessible via I-75 approximately 25 minutes south, and Florida Gulf Coast University (FGCU) in Fort Myers is approximately a 45 minute drive.



**Municipal Complex**

(Includes City Hall, Police Station and Fire Station #81)  
 City Hall  
 4970 City Hall Boulevard  
 North Port, FL 34286  
 (941) 429-7000

**Police Station**

4980 City Hall Boulevard  
 North Port, FL 34286  
 (941) 429-7300

**Fire Station #81**

4980 City Center Boulevard  
 North Port, FL 34286  
 (941) 240-8150

**Fire Station #82**

5650 North Port Boulevard  
 North Port, FL 34287  
 (941) 423-8281

**Fire Station #83**

3601 E. Price Boulevard  
 North Port, FL 34288  
 (941) 240-8192

**Fire Station #84**

1350 Citizens Parkway  
 North Port, FL 34288  
 (941) 423-2106

**Fire Station #85**

1045 N. Calera Street  
 North Port, FL 34286  
 (941) 426-0468

**Public Works**

(Includes Administration, Road & Drainage, Solid Waste and Fleet Management Operations)  
 1100 N. Chamberlain Boulevard  
 North Port, FL 34286  
 (941) 240-8050

**Fleet Management Services**

1100 N. Chamberlain Boulevard  
 North Port, FL 34286  
 (941) 240-8530

**North Port Utilities**

(Includes Administration and Operations)  
 6644 Price Boulevard  
 North Port, FL 34291  
 (941) 240-8000

*City at a Glance*

Date of Incorporation	June 18, 1959
Form of Government	Commission/City Manager
Area	104 Square Miles
Total Adopted Fiscal Year 2016 Budget (excludes inter-fund transfers)	\$114.5 million
Assessed Taxable Property Valuation	\$2.89 billion

*City Demographics*

<b>POPULATION (as of April 1<sup>st</sup> each year)</b>		<b>ECONOMIC ENVIRONMENT</b>	
2011 (BEBR)	57,893	<b>BUSINESS LICENSES</b>	
2012 (BEBR)	58,674	2011	960
2013 (BEBR)	59,231	2012	975
2014 (BEBR)	60,295	2013	1,112
2015 (BEBR)	62,325	2014	1,054
2016 (projected)	64,315	2015	1,126
<b>RESIDENT STATISTICS</b>		<b>TOP TEN EMPLOYERS</b>	
Median Age	40.9	<b>COMPANY**</b>	<b># of Employees</b>
Average Household Size	2.55	School Board of Sarasota County	5,018
Median Household Income	\$49,062	Sarasota County Government	3,343
<b>RACIAL COMPOSITION*</b>		Sarasota Memorial Hospital	3,099
Caucasian	81.5%	PGT Industries (Vinyl Tech)	1,761
Hispanic	8.7%	Publix Supermarkets	1,429
Black	7.0%	Venice Regional Medical Center	
Asian	1.2%	Bon Secours - Venice Hospital	1,200
American Indian and Alaska Native	0.3%	Sun Hydraulics Corporation	704
Other Race	0.1%	Sunset Automotive Group	670
Two or more Races	2.2%	Tervis Tumbler	668
<b>LAND COMPOSITION</b>		Goodwill Industries	667
Residential	58.34 sq. miles	<i>**Statistics are for Sarasota County; not available for City of North Port; taken from City of North Port 2014 CAFR</i>	
Commercial	10.07 sq. miles	<b>BOND RATINGS</b>	
Light Industrial	0.05 sq. miles	<b>GENERAL GOVERNMENT</b>	<b>Rating</b>
Recreational/Open Spaces	5.35 sq. miles	Moody's	Aa3
Conservation (State Forest)	15.75 sq. miles	S & P	AA/Stable
ROW/UTI	14.51 sq. miles	Fitch	A/Stable
Developed	34.34 sq. miles		
Undeveloped	69.73 sq. miles		

\* Taken from 2010 Census

*Public Safety*

<b>POLICE PROTECTION</b>		<b>FIRE PROTECTION</b>	
Sworn Police Officers	103	Suppression Units	10
Civilian Employees	33	Rescue Units	6
<b>TOTAL</b>	<b>136</b>	Fire Stations	5
		Employees	92
		ISO Class (Scale of 1 - 10)	1/1Y

*Education*

AREA SCHOOLS		SCHOOL***	FCAT RESULTS***	READING	MATH	SCIENCE
ELEMENTARY	ENROLLMENT*	REPORT CARD	ELEMENTARY	**NP/COUNTY	NP/COUNTY	NP/COUNTY
Atwater	706	C	Grade 3	206/208	203/205	-
Cranberry	769	A	Grade 4	216/220	217/221	-
Glenallen	687	C	Grade 5	223/227	222/227	204/208
Lamarque	804	C	MIDDLE			
Toledo Blade	731	B	Grade 6	229/232	230/234	-
Imagine at North Port	513	A	Grade 7	234/237	239/244	-
			Grade 8	239/244	245/249	199/206
<b>MIDDLE SCHOOLS</b>			<b>HIGH SCHOOL</b>			
Heron Creek	867	C	Grade 9	244/247	-	-
Imagine at North Port	359	A	Grade 10	250/253	-	-
Woodland	868	B				
<b>HIGH SCHOOL</b>						
North Port	2,371	B	**City of North Port			
Imagine at North Port	266	A	*** Florida Dept. of Education			
<b>TOTAL*</b>	<b>8,941</b>		<b>The above FCAT results are for 2014. A new test, the Florida Standards Assessment, replaced the FCAT for FY 14-15 school year. Although the test was administered, final scoring is not available at this time.</b>			

\*Source: Sarasota County School Board

**AREA COLLEGES/UNIVERSITIES****UNIVERSITY OF SOUTH FLORIDA NORTH PORT**

Programs of Study:

**ON-SITE BACHELOR'S-LEVEL COURSEWORK**

- Criminology
- Elementary Education
- Interdisciplinary Social Science
- Psychology

**ONLINE BACHELOR'S-LEVEL COURSEWORK**

- Hospitality Management
- Information Technology

**CERTIFICATE COURSEWORK**

- Leadership Studies

**STATE COLLEGE OF FLORIDA VENICE**

Programs of Study:

- Associate in Arts
- Associate in Science
  - Arts and Design Programs
  - Education Programs
  - Business & Technology Programs
  - Health and Science Programs
  - Law and Public Safety Programs
- BAS in Energy Technology Mgt.
- BAS in Health Services Admin
- BAS in Homeland Security
- BAS in Intl Business and Trade
- BAS in Public Safety Admin.
- BAS in Technology Mgmt.
- BS in Early Childhood Education
- BS in Nursing Degree (RN-BSN)

**FLORIDA SOUTHWESTERN STATE COLLEGE  
CHARLOTTE COUNTY**

Programs of Study:

**SCHOOLS OF ARTS, HUMANITIES & SOCIAL SCIENCES**

AA in General Studies

**SCHOOL OF BUSINESS AND TECHNOLOGY\*\***

- BAS in Public Safety Administration
- BAS in Supervision and Management

**SCHOOL OF EDUCATION**

- BS in Elementary Education
- BS in Middle Grades Language Arts Education
- BS in Middle Grades Mathematics Education
- BS in Middle Grades Science Education
- BS in Secondary Biology Education
- BS in Secondary Mathematics Education

**SCHOOL OF HEALTH PROFESSIONS\*\***

- BAS in Cardiopulmonary Science
- BS in Nursing

\*\* AS degrees offered also

*Service Statistics*

<b>ELECTIONS</b>		<b>STREETS &amp; SIDEWALKS</b>	
Registered Voters	41,522	Miles of Paved Public Streets	813
Voter Turnout (Nov. 2012)	21,347	Arterial	39
		Collector	72
		Local	702
<b>ANNEXATIONS</b>			
Original Acreage (1959)	3,602	Miles of Paved Private Streets	70
12 Annexations	<u>63,004</u>	Miles of Sidewalks	155
Total Acreage	66,606		
<b>SURFACE WATER</b>		<b>SOLID WASTE COLLECTION</b>	
Miles of Canals	81	Residential Collections	28,596
Water Control Structures	69	Commercial Accounts	315

*Utilities*

<b>ACTIVE ACCOUNTS (AS OF 09/30/13)</b>		Miles of Water Mains	306
Water Only	4,697	Miles of Sewer Force Mains	77
Water/Sewer	14,601	Miles of Gravity Sewer	138
Irrigation	40	Miles of Reuse Mains	20
Reclaimed	27		
<b>CAPACITY PER DAY (Million Gallons)</b>		<b>FIRE HYDRANTS</b>	1,728
Water (MGD)	7.50		
Sewer (MGD)	4.40	<b>LIFT STATIONS</b>	100
Reuse Produced (MGD)	0.86		

*Parks & Recreation*

<b>RECREATIONAL PROGRAMS</b>		<b>RECREATIONAL FACILITIES</b>	
Number of Special Interest Programs	21	Number of Community/Activity Centers	7
Number of Fitness/Exercise Programs	16	Number of Neighborhood Parks	10
Number of Sports/Leagues Programs	11	Number of Special Use Parks	7
Number of Services Programs	2	Number of Recreational/Sports Facilities	3
Number of Special Events Programs	27		
<b>ANNUAL (FY) PARK ATTENDANCE</b>		Acres of Community Parks	465.56
Skate Park	3,896	Acres of Neighborhood Parks	35.65
Bike Park – Closed February 25, 2015	589	Acres of Open Space Reserves	13,504.53
Special Events	19,245	<i>taken from Master Comprehensive Plan</i>	
Membership and Daily Drop-In Visits	70,719		
Active Achieve Anything Members	1,180		



## RECREATIONAL FACILITIES AND AMENITIES

The City provides residents with a wide range of high-quality recreational facilities, programs and services. The Parks & Recreation Department provides over forty programs offered to residents of all ages. The following chart is an overview of the facilities currently provided by the parks division.

Park / Facility	Restrooms	Parking Lot	Vending or Concession Stand	Green Space	Picnic Tables	Outdoor Grill	Pavilion / Gazebo / Shelter	Playground	Walking Trails and/or Fitness Stations	Basketball Court (outdoor)	Tennis Court	Racquetball Court	Volleyball Court	Shuffleboard Court	Boat Ramp	Gymnasium	Fitness Center	Multi-Purpose Meeting Rooms	Baseball Fields	Multi-Purpose Playing Fields (football/soccer)	Canoe and Kayak Launch	Softball Fields	Batting Cages
<b>Neighborhood Parks</b>																							
Blue Ridge Park	•	•		•	•	•	•	•															•
Highland Ridge Park	•	•		•	•	•	•	•		•	•	•		•									
Hope Park				•	•	•	•	•															
Kirk Park		•		•	•	•	•	•		•			•										
LaBrea Park		•		•	•	•	•	•		•									•				
Marius Park				•	•	•																	
McKibben Park	•	•		•	•	•	•	•		•	•	•		•								•	
Oak Park				•																			
Pine Park		•		•	•	•	•	•					•										
Veteran's Park				•																			
<b>Community Parks/Activity Centers</b>																							
Butler Park	•	•	•		•		•	•												•	•	•	•
Morgan Family Community Center	•	•	•	•	•		•	•	•	•							•	•	•				
Larry Thoennissen Athletic Fields	•		•																		•		
George Mullen Activity Center	•	•						•					•				•	•	•				
Dallas White Park	•	•		•	•	•	•	•		•			•		•							•	
Scout House (Dallas White Park)	•	•			•	•													•				
Community Educational Center	•	•		•			•							•					•				
<b>Recreational/Sports Facilities</b>																							
Atwater Community Park	•	•	•	•	•	•	•													•			•
Narramore Sports Complex	•	•	•		•																•	•	•
Sumter Blvd Linear Park				•			•	•															
<b>Special Use</b>																							
Canine Club	•	•		•	•		•																
Garden of the Five Senses	•	•		•	•		•		•														
Marina Park		•			•	•	•								•								
Myakkahatchee Environmental Park	•	•		•	•		•		•														
Skate Park	•		•	•	•		•																
City Center - Front Green		•		•																			
City Center - Rear Courtyard		•		•																			





### SUMMARY OF 2015/2016 AD VALOREM TAXES

#### FOR MUNICIPALITIES WITHIN SARASOTA COUNTY

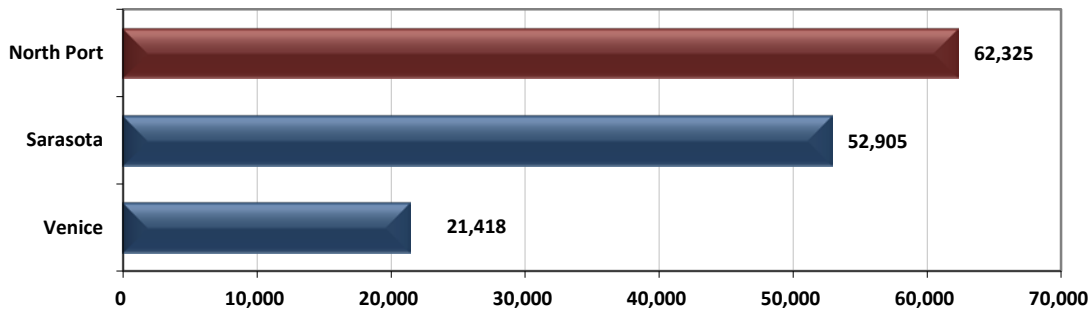
Municipality	Total Taxable Value	Population	Taxable Value Per Capita	Total Millage	Ad Valorem Tax Bill Per Capita
Longboat Key	3,724,103,778	4,467	833,692	2.1876	1,824
<b>North Port</b>	<b>2,888,331,970</b>	<b>62,325</b>	<b>46,343</b>	<b>3.5974</b>	<b>167</b>
Sarasota	8,115,854,039	52,905	153,404	3.4981	537
Venice	3,233,289,634	21,418	150,961	3.2770	495

Notes: City population figures are provided by the University of Florida, Bureau of Economic Research as of April 1, 2015, taxable value as of July, 2015 and the proposed millage rates are effective October 1, 2015. Total millage includes separate debt service rate.

### THREE CITY COMPARISONS

The following charts compare tax revenues, general fund expenditures and authorized employee positions to the population for North Port and two similar cities in Sarasota County using data from the FY 2016 budget.

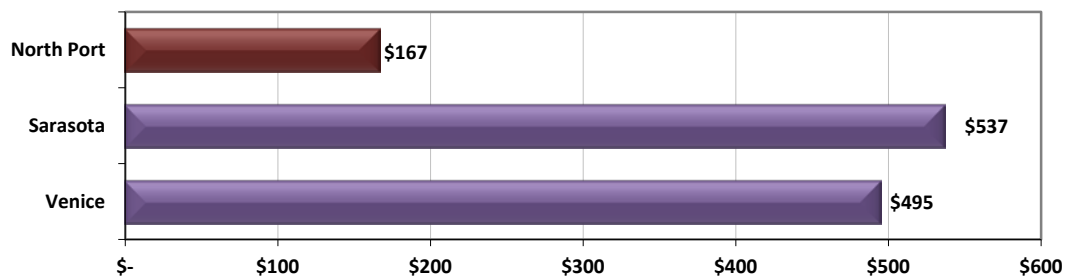
#### Population



Population figures used are from the April 1, 2015 BEBR Report.

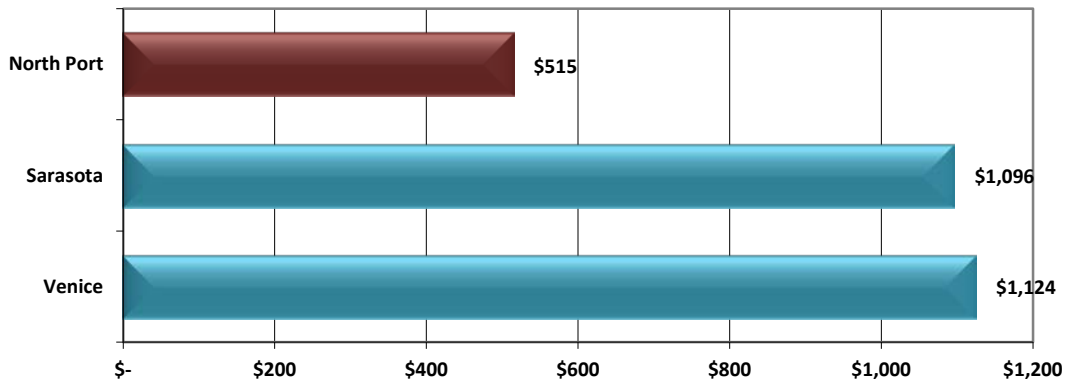
#### Ad Valorem Property Tax Revenues Per Capita

This chart illustrates the amount of revenue per capita projected to be collected by each municipality for FY 2016. Ad valorem taxes are based on the value of the home or property. North Port has the lowest per capita ad valorem revenue rates of the cities in Sarasota County.





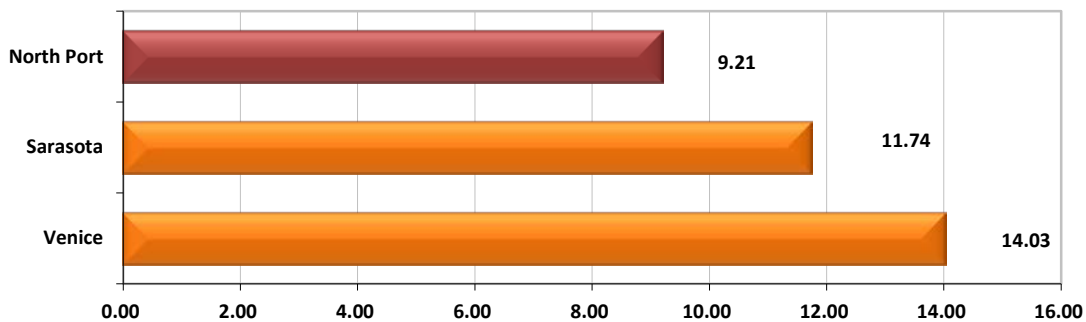
*Total General Fund Expenditures (excluding transfers) Per Capita*



This chart illustrates the budgeted General Fund expenditures per capita of each municipality. These expenditures are usually funded by taxes, state shared revenues and charges for services revenues. North Port has the lowest per capita expenditure rates of the cities in Sarasota County.

*Employees per 1,000 in Population*

This chart illustrates the number of employees per 1,000 in population of the municipality. North Port has the lowest number of employees per 1,000 residents of the cities in Sarasota County.



**COMMISSION – MANAGER GOVERNMENT**

The City of North Port uses the Commission-Manager form of government. Each Commissioner is elected “at large” for a four-year term. Annually at the first regular commission meeting in November, a mayor and vice mayor are elected by the five commissioners to serve in those capacities for a one-year term. The regular city commission meetings are held on the second and fourth Mondays of each month. The Commission represents all of the citizens of North Port and has the responsibility for setting municipal policies not designated by state legislation, such as adopting ordinances and resolutions, voting on appropriations, approving the budget, and setting tax and fee rates. The mayor presides at meeting of the commission and is recognized as head of the city government for all official functions. The vice mayor serves as acting mayor in the absence of the mayor.

The City Manager is appointed by and is directly responsible to the City Commission. The manager is chosen solely on the basis of administrative qualifications and experience in municipal affairs. As the administrative head of the City, the manager



carries out the policies that are established by the commission and directs and coordinates the work of all city departments. The manager is responsible to inform the commission of the conditions and needs of the city and to make recommendations for action as the need arises. The manager also prepares the annual budget for the commission's consideration and upon its enactment sees that its provisions are upheld. The Commission – Manager form of government is ideal for a maturing city, such as North Port, as it affords the unification of authority and political responsibility in a professional administrator. The system fosters democracy and efficiency in a government that is highly responsive to the needs of the City's citizens.

## HOW TO USE THE BUDGET DOCUMENT

The City's Adopted Annual Budget provides a framework for the overall fiscal management of the City of North Port for Fiscal Year (FY) 2016 and the future. It includes the day-to-day operating funds and capital improvement funds.

The budget presentation is intended to be a policy document, a financial plan, an operations guide and a communications device. The purpose of this section is to provide the reader with a guide to the document's contents: where and how to find the information and how to understand or use the information. The budget document has been prepared in a summary format intended to be easily understood by the general public. The Capital Improvement Plan and a budget-in-brief document titled, **Community Connection – The 2015-2016 Budget Story** are available as separate documents on the City's website at [www.cityofnorthport.com](http://www.cityofnorthport.com)

**The following describes each of the major sections in this document:**

### **INTRODUCTION**

The *Introduction* contains the Vision and Mission statements, the City's Elected officials, a history and map of the City's locations, the City at a Glance which lists general demographic facts and figures for the City of North Port, a How-To-Use guide for the document, and both a summary of ad valorem taxes and millage rates for all municipalities within Sarasota County as well as city comparisons.

### **STRATEGIC PLANNING AND BUDGET STRUCTURE**

The *Strategic Planning* section describes where the City has been and where it is going in the upcoming year and in future years. It provides a broad perspective of the City's "**Vision-2028**" plan and includes the economic outlook, legislative issues and emerging issues the City is analyzing for future budgets. The section also provides a broad picture look at performance measurement. The *Budget Structure* section serves to describe the budget process, budget calendar, and fund structure. The section includes the financial and budgetary policies of the City.

### **BUDGET OVERVIEW**

The *Budget Overview* presents an overview of the FY 2016 Budget for all funds including the budget calendar and budget process for fiscal year 2016 budget preparation. This section describes sources of funds or revenue use of funds or expenditures; forecasts of future impacts to the budget; assumptions made for the forecasts; and presents changes in fund balances. It also contains a narrative, comparative tables, charts and graphs to make the information more understandable and comprehensive.

### **ORGANIZATION AND DEPARTMENT SUMMARIES**

This section provides an overview of each department/division including overall staffing, an organization chart, core services and outputs, the budget by department/division and selected performance measures. To improve clarity and flow, the budget document is organized by fund. The department summary section is ordered as follows:

<b>MISSION</b>	A statement of purpose for each divisional unit
<b>CORE SERVICES &amp; OUTPUTS</b>	The primary roles or tasks performed by each divisional unit
<b>STRUCTURE</b>	Shows the organization of each divisional unit
<b>OPERATING BUDGET DETAIL</b>	Compares actual and budget revenues (if applicable) and expenditures by type for fiscal years 2012 through 2016
<b>STAFFING</b>	Details the authorized position count for the department/division for five years
<b>PERFORMANCE MEASURES</b>	The measurement of the tactical and operational objectives attempted by the department/division

**CAPITAL IMPROVEMENT PROGRAM**

The *Capital Improvement Program* contains a summarized version of the Five Year Capital Improvement Program (CIP) for fiscal years 2016 through 2020. The programmed projects for FY 2016 are adopted as a part of the budget.

**SUPPLEMENTAL INFORMATION**

The *Supplemental Information* portion contains Budget Ordinances and a glossary of frequently used terms including acronyms used throughout the budget document.

The “How to Use the Budget Document” section aids the reader in finding and understanding information contained in the City’s budget document. If additional information is desired, please call the Finance Department at (941) 429-7107.

The budget document is also located on the City of North Port website, [www.cityofnorthport.com](http://www.cityofnorthport.com). A copy of the document can be obtained by contacting the City Clerk’s Office.





## STRATEGIC PLANNING

**Vision** – *The City of North Port is committed to ensuring our community values by providing a viable and sustainable quality of life for our residents.*

**Mission** – *The City of North Port is committed to act in a FINANCIALLY RESPONSIBLE manner, to provide QUALITY MUNICIPAL SERVICES, and to ENGAGE RESIDENTS in governance and service delivery.*

### Values

North Port's five fundamental values are the long-term financial and operational goals that provide the basis for annual departmental business plans which become the budget and capital improvement program. Each value has corresponding strategic initiatives, or focus areas, for projects, programs, and key measures which position North Port for the future.

The following lists each value and corresponding definition statements which further describe the goals to achieving the fundamental value.

#### **Good governance**

- Models stewardship and sustainability of the city's assets and resources
- Supports strategic decision making with timely, reliable and accurate data and analysis
- Encourages collaboration and citizen participation
- Provides effective and superior customer service in all city business
- Complies with regulatory and policy directives

#### **Encourage economic growth and community prosperity**

- Promotes an environment that attracts, sustains and retains diverse businesses and creative entrepreneurs
- Encourages sustainable development supported by reliable and affordable city services
- Helps to maintain a qualified and diversified workforce
- Provides, maintains and invests in a well-planned public infrastructure network
- Develops and prepares integrated, comprehensive long-range zoning and land use plans

#### **Enhanced quality of life**

- Encourages vibrant Town Centers
- Supports an aesthetically pleasing community
- Promotes and sustains a safe, clean and attractive place to live, work and play
- Aids in the development of quality healthcare and quality of life opportunities
- Provides for multi-generational community enrichment and community engagement

#### **Ensure a safe community**

- Fosters a feeling of personal safety through a visible and approachable presence
- Protects the community by justly enforcing the law, promptly responding to calls for service, and being prepared for all emergency situations
- Ensures regulatory compliance to protect property, the environment, and the lives of its residents and visitors
- Provides safe traffic flow, safe roads, and a well-maintained transportation system
- Offers a variety of safe activities and safety education

#### **Excellent stewardship of the natural and built environment**

- Fosters a sustainable community
- Protects community character
- Preserves natural resources, parks, creeks, canals, and open spaces
- Promotes a responsible development and environmentally sound transportation systems
- Maintains facilities, streets, and other infrastructure

## COMPREHENSIVE PLAN

Local Comprehensive Plans are used to guide future growth and development to provide an overall vision for communities. The planning framework of the Comprehensive Plan was developed as part of the 2005 Evaluation and Appraisal Report (EAR) of the 1997 comprehensive plan update. The framework is designed to bring together stakeholders including citizens of North Port, city officials, and the public to provide valuable input into the visioning focus of the city at build out.



The Comprehensive Plan is comprised of the following elements:

- Future Land Use – outlines the principles and performance standards to be followed for the control and distribution of land development intensity and population densities
- Transportation – defines the development of an effective multi-modal transportation system which optimizes safety, convenience, cost and pollution reduction practices by establishing internal and external transportation linkages between residential neighborhoods and activity centers
- Utilities – linked to the Future Land Use element in relationship to the density and intensity of land use and how it guides the expansion of utility services
- Conservation and Coastal Zone Management – establishes a method of protecting, conserving, and enhancing the natural environment and historic resources
- Recreation and Open Space – profiles the diversification of various amenities to create a healthy environment for growth
- Intergovernmental Coordination – identifies and eliminates incompatible goals, objectives, policies, and development proposed in local comprehensive plans, and responds to the need for coordination with adjacent local and county governments and federal, state, and regional agencies
- Housing – identifies potential deficits in the housing supply by analyzing trends and potential housing problems
- Public School Facility – collaborates and coordinates with the School Board of Sarasota County to provide and maintain a high quality public education system which meets the needs of the City’s existing and future population
- Capital Improvement – concentrates on adequately providing needed public facilities for existing and future residents in a timely and efficient manner consistent with available resources to promote orderly growth.

**LONG-RANGE NON-FINANCIAL GOALS**

The long-range non-financial goals for the City of North Port are set forth in the adopted City Comprehensive Plan. The chart that follows identifies the long-term goals and links them to the City Commission’s strategic short-term goals and implementation.

LONG-TERM GOALS: CITY COMPREHENSIVE PLAN	SHORT-TERM GOALS: CITY COMMISSION	IMPLEMENTATION: DEPARTMENTS & PROGRAMS
<b>Maximize land uses to achieve a sustainable mix of urban development</b>	Climate for economic growth and community prosperity	Economic Development; Neighborhood Development Services-Planning Division; Implement Economic Development Strategic Plan; Ambassador Program; Activity Center 6 Master Plan
<b>Develop an effective multi-modal transportation system which optimizes safety, convenience, cost and pollution reduction</b>	Great neighborhoods Climate for economic growth and community prosperity	Public Works; sidewalks; Sumter Blvd. widening; road reconstruction & rehabilitation
<b>Provide safe, high quality, adequate supply, distribution, and conservation system of potable water</b>	Preserve environment and natural resources Climate for economic growth and community prosperity	Public Utilities; Backflow Cross Connection Program; Myakkahatchee Creek Reliability Project; Neighborhood Water and Sewer Extension Program
<b>Provide adequate collection, treatment, and disposal of sewage</b>	Preserve environment and natural resources Climate for economic growth and community prosperity	Public Utilities; Neighborhood Water and Sewer Extension Program; Reject Line Project; Reclaimed Water Project
<b>Develop a stormwater management system which protects real and personal properties and preserves natural resources</b>	Preserve environment and natural resources Great neighborhoods	Public Works; Big Slough Project and implementation; water control structures rehabilitation & replacement



LONG-TERM GOALS: CITY COMPREHENSIVE PLAN	LONG-TERM GOALS: CITY COMPREHENSIVE PLAN	LONG-TERM GOALS: CITY COMPREHENSIVE PLAN
<b>Protect, conserve and enhance the City’s natural, environmental and historical resources</b>	Preserve environment and natural resources Quality of life opportunities Your “Hometown”	City & County Executive Management; General Services-Parks & Recreation Division; Myakkahatchee Creek Corridor Project; Warm Mineral Springs Development
<b>Develop and maintain a community park and recreation system</b>	Exceptional outdoor experiences within a pristine natural area Quality of life opportunities Your “Hometown”	General Services – Parks & Recreation Division; Atwater Community Park Project; Butler Park Community Pool; Neighborhood Park Improvements
<b>Promote the preservation and development of high-quality, balanced, and diverse housing options</b>	Your “Hometown” Great Neighborhoods “Alive” Town Centers I-75 interchanges as major activity centers and destinations	Neighborhood Development Services – Planning Division; Economic Development; Activity Centers 5 & 6 Master Plans; Unified Land Development Code and Comprehensive Plan updates
<b>Adequately provide the needed public facilities for both existing and future residents</b>	Your “Hometown” Great Neighborhoods Quality local healthcare Preserved environment and natural resources	Public Works; Public Utilities; Public Safety; General Services – Parks & Recreation Division; Transportation; Water & Sewer; and Parks & Recreation Projects. Fire Stations and Police Sub-stations projects.

### VISION 2030

**North Port 2030** is your *“Hometown”* that has *“Preserved the Environment and Natural Resources”* and provides *“Exceptional Outdoor Experiences within a Pristine Natural Area”*.

**North Port 2030** offers a *“Climate for Economic Growth and Community Prosperity”*, *“Quality Local Healthcare”*, and *“Quality of Life Opportunities”*.

**North Port 2030** has *“Alive Town Centers”*, *“I-75 Interchanges as Major Activity Centers and Destinations”*, and a choice of *“Great Neighborhoods”*.

In December 2014, the North Port City Commission began the process of updating the Strategic Plan 2015-2020-2030 for the City. The plan defines the vision for the city in the year 2030 and establishes strategic goals to reach the 2030 destination.

The consultant interviewed Commissioners and City Staff to help frame the focus of the discussion which included:

- a review of prior year successes,
- a 15 year look forward at goals and expectations,
- revisiting the Plan from 2013 and determining the changes needed for the next 15 years,
- reviewing the City’s mission and purpose of City government,
- selecting attainable goals in five years and one year, and
- reviewing the goals, objectives, challenges and opportunities.

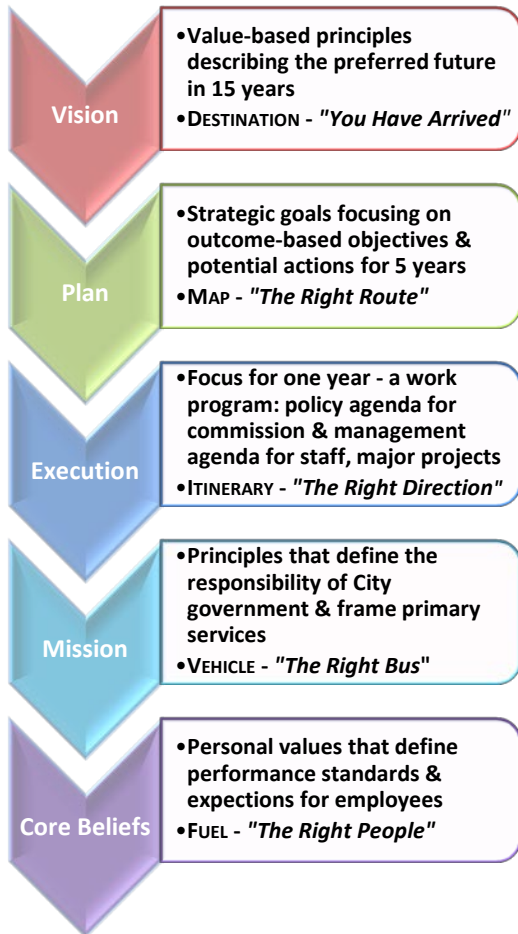
The Commission continued its Strategic Planning discussion in March 2015 and adopted the final 2015-2020-2030 plan on May 11, 2015.





Below is an illustration of the Strategic Planning Model used in developing *Vision 2030*.

# Strategic Planning Model



## 2015 PRIMARY BUDGET GOALS

Based on the City Commission’s direction, the budget was developed with the following goals in mind:

- Protect key services on which the public depends
- Continue with vital infrastructure improvements
- Maintain adequate reserves
- Promote an economically sustainable community

City staff began the budget development process by focusing on these primary goals. As the Commission continued their discussions on the Vision 2030 Strategic Plan, staff obtained more definitive objectives for the 2016 Budget and was able to adjust their proposals to meet those objectives.

The Strategic Plan implements the Vision and Mission through five fundamental values and provides the basis for the departmental business plans, capital improvement plans, and the financial and business plans for North Port. The Strategic Plan is focused on sustainability and a strong position for the present and future. The nine guiding principles of *Vision 2030* serve to execute the fundamental values of the City. Each year strategic initiatives are developed to meet two primary municipal services objectives: Core Business objective, which includes “no choice” and “choice for daily living” services, and “quality of life” objective.

The fifteen year strategic plan is divided into five-year segments with specific goals, and annual objectives are developed to meet those goals. The strategic plan, goals, and objectives are reviewed each year to determine the City’s progress toward *Vision 2030*. The review process is a major component in the overall budget process.

**Fundamental Values**

- Good Governance
- Encourage Economic Growth & Community Prosperity
- Enhanced Quality of Life
- Ensure a Safe Community
- Excellent Stewardship of the Natural & Built Environment

**Guiding Principles**

- Hometown
- Preserved Environment & Natural Resources
- Exceptional Outdoor Experiences within a Pristine Natural Area
- Climate for Economic Growth & Community Prosperity
- Quality Local Healthcare
- Quality of Life Opportunities
- "Alive" Town Centers
- I-75 Interchanges as Major Activity Centers & Destinations
- Great Neighborhoods

**Initiatives**

- Develop & review policies, processes, & fees
- Continue infrastructure upgrades, expansion, & maintenance
- Complete Master Plans for Parks, Activity Center 5, & Utilities
- Develop a plan of action for Warm Mineral Springs
- Review City-owned land to determine future acquisition or disposition

**Objectives**

- Core Business: No Choice Services & Choice for Daily Living Services
- Quality of Life Services
- Community Add-On

**Vision 2028**

- Financially Responsible
- Quality Municipal Services
- Engaged Residents



**STRATEGIC/BUDGET INITIATIVES**

The strategic initiatives for fiscal year 2016 include policy and management agenda priorities. The following chart illustrates those priorities and how they relate to the city-wide values and the strategic vision guiding principles.

**CITY OF NORTH PORT  
STRATEGIC INITIATIVES SUMMARY  
FISCAL YEAR 2015-16**

VALUE	PRINCIPLE	PRIORITY	ACTION	OUTCOMES	STATUS	DEPARTMENT
<b>Good Governance</b>	Climate for Economic Growth & Community Prosperity	1	Develop policies for Zoning & Code Enforcement, and Capital Acquisition policy	Streamlining permit, planning & zoning process, and fees	On-going	City Manager & Neighborhood Development Services
				City-wide Vehicle & Equipment replacement plan and funding mechanism	On-going	Finance and Fleet Maintenance
<b>Encourage Economic Growth &amp; Community Prosperity</b>	Hometown Great Neighborhoods	1	Land use & development review: Comprehensive Plan & Land Development Code	Economic development organization review	On-going	City Manager & Neighborhood Development Services
		1			Activity Center 6: The Shire Land Use & Zoning	On-going
	Climate for Economic Growth & Community Prosperity	1	Warm Mineral Springs development and capital improvements	On-going	City Manager	
<b>Enhanced Quality of Life</b>	Exceptional Outdoor Experience	1	Myakkahatchee Creek Greenway Trail	Improve outdoor experience	On-going	General Services – Parks & Recreation
	Climate for Economic Growth & Community Prosperity	1	Master Plan for: Activity Center #6,	Creating opportunities for education and workforce development	On-going	Neighborhood Development Services – Planning Division
		1	Suncoast Technical College		On-going	City Manager
<b>Ensure a Safe Community</b>	Climate for Economic Growth & Community Prosperity	1	Road reconstruction project, Price Boulevard widening project	Road project bond issuance, safe routes to schools (sidewalks)	On-going	City Manager, Finance, and Road & Drainage
	Great Neighborhoods	1		Proactive & preventative policing actions, pro-active code enforcement	On-going	Police Department, Neighborhood Development Services
<b>Excellent Stewardship of the Natural &amp; Built Environment</b>	Preserved Environment & Natural Resources	1	Blueways Phase 2, City-owned land:	Blueways-Phase 2	On-going	General Service – Parks & Recreation
			Disposition & Acquisition	City-owned land	On-going	City Manager



### GOOD GOVERNANCE

Commission, as the governing board of the City of North Port, has three primary roles: to establish policies, to make significant and strategic decisions, and to oversee the organization's activity. The top priority policy agenda for 2016 includes the review or establishment of the following:

- **Comprehensive Plan and Land Development Code review** –The review and update initiated in 2014 to provide an opportunity to continue to address legislative policy changes and to improve the usability of the document is continuing in 2016. The City Commission approved the addition of a Zoning Coordinator to work closely with the consultant working on the Land Development Code. The City's Comprehensive Plan is scheduled to begin a review process also.
- **Zoning and Code Enforcement policies** – In 2013, the City Commission began discussions on reviewing and updating zoning and code enforcement policies. In the 2016 budget, the Commission continues to review the existing process.
- **Capital Acquisition policy** – A Capital Acquisition policy will be presented in 2016 to establish the funding and expenditure priorities for replacing capital vehicles and equipment.

### ENCOURAGE ECONOMIC GROWTH AND COMMUNITY PROSPERITY

In October 2012, the City adopted an updated economic development strategic plan for the five-year period of 2013-2018.

As a result of significant public input, five major goals were developed; each having defined objectives along with several strategic actions to attain the desired goal. The City Commission has incorporated several of these goals into their *Vision 2030* strategic plan. The fiscal year 2016 initiatives are as follows:

- **Activity Center 6, The Shire** – Review the land use and zoning for the area as well as review the transportation plans of the Metropolitan Planning Organization (MPO) for the activity center area.
- **Heritage Town Center** – Begin the visioning process for creating a Heritage Town Center.
- **Historic District Designation** – Begin the vetting process of determining the possibility and location of a Historic District.
- **Warm Mineral Springs** – Plan future development and capital improvements.

### ENHANCED QUALITY OF LIFE

Quality of life opportunities continue to be a major focus for city leaders. From the development of the *Vision 2030* Strategic Plan the City continues to promote quality of life opportunities. The following priorities are scheduled for fiscal year 2016:

- **Myakkahatchee Creek Greenway Trail** – The development of the trail will provide greater open space opportunities for the community. The project is in the early stages of development and planning.
- **Activity Center #6 Master Plan** – The development of a master plan for Activity Center #6 continues in 2016.
- **Suncoast Technical College** – Develop a joint use plan with the college to provide greater educational opportunities within the City.

### ENSURE A SAFE COMMUNITY

Several projects are supported on an annual basis which provide for the safety of the community. In fiscal year 2016, there are specific budget initiatives as well as the annual projects supported by city resources.

- **Road Reconstruction** – Fiscal year 2014 marks the beginning of the City's most ambitious road project to date. The Road and Drainage District anticipates completion of the reconstruction of approximately 266 miles of sub-standard public roads in 2017.
- **Price Boulevard Widening** – In fiscal year 2014 the City Commission revisited the widening project to ease traffic congestion on this major east-west roadway. The fiscal year 2015 budget provided funding to begin the design portion of the project. The multi-year project will be constructed in several phases.
- **Fire Station 85 Construction** – The completion of this project is scheduled for completion late in 2016.



- **Water Control Structures** – The Road and Drainage District is responsible for maintaining adequate storm water flow throughout the city, hence, the district developed a strategic plan for rehabilitating or replacing the 69 water control structures in the city. Each year at least one structure is schedule for maintenance.
- **Transportation and Mobility Projects** – Annual appropriations are made for the following projects: 1) Sidewalk construction, 2) Pedestrian bridges, 3) Walkway lighting, 4) Intersection improvements, and 5) Neighborhood beautification.
- **Capital Vehicles and Equipment Replacement** – Over the next five years, the Police Department is scheduled to replace its entire fleet of vehicles without the assumption of debt. The department is scheduled to replace twenty vehicles in fiscal year 2016. In fiscal year 2016, three fire department staff vehicles are scheduled for purchase and one engine and aerial truck are scheduled for replacement. Public Works, including Road and Drainage and Solid Waste, will replace vehicles and equipment based upon the established replacement schedule without incurring debt.

#### EXCELLENT STEWARDSHIP OF THE NATURAL AND BUILT ENVIRONMENT

By continuously investigating technological advances, studying the environmental indicators, educating the public and working as a team with all concerned agencies, North Port is taking responsibility for protecting natural resources while reducing environmental impacts. In addition, the City continues to make a concerted effort to address aging infrastructure and preserving newer facilities by providing the resource necessary to maintain infrastructure and invest in upgrades to systems to care for the health of residents, businesses and employees, while enhancing safety, and addressing emergency needs.

- **Myakkahatchee Creek Reliability Project** – The Myakkahatchee Creek and Cocoplum Waterway are the major sources of water to the city. Because of seasonal variability in both flow and quality of water from these two water sources, the City broke ground, in November 2011, on a Reliability Project to provide a reliable, sustainable and cost-effective water supply. The project has been constructed in phases and is anticipated to be completed by the end of fiscal year 2016.
- **Blueways Phase 2** – Phase two of the project will complete the connectivity between Dallas White and Butler parks. The project includes removal of invasive trees, addition of docks and access points near water control structures, bank improvements, ADA accessibility, landscaping and signage.
- **City-Owned Land Disposition and Acquisition** – The City is reviewing the city-owned parcels and other available parcels within the city to determine the importance of each parcel to the City’s long-range development plans. City staff will assess each parcel and make recommendations to the City Commission either for disposition or acquisition.

#### STRATEGIC PLAN FUNDING OBJECTIVES

The two main funding objectives of North Port’s Strategic Plan are: 1) core business and 2) quality of life. Core business is divided into “No Choice” and “Choice”. Choice services are further expanded into “Quality of Life” services. A fourth tier of funding is “Community Add-Ons” which are premium selected services which exceed quality of life. Projects and programs are assigned to one of four service tiers, based on its relative priority as a municipal service and its fit with the Mission and Vision.

*No Choice – Services mandated by or affected by mandate of federal or state government*

*Choice Core Services – Core services not required by law, but are a principal municipal function*

*Quality of Life Services – Choice services which are provided to enhance the customer experience*

*Community Add-ons – Premium selected services exceeding quality of life enhancements*

The assignment of the programs and projects into these tiers serves to identify the hierarchy of North Port’s services into essential core services or services which leaders make a choice to provide and/or improve the customer experience. An essential element of the provision includes support services that are provided by many departmental divisions within North Port. Not shown specifically in hierarchy, but core to its operation and support of all primary businesses are:



- Legal services
- Financial services
- Public records
- Human resources
- Facilities and equipment
- Procurement
- Information services
- Risk management
- Property and real estate management
- Community information and marketing.

### **CHALLENGES AND OPPORTUNITIES**

A step in the strategic planning process is to identify challenges and opportunities for operations improvement. Staff members from all functions review and identify the most important issues to stakeholders. Department business plans are then built to address challenges and opportunities.

### **CUSTOMERS**

A sound business plan identifies the entity's primary customers so that all stakeholders have knowledge of the citizens they service and can maximize service delivery. The value of each city service to these customers helps to determine its relative ranking in regards to funding objectives. The City identifies the following customers by relative impact on services provided:

#### **Primary Customers**

- Taxpayers and ratepayers
- Annual residents
- Seasonal residents
- Water and wastewater customers
- Business owners, both current and future

#### **Secondary Customers**

- Homeowners
- Tourists and guests
- Community & service organizations
- Developers
- Landlords and renters

#### **Other Important Customers**

- Youth
- Seniors
- Schools
- Sports associations
- Other municipalities
- Legislators

### **DEPARTMENT BUSINESS PLANS**

Department business plans outline the functions, goals and performance expectations of the operating divisions. These plans are aligned with the Strategic Plan as part of the budget preparation, review and monitoring cycle. In the annual budget process, departments build from their core business services to determine what resources are needed to perform their specific services.

### **GOALS AND OUTCOMES**

North Port's vision and mission are the basis from which the City's fundamental values are established and maintained. In the annual strategic planning process, the city's leaders revisit and refine priorities to continually adjust to the current social and economic environment to support the values, mission and vision for the city. Departments review and align business plans to achieve the city-wide policy and management goals for the year. Progress toward the policy and management actions are defined and reported in the departmental performance measures.

### **PERFORMANCE COUNTS!**

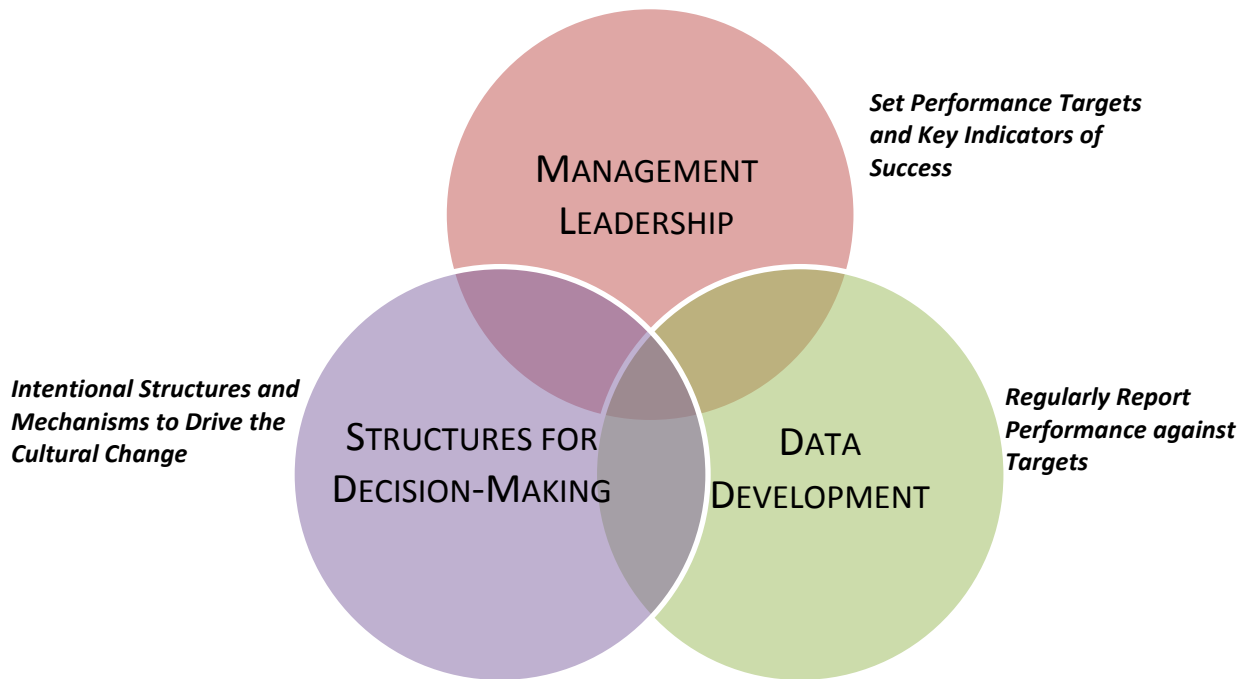
The budget planning and development process involves the setting of goals and objectives for the new fiscal year while evaluating the achievement of prior years' goals and objectives. To provide an assessment method, departments and divisions establish a series of measures derived from the workload inputs and outputs performed by each area. Workload indicators are quantified



and reported to determine the level of service required of each division and to provide the data to track resources used, productivity and quality of service evaluation.

Each year, North Port’s management and supervisors may realign their workload indicators and performance measures to better reflect overall city-wide key outcomes and individual department objectives.

**Performance Counts** is an ongoing systematic approach to improving results through evidence-based decision making, continuous organizational learning, and a focus on accountability for performance. The city implemented *Performance Counts* in FY 2013 as the program used to measure key indicators in departments/divisions. Three key ingredients provide the framework in *Performance Counts*.



Management leadership efforts

- reflect visible leadership to support and drive the cultural change;
- set clear expectations in terms of priorities and goals, and targets;
- communicates and reinforces the importance of focused resources.

Data development

- establishes the required data report system;
- prioritizes data collection that will yield initial practices;
- provides regular report schedules and protocols.

Structures for decision-making

- integrates performance results by reviewing, evaluating and acting upon reported data;
- increases transparency and visibility of data;
- communicates to staff specific decisions that are intended to improve performance targets.

**Performance Counts** helps to translate the city’s mission and vision into tangible objectives. The core purpose of measuring performance is to determine if all desired outcomes are being achieved. The measures also provide insight into the effectiveness and efficiency of departments and programs.

**Performance Counts** helps the city to

- fill performance gaps and improve service delivery;
- create a results-focused culture;
- prepare each year’s budget;
- reset the balance between responsibility and accountability.



## Core Values and Elements

**Performance Counts** originates with the city's core values and includes four elements that define the performance mission.

### Core Values

- Customer Focused Service** – an accessible government that is focused and diligent in listening to the community and responding to their needs.
- Enhanced Quality of Life** – an aesthetically pleasing, environmentally-friendly community that is safe and provides for an improved quality of life for our citizens.
- Fiscally Responsible** – a fiscally responsible government that provides quality services in a cost effective manner to our residents.
- Public Health and Safety** – a responsible government that efficiently and equitably provides the health, safety and welfare services which are needed by our citizens.
- Sustainability** – a source of values that focus on renewable resources for a viable community.

### Elements

- Department Core Services** – an essential job task performed by a department that is aligned with what the customer expects and sees and when successfully delivered, the department is on course to achieve its mission.
- Primary Customer Group** – anyone who directly receives or benefits from a department's core service.
- Customer Requirements** – the expectations or needs that customers have about the core service including effectiveness, efficiency, quantity, and quality.
- Performance Measures** – tactical measures describing the expected key results and used by department management to align core services; operational measures describing work performed and used by crew leaders and supervisors to align core services.

**Performance Counts** uses the results of performance measures to

- prioritize job tasks;
- ensure maximum efficiency in use of personnel and equipment;
- make budget resource decisions;
- make better informed decisions.

**Performance Counts** measures are shown in the individual department/division sections of this document.

## ECONOMIC OUTLOOK & FORECAST ASSUMPTIONS

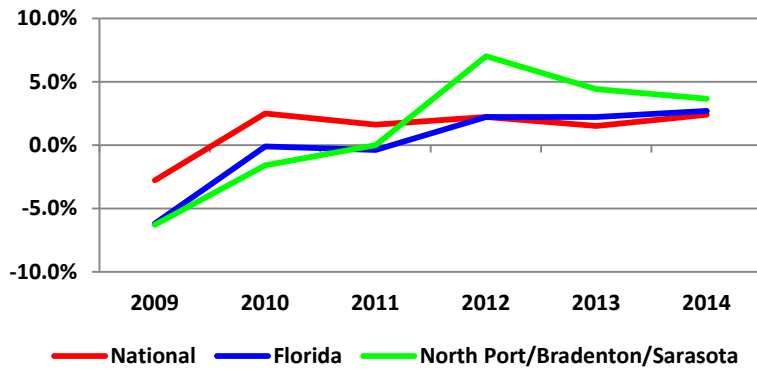
### ECONOMIC GROWTH

As a predominantly residential community, the economic environment of the City is dependent upon the overall economic climate of Southwest Florida and particularly Sarasota County. The major economic influences in this area are the cost of housing (including housing values, foreclosure rates, insurance and taxes), the regional job market, new construction, weather events and retail activity. Consideration of the impact of these economic indicators is critical as the City endeavors to develop its resources and facilities to meet the demand of its residents. All available information and indicators are utilized in forecasting the City's budget revenues and expenditures.

For the last three years, the North Port/Bradenton/Sarasota Metropolitan Statistical Area's (MSA) annual rate of economic growth has averaged just over 2%. The Real Gross State Product (RGSP) growth in Florida is expected to grow at a faster pace than the forecast for the U.S. economy over the next four years as projected by the Institute for Economic Competitiveness. The Florida Office of Economic and Demographic Research states the following. *"In 2014, the pace of Florida's economic growth increased, surpassing the state's revised 2013 growth rate. State Gross Domestic Product (GDP) showed Florida with an improved national ranking of 11<sup>th</sup> in the nation with a real growth gain of 2.7%, moving Florida above the national average (2.2% in 2014) for the second year in a row. Real Estate and Retail Trade were the largest contributors to the state's growth."* According to the Institute for Economic Competitiveness Florida & Metro Forecast report of November 2015, the state's economy is expected to grow an average of 3.0% annually. *"Average growth of 3.0% through 2018 may seem modest when compared to the 6.7% average growth during 2005, but the forecasted growth through 2018 is underpinned by growth in the fundamental drivers of the state's economy and a sustainable fiscal situation in state and local government, not rampant speculation in the housing market. (Florida & Metro Forecast 2015-2018).*



### Real Gross Domestic Product



Prior to 2007, Florida’s GDP was higher than the national average, but has suffered during the recession in 2009 due to the housing debacle. Florida’s Real Gross State Product continues to creep upwards. The economy has not returned to pre-recession levels, but improvement is steady. Much of the credit can be attributed to a rebound in housing. Housing prices have made a strong upward movement during 2014 and 2015 since the plunge during the housing crisis. Home sales and prices are rising, and new commercial and residential developments are also showing improvement. Tourism remains robust, and banks continue to be more open

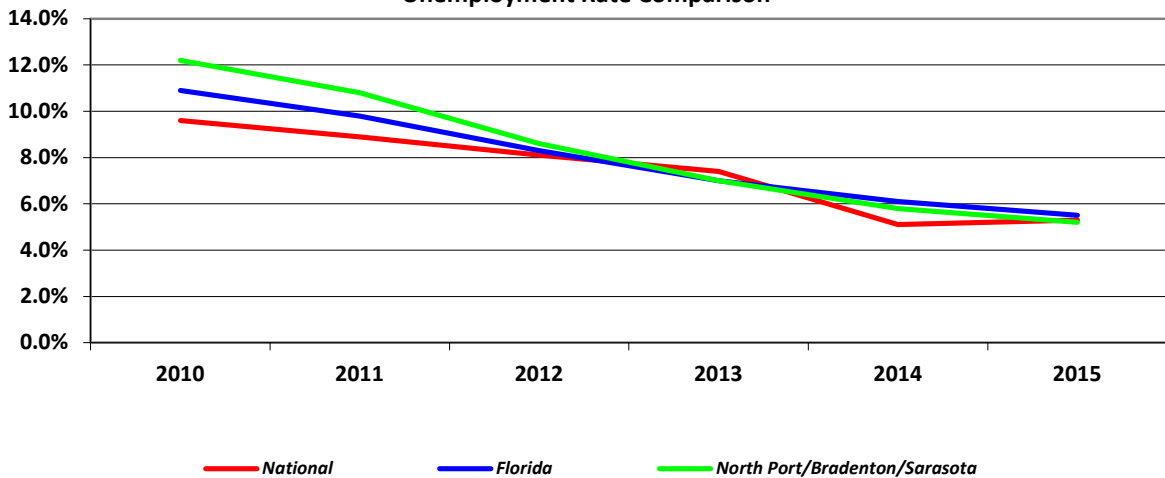
to lending. Consumer confidence has also picked up and is at 100.3, a slight decrease over the January and February high of 101.1. As the period of economic restraint comes to an end, improved tax revenues allow government spending to increase to cover services provided. Spending for services is trending to perform well for the remainder of 2015. With the recent downturn in oil prices, and the continued projected decrease for the coming months, motor vehicle sales are also trending to increase for the remainder of 2015 and into the first part of 2016. Despite historic and projected fluctuations in the national growth, economists anticipate that growth in 2015 and 2016 will be 2.0% and 2.75% respectively.

The City anticipates receiving moderate increases in fiscal year 2016 for demand-driven revenues such as Half-Cent Sales Tax and State Shared revenue. The City has seen promising growth in 2013 and 2014 as indicated by an increase in building permits issued. In January 2015, the City Commission removed all moratoriums on impact fees. As such, for fiscal year 2016, the city is projecting higher, but conservative revenues from building permits and impact fees.

### EMPLOYMENT

The average national unemployment rate through October 2015 was 5.0% which showed a slight improvement over the annual average unemployment rate for December 2014 of 5.1%. In the early part of the decade, the unemployment rate in Florida had been lower than the national average. However, beginning in 2007, the unemployment rate in Florida has been higher than the national average until 2013 when the average unemployment rate fell below the national average by 0.4%. Hiring across Florida has shown significant improvement, as the average unemployment rate declined to 6.1% at the end of 2014, a decrease of 4.8% from 2010. The unemployment rate in the North Port MSA declined from a high of 12.2% in 2010 to an average unemployment rate of 5.8% in 2014. Locally, experts are expecting strong economic growth in South Florida due to foreign investment, population growth, and tourism.

### Unemployment Rate Comparison



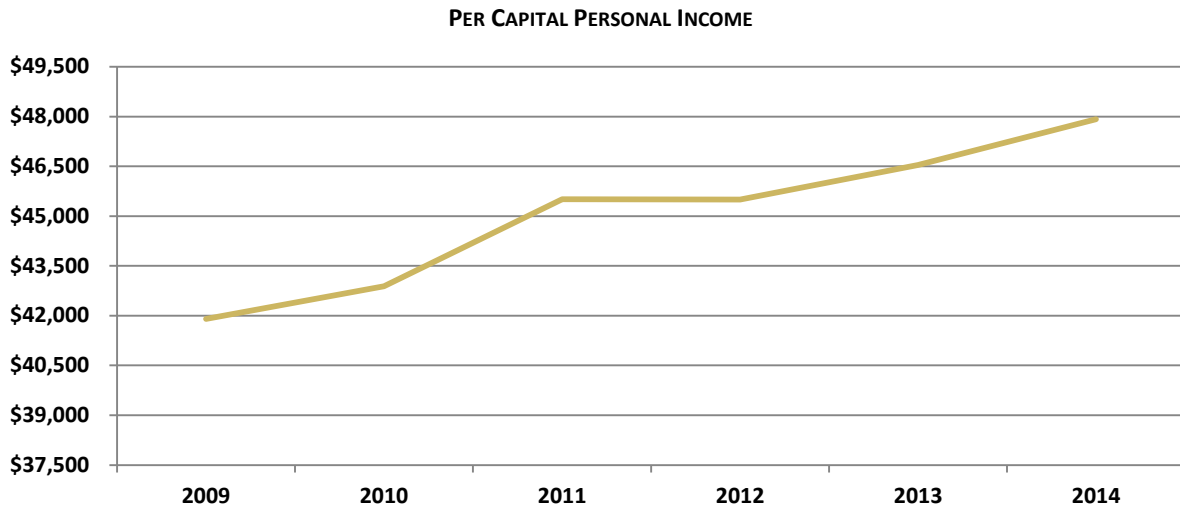
SOURCE: US BUREAU OF LABOR STATISTICS

The per capita personal income for the North Port MSA continues to climb. Since 2004, the per capita personal income has steadily increased until 2008 when it dropped approximately 2.7%. Personal income in the North Port MSA has grown 14.4% from 2009 to 2014, and during the same period, the State personal income has grown 14.0%. Personal income growth during 2015-2018 will average 5.4% in Florida.





The following chart reflects this trend based on the Bureau of Economic Analysis data for the North Port MSA.



SOURCE: US BUREAU OF ECONOMIC ANALYSIS

**HOUSING MARKET**

At the national level, the housing market continues to gain strength and over the past year, new housing starts for both single-family and multi-family units have increased. The strengthening homebuilding activity is an important indicator that existing home inventory is shrinking. Based on the Florida Realtors Yearly Market Summary for 2014 on single family homes, the number of months’ supply of inventory has decreased to 5.5 months, and as of September 2015 the supply of inventory has dropped to 4.4 months.

Sarasota County’s housing market continues to show steady growth. Realtors Association of Sarasota and Manatee reports a record of six consecutive months of over 1,000 units sold. With the first three quarters of 2015 on a record pace, the Association anticipates the highest number of sales in the region’s history by year-end. The median days on the market has dropped from 46 in September 2014 to 35 in September 2015, a 23.9% decrease. The area is experiencing a lower inventory supply which seems to have impacted the median sale price. In Sarasota County, the median sale price has climbed to \$223,500 (September 2015) from \$189,000 (September 2014) as reported by the Florida Realtors Association.

As the economy continues to expand and reflect improved revenue sources, the City proactively evaluates service levels and streamlines its programs to meet the requirements of its residents, constantly balancing available resources with competing priorities. During fiscal year 2015, the City reallocated staffing based on the needs and demands of the City, adding a total of fifteen FTEs. A significant change to the staffing needs of the City was implemented due to the Commission decision to bring city legal services in-house rather than contracting with a legal firm. For fiscal year 2016, the City added net positions of 13 FTEs representing: one assistant city attorney, one executive assistant, one senior contract specialist, one zoning coordinator, one land management administrator, one Human Resources director, three police commanders, one staff assistant, one logistics and safety officer, one solid waste equipment operator, and one plans examiner/inspector.

The City’s gross taxable value increased 9.15% for 2015 as compared to 2014, indicating a recovery of the housing market in North Port. The 2015 increase in taxable value comes on the heels of a 9.26% increase in 2014. Of this amount, \$71,624,081 (or 2.5%) is attributed to new construction and additions. However, gross taxable values are far from where they were before the downturn in the housing market. The City experienced a loss of \$3,357,672,276 of taxable value from the 2007 to 2012 due to State constitutional amendments and the decline in the real estate market. Taxable values are expected to show a modest increase over the next four years.

As a rapidly growing city with a large quantity of vacant land parcels available for new residential houses, the City experienced considerable growth in its tax base which provided increased annual tax revenues without increases to the property tax rate. In the last six years, this trend was replaced by a more gradual growth, decreases in property values, and limits on tax revenues through state tax reform legislation. Forecasts include modest increases in property values with moderate growth in population.

North Port is currently on track to meet the Institute for Economic Competiveness’ Florida forecast for 2015-2018 in several of the measured indicators. Housing starts for the past three years have increased an average of 68% each year. Gran Paradisio, a large



tract of land purchased by Lennar in September, 2013 began construction of mixed use housing in 2014. In 2015 another large tract of land was purchased by Mattamy. The City anticipates that housing construction will begin in the Mattamy development within the next two years. An early estimate by the developer plans 11,000 new homes. The housing starts for 2016 are anticipated to meet or exceed the 2015 level.

The following table shows the City of North Port's taxable value and new value since 2010.

**CITY OF NORTH PORT TAXABLE VALUE & NEW VALUE 2010 – 2015**

<b>Tax Year</b>	<b>Adjusted Value</b>	<b>New Value</b>	<b>Gross Taxable Value</b>	<b>Percent Change In Value</b>
2010	2,445,870,046	25,823,031	2,471,693,077	-16.56%
2011	2,250,308,630	24,614,397	2,274,923,027	-7.96%
2012	2,246,178,615	23,386,595	2,269,565,210	-0.24%
2013	2,383,215,071	37,930,320	2,421,145,391	6.68%
2014	2,598,643,919	46,794,335	2,645,438,254	9.26%
2015	2,815,848,672	71,624,081	2,887,472,753	9.15%

As land usage in North Port is primarily residential, much of the City's property tax revenues are derived from individual home owners. Changes in home values and foreclosure rates have a great impact on North Port's revenues. The composition of North Port's tax roll provides important information for forecasting property tax revenues. The values and homestead status of properties are indicators of the overall taxable value for City properties. Most residential homes in the City are homesteaded, qualifying for an exemption of \$50,000 and the majority of homesteaded properties have a taxable value less than \$200,000. Approximately 60% of the City is vacant, undeveloped land which provides considerably less in tax revenue to the City. The following chart illustrates the principal property tax payers in 2014 as compared to 2005.

**PRINCIPAL PROPERTY TAX PAYERS**

<b>Taxpayer</b>	<b>2014 Taxable Assessed Value</b>	<b>Rank</b>	<b>Percentage to Total City Taxable Assessed Value</b>	<b>2005 Taxable Assessed Value</b>	<b>Rank</b>	<b>Percentage to Total City Taxable Assessed Value</b>
Benderson Properties	\$ 29,447,810	1	1.22%	-	-	-
North Port Woodspring LLC	16,854,200	2	0.70	-	-	-
Lennar Homes LLC	16,339,800	3	0.68	-	-	-
Walgreen Co.	14,056,600	4	0.58	-	-	-
DiVosta Homes LP	14,030,100	5	0.58	\$19,550,300	1	0.86%
Wal-Mart Stores East LP	13,784,900	6	0.57	-	-	-
Marsh Creek Holdings Ltd	12,192,200	7	0.50	16,435,800	2	0.73
Lowes Home Centers Inc.	10,945,700	8	0.45	-	-	-
Pacolet Milliken Enterprises Inc.	9,915,100	9	0.41	-	-	-
Home Depot USA Inc.	8,128,900	10	0.34	-	-	-
Dennis J. Fullenkamp Realty				10,841,000	3	0.48
North Port Park of Commerce				10,366,600	4	0.46
Vestcor				10,366,000	5	0.46
Heron Creek Associates Ltd.				7,991,900	6	0.35
North Port Parkway LLC				7,341,200	7	0.32
Shoppes of North Port Ltd.				6,900,000	8	0.31
Toledo Club Apartments LLC				6,781,000	9	0.30
Heron Creek 3S LLC				6,775,900	10	0.30
	<b>\$145,695,310</b>		<b>6.03%</b>	<b>\$103,349,700</b>		<b>4.57%</b>



**MAINTAINING BUSINESS GROWTH**

The growth and development of the City is dependent upon the economic environment of the country, south Florida, and particularly that of Sarasota County. With the exceptional quality of life, its inviting family-oriented environment, and numerous business advantages, the City of North continues to attract new investment.

In 2007, the first Economic Development Strategic Plan was adopted and put into action. Over the course of the next five years (2007-2012), many changes in the local economy and the national and global economy occurred. In October, 2012, the City adopted an updated economic development strategic plan. As a result of significant public input, five major goals were developed to implement over the next five-year period; from 2013-2018. The following is a listing of the goals.

**Goal 1:** Foster economic growth and expansion of existing businesses

**Goal 2:** Develop product – land & buildings

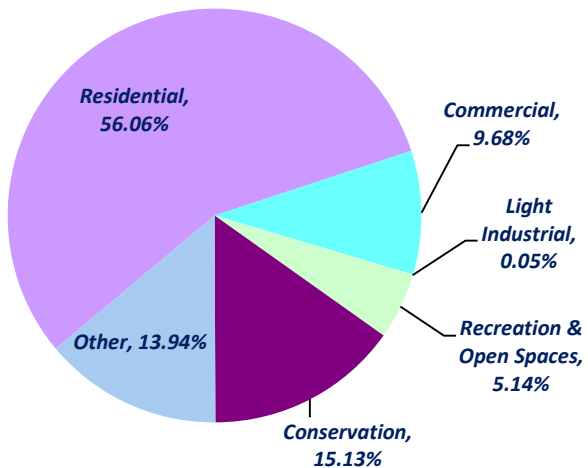
**Goal 3:** Develop infrastructure

**Goal 4:** Develop talent and workforce

**Goal 5:** Improve quality of life – community development

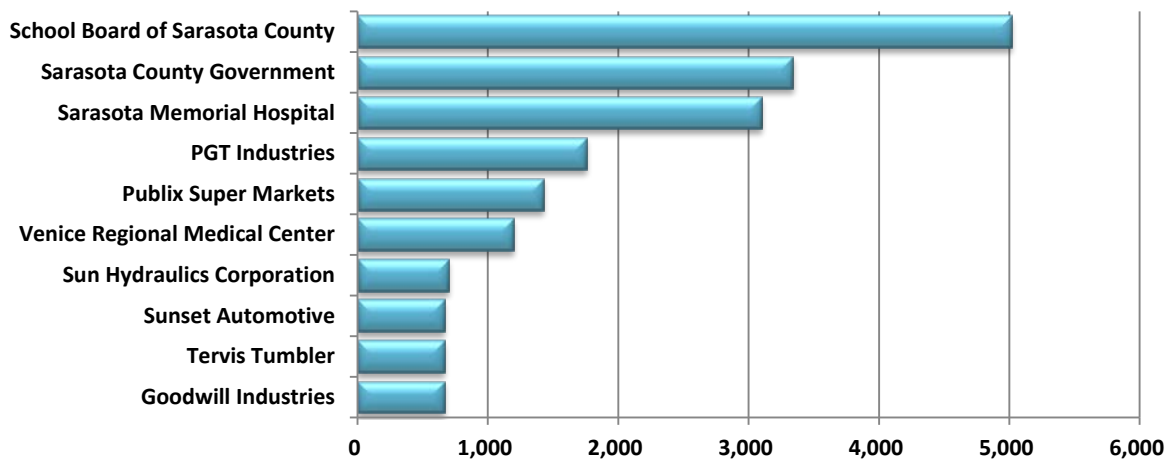
The following chart illustrates the land usage as a percentage for the City of North Port.

**LAND USAGE AS A PERCENTAGE**



In September, 2015 Forbes named North Port as one of the top 100 places in the nation for business and careers for the second consecutive year. The announcement stated that the North Port-Bradenton-Sarasota, FL Metropolitan Statistical Area (MSA) ranked 22<sup>nd</sup> on the top 200 places in the nation for business and careers, up from the 2014 ranking of 69<sup>th</sup>. Forbes factors in employment and job growth, housing and household income growth, education of the workforce and quality of life in ranking the top places to live and work in the country.

**TOP TEN EMPLOYERS**

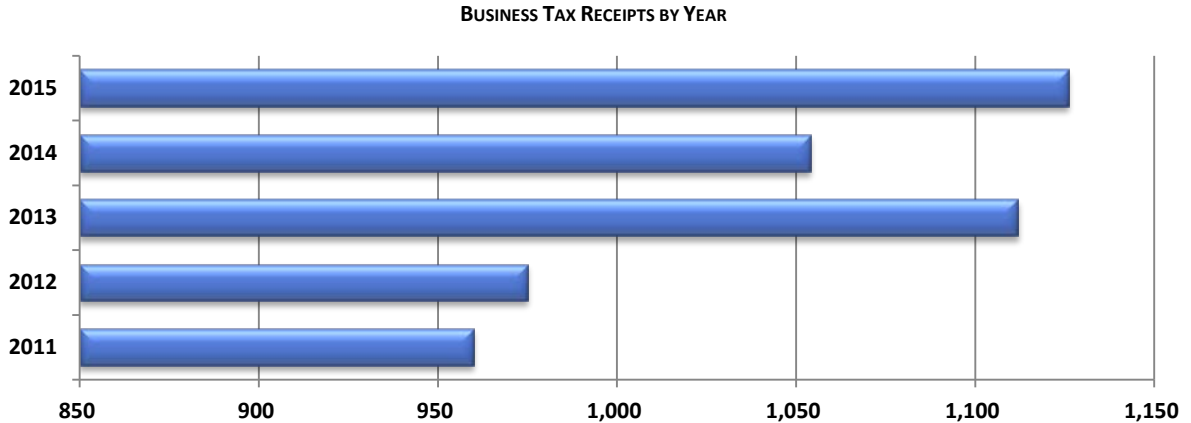


Note: Source: Sarasota County Comprehensive Annual Report - Statistics only available for Sarasota County; not for the City of North Port.



Business Tax Receipts are a tax on any individual or entity conducting business in the City. In the past, these receipts were called "Occupational Licenses" which caused confusion because they were never a license to conduct business, but rather a tax on doing business. The updated City ordinance was adopted in FY 2009 which officially changed the term from "Occupational License" to "Business Tax Receipt."

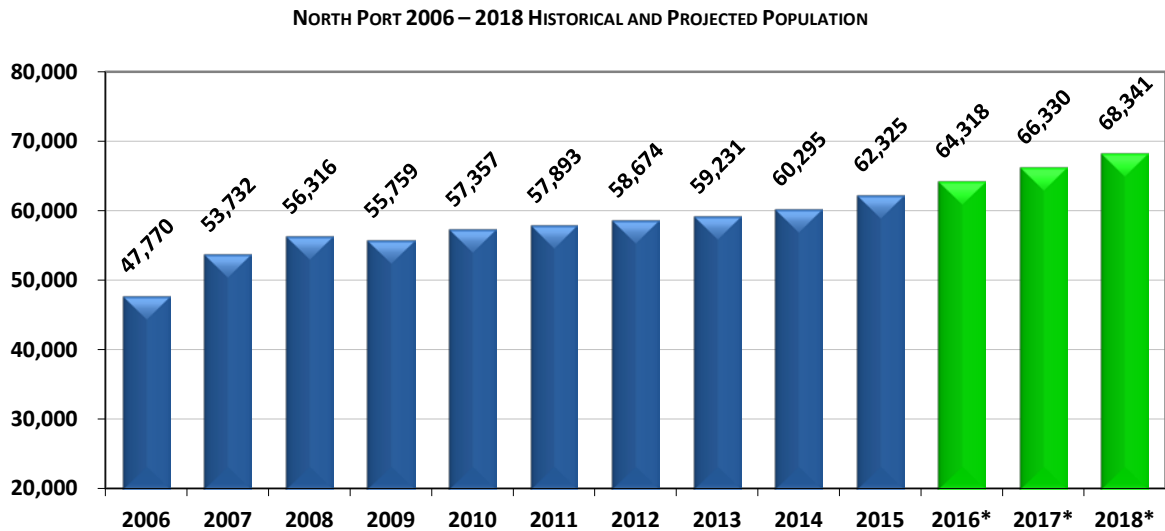
As the following chart shows, the number of business tax receipts issued by the City continues to increase. The majority of businesses provide general services; however, retail, insurance, and repair and maintenance businesses are growing each year.



**POPULATION**

The City of North Port has experienced strong growth and from 2000 to 2009 has approximately tripled. An estimated increase of 1,993 residents is projected for 2016. Population estimates are provided by the Bureau of Economic and Business Research (BEBR). However, the City is only 25% built out and projects a build out population of over 200,000 residents. The 2010 U.S. Census reported the population in North Port as being 57,357. Since some state shared revenues are linked to population growth, *Census 2010* did impact the City's future revenues. Population estimates are used to determine: revenue sharing from state and federal governments; new school construction; healthcare services for the elderly; federal, state and local legislative districts; forecasts of housing, recreation and transportation needs; and disaster relief.

The following chart illustrates North Port's historical and projected permanent population.



*\*Projected*

Every ten years the Census Bureau conducts a complete accounting of every resident in the United States. The 2010 Census results revealed a large increase in the population of the City of North Port from 22,797 in 2000 to 57,357 in 2010, a 151.6% increase, and the City was determined to be the largest city in Sarasota County and the lead city in the MSA-North Port-Bradenton-Sarasota. Since then, the population has shown steady growth, and is expected to continue to increase over the next several years. The 2010 Census results were used to determine:

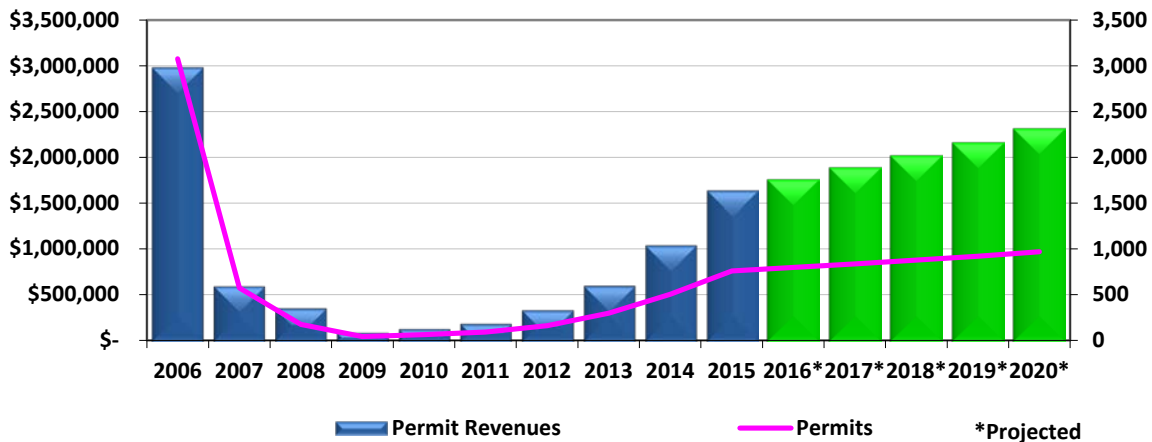


- Revenue Sharing from State and Federal governments
- New school construction
- Healthcare services for the elderly
- Federal, state and local legislative districts
- Forecasts of housing and transportation needs
- Disaster relief
- New roads

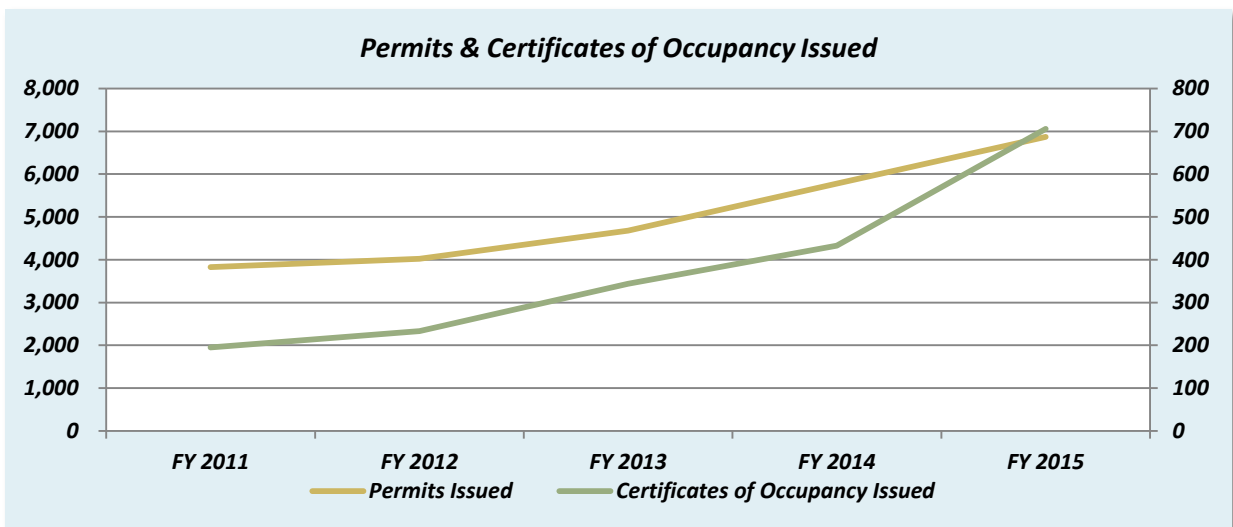
**EXPANSION**

Since the economic downturn of 2007 and 2008, construction activity is showing a growth trend in the North Port area. Building permits issued have shown a gradual increase over the past two years. The actual data shows slow, but steady growth. In fiscal year 2015, the City issued 758 single family residential permits, and 43 commercial permits. In fiscal year 2016, the City anticipates an increase in permits issued based upon the plans to construct mixed use housing in the Gran Paradiso, Islandwalk and Mattamy areas. Over the next few years, as the development moves forward, the City projects that commercial activity will increase. The following chart compares the number of single family building permits issued to the generated permit revenue.

**2006 – 2020 HISTORICAL AND PROJECTED SINGLE FAMILY BUILDING PERMITS**



Other building permit activity for commercial construction and additions has grown over the past four years. The following chart shows the total building permit activity compared to certificates of occupancy.

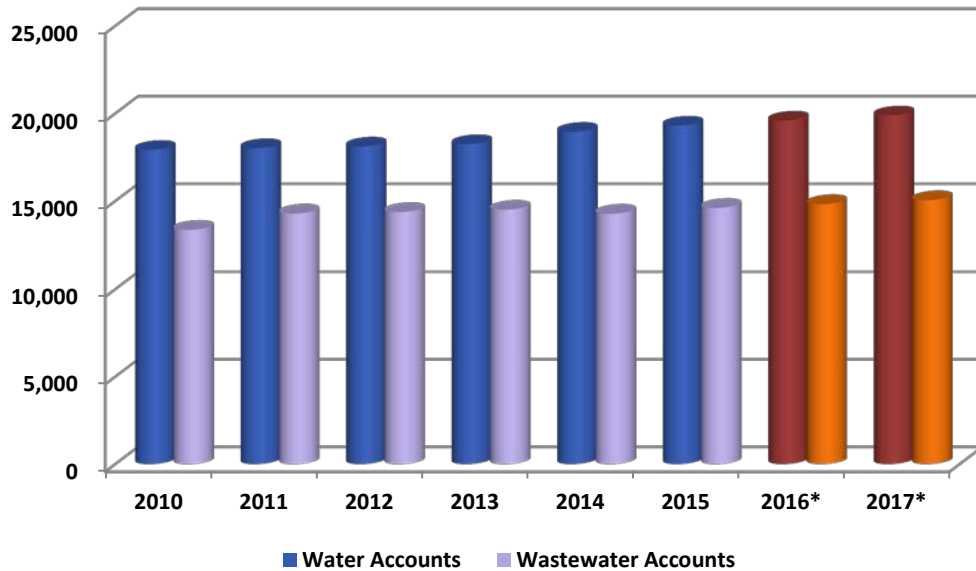


The fiscal year 2015 Utilities Master Plan was completed and is under consideration with the City Commission. The master plan will aid in developing the most efficient course to expand utility service to commercial and residential neighborhoods. Plans for expansion are incorporated into the utility business model and include various features such as: 1) reimbursable customer



agreements to make connections more affordable, 2) acquisition of a directional drill rig to support expansion in areas where utility staff can perform the necessary drilling, and 3) outsourcing of larger projects. The reclaimed water expansion project continues in fiscal year 2016, which is critical to the sustainability of the City as it preserves potable water for potable purposes. The following chart illustrates the growth in water and wastewater active accounts over the past four years and projects out three years.

2010 – 2017 HISTORICAL AND PROJECTED WATER & WASTEWATER ACCOUNTS  
AS OF FISCAL YEAR END – SEPTEMBER 30<sup>TH</sup>



Despite the slow recovery of the economy and the overall decline in the real estate market since 2009, the City has remained financially stable. Taxable values have shown a moderate increase, and the demand-driven revenues such as Half-Cent Sales Tax and Shared Revenues are predicted to have a modest increase. The City anticipates an increase in building permits and impact fees for fiscal year 2016. Overall growth for the past several years has been slow and is anticipated to shown modest improvements for the next few years.

**LEGISLATIVE ISSUES**

The City’s legislative concerns, especially in the long term, fall into two basic categories:

- The issue of “home rule”, where the authority of the City’s elected officials is being assumed by other higher levels of government. The City’s ability to make decisions, both administratively and fiscally, allows for the development and implementation of community-based solutions for community-based issues, which are an essential component of an effective, efficient government.
- Unfunded mandates are a significant financial threat to the City. These mandates may appear in the form of requiring additional services or additional benefits to residents and employees, without a corresponding funding source. These unfunded mandates can compromise the City’s ability to provide essential and discretionary services deemed appropriate by the local community.

The 2015 Legislative Session operated abnormally this year, with an abrupt halt of legislative discussions midway through the regular session. This resulted in many bills being tabled and undecided. Of the more than 1,500 bills filed this year, only 231 made it to the governor for signature. Of the fills submitted for signature and passed into law, none had a significant impact on the City of North Port.

**PROPERTY TAX**

Property tax relief is a continuous topic in Florida Legislation. However, this year, there were no significant tax relief bills that directly affected the City of North Port.

**OTHER LEGISLATIVE ISSUES**

In light of recent national events, bills affecting law enforcement agencies' operations were passed. With the increased usage of body cameras for officers, it is only appropriate that legislature governing their use would be warranted. A bill was signed into law defining and governing confidentiality, retention, and public records exemptions for the usage of body cameras.

Traffic Enforcement Operations will also be affected by approved legislature. Law enforcement agencies are no longer permitted to establish a traffic citation quota as a means of generating revenues. The bill also mandates a reporting requirement for revenues generated from traffic citations.

Other proposals relating to Medicaid expansion, abolishment of capital punishment, economic incentives and enterprise zones, equal pay, education, elections, guns, and criminal justice were presented, but did not gain sufficient momentum to move forward. However, these topics are likely to come up for discussion at the next legislative session and could increase the City's unfunded mandates and may have an effect on the City of North Port residents or employees.

The City continuously evaluates current and potential legislative issues and actively seeks ways to reduce the impact on service levels. The City has to constantly evaluate current services and differentiate needs versus wants in order to ensure an economic sustainable future. Each year the City Commission approves its State Legislative Priorities. The following list is the 2016 State Legislative Priorities for the City of North Port.

**Home Rule**

The City of North Port supports:

- Efforts to strengthen the Sober Home legislation that was passed in 2015;
- Efforts to ensure any revisions to the Communications Services Tax (CST) are revenue neutral and allow for growth.

The City of North Port opposes:

- Impeding the authority of municipalities to implement the Local Business Tax;
- Restricting municipal authority over zoning and rezoning decisions.

**Infrastructure**

The City of North Port supports:

- Promoting partnerships that use local funds to leverage state dollars for local infrastructure construction projects; and
- Securing direct state funding for arterial roads and state highways in the Florida Department of Transportation work program.

The City of North Port opposes:

- Efforts to require local governments to pay for relocation of utilities in the publicly owned right-of-way.

**Environmental**

The City of North Port supports:

- Securing direct state funding for aquifer storage and recovery systems and storm water mitigation programs; and
- Enhancement of the Myakkahatchee Creek area, including the environmental park and greenway.

**General**

The City of North Port supports:

- Discouraging or eliminating intentional schemes designed to generate alleged violations of public records laws to create civil liability.
- Prohibiting a person from recreationally discharging a firearm outdoors in a primarily residential area with a density of one or more dwelling units per acre.

Moreover, the City of North Port supports the following:

- The Florida League of Cities Legislative Program unless specific issues conflict with the City of North Port Commission positions;
- The legislative priorities of the other municipalities within the County unless specific issues conflict with the City of North Port Commission positions; and



- The legislative priorities of Sarasota County and Charlotte County unless specific issues conflict with the North Port Commission positions.

## EMERGING ISSUES

### PRESERVATION OF ENVIRONMENT AND NATURAL RESOURCES

**Warm Mineral Springs Resort** – On September 26, 2014 the City of North Port became the sole owner of Warm Mineral Springs Resort. The naturally warm spring is surrounded by an 81-acre private resort and day spa. Visitors are attracted to Warm Mineral Springs for its mineral-rich waters. The city secured a long-term operator for the springs in 2015. Currently, the city is in the process of developing future plans for the land surrounding the environmentally sensitive area.

**Storm Water** – Controlling the flow of storm water is a major safety issue in Florida, and hurricanes and tropical storm surges pose a real threat to the community. The Road and Drainage District of the City of North Port is responsible for maintaining adequate storm water flow throughout the city, hence, the district developed a strategic plan for rehabilitating or replacing the 69 water control structures in the city. Each year at least one structure is scheduled for maintenance.

### MAINTAINED/UPGRADED/EXPANDED CITY INFRASTRUCTURE

**Water and Wastewater** – The Aquifer, Storage and Recovery (ASR) Project has been substantially complete since 2004. However, due to new regulatory requirements, the project has been delayed. The ASR project is grant funded by the Southwest Florida Water Management District (SWFWMD), and, as required by the permit, will continue to be monitored and tested until final approval of the facility is obtained. The City will be able to store approximately one (1) million gallons of water. The project is crucial to maintaining an adequate supply of potable water.

The 2008 Reuse Master Plan triggered the construction and expansion of a reclaimed water system in the City. SWFWMD has offered its support to the second phase by funding 50% of the cost of the project. The reclaimed water expansion project is critical to the sustainability of the City as it preserves potable water for potable purposes.

Neighborhood water and wastewater expansion is a challenge for the City and very costly. The Demand Analysis was completed in 2014 and the City implemented in 2015 a pilot program to expand water service to selected neighborhoods.

**City Mobility** – Several projects are supported on an annual basis which offer effective transportation and mobility options that provide for a sustainable future as part of the ongoing operations of the City. Funding for these projects come from various sources including district assessments, infrastructure surtax, and the Florida Department of Transportation Local Agency Program (LAP). The citizens continue to demand more sidewalks to provide safe travel for school children and other pedestrians. One of the challenges facing the Commission is determining the roles and responsibilities for sidewalk construction.

In 2009, a Price Boulevard Study was presented to City Commission that addressed several options to provide safe travel on this major east-west roadway. The project will address several mobility issues including: 1) improved traffic flow 2) much needed connectivity to neighborhoods to improve emergency response times, and 3) pedestrian-friendly and safe mobility options. In the fiscal year 2015 budget, appropriations are adopted to begin the planning and design of the widening of Price Boulevard.

### “ALIVE” TOWN CENTERS

**City Town Center and Historical Town Center** – The City Commission approved the development of a master plan for the Shire Activity Center (#6) for fiscal year 2014. The small area master plan will bring continuity to the four-quadrant development to meet city outcomes for the activity center and will assist developers in creating an economically and financially sustainable development. In addition, the City is working with the community and business organizations to determine what is of historical significance to North Port to determine the location and development of a Historic Town Center.





## BUDGET PROCESS

The budget process incorporates the development, implementation and evaluation of a plan for the provision of services and capital assets. The budget serves as a management and control tool by measuring actual performance against budget standards, focuses attention on future operations and plans, and improves communication of goals and objectives. The City's budget process relies on a timetable of tasks, meetings, and deadlines in order to comply with state requirements for Truth in Millage (TRIM). The budget process begins with setting a calendar of tasks for the coming months that meet all requirements and is approved by the City Commission. The chart below is the North Port Budget Calendar approved by Commission for the FY 2016 budget preparation process.

### BUDGET CALENDAR

TASK	DATE
Assumptions, Projections & Priorities Workshop with Commission for FY 2015-16	March 6
Budget kickoff meeting with departments and budget manual & instructions are distributed	March 11
Department requested CIP due to City Manager	April 15
Departments meet with City Manager to present FY 2016-20 CIP and CIP project updates	April 22
Department budget requests and summaries due to Budget Office	May 1
Budget Office and Department meetings to discuss Departments' budget requests	May 4-6
Departments' budget re-submittals due to Budget Office	May 7
Departments' budget reviews with City Manager	May 12, 13,15
All budget requests and completed forms due to Budget Office	May 22
Preliminary Assessed Value due from Property Appraiser	June 1
Budget workshop – Districts and CIP Budgets	June 23
Budget workshop – Non-Districts and Utilities Budgets	June 25
Commission meeting to approve "Not-To-Exceed" rate resolutions	June 25
Final Property Valuation due from Property Appraiser	July 1
Deadline for providing Tax Collector with tax roll information for proposed notices	July 15
Budget Workshop – City-wide budget; Special meeting following workshop to set maximum millage rates	July 23
Deadline for advising Property Appraiser of proposed millage, rolled-back rate and date, time and place of tentative budget hearing	August 4
Deadline for newspaper advertising of non-ad valorem assessments	August 16
First public hearing on budget ordinances and millage resolution and districts assessment roll adoption	September 10
Advertise millage and budget summary per TRIM requirements	September 19
Second public hearing on budget ordinances and millage resolution and final budget adoption	September 24
Property Appraiser notifies the City of final adjusted tax roll	October 1
Certification of TRIM compliance due to the Florida Department of Revenue	October 24

*Note: The above timetable meets the requirements of the State of Florida.*

Through the budget process, an annual budget is developed that integrates priorities and short and long-term goals as established by Commission in order to meet the needs and goals of the City and establish annual resource allocations. These resource decisions addresses: desired quality and levels of service; staffing levels; technology needs, equipment and capital improvements; and programs considered to be priorities by the City Commission. The City of North Port's fiscal year starts on October 1 and ends September 30. The following diagram illustrates the budget process.



## BUDGET PROCESS

**Action plans** provide specific steps toward achieving objectives. Performance measurement, economic indicators, and environmental conditions are analyzed and reported so that planning and budget adjustments can be made. The budget cycle is a continuous process of:

- Forecasting
- Requesting
- Reviewing
- Adopting &
- Monitoring

The **annual budget** including: departmental budgets and capital improvements program (CIP) are developed based on the strategic plan, strategic initiatives, department business plans.



The **Strategic Plan** drives the service priorities and initiatives for the new fiscal year, and the process links the plan to the involved divisions through departmental business plans, objectives and action plans. All divisions work within a unified plan toward shared goals and priorities set by the Commission.

**Strategic Initiatives** are developed by senior management and communicated prior to budget development so that department action plans are updated to reflect the overall strategic direction. The short and long term initiatives guide the budget process.

**Department business plans** outline the mission, functions, goals and performance expectations of the operating divisions. These plans are aligned with the strategic goals and initiatives as part of the budget preparation, review and monitoring cycle.

### POLICY AND STRATEGY PHASE

#### January – March

- **Beginning Step In Budget Process**
- **Outline Process**
- **Budget Assumptions are determined**
- **CIP Process Begins**
- **Prepare General Fund Forecast**
- **Commission Workshops**

The City utilizes the framework and structural support of the City’s mission and vision statements as well as the City fundamental values to develop the annual budget. Additionally, citizen input is received through various public workshops and meetings including bi-monthly commission meetings, advisory board meetings, oversight committees, and neighborhood meetings.

Throughout the year, City Commission has formulated strategies and priorities through decisions adopted at scheduled Commission meetings. These decisions provide the foundation on which staff builds recommended goals and priorities for the next budget year. Staff presents to Commission a list of budget discussion items such as service levels for departments, revenue trends (millage rate, non-ad valorem rates, state shared revenue and other revenue), any additional expenditures and the budget calendar. Setting budget priorities for the City is one of the most important responsibilities of City Commission; these goals and directives set the tone for its development. In this phase, City Commission and staff has the opportunity to reassess goals and objectives in order to provide direction to the resource allocation and budgetary decision-making process.



## ASSESSMENT PHASE

As part of the budget process, departments evaluate progress towards meeting current and past goals and objectives. Each department assesses the current conditions, programs and needs to determine the necessary service levels, efficiency improvements, cost savings opportunities and required staffing levels. Various financial analyses are performed to assist in budget development. Any proposed changes in service levels, programming, or staffing are evaluated and must include analyses and justification for the request and is reviewed by the Finance Department and City Manager during this process.

## DEVELOPMENT PHASE

### February – June

- **Train Staff**
- **Position Changes**
- **Payroll Projections**
- **Department Requests**
- **Departmental Goals & Objectives**
- **Revenue Projections**
- **Preliminary Taxable Value received from Property Appraiser**

A budget manual, which includes worksheets, charts, tips and instructions, is available online to each department to aid in the preparation of budget requests. The goals and priorities as established by Commission are included to assist with the preparation of the proposed department budget.

If a “current service level” or a “continuation of service” is determined, the budget will reflect all costs necessary to maintain City services at the same level as approved in the prior year. Any additional personnel (including startup expenses) and capital equipment necessary to maintain the current level of service would initially be requested through a Service Level Adjustments form (SLA).

During the month of April, departments begin preparing their budget requests using line-item budget formats and preparing their capital improvement requests for the Capital Improvement Program. The basic unit of budgeting is at the department level. Department budgets are further delineated to specific service units. Additionally, each department has identified tasks that are to be accomplished in the fiscal year.

The CIP is developed during, and as an integral part of, the annual budget process. Consistency with the City’s Comprehensive Plan is assured by the involvement of the Planning and Zoning Advisory Board and Planning and Zoning Department. Projects that may be funded by grants, either fully or partially, must be an approved “committed funding source” for the first three years of the schedule and for years four and five, the application process is underway.

During the budget cycle, each department director reviews the CIP as adopted during the preceding budget year. Each department is requested to inform the CIP committee of any modifications or additions that are necessary. Capital improvement needs are identified for the next five years and projects in progress, or previously approved projects are updated based on current information. Departments must submit justification for each new project proposal and include the estimated source of funding, impact to the operating budget, net cost savings, and potential new revenues.

The CIP committee reviews all CIP requests and compiles a combined Capital Improvement Program document to be reviewed by the City Manager and management staff. Each project is evaluated individually and as a part of the long-range goals of the City. The plan is either submitted to Commission or returned to the departments for recommended revisions. Projects proposed for the first year are included in the annual budget.

## REVIEW PHASE

### March – September

- **City Manager Review**
- **Executive Management Meetings**
- **Balance the Budget**
- **CIP reviewed and presented to Commission**
- **Final Certification of Taxable Value**

In May, all departmental budgets are due to the City Manager and the Finance Budget Division. The Finance Department performs an administrative review of all departmental budget packages for consistency, accuracy, and compliance with budget



policies. Each department meets with the City Manager, Finance Director, and Budget Administrator who perform an overall review of the budget request. Recommended funding levels and operational budget proposals are provided based on the City Commission's goals and priorities directives, and program service needs while maintaining a City-wide perspective that ensures fiscal integrity.

## **ADOPTION PHASE**

### **June – September**

- **Final Step in Budget Process**
- **City Manager Proposed Budget**
- **Tentative Adoption**
- **TRIM Notice**
- **Public Hearings**
- **TRIM Advertisement**
- **Final Adoption of Budget**

During June, the City Manager presents a preliminary City budget to the City Commission for the fiscal year commencing October 1. The preliminary budget recommends all operating and capital expenditures and the funding sources intended to finance the budget. The preliminary budget is sent to the City Commission, the local press, and posted on the City's website. Commission reviews the full City budget and workshops are conducted to provide an opportunity for City management and departments to offer additional information. The public is encouraged to attend the budget workshops and allowed time to comment on the preliminary budget. Taking into consideration the Commission and the public's suggestions, the City Manager then presents the City Manager Proposed Budget in August.

The budget is adopted in compliance with requirements in the City's Charter and according to State Statutes which include strict requirements and a timetable guide for noticing budget hearings and ensuring residents have an opportunity to be heard before final adoption of the budget. Under the Truth in Millage (TRIM) Act, the Florida Department of Revenue sets a schedule for local governments to follow in adopting tax roll information in accordance with the County Property Appraiser. The final millage rate is adopted by ordinance of the Commission; and the final budgets, including a non-district budget and three district budgets, are adopted by a Commission approved ordinance. The City forwards the final budget ordinances and millage ordinance to the property appraiser, tax collector and the Department of Revenue within three days of final adoption.

State of Florida Statutes requires that all municipal governments establish budgetary systems and approve annual operating budgets. The Commission annually adopts an operating budget and appropriates funds for the general, special revenue, capital and enterprise funds. The procedures for establishing the budgetary data are as follows:

- Prior to September 1, the City Manager submits a proposed operating budget to the Commission for the next fiscal year commencing on October 1. The operating budget includes proposed expenditures and revenues.
- Public hearings are conducted to obtain taxpayer comments.
- The City advises the County Property Appraiser of the proposed millage rate, special assessment levies, and the date, time and place of the public hearing for budget adoption.
- The budget and related millage rate and special assessment levies are legally enacted by ordinance or resolution.

## **IMPLEMENTING, MONITORING AND AMENDING PHASE – BUDGETARY CONTROL**

### **October – September**

- **Occurs Year Round**
- **Budget Rolled into new Fiscal Year**
- **Transmit Adopted Millage**
- **TRIM Compliance Package sent to Department of Revenue**
- **Review Requisitions**
- **Commission Agendas**
- **Budget Amendments**
- **Monthly Financial Reports**

Upon final adoption of the budget, staff implements the new fiscal year budget and begins the process of continuous monitoring and ensuring budgetary control throughout the fiscal year. The object of budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City's governing body.



Department directors and managers are accountable for expenditures over budget. Monthly budget reports are submitted to the Commission and City Manager comparing year-to-date totals with the budget. Quarterly budget meetings are held with Commission where presentations are given on revenues, departmental updates, and the Capital Improvement Plan. Revenue and expenditure patterns are examined and compared to provide forecasts and recommend corrective action as needed.

Although during the year budgetary control is maintained at the category of expenditure level, the legal control is maintained at the fund level. Amendments to the budget can be either a transfer or an increase. Transfers of appropriated moneys between departments and/or functions within an individual fund may be authorized by the City Manager excluding the authorization of additional regular positions or the modification of the intent of the Capital Improvement budget. As described in the budget ordinance, budget adjustments that would increase total expenditures of a budgetary fund or would transfer money between funds require City Commission approval. An actual increase in budgeted appropriations requires City Commission approval as well. During the year, assurances are made that the individual departments do not exceed their appropriations through a computerized budget monitoring system.

The annual budget includes an original appropriation ordinance, a budget adjustment for legally binding encumbrances outstanding at the end of the previous year and other budget amendments adopted by the City Commission. Unexpended appropriations for these funds lapse at the end of each fiscal year.

In regards to projects adopted within the Capital Improvement Program, appropriations in these funds remain open and carry over to succeeding years until they are amended or canceled. Because these funds involve multi-year projects, comparison on an annual basis does not provide meaningful information.

#### **BASIS OF ACCOUNTING, MEASUREMENT FOCUS AND FINANCIAL STATEMENT PRESENTATION**

The government-wide financial statements, as well as the proprietary and fiduciary fund financial statements, are reported using the *economic resources measurement focus* and the *accrual basis of accounting* with the exception of the agency funds in the fiduciary fund financial statements. The agency funds do not have a measurement focus; however, they use the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. In addition, grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the City.

The City's budget is organized into departments and divisions within the following hierarchical categories:

- Governmental Funds: Includes the General Fund, Special Revenue Funds and Capital Funds
- Enterprise Funds: Includes Water and Wastewater Utility Systems, Capacity Fee Funds and Utility Construction Fund.

A fund is an independent fiscal and accounting entity with a self-balancing set of accounts.

#### **FUND STRUCTURE**

Major funds represent the significant activities of the City and basically include any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget. The breakdown of the City's fund structure is as follows.

##### **Major Governmental Funds**

The main operating fund for the City of North Port, the **General Fund**, accounts for all general government activity not accounted for in other funds. It includes most tax revenues and such services as public safety, parks, recreation, planning, and administration. The **Road and Drainage District Fund**, **Fire Rescue District Fund** and the **Solid Waste District Fund**, the City's



three major Special Revenue Funds, are used to account for transportation and drainage related activities, fire prevention and protection services, and the collection and disposal of solid waste.

#### ***Major Proprietary Funds***

Proprietary Funds account for the acquisition, operation and maintenance of government facilities and services, which are entirely self-supported by user charges. The City's **Water and Sewer Utility** is comprised of a number of areas working towards a mission to operate and maintain a quality water supply system and to collect, convey and treat wastewater effectively and economically within the Commission's rate structure and to construct water and/or sewer projects by contract for infrastructure improvements consistent with the City's Comprehensive Plan and Utility Master Plan.

#### ***Non-Major Special Revenue Funds***

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. Funds include: Inspector Education Fund, Law Enforcement Trust Fund, Police Education Fund, Tree Fund, Warm Mineral Springs Fund, Building Fund, Escheated Lots Funds, Impact Fee Funds, Fleet Maintenance Fund, and Employee Benefit Fund.

#### ***Non-Major Capital Funds***

Capital funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities. Funds include: Surtax II and Surtax III Funds, Capital Acquisition Fund and Road Reconstruction Fund.

#### ***Non-Major Debt Service Funds***

Debt Service funds are used to account for resources that are restricted, committed or assigned to expenditure for principal and interest on short-term or long-term debt. The City has one debt service fund: Road Reconstruction Bond Debt Service Fund.

The City has fiduciary funds, such as special service areas and agency funds, which are excluded because assets are held by the City in a trustee capacity for other entities.

### **GOVERNMENTAL FUNDS**

#### **GENERAL FUND (FUND 001)**

The General Fund is used to account for all governmental functions not required to be separately recorded by laws or governmental policy. Most tax revenues and governmental services such as police protection, emergency medical services, parks and recreation, planning and administration are provided by the General Fund.

#### **SPECIAL REVENUE FUNDS**

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

#### ***Inspector Education (Fund 102)***

Revenues are generated from a 2.0% surcharge added to each building permit to pay for continuing education and required certifications for building officials, plans examiners and inspectors.

#### ***Law Enforcement Trust (Fund 105)***

Revenues are derived from the sale of contraband forfeiture items. According to the Florida Contraband Forfeiture Act, any proceeds from the sale of forfeiture items must be used for law enforcement related expenditures. The Law Enforcement Trust Fund provides for special community events such as "National Night Out" and "Do the Right Thing".

#### ***Road and Drainage District Fund (Fund 107)***

The Road and Drainage District Fund accounts for proceeds from the local option gas taxes and district assessments. These revenues are restricted to transportation and/or storm water drainage services.

#### ***Police Education Fund (Fund 108)***

Revenues are generated from a portion of fines and are used to provide training for police officers.

#### ***Fire Rescue District Fund (Fund 110)***

The Fire Rescue District Fund accounts for proceeds of district assessments that are restricted for fire protection services.

#### ***Tree Fund (Fund 115)***

The Tree Fund accounts for proceeds of fines and special assessments which are restricted for tree maintenance, tree purchases and the personnel and operating costs of a full time arborist for the City.

**Solid Waste District Fund (Fund 120)**

The Solid Waste District special revenue fund is used to account for proceeds of district assessments and commercial solid waste fees. The use of proceeds is restricted for solid waste collection and transportation of refuse, yard waste and recyclable material.

**Warm Mineral Springs Fund (Fund 125)**

The Warm Mineral Springs special revenue fund accounts for the generated revenue and related expenditures in relation to the operations of the spring.

**Building Fund (Fund 135)**

Based on Florida State Statute 553.80 which defines the collection and utilization of fees related to enforcement of the Florida Building Code, the Building Fund accounts for the proper tracking of revenues and expenditures as they are related to the Florida Building Code enforcement.

**Escheated Lots Fund (Fund 144)**

This special revenue fund is used to account for proceeds from a one-time sale of escheated lots.

**Escheated Lots Fund – Parks (Fund 146)**

This fund accounts for the Commission appropriated monies transferred from the Escheated Lots Fund that are restricted for park improvements.

**Law Enforcement Impact Fee Fund (Fund 150)**

Revenues are derived from new construction in both the commercial and residential sectors and are restricted to growth-related projects as they pertain specifically to law enforcement public safety.

**Fire Impact Fee Fund (Fund 151)**

Revenues are derived from new construction in both the commercial and residential sectors and are restricted to growth-related projects as they pertain specifically to fire public safety.

**Parks and Recreation Impact Fee Fund (Fund 152)**

Revenues are derived from new residential construction and are restricted to growth-related projects as they pertain to parks and recreation.

**Transportation Impact Fee Fund (Fund 153)**

Revenues are derived from new construction in both the commercial and residential sectors and are restricted to growth-related projects as they pertain to transportation.

**Solid Waste Impact Fee Fund (Fund 156)**

Revenues are derived from new construction in both the commercial and residential sectors and are restricted to growth-related projects as they pertain to the collection and removal of solid waste.

**General Government Impact Fee Fund (Fund 157)**

Revenues are derived from new construction in both the commercial and residential sectors and are restricted to growth-related projects as they pertain to the general services of the City.

**Department of Environmental Protection Management Fund (Fund 170)**

Revenues were derived from a grant and are utilized to purchase properties along the Myakkahatchee Creek to protect the creek. The revenues are restricted for this purpose only.

**Fleet Maintenance Fund (Fund 520)**

Revenues are derived through charges for services to the departments within the City. These charges are restricted to funding the expenditures associated with the operation and maintenance of City-owned vehicles and equipment.

**Self Insurance Fund (Fund 530)**

Revenues are derived through fee charges to the departments within the City. These fees are restricted to funding the expenditures associated with the provision of risk insurance coverage to City departments.

**DEBT SERVICE FUNDS**

Debt service funds are used to account for resources that are restricted, committed or assigned to expenditure for principal and interest on short-term or long-term debt.

**Road Reconstruction Bond Debt Service (Fund 205)**

Revenues are derived through a capital improvement road reconstruction special assessment charged to the City's residents. These charges are restricted to funding the expenditures associated with the road reconstruction bond.

**CAPITAL PROJECTS FUNDS**

Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds).

**Infrastructure Surtax II-One Cent Sales Tax Fund (Fund 305)**

Revenues are derived from sales tax collected. This fund provides for the acquisition and/or construction of specific capital projects.

**Infrastructure Surtax III-One Cent Sales Tax Fund (Fund 306)**

Revenues are derived from sales tax collected. This fund provides for the acquisition and/or construction of specific capital projects. This fund represents the 15 year extension of the One Cent Sales Surtax program.

**Capital Acquisition Fund (Fund 325)**

The Capital Acquisition Fund provides for the purchase of new and replacement vehicles and equipment. Revenues are accumulated from the various operating funds to provide sufficient funding. The allocation from each operating fund is based upon a replacement schedule as determined by the Fleet Maintenance division.

**Road Reconstruction Fund (Fund 330)**

Revenues are derived from the bond proceeds received and are restricted to reconstructing the City's roads.

**PROPRIETARY FUNDS****ENTERPRISE FUNDS**

Enterprise funds are used to account for operations (1) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis is financed or recovered primarily through user charges; or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

**Utility Funds (Funds 420-431)**

The Utilities Funds account for the provision of water and sewer services to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including administration, operations, maintenance, and financing and related debt service. All revenues post to the Utility Funds.

**INTERNAL SERVICE FUNDS**

Internal Service Funds are used to account for the finance of goods or services provided by one department or agency to other departments or agencies of the City, or to other governments, on a cost-reimbursement basis.

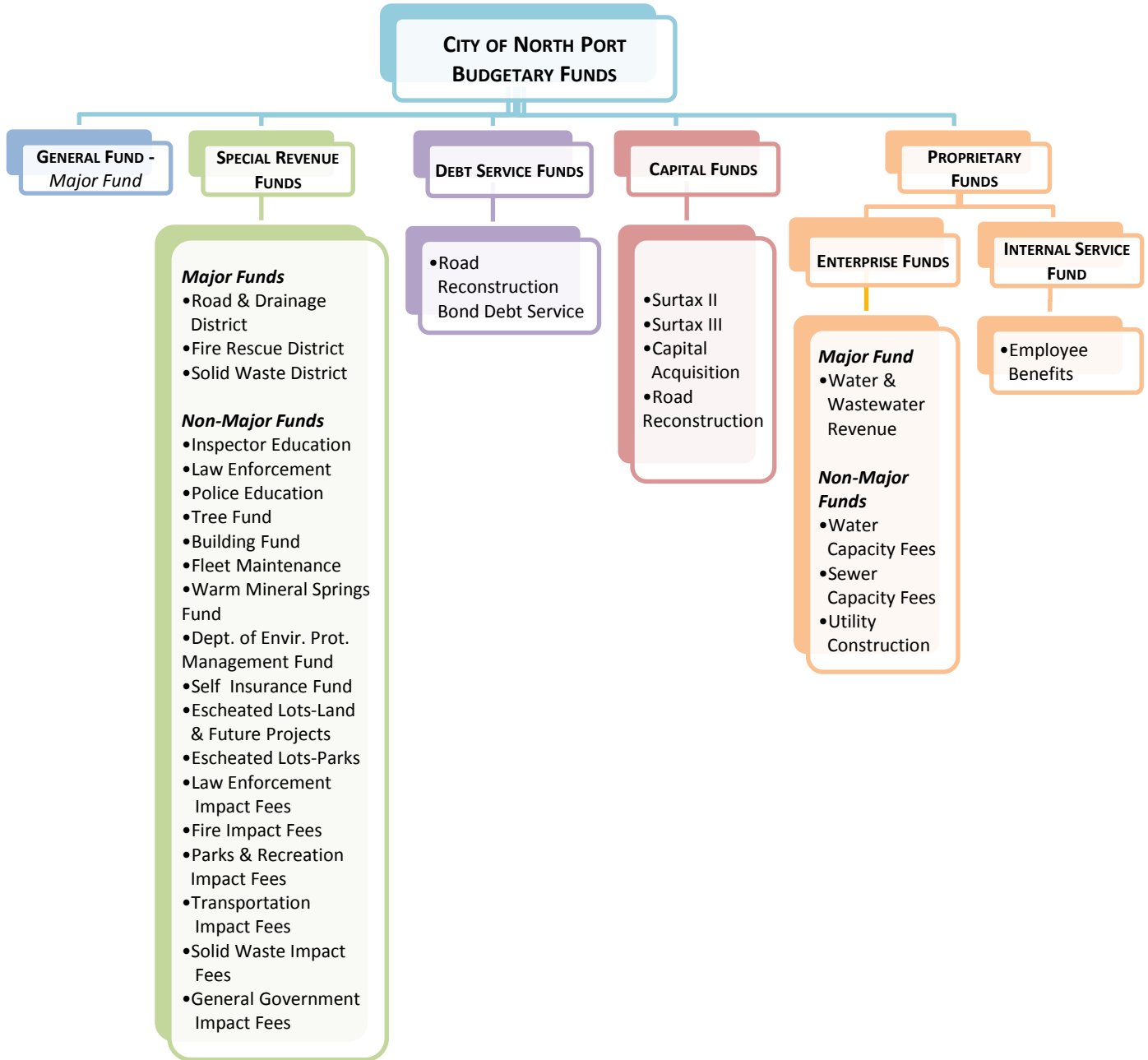
**Employee Benefit Fund (Fund 810)**

The Employee Benefit Fund provides the City employees with comprehensive and cost effective benefit programs. The benefit programs are funded through all the operating funds, including the districts, along with employee contributions.





The following chart represents the budgetary funds for the City of North Port.





## FINANCIAL POLICIES AND PROCEDURES

The Government Finance Officers Association encourages an active and ongoing discussion of the financial policies of the City, and requires the policies to be included in the budget. Although only provided for reference purposes at this time, City staff has developed a list of the policies that we use and follow.

### GENERAL POLICIES

The City is committed to strong financial operations and to providing a strong precedent for future policy makers and financial managers on the City's financial goals and strategies.

The City is committed to maintain and further develop programs to ensure its long term ability to pay all costs necessary to provide the level and quality of service required by its citizens.

The City is committed to establish and maintain investment policies that are in accordance with State laws and as further defined by the City's investment policy.

### ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICIES

The City's financial accounting system is maintained in accordance with the United States of America accounting principles generally accepted (GAAP) and the standards of the Governmental Accounting Standards Board (GASB).

An independent audit is performed annually, including the issuance of a management letter. The City administration will evaluate the audit management letter recommendations, determine the proper actions in response to these recommendations and complete, within established time frames, all actions that correct or otherwise resolve the matters included in the management letter.

The independent audit firm is selected through a competitive process at least once every three years. In accordance with Florida State Statute (218.391), the City establishes an Audit Committee whose primary purpose is to assist in selecting an auditor to conduct the annual financial audit. Upon the review of the qualifications of prospective firms, a recommendation is made to the City Commission. The audit contract is awarded by the City Commission.

The Comprehensive Annual Financial Report (CAFR) is prepared and presented to the City Commission and community at a public meeting. It is the City's goal to maintain accounting records, processes and procedures in such a manner as to receive an unqualified audit opinion and to maintain a Certificate of Achievement for Excellence in Financial Reporting from the GFOA.

### OPERATING BUDGET POLICIES

Florida Statute, 166.241 requires each municipality to establish a fiscal year beginning October 1 of each year and ending September 30 of the following year. The City Commission adopts a budget each fiscal year by ordinance. The statute further establishes that the amount available from taxation and other sources, including balances brought forward from prior fiscal years, **must** equal the total appropriations for expenditures and reserves.

The City will comply with all Federal, State or local legal requirements pertaining to the operating budget, including the adoption of a balanced budget. Florida Statutes require that all budgets be balanced. A balanced budget is achieved when the amounts available from taxation and other sources, including amounts carried over from prior fiscal years, equals the total appropriations for expenditures and reserves. The budget must be balanced for all funds.

The City will avoid budgetary procedures that balance current expenditures at the expense of meeting future years' obligations such as postponing necessary expenditures or accruing future years' revenues.

The budget is adopted in compliance with requirements in the City's Charter and according to State Statutes which include strict requirements and a timetable guide for noticing budget hearings and ensuring residents have an opportunity to be heard before final adoption of the budget. Under the Truth in Millage (TRIM) Act, the Florida Department of Revenue sets a schedule for local governments to follow in adopting tax roll information in accordance with the County Property Appraiser. The final millage rate is adopted by resolution of the Commission; and the final budgets, including a non-district budget and three district budgets, are adopted by a Commission approved ordinance. The City forwards the final budget ordinances and millage resolution to the property appraiser, tax collector and the Department of Revenue within three days of final adoption.

**Budget Link to Financial and Strategic Plans**

The city's annual budget is developed in accordance with the policies and priorities as established in the comprehensive plan, the strategic plan *Vision 2030*, city commission priorities, the needs of the community, and federal and state laws. Departmental priorities and service levels will be established by the aforementioned plans.

**Budget Scope**

Prior to July 15, the City Manager presents a proposed City budget to the City Commission for the fiscal year commencing October 1. The City Manager Proposed Budget recommends all operating and capital expenditures and the funding sources intended to finance the budget. The proposed budget is sent to the City Commission, the local press, and posted on the City's website. Commission reviews the full City budget and workshops are conducted to provide an opportunity for city management and departments to offer additional information. The public is encouraged to attend the budget workshops and allowed time to comment on the recommended budget. The budget contains the following:

- 1) A letter from the manager discussing the proposed budget for the next fiscal year, a review of the major changes from the previous year's activities and the current financial condition of the city.
- 2) Proposed capital, operations and maintenance, and debt service expenditures by department or division and type of expenditure for the budget year, along with comparisons to adopted expenditures for the current year and actual expenditures for three prior years.
- 3) Proposed receipts, by source, for the budget year, along with comparisons to adopted receipts for the current year and actual receipts for three prior years.
- 4) Proposed Service Level Adjustments (SLA) necessary to meet established priorities and goals.
- 5) A table of organization with proposed staffing levels by department and/or division along with comparisons to staffing levels for the current year.
- 6) A summary of budgeted revenues, expenditures and changes in fund balance for the General Fund

**Budget Form**

The City of North Port's operating budget is developed on an annual basis. The budget is presented in a fund/department format and includes all costs and revenues where appropriate. Line item detail is presented in the proposed budget along with performance measures and anticipated measurement results.

- 1) Developed with the goal of maintaining a structurally balanced budget, which means a balance between operating expenditures and operating revenues.
- 2) Recurring revenues, the portion of the City's revenues that are expected to continue year to year, such as property taxes, will be used for recurring expenditures that appear in the budget each year, such as salaries, benefits, maintenance costs, materials and supplies
- 3) Non-recurring revenues and reserves will be used for non-recurring expenditures such as one-time capital expenditures
- 4) Reserves will not go below the minimum undesignated fund balance based upon the City's Fund Balance policy.

**Budget Calendar**

The Budget Calendar is developed in conjunction with Florida State Statute requirements and local ordinances. The calendar lists major events for all parties involved, and other minor milestones are included in the budget manual for staff.

**Budgetary Control**

Upon final adoption of the budget, staff implements the new fiscal year budget and begins the process of continuous monitoring and ensuring budgetary control throughout the fiscal year. The object of budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City's governing body.

- 1) Department directors and managers are accountable for their budgets.
- 2) Budgetary control is maintained at the category of expenditure level but, the legal control is maintained at the fund level.
- 3) Transfers of appropriated moneys between departments and/or functions within an individual fund may be authorized by the City Manager excluding the authorization of additional regular positions or the modification of the intent of the Capital Improvement budget.
- 4) Budget adjustments that would increase total expenditures of a budgetary fund or would transfer money between funds require City Commission approval.
- 5) An increase in budgeted appropriates requires City Commission approval.
- 6) Assurances are made that the individual departments do not exceed their appropriations through a computerized budget monitoring system.



- 7) The annual budget includes an original appropriation ordinance, a budget adjustment for encumbrances outstanding at the end of the previous year and other budget amendments adopted by ordinance.
- 8) Unexpended appropriations for these funds lapse at the end of the fiscal year.
- 9) Project appropriations adopted within the Capital Improvement Program remain open and carry over to succeeding years until they are amended or canceled.

The City maintains a budgetary control system that ensures adherence to the budget.

#### ***Budget Preparation – Roles and Responsibilities***

Responsibility of initiating the budget cycle rests with the City Manager. The budget preparation process relies upon several staff members to be successful. The management of the process is provided by the Budget Administrator through the Finance Director and City Manager.

- 1) Budget manual preparation including: instructions, submission of information, description of budget process, budget calendar, assumptions to be used for requests and forms with instructions is prepared by the Budget Administrator.
- 2) Department/division requests are the responsibility of the department director and/or division manager.
- 3) Finance Director and Budget Administrator review the department/division budget requests to ensure compliance with priorities and objectives, revenues and expenditures balance, and revenue estimates are realistic and within guidelines.
- 4) City Manager reviews department/division requests with appropriate organizational staff.
- 5) Budget Administrator compiles the City Manager Proposed budget for presentation to the City Commission for consideration.
- 6) Finance Director and Budget Administrator ensure the City is in compliance with Florida Statute 200 – Truth in Millage (TRIM) requirements.
- 7) Finance Director and Budget Administrator implements adopted budget to start the new fiscal year.
- 8) Finance staff monitors the budget and the progress towards the objectives.
- 9) Budget Administrator is responsible to annually seek the Distinguished Budget Presentation Award offered by the Government Finance Officers Association (GFOA).

#### ***Basis of Budgeting***

The annual operating budget balances operating expenditures with operating revenues. The City budgets for governmental funds, which include the General Fund, Special Revenue Funds, Capital Funds and Debt Service Funds, based on the modified accrual basis of accounting. Under this method, revenues (income) are recognized in the period they become measurable and available to finance expenditures of the period and expenditures (expenses) are recorded when incurred with the exception of principal and interest on long-term debt, which are recorded when due.

Exceptions to the modified accrual basis of accounting are as follows:

- ✓ Sales and use taxes are considered to be revenue when received rather than when earned.
- ✓ Project lengths (continuing appropriation or projects that span more than one year) budgets adopted during the year are considered to reduce funds available in the year funds were originally appropriated. Overspending of project length budgets is considered to reduce funds available. The closeout of unspent project length budgets is considered to increase funds available.

The budgets for Enterprise Funds are prepared using the accrual basis of accounting except for the exceptions listed below. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

- ✓ Capital outlay is budgeted as an expense in the year purchased.
- ✓ Interest capitalized on construction projects is budgeted as interest expense.
- ✓ Proceeds from the issuance of debt are considered to be revenues, not an increase in liabilities.
- ✓ Principal payments are shown as expenditures rather than reductions of the liability.
- ✓ Receipts of long-term receivables are considered to be revenues, not reductions of the receivable.
- ✓ Proceeds from the sale of assets are recognized as revenue; however, the related gain or loss is not.
- ✓ Purchases of inventory are considered to be expenses when purchased, not when sold or used.
- ✓ Accrued compensated absences are not considered to be expenditures until paid.
- ✓ Project length (continuing appropriations or projects that span more than one year) budgets are considered to be reductions of funds available when appropriated. Overspending of project length budgets is considered to reduce funds available. Close out of unspent project length budgets is considered to increase funds available.



Operating expenditures are controlled at the department level for General Fund and the fund level for other funds and may not exceed appropriations at these levels. Capital project expenditures are controlled at the fund, department and project levels and may not exceed appropriations at any of those levels. Budget transfers within a department may be made with City Manager approval provided that the transfer is within the same fund. Transfers between departments within the same fund require City Manager approval. Transfers between funds require City Commission approval by ordinance. Increases in total appropriations require City Commission approval by ordinance. Since expenditures may not legally exceed budget appropriations, amendments to the budget are sometimes required. A budget amendment is accomplished by a supplemental appropriation which requires City Commission approval by ordinance.

### **FUND BALANCE POLICIES**

The City utilizes a variety of accounting funds for recording revenues and expenditures of the City. At each fiscal year-end, the budgeted/appropriated expenditure authority lapses with the exception of capital project spending, and operating expenses that have been incurred but not paid. The remaining dollars left in each fund that are undesignated and unencumbered constitute available reserves of the City.

Fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Classifications of fund balance are established as authorized by City Resolution No. 2011-R-14 (included in the appendix of this document). Fund balance is reported in up to five components – nonspendable, restricted, committed, assigned and unassigned.

- *Nonspendable Fund Balance* – consists of funds that are (a) not in spendable form or (b) legally or contractually required to be maintained intact. “Not in spendable form” includes items that are not expected to be converted to cash (such as inventories and prepaid items) and long-term loans and notes receivable.
- *Restricted Fund Balance* – consists of funds that can be spent only for specific purposes stipulated by (a) external resource providers such as creditors (by debt covenants), grantors, contributors or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.
- *Committed Fund Balance* – consists of funds that are set aside for a specific purpose by the City’s highest level of decision making authority (ordinance). Formal action must be taken prior to the end of the fiscal year, but the amount, which will be subject to the constraint, may be determined in the subsequent period. The same formal action must be taken to remove or change the limitations placed on the funds.
- *Assigned Fund Balance* – consists of funds that are set aside with the intent to be used for a specific purpose. The intended use can be established by the City Commission, delegated to a group (Management Team) or delegated to an individual City Manager or Finance Director. In governmental funds other than the General Fund, assigned fund balance represents the amount that is not restricted or committed. Assigned funds cannot cause a deficit in unassigned fund balance.
- *Unassigned Fund Balance* – consists of excess funds that have not been classified in the previous four categories. All funds in this category also provide the resources necessary to meet unexpected expenditures and revenue shortfalls.

When a governmental fund has multiple classifications of fund balance, fund balance is generally depleted in order of restricted, committed, assigned and unassigned.

The City’s formal General Fund fund balance policy establishes a targeted minimum spendable fund balance range between 15% and 25% of the ensuing year’s General Fund budgeted expenditures. The unassigned portion of the fund balance is targeted at 5% to 10% of the ensuing year’s General Fund budgeted expenditures. The formal fund balance policy also includes the City’s three dependent districts (Road & Drainage, Fire Rescue and Solid Waste). The targeted minimum fund balance range of these three districts is 20% - 25% of the ensuing year’s annual budgeted expenditures of each respective fund.

### **DEBT POLICIES**

The City will not issue debt obligations or use debt proceeds to finance current operations. The use of bonds will only be considered for significant capital and infrastructure improvements. The term of debt will not extend beyond the useful life of the improvements to be financed.



The City will seek to maintain and, if possible, improve its current bond rating in order to minimize borrowing costs and preserve access to credit. The factors contributing to the City's rating include strong financial management, low debt levels, budgetary and fiscal controls, and accountability. To support this policy, the City will continue to maintain its position of full financial disclosure and proactive fiscal planning. The outstanding governmental bonded debt amounts have insured ratings of A2/A+/A from Moody's Investors Service, Standard & Poor's and Fitch Rating, Inc., respectively. The enterprise bond rating from Fitch is A-.

Prior to issuing any long-term debt, other than revenue or refunding bonds, the City will adopt an appropriate debt limit and debt management policy. Currently, the City does not have a debt limit policy. However, the City Charter provides restrictions in regards to issuing bonds. No general obligation bonds or revenue bonds shall be issued by the City unless approved by vote of a majority of the qualified electors of the City voting on the issuance of such bonds in a general or special election.

The City does not have a formal policy on the mix of long-term debt and current revenues, and under what conditions short-term debt will be issued. The City continues to primarily subscribe to the pay-as-you-go method of financing rather than assuming debt.

The City will consider the refunding of outstanding debt when at least a 4% net present value savings or \$80,000 per year can be obtained.

Whenever possible, the City will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds, so those benefiting from the improvements will bear all or part of the cost of the project financed.

The City will lease-purchase equipment if the lease terms compare favorably when reviewing the total life cycle cost of the equipment. In no case shall the City lease-purchase equipment whose useful life is not greater than the term of the lease.

## **REVENUE POLICIES**

The City strives to take measures to encourage economic development to build and maintain a diversified and reliable revenue stream so as to avoid becoming overly dependent on any single type of revenue. Efforts will be directed to optimize existing revenue sources while periodically reviewing potential new revenue sources.

- 1) The City's revenue manual is reviewed and updated periodically as necessary.
- 2) Budgeted revenues are estimated conservatively using accepted standards and estimates provided by the state, other governmental agencies or reliable economic forecasters when available.
- 3) Five-year revenue forecasts are developed annually.
- 4) The City establishes user charges and fees at a level closely related to the full cost of providing the services (i.e. direct, indirect and capital costs) taking into consideration similar charges/fees being levied by other organizations.
- 5) City staff reviews service charges and user fees annually with any proposed changes being presented to the City Manager for approval.
- 6) Changes in fees are based on three considerations: 1) fee is not covering its cost 2) fee is covering its costs and generates excess revenue that subsidizes other services or 3) fee is not comparable to those of surrounding jurisdictions.
- 7) The maximum millage rate by state statute is ten (10) mills. The City cannot adopt a millage in excess of 10 mills.
- 8) The rolled-back rate is the millage rate necessary to remain ad valorem revenue neutral when compared to the previous year. The rolled-back rate is typically the standard by which any rate change is acceptable.
- 9) Non-ad valorem district assessments are reviewed and recommended changes are submitted to the City by an outside provider who develops both a rate methodology and schedule.



## CASH MANAGEMENT / INVESTMENT POLICIES

The primary objective of the City's investment program is the preservation of capital. Investment transactions are managed so as to avoid loss of principal, whether by security default or by erosion of market value.

Generally, a minimum amount of operating capital is maintained at the local bank in an interest bearing account. The balance of the City funds is invested according to the City's investment policy.

The City is authorized by City Ordinance 2010-03, adopted January 25, 2010 (included in the appendix of this document), to invest surplus funds in accordance with Florida Statute 218.415. This investment policy formally established guidelines and authorized the City to invest in the following:

- 1) The Florida Local Government Surplus Funds Trust Fund under the management of the State Board of Administration (SBA).
- 2) Negotiable direct obligations or obligations in which the principal and interest are unconditionally guaranteed by the United States Government.
- 3) Bonds, debentures, notes or callables issued or guaranteed by the United States Government's agencies, provided such obligations are backed by the full faith and credit of the United States Government.
- 4) Bonds, debentures, notes or callables issued or guaranteed by United States Government sponsored agencies (Federal Instrumentalities) which are non-full faith and credit agencies limited to the following:
  - Federal Farm Credit Bank (FFCB)
  - Federal Home Loan Bank or its district banks (FHLB)
  - Federal National Mortgage Association (FNMA)
  - Federal Home loan Mortgage Corporation (Freddie-Mac) including Federal Home Loan Mortgage Corporation participation certificates
  - Student Loan Marketing Association (Sallie-Mae)
- 5) Non-negotiable interest bearing time certificates of deposit or savings accounts in banks organized under the laws of this state and/or in national banks organized under the laws of the United States and doing business and situated in the State of Florida, provided that any such deposits are secured by the Florida Security for Public Deposits Act, Chapter 280, Florida statutes. Additionally, the bank shall not be listed with any recognized credit watch information service.
- 6) Repurchase agreements composed of only those investments based on requirements set forth by the City's Master Repurchase Agreement. Securities authorized for collateral are negotiable direct obligations of the United States Government, Government Agencies, and Federal Instrumentalities with maturities under five (5) years and must have a fair value for the principal and accrued interest of 102 percent of the value and for the term of the repurchase agreement.
- 7) Commercial paper of any United States company that is rated, at the time of purchase, "Prime-1" by Moody's and "A-1" by Standard & Poor's (prime commercial paper). If the commercial paper is backed by a letter of credit ("LOC"), the long-term debt of the LOC provider must be rated "A" or better by at least two nationally recognized rating agencies.
- 8) Bankers' acceptances issued by a domestic bank or a federally chartered domestic office of a foreign bank, which are eligible for purchase by the Federal Reserve System, at the time of purchase, the short-term paper is rated, at a minimum, "P-1" by Moody's Investors Services and "A-1" Standards and Poor's.
- 9) Corporate obligations issued by financial institutions that participate in the FDIC's Temporary Liquidity Guarantee Program and are fully insured by the FDIC and are guaranteed by the full faith and credit of the United States Government.
- 10) State and/or local government taxable and/or tax-exempt debt, general obligation and/or revenue bonds, rated at least "Aa" by Moody's and "AA" by Standard & Poor's for long-term debt, or rated at least "MIG-2" by Moody's and "SP-2" by Standard & Poor's for short-term debt.



- 11) Registered investment companies (mutual funds) shares in open-end, no-load provided such funds are registered under the Federal Investment Company Act of 1940 and operated in accordance with 17 C.F.R. § 270.2a-7. In addition, the Finance Director may invest in other types of mutual funds provided such funds are registered under the Federal Investment Company Act of 1940, invest exclusively in the securities specifically permitted under the investment policy and are similarly diversified.
- 12) Intergovernmental investment pools that are authorized pursuant to the Florida Interlocal Cooperation Act, as provided in Section 163.01, Florida Statutes and provided that said funds contain no derivatives.

All funds participate in the pooled cash investment program. Investment income and loss is allocated to individual funds based upon their average daily balance in cash pool. Each fund's individual equity in the City's investment pool is considered to be a cash equivalent, since the funds can deposit or withdraw cash at any time without prior notice or penalty.

Investments for the City are reported at fair value based upon quoted market prices, other than the investment in Fund B. If quoted market prices are not available, fair values are based on quoted market prices of comparable instruments or values obtained from independent pricing services. The reported value of the City's investment in the Florida Local Government Surplus Funds Trust Fund external investment pool (Fund B) is fluctuating net asset value.

### **CAPITAL IMPROVEMENT PROGRAM POLICIES**

Annually, the City develops a five-year capital improvement program. The City adopts the first year of the multi-year plan and makes every attempt to complete all capital improvements in accordance with the plan.

The City determines the least costly and most beneficial financing method available for all new capital improvement projects. In addition, adherence to the City's Comprehensive Plan and compliance with Senate Bill 360 provides a basis for selecting the projects to be scheduled.

The City maintains its physical assets at a level adequate to protect the City's capital investment and minimize future maintenance and replacement costs.

The Finance Department maintains a complete inventory of all assets in accordance with the City's capital asset policy. The threshold for fixed assets is \$5,000.

### **COMPREHENSIVE PLANNING AND CAPITAL PROGRAMMING**

The City's Comprehensive Plan provides the framework within which all development actions should occur. The Capital Improvement Program (CIP) is an important tool for implementing the City's Comprehensive Plan. The CIP is used to plan and manage resources needed to sustain critical, necessary and desired services to the residents. Along with the Unified Land Development Code (ULDC), the CIP bridges the gap between the day-to-day operations of City government and the City's long-range development goals. The capital improvement programming process gives the community an opportunity to review overall development goals and/or service level related projects, annually.

Each year a program is prepared by staff in accordance with the goals and policies of the City Commission and the City's Comprehensive Plan.

### **CAPITAL PLANNING**

Capital planning refers to the process of identifying and prioritizing City capital needs for determining which projects should be funded in the capital budget as resources become available.

The goal of the CIP development process is to deliver various department projects in an efficient and economical manner, while balancing needs and funding. This process requires staff to prioritize capital projects. The five major categories for ranking projects, in no particular priority, are as follows:

- Strategic plan of the City Commission.
- Health, safety and welfare.
- Compliance with the capital improvement element of the Comprehensive Plan.
- Level of service.
- Sustainability.





An existing or a newly proposed project shall be given a ranking which will be used to prioritize all projects within the CIP.

#### **CAPITAL IMPROVEMENT GOALS**

- Protect the public's health and safety by preventing a critical breakdown in the City's public facilities and services.
- Build structures to nationally recognized high-performance efficiency standards.
- Build structures in accordance with City adopted aesthetic standards.
- Coordinate and deliver projects in an efficient and economical manner.
- Maintain, upgrade, repair or replace existing public facilities or capital equipment.
- Expand existing public facilities, construct new public facilities, or add capital equipment concurrent with new growth.

#### **CAPITAL IMPROVEMENT GUIDELINES**

The following guidelines must be met in order to qualify as a Capital project:

- All capital projects funded with Infrastructure Surtax money; or
- Improvements to, or expansion of existing assets must increase the appraised value or add to the life expectancy of the asset(s); or
- Capital Projects consist of projects/equipment with a cost estimate of at least \$100,000 and an asset life of at least five (5) years; or
- Capital preservation/improvement items costing \$25,000 or more for infrastructure other than technology and energy and meeting the improvements and expansion guidelines; or
- Technology capital preservation/improvement items costing \$10,000 or more.

NOTE: Routine maintenance and repair services of a repetitive nature, provided for the purpose of sustaining capital assets in serviceable condition, such as painting or lawn mowing, are not capital projects.

#### **CAPITAL IMPROVEMENT DEVELOPMENT**

- Annually, a five-year Capital Improvement Program (CIP) will be developed showing estimated annualized cost of capital projects, and if appropriate, include any reserve for contingency.
- A five-year CIP will be submitted to the Commission for approval during the annual budget process.
- The first year of the five-year CIP will be used as the basis for formal fiscal year appropriations during the annual budget process
- The CIP will be consistent with and implement the Capital Improvement Element (CIE) of the City's Comprehensive Plan and/or meet current and future planning needs.
- Projects needed to maintain adopted Level of Service Standards shall be included with identified funding sources based on current revenue projections for the five-year period.
- A capital project may be added or deleted with approval of the Commission.
- An adopted capital project may be amended or changed, only when necessary, to fulfill the original intent of the project. No funds may be added or deleted to change the outcome of the project without Commission approval.
- All amendments during the year must be approved by the Commission.
- All Comprehensive Plan capital projects shall be added, deleted or amended in compliance with Plan amendment procedures.
- All capital projects shall compute and display the impact upon the operating budget at the time the project is being proposed for Commission approval.
- Capital improvement life cycle and operating costs shall be coordinated with the development of the operating budget.
- Impact fees shall be used only for new capital improvements or infrastructure identified as needed to accommodate new growth.
- Capacity fees shall be used to finance capital expenditures and for the payment of city indebtedness associated with the expansion of the City's water treatment and transmission system and the wastewater transmission, treatment, and effluent disposal system.

#### **PROJECT FINANCING**

The City shall utilize a combination of pay-as-you-go and debt financing for capital projects. The particular funding mechanism for each project will be determined and included in the CIP. The City recognizes three basic methods of financing capital requirements.



- Current revenues
- Fund balance/retained earnings
- Issuance of debt

Funding for capital projects comes from a variety of sources, but generally falls into one of several categories: one cent sales surtax, impact or capacity fees, grants and debt financing.

- **INFRASTRUCTURE SURTAX (PENNY TAX)** – Sales surtax revenues are assessed at one percent and apply to the first \$5,000 of any single taxable item. Surtax proceeds and any accrued interest shall be expended for any of the following purposes as defined by the applicable surtax ordinance:
  - To finance, plan, and construct infrastructure.
  - To acquire land for public recreation, conservation, or protection of natural resources.
  - To finance the closure of county or municipal-owned solid waste landfills that have been closed or are required to be closed by order of the DEP.
- **IMPACT FEES** – Impact fees are fees imposed on “new” construction to help fund additional infrastructure needed to support the added load on City infrastructure resulting from the new construction. The City collects impact fees for: law enforcement, fire, parks & recreation, transportation, solid waste, general government; and water and sewer capacity fees.
- **CAPACITY FEES** – Capacity fees are imposed on new construction/development to help fund the expansion of water and wastewater treatment and transmission; and the effluent disposal system.

Impact and capacity fees collected in each category are restricted to projects which **add capacity** to the respective infrastructure within that category. Impact and capacity fees are governed by City ordinance.
- **DEVELOPER AGREEMENT** – Developer agreement is a contract between two legal entities which defines the development and/or improvement to land pursuant to the terms of the contract including monetary and/or capital contributions.
- **GRANTS** – Grant revenues may come from various sources including the federal and state governments, other local jurisdictions and agencies. Use of grant funds is restricted to the specific purpose defined by the party providing the grant.
- **DEBT FINANCING** – Financing of capital projects uses various types of financing instruments. Lease-purchase debt may be used to finance capital equipment. General obligation debt is used to finance capital projects benefiting the community as a whole. Bonding debt requires a referendum as detailed in the City’s Charter.
- **OTHER FINANCING** - Financing mechanisms such as revenue bonds or special assessments may be used to place the burden of financing capital improvements on those receiving the benefit.

#### CAPITAL PROJECT EVALUATION

Capital project evaluation includes assessing the need to increase capacity, to replace or repair existing capital assets and a post-implementation evaluation.

The following elements will be considered in evaluating existing capital assets.

- Capital asset for replacement or repair to meet the Capital Improvement Guidelines policy.
- Frequency of physical condition rating and asset inventory updates conducted based on several factors, including the asset age and type, likelihood of degradation, and ease at which assessments may be conducted.
- Evaluation of existing assets based on professional standards and mandated safety requirements when such information is available.
- Evaluation of existing assets to determine if the asset still provides the most appropriate method to deliver services.
- Maintenance and replacement plans for existing assets prioritized in accordance with overall City goals and objectives to maintain expected service levels.

A post-implementation evaluation completed on construction type projects with the following considerations.



- Identify lessons learned.
- Assess projected versus realized benefits.
- Suggested improvements to maximize future returns.

#### **PROCUREMENT POLICIES**

The Purchasing Division of the Finance Department is responsible for developing and implementing all policies and procedures related to procurement for the City of North Port.

#### **RESPONSIBILITIES AND FUNCTIONS**

- 1) Establish and administer the Procurement Code as approved by the City Commission. (See Chapter 2, Article VIII of the City of North Port Code.)
- 2) Act as a representative on all matters pertaining to purchasing and contracts including: (a) assembling specifications in cooperation with using departments, (b) promoting good will and public relations between the City and its vendors, (c) keep informed of current developments in the field of procurement, (d) ascertain the identity of all vendors who default on contracts with the City and suspend or debar as appropriate.
- 3) Encourage full and open competition whenever possible
- 4) Assure fair and equitable business dealings will all vendors

#### **FULL AND OPEN COMPETITION**

- 1) The city's procurement code provides that the procurement of goods or services in excess of \$100,000 shall be made utilizing the competitive sealed bids process, except as state in City Code, Chapter 2, Article VII, Sec. 2-404 (a), items (1) through (3).
- 2) The city's procurement code provides that non-exempt procurement of goods or services in excess of \$100,000 shall be made utilizing the competitive sealed proposals process when: (a) the city is incapable of specifically defining the scope of work for which the goods or services is required, (b) the city is requiring the proposer to meet the specifications of the request for proposals (RFP), (c) a broad range of options are available, (d) the procurement is for a professional service describe in F.S. 287.055, or (e) a competitive sealed bidding is not otherwise practical.

#### **ASSIGNMENT OF AUTHORITY**

- 1) No officer or employee of the City subject to the authority of City Commissioners shall execute any contract nor recommend payment of any amount claimed to be due under any contract.
- 2) Administrative change orders for contracts provide the following authority levels:
  - City project manager or representative may approve change order request in an amount up to \$2,500 and may approve requests for contract time extensions not to exceed five calendar days.
  - Purchasing Manager will approve change orders in a singularly or cumulatively amount of \$2,500 and up to \$15,000 and authorize contract extension time in excess of five days and non-monetary changes not considered minor.
  - City Manager will approve all change orders in an amount of \$15,000 and not to exceed the contingency funds amount of the contract.
  - City Commission will approve contract amendments which include, but are not limited to, change orders exceeding the awarded contract amount including contingency funds.

#### **INSURANCE REQUIREMENTS**

All vendors doing a service for the City are required to furnish the City with Certificates of Insurance and a City of North Port Hold Harmless Agreement. The city has three insurance requirement levels, and they are as follows:



- 1) Level 1 – Used when a project/service will not exceed 30 calendar days, the cost will not exceed \$50,000, and there are no unusual or high hazards
- 2) Level 2 – Used when a project/service will not exceed 180 calendar days, the cost will not exceed \$500,000, and there are no unusual or high hazards present.
- 3) Level 3 – Used when a project/service will exceed 180 calendar days in duration, the cost is \$1,000,000 or more, and there are extremely high or unusual hazards present.

**OTHER PROCUREMENT POLICIES**

The City of North Port Procurement Code provides that the procurement of goods and/or services can be made without competitive bids or proposals when it is determined:

- 1) In writing that there is only one source (*Chapter 2, Article VII, Sec. 2-407*)
- 2) To be an emergency (*Chapter 2, Article VIII, Sec. 2-408*)



**BUDGET OVERVIEW**

The City of North Port adopted its Fiscal Year (FY) 2016 Annual Budget on September 24, 2015. Two public hearings were held for input from the citizens of North Port. The FY 2016 Adopted Budget is a deliberate balance of revenues and expenditures, prepared according to Florida Statutes. The City of North Port's annual budget is the result of a strategic planning process which aligns the budget with the City's mission, vision and goals, and is prioritized for the provision of Commission initiatives.

**FISCAL YEAR 2016 ANNUAL BUDGET**

	<b>Governmental Funds</b>	<b>Enterprise Funds</b>	<b>Total</b>
<b>REVENUES</b>			
Ad Valorem	\$ 10,108,770	\$ -	\$ 10,108,770
Non Ad Valorem Assessments	25,956,870	-	25,956,870
Other Taxes	14,433,250	-	14,433,250
Permits & Special Assessments	8,575,780	-	8,575,780
Intergovernmental Revenue	7,452,900	-	7,452,900
Charges for Services	16,116,500	19,011,260	35,127,760
Fines & Forfeitures	288,240	100	288,340
Interest Income	324,600	145,000	469,600
Miscellaneous Revenues	6,841,020	25,300	6,866,320
Impact Fees	2,239,220	-	2,239,220
Capacity Fees	-	1,002,480	1,002,480
Other Sources	24,950	-	24,950
<b>Sub-Total before Transfers &amp; Reserves</b>	<b>\$ 92,362,100</b>	<b>\$ 20,184,140</b>	<b>\$ 112,546,240</b>
Transfers In	2,691,030	200,000	2,891,030
Fund Balances/Reserves/Net Assets	(1,312,500)	3,238,260	1,925,760
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 93,740,630</b>	<b>\$ 23,622,400</b>	<b>\$ 117,363,030</b>
<b>Expenditures</b>			
General Government	\$ 22,124,590	\$ -	\$ 22,124,590
Public Safety	28,754,990	-	28,754,990
Physical Environment	6,482,730	17,332,270	23,815,000
Transportation	15,401,840	-	15,401,840
Economic Environment	323,870	-	323,870
Human Services	183,890	-	183,890
Culture/Recreation	1,848,080	-	1,848,080
Capital	11,431,280	2,438,650	13,869,930
Debt & Lease Service	4,498,330	3,651,480	8,149,810
Other Uses	2,691,030	200,000	2,891,030
<b>Sub-Total including Transfers &amp; Reserves</b>	<b>\$ 93,740,630</b>	<b>\$ 23,622,400</b>	<b>\$ 117,363,030</b>
Increase(Decrease) to Reserves ( <i>memo only</i> )	1,312,500	(3,238,260)	(1,925,760)
Increase (Decrease) to Capacity Fee Accounts ( <i>memo only</i> )	-	178,590	178,590
<b>Total Expenditures</b>	<b>\$ 93,740,630</b>	<b>\$ 23,622,400</b>	<b>\$ 117,363,030</b>

Notes: Governmental Funds include General, Special Revenue, Debt Service and Capital Funds. Enterprise Funds include Water and Wastewater Utility Funds.



### FISCAL YEAR 2016 BUDGET POSITION

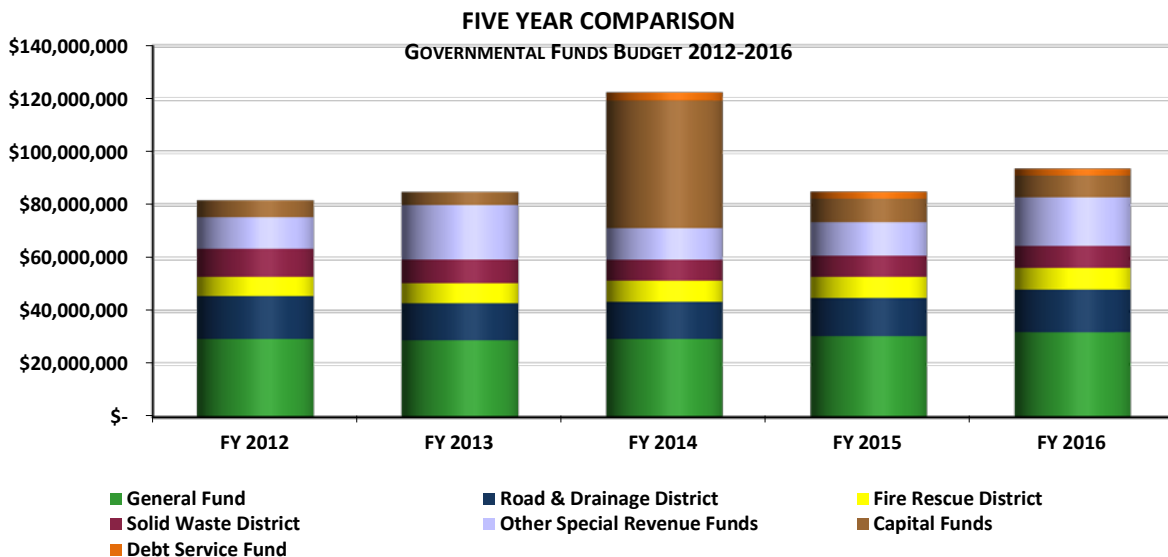
The City’s Adopted FY 2016 Budget totals \$117,363,030 (includes transfers and reserves) for all funds, an increase of \$8,301,740 (7.61%) from the total FY 2015 Budget.

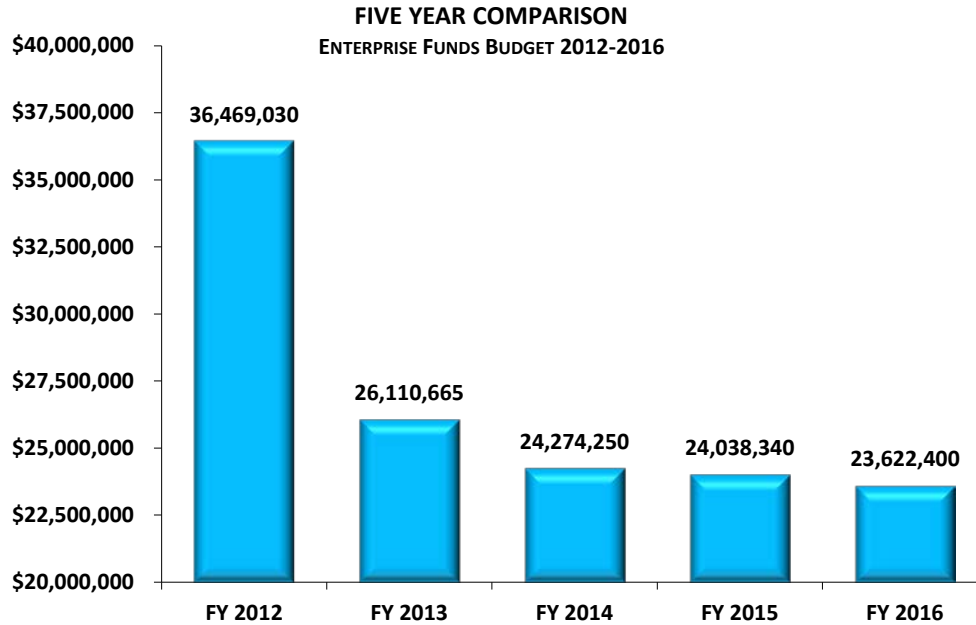
The total FY 2016 Budget for the General Fund, the primary governmental operating fund, is \$32,149,790, which is \$1,468,925 more than the prior year or an increase of 4.79%. Governmental Special Revenue Funds expenditures increased \$7,901,965 or 18.42% while Governmental Capital Funds expenditures decreased \$654,420 (7.46%) for FY 2016. The Debt Service Fund increased only \$1,210 or 0.05% from FY 2015. The City’s General Fund reserves are projected to remain at 15% of the operating budget and the District Funds and Utility Revenue Fund reserves are projected to remain at 20% of the operating budgets.

Significant changes in the FY 2016 City-wide Budget are:

- Net addition of nineteen positions – net total of nine positions added to the General Fund: fifteen positions added, one position transferred, and seven positions in the General Fund were eliminated; two positions added to the Building Department; one position added to the Road and Drainage District and three positions were eliminated; one position added to the Fire Rescue District; one position added to the Solid Waste District; and eight positions added to the Utilities Department.
- Budget provides for 3% salary/wage increases or lump-sum payouts for all non-union employees and AFSCME union employees; also, provides for a 3% proposed increase for fiscal years 2015 and 2016 for the City’s police and fire unions; at the time the budget was adopted, the police and fire union contracts had not been ratified; negotiations with the unions are on-going.
- Increase in the Florida Retirement System employer contributions of \$33,340.
- Decrease of \$119,980 in the Police Pension Plan employer contributions and an increase of \$37,210 in the Fire Pension Plan employer contributions.
- Increase in health insurance costs of approximately \$360,700.
- Decrease in workers’ compensation costs of approximately \$68,990.
- Budget anticipates a decrease in fuel costs of approximately \$445,850 due to lower fuel prices and having two full years of data from the City’s in-house fueling program to provide a more accurate usage estimate.
- Decrease in insurance (general liability, property, etc.) of \$78,200.
- Creation of two new funds – Warm Mineral Springs Fund and Self Insurance Fund.
- Inclusion of the Department of Environmental Protection Management Fund for FY 2016; in prior years a budget had not been prepared for this fund.

Interfund transfers and net changes to reserves are included in the following chart totals and reflect movement of revenues from the fund where received to the fund where the expenditure is recorded. These transfers have generally been excluded in the subsequent tables, graphs and comparisons throughout the document. The following charts compare the City’s annual budget by fund and fund type over the last five years.





#### TOTAL BUDGET BY FUND TYPE % OF TOTAL BUDGET

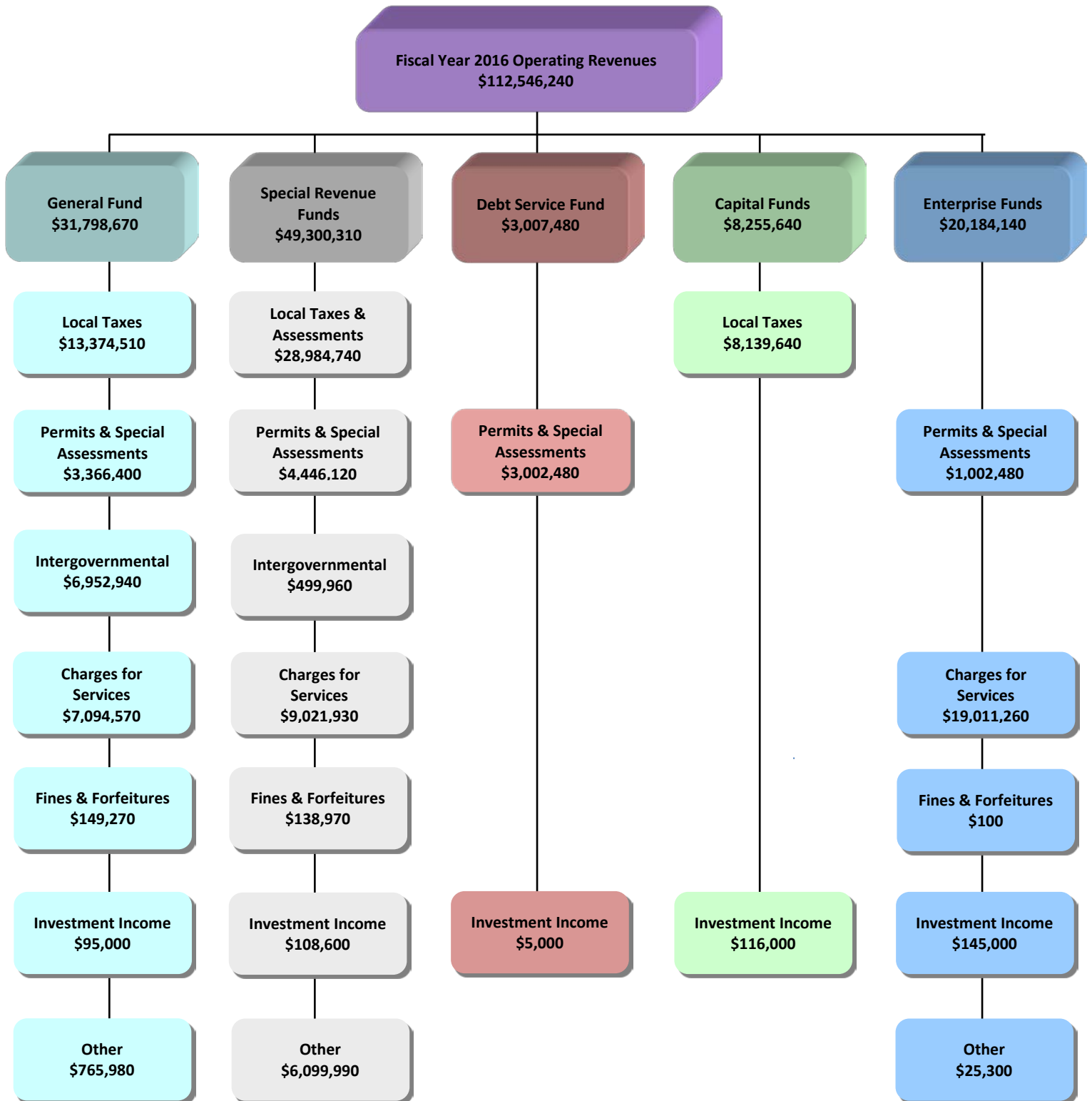
<b>General Fund (27.39%)</b>			
001	General Fund	\$ 32,149,790	27.39%
<b>Special Revenue Funds (43.28%)</b>			
107	Road & Drainage District	16,110,200	13.73%
110	Fire Rescue District	8,271,740	7.05%
120	Solid Waste District	8,301,360	7.07%
1XX	Other Special Revenue Funds	6,660,350	5.68%
14X	Escheated Lots Funds	1,970,000	1.68%
15X	Impact Fee Funds	2,029,450	1.73%
530	Self Insurance Fund	1,351,200	1.15%
810	Employee Benefit	6,095,680	5.19%
<b>Debt Service Fund (2.29%)</b>			
205	Road Reconstruction Bond Debt Service Fund	2,682,500	2.29%
<b>Capital Funds (6.91%)</b>			
305	Surtax II	27,000	0.02%
306	Surtax III	5,347,240	4.56%
325	Capital Acquisition Fund	2,727,620	2.32%
330	Road Reconstruction Fund	16,500	0.01%
<b>Enterprise Funds (20.13%)</b>			
420	Water and Wastewater	22,405,540	19.09%
423	Water Capacity Fees	150,000	0.13%
424	Sewer Capacity Fees	966,860	0.82%
431	Construction Fund	100,000	0.09%
<b>TOTAL BUDGET</b>		<b>\$ 117,363,030</b>	<b>100.00%</b>





The following charts illustrate the adopted FY 2016 total operating revenues and expenditures.

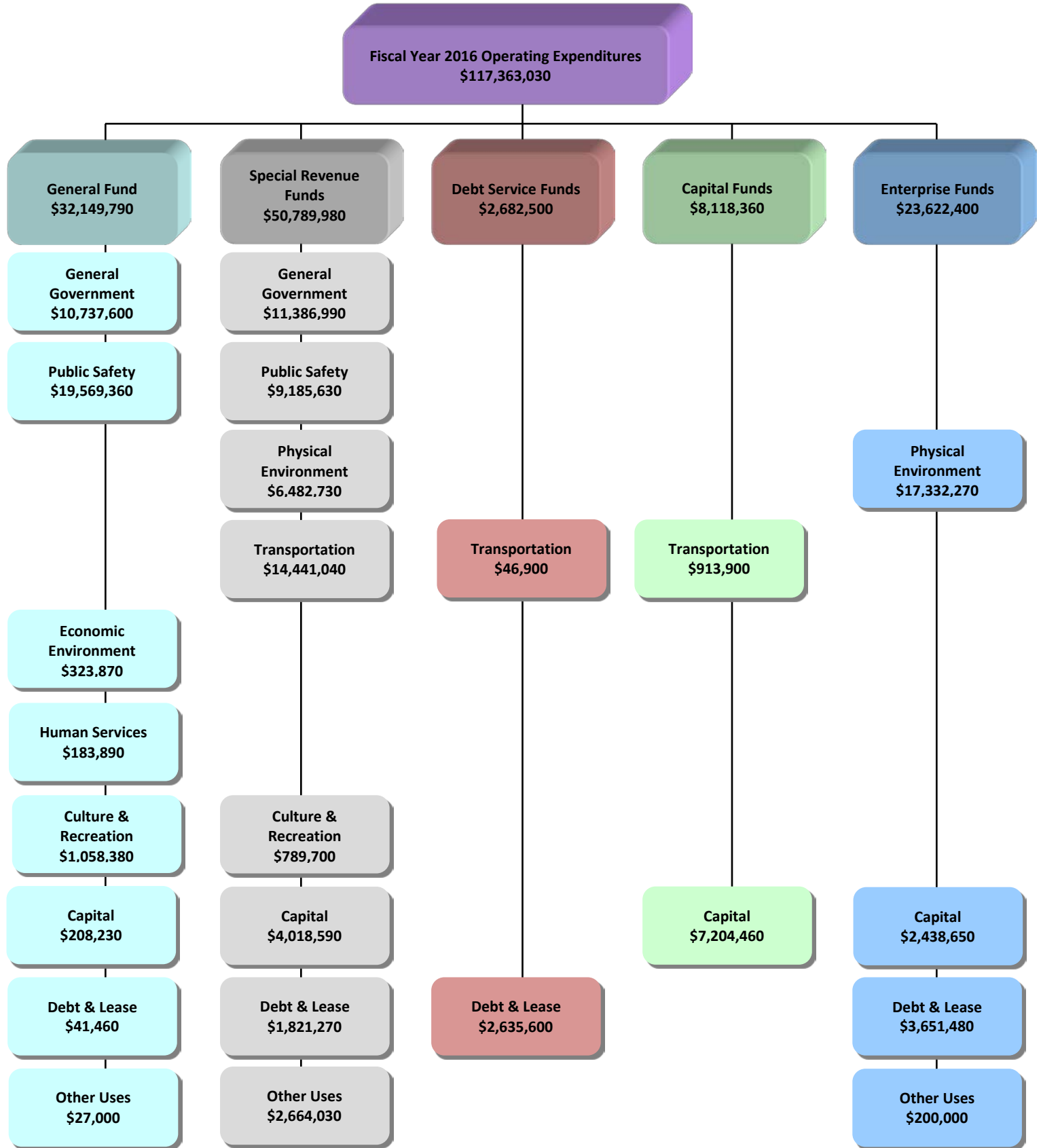
**BREAKDOWN OF TOTAL OPERATING REVENUES – ALL FUNDS**



NOTE: THE ABOVE CHART EXCLUDES ALL TRANSFERS IN AND INCREASES/DECREASES TO RESERVES.



BREAKDOWN OF TOTAL OPERATING EXPENDITURES – ALL FUNDS



**BUDGET HIGHLIGHTS**

The budget is a plan of financial activity for a specified period of time that indicates all planned revenues and expenditures for the specified period. The budget is the legal authorization to expend City funds during the fiscal year.

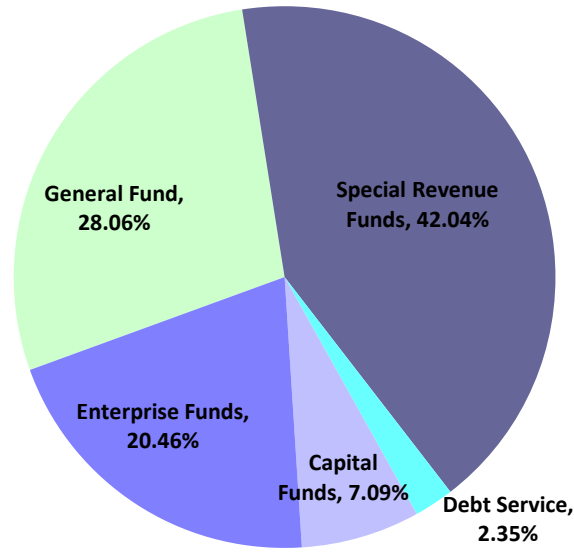
**BUDGET SUMMARY**

The total City-Wide FY 2016 Budget is shown below and is a balanced budget.

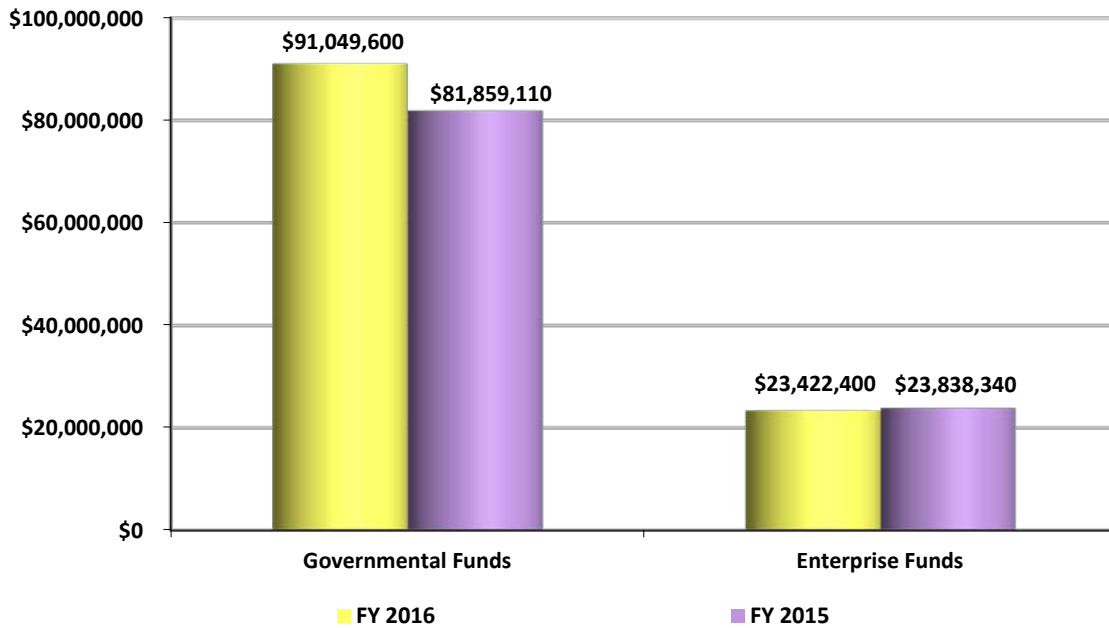
	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUND	CAPITAL FUNDS	TOTAL GOVERNMENTAL FUNDS	ENTERPRISE FUNDS	TOTAL CITY-WIDE BUDGET
<b>Revenues</b>							
Ad Valorem Taxes	\$10,108,770	\$ -	\$ -	\$ -	\$ 10,108,770	\$ -	\$ 10,108,770
Non-Ad Valorem Taxes	-	25,956,870	-	-	25,956,870	-	25,956,870
Other Taxes	3,265,740	3,027,870	-	8,139,640	14,433,250	-	14,433,250
Permits & Special Assessments	3,366,400	2,206,900	3,002,480	-	8,575,780	-	8,575,780
Intergovernmental Revenue	6,952,940	499,960	-	-	7,452,900	-	7,452,900
Charges for Services	7,094,570	9,021,930	-	-	16,116,500	19,011,260	35,127,760
Fines & Forfeitures	149,270	138,970	-	-	288,240	100	288,340
Interest Income	95,000	108,600	5,000	116,000	324,600	145,000	469,600
Miscellaneous Revenues	755,980	6,085,040	-	-	6,841,020	25,300	6,866,320
Impact Fees	-	2,239,220	-	-	2,239,220	-	2,239,220
Capacity Fees	-	-	-	-	-	1,002,480	1,002,480
Other Sources	10,000	14,950	-	-	24,950	-	24,950
Transfers In	-	-	-	2,691,030	2,691,030	200,000	2,891,030
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$31,798,670</b>	<b>\$49,300,310</b>	<b>\$3,007,480</b>	<b>\$10,946,670</b>	<b>\$95,053,130</b>	<b>\$20,384,140</b>	<b>\$115,437,270</b>
<b>Expenditures</b>							
General Government	\$ 10,737,600	\$ 11,386,990	\$ -	\$ -	\$ 22,124,590	\$ -	\$ 22,124,590
Public Safety	19,569,360	9,185,630	-	-	28,754,990	-	28,754,990
Physical Environment	-	6,482,730	-	-	6,482,730	17,332,270	23,815,000
Transportation	-	14,441,040	46,900	913,900	15,401,840	-	15,401,840
Economic Environment	323,870	-	-	-	323,870	-	323,870
Human Services	183,890	-	-	-	183,890	-	183,890
Culture & Recreation	1,058,380	789,700	-	-	1,848,080	-	1,848,080
Capital	208,230	4,018,590	-	7,204,460	11,431,280	2,438,650	13,869,930
Debt & Lease	41,460	1,821,270	2,635,600	-	4,498,330	3,651,480	8,149,810
Other Uses	27,000	2,664,030	-	-	2,691,030	200,000	2,891,030
<b>Total Expenditures</b>	<b>\$ 32,149,790</b>	<b>\$ 50,789,980</b>	<b>\$ 2,682,500</b>	<b>\$ 8,118,360</b>	<b>\$ 93,740,630</b>	<b>\$ 23,622,400</b>	<b>\$117,363,030</b>
Excess (Deficiency) of Revenues over Expenditures	(351,120)	(1,489,670)	324,980	2,828,310	1,312,500	(3,238,260)	(1,925,760)
<b>Fund Balance Beginning (unaudited)</b>	<b>\$ 10,907,071</b>	<b>\$ 33,971,587</b>	<b>\$ 681,894</b>	<b>\$ 63,083,070</b>	<b>\$ 108,643,622</b>	<b>\$108,379,188</b>	<b>\$217,022,810</b>
<b>Fund Balance Ending (estimated)</b>	<b>\$ 10,555,951</b>	<b>\$ 32,481,917</b>	<b>\$1,006,874</b>	<b>\$ 65,911,380</b>	<b>\$ 109,956,122</b>	<b>\$105,140,928</b>	<b>\$215,097,050</b>



**TOTAL BUDGET BY FUND TYPE  
(EXCLUDING TRANSFERS)**



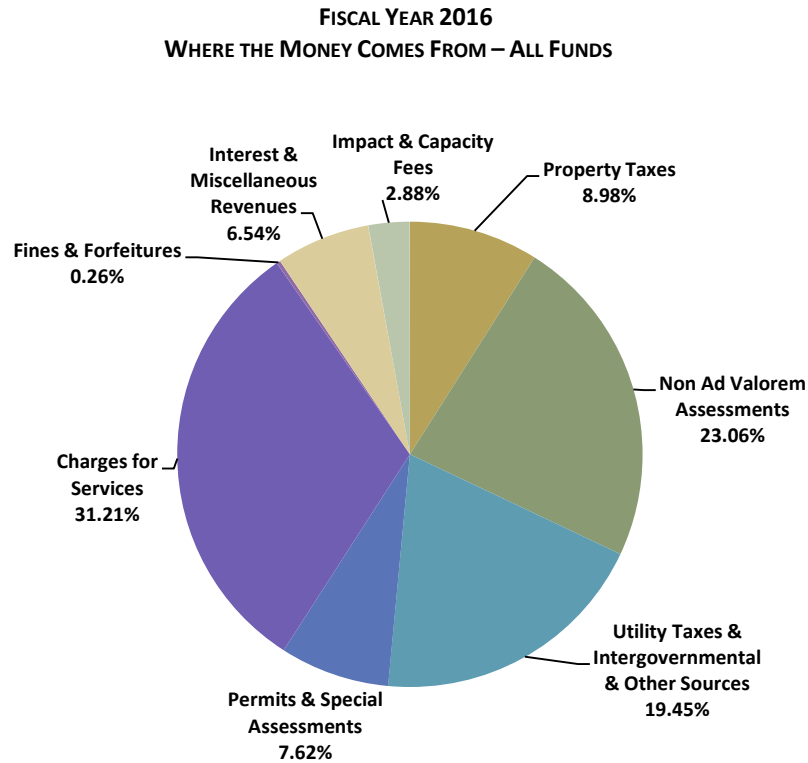
**FY 2016 ADOPTED BUDGET VS FY 2015 ADOPTED BUDGET  
(EXCLUDING TRANSFERS)**





### REVENUES

The primary budget policy consideration in the FY 2016 revenue budget development was the current and future economic conditions. The following chart illustrates the City's revenues.



*Note: Excludes all interfund transfers and increases/decreases to reserves.*

### GOVERNMENTAL REVENUE SOURCES

Florida counties and municipalities have limited revenue sources with county and municipal tax sources being restricted by the Florida Constitution and by the Legislature. North Port utilizes most of its allowable revenue sources. However, there are still several options available should the City determine the need to raise revenue. Some of these include: increasing utility taxes; charging for services which currently are provided at low or no cost; and adding water to the current utility tax structure.

The City of North Port's primary revenue source is the local tax base. With the passing of the Property Tax Reform Bill-HB 1B, the Property Tax Amendment and the decrease in property values, the City's reliance on the local tax base is presenting new challenges. Therefore, it is becoming more important to improve the tax base diversification by shifting from the heavy residential base, as well as diversifying the overall revenue stream.

As illustrated in the following chart, Governmental Funds are funded 10.94% by Ad Valorem property taxes and 28.10% by Non-Ad Valorem assessments.

The following is a summary of the City's governmental revenue sources excluding transfers and fund balance.



## REVENUE SOURCES – GOVERNMENTAL FUNDS

Governmental					
Revenues	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
Ad Valorem Taxes	\$ 7,850,463	\$ 8,071,414	\$ 8,102,022	\$ 9,410,390	\$ 10,108,770
Non-Ad Valorem Taxes	23,265,364	25,055,136	25,198,813	24,845,960	25,956,870
Other Taxes	12,097,396	12,912,852	13,503,025	13,812,730	14,433,250
Permits & Special Assessments	3,798,753	4,030,982	8,039,685	7,478,190	8,575,780
Intergovernmental Revenue	5,489,049	6,319,650	9,722,334	6,607,350	7,452,900
Charges for Services	10,897,469	11,390,926	13,974,122	13,045,060	16,116,500
Fines & Forfeitures	179,808	288,529	357,802	212,220	288,240
Interest Income	755,747	355,816	338,583	325,580	324,600
Miscellaneous Revenues	5,768,674	6,264,719	6,049,641	6,660,710	6,841,020
Impact Fees	503,022	298,944	434,021	993,300	2,239,220
Other Sources	70,068	352,519	45,697,325	12,450	24,950
<b>Total</b>	<b>\$ 70,675,813</b>	<b>\$ 75,341,487</b>	<b>\$ 131,417,373</b>	<b>\$ 83,403,940</b>	<b>\$ 92,362,100</b>

North Port met the legislative and economic challenges by re-evaluating the way services are delivered and how City business is conducted. The City continues to ensure the preservation of core services and the continued viability of the government. One of the budget priorities of the City Commission for FY 2016 is to minimize any increase in taxes on the citizens in order to maintain the same level of service. For FY 2016, there is no increase in the millage rate from the prior year; the millage rate remains at \$3.5974. The FY 2016 budget reflects an increase of 1% in the Fire Rescue non-ad valorem assessments and a 4% increase in the Road and Drainage non-ad valorem assessments while the Solid Waste District non-ad valorem assessments will remain at \$249/household, the same as FY 2015. Due to the road reconstruction bond, an annual assessment of \$46 per parcel is effective to fund the debt service. The following district rate schedules detail the revised rates for FY 2016:

## Fire Rescue District Rate Schedule

Benefit Tier	Equivalent Benefit Unit (EBU)	Applicable to	Rate per EBU
<b>Tier 1 - Response Readiness Availability</b>	<ul style="list-style-type: none"> <li>• Improved Property - Per Parcel</li> <li>• Un-improved Property               <ul style="list-style-type: none"> <li>- Under 5 acres – per parcel</li> <li>- Over 5 acres – per 5 acres, rounded down to nearest 5 acres</li> </ul> </li> </ul>	All Non-exempt Parcels – Improved and Un-improved	\$75.41
<b>Tier 2 - Protection from Loss of Structures</b>	Per \$5,000 of Structure Value (Structure EBU), rounded down to nearest \$5,000	Non-exempt Improved Parcels	\$4.85

**Road and Drainage District Rate Schedule**

Assessments	Roads			Drainage				Mowing	
	Admin	Base	Enhanced	Admin	Primary-I	Secondary-II	Tertiary-III	Admin	Mowing
Residential	\$ 4.09	\$ 11.11	\$ 28.40	\$ 4.90	\$ 32.09	\$ 18.64	\$ 19.80	\$ 3.71	\$ 48.04
Commercial	\$ 4.09	\$ 11.11	\$ 28.40	\$ 4.90	\$ 32.09	\$ 18.64	\$ 19.80	\$ 3.71	\$ 48.04
Basis of Assessment	ERU			DBU				Per Parcel	

Despite the increase in the non-ad valorem assessments, the City maintains the position as having the lowest per capita property taxes in Sarasota County.

The following table highlights changes in governmental revenues from last year to illustrate the impact of economic and environmental influences on the City budget. Growth and economy driven revenues are projected to increase by \$3,809,580 and charges for services are budgeted to increase by \$4,182,350. Due to the anticipated lifting of the impact fee moratorium on transportation impact fees and increased construction activity, revenues from impact fees are budgeted to increase \$1,245,920 from fiscal year 2015. Increased construction activity is also the cause of the rise in permits and special assessment revenue.

**HOW GOVERNMENTAL REVENUE SOURCES CHANGED**

	General Fund	Special Revenue Funds	Debt Service Fund	Capital Funds	Total Governmental Funds
<b>Net 2015 Revenue Budget (excludes all interfund transfers and increases/ decreases to reserves)</b>	<b>\$ 29,757,960</b>	<b>\$ 42,889,260</b>	<b>\$ 3,007,480</b>	<b>\$ 7,749,240</b>	<b>\$ 83,403,940</b>
Impact of Assessed Value & Tax Reform	698,380	-	-	-	698,380
Growth & Economy Driven Revenues	1,266,220	2,036,960	-	506,400	3,809,580
Charges for Services	79,320	4,103,030	-	-	4,182,350
Investment Income	-	(980)	-	-	(980)
Other	(3,210)	272,040	-	-	268,830
<b>Net Change in Revenue Sources</b>	<b>2,040,710</b>	<b>6,411,050</b>	<b>-</b>	<b>506,400</b>	<b>8,958,160</b>
<b>Total Governmental Revenues for FY 2016</b>	<b>\$ 31,798,670</b>	<b>\$ 49,300,310</b>	<b>\$ 3,007,480</b>	<b>\$ 8,255,640</b>	<b>\$ 92,362,100</b>

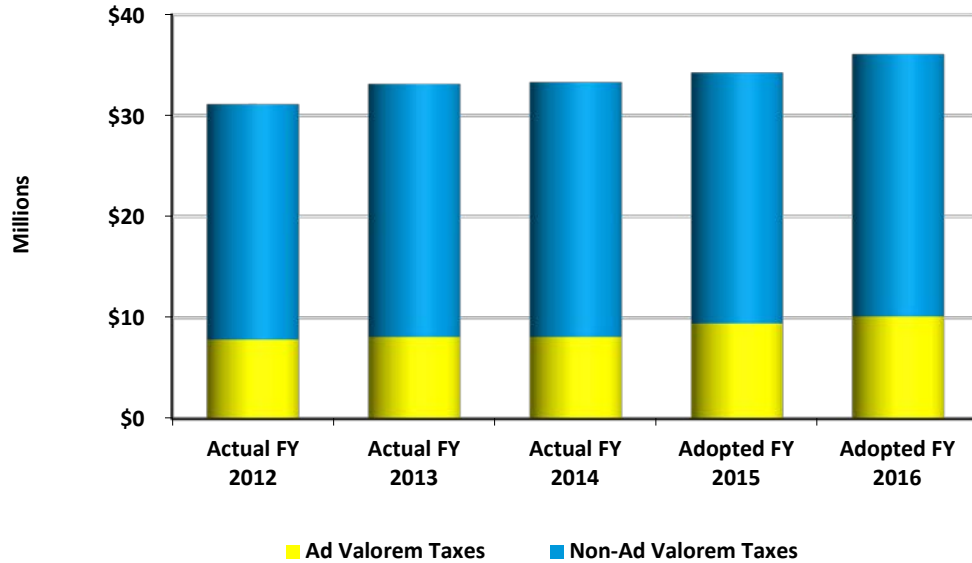
**PROPERTY TAX MILLAGE AND ASSESSED VALUATION**

Ad Valorem Taxes are taxes on property in the City of North Port and the County Property Appraiser is assigned the responsibility for assessing property within the City. Florida Statutes require the Appraiser to provide a timely estimate of property values to the City, to aid in the budget process. The Appraiser provides the City with a preliminary assessment by June 1, and the certification of taxable value by July 1. Beginning no earlier than July 1, the Value Adjustment Board meets to hear appeals of exemptions, deferrals, or classifications of property owners. In October, the City receives the Final Certification of Taxable Value from the Appraiser. Throughout the year, other adjustments may be made to the final taxable value.

The chart below illustrates the breakdown of Ad Valorem Taxes (General Fund) and Non-Ad Valorem Assessments (Special Revenue Funds) for the City of North Port from FY 2012 through FY 2016.

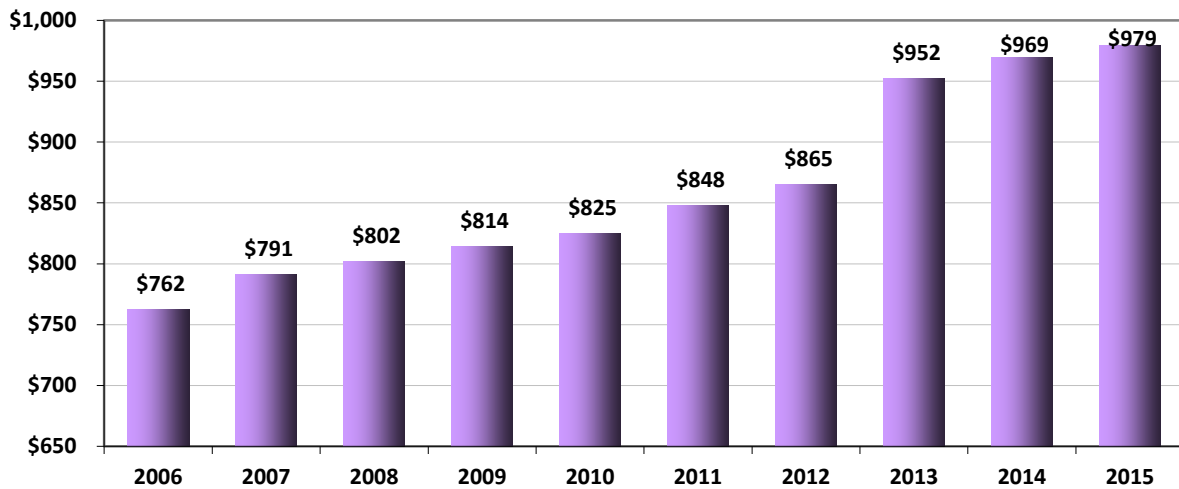


### AD VALOREM TAXES (GENERAL FUND) AND NON-AD VALOREM ASSESSMENTS (SPECIAL REVENUE FUNDS)



The following chart provides a history of the total taxes and assessments paid to the City of North Port by a local taxpayer. The chart uses a taxable value of \$100,000 to calculate the combined total.

### TOTAL LOCAL TAXES INCLUDING AD VALOREM AND NON-AD VALOREM BASED ON \$100,000 TAXABLE VALUE



Total taxes and assessments for the taxpayer have remained rather consistent over the past nine years. For FY 2013 due to the changes in methodology, the Road and Drainage and Fire Rescue Non Ad-Valorem Assessments both increased slightly and the Road Bond Assessment of \$46 was initiated for 2013. Partially offsetting these increases in FY 2013 were decreases in the millage rate and the decrease of \$18/household in the Solid Waste Non Ad-Valorem Assessment. For FY 2014, the millage rate increased \$0.15 and both the Road and Drainage and Fire Rescue Non Ad-Valorem Assessments were raised. The Solid Waste Non Ad-Valorem Assessment and the Road Bond Assessment remained the same as FY 2013. For FY 2015, there was no increase in the millage rate; the Road and Drainage and Fire Rescue Non Ad-Valorem Assessments increased 4% and 1%, respectively; finally, the Solid Waste Non Ad-Valorem Assessment and the Road Bond Assessment remained the same as FY 2014.





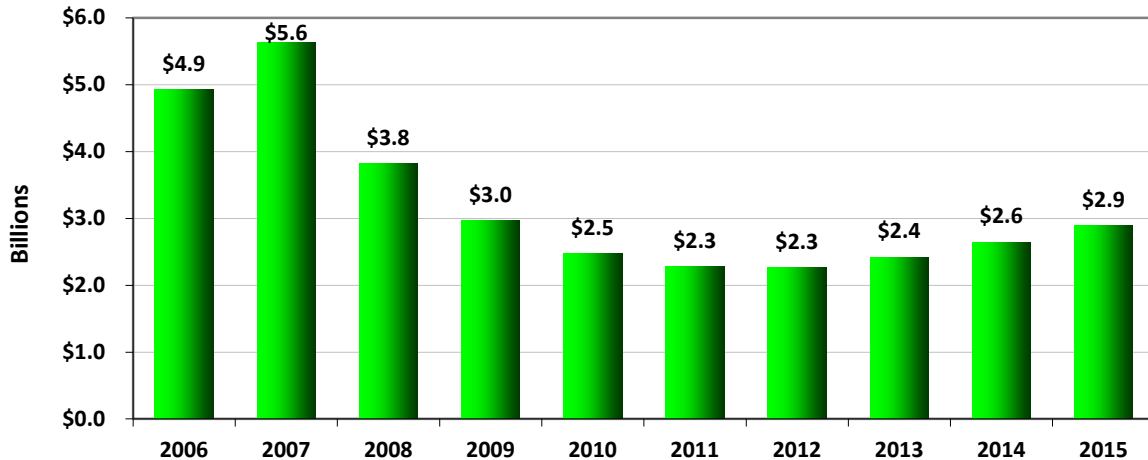
**IMPACT ON SAMPLE TAXPAYER**

<i>Ad Valorem Taxes</i>	<i>2015 Taxable Value</i>	<i>2015-2016 Millage Rate:</i>	<i>2014-2015* Tax Bill</i>	<i>2014 Taxable Value</i>	<i>2014-2015 Millage Rates</i>	<i>2013-2014* Tax Bill</i>	<i>Change from Prior Year</i>
<i>City of North Port</i>	118,583	3.5974	\$ 426.59	117,245	3.5974	\$ 421.78	\$ 4.81
<i>Sarasota County</i>	118,583	3.1983	379.26	117,245	3.1386	367.99	11.27
<i>Sarasota Co. Debt Service</i>	118,583	0.1458	17.29	117,245	0.1721	20.18	(2.89)
<i>Mosquito Control</i>	118,583	0.0471	5.59	117,245	0.0805	9.44	(3.85)
<i>Sarasota Memorial Hospital</i>	118,583	1.0525	124.81	117,245	1.0863	127.36	(2.55)
<i>SW FL Mmgt Dist.</i>	118,583	0.3488	41.36	117,245	0.3658	42.89	(1.53)
<i>West Coast Inland Navigation</i>	118,583	0.0394	4.67	117,245	0.0394	4.62	0.05
<i>Sarasota School Dist.</i>	143,583	6.2630	899.26	142,245	6.2770	892.87	6.39
<i>School Capital Improvement</i>	143,583	1.5000	215.38	142,245	1.5000	213.37	2.01
<b>Total Ad Valorem</b>		<b>16.1923</b>	<b>\$ 2,114.21</b>		<b>16.2571</b>	<b>\$ 2,100.50</b>	<b>\$ 13.71</b>
<b>Non Ad Valorem Taxes</b>							
<i>Fire Rescue District</i>			\$ 254.74			\$ 242.66	\$ 12.08
<i>Solid Waste District</i>			249.00			249.00	-
<i>Road &amp; Drainage District</i>			119.03			114.45	4.58
<i>North Port R&amp;D Capital Imp</i>			46.00			46.00	-
<b>Total Non Ad Valorem</b>			<b>668.77</b>			<b>652.11</b>	<b>16.66</b>
<b>Total Tax Bill</b>			<b>\$ 2,782.98</b>			<b>\$ 2,752.61</b>	<b>\$ 30.37</b>

\*Additional homestead exemption of \$25,000 not applied to School Board

The City of North Port has experienced a rapid growth in population, new construction and taxable value since the year 2000. Over the past several years, the trend temporarily reversed due to the economic slow decline; but starting in FY 2013 the taxable value started to rise again. For FY 2016, the certification of final assessed gross taxable value of all properties within the City is \$2,888,331,970 which reflects a 9.18% increase in assessed taxable value from that of 2015. The chart below shows the change in taxable value over the past ten years.

**TAXABLE VALUE BY YEAR (IN BILLIONS)**



**PROPERTY TAXES AND ASSESSMENTS**

The City, like many Florida communities, ultimately has a limited number of revenue options. The City Commission and professional staff continuously evaluate resources and processes to provide the taxpayer with the highest level of service. The public’s demand for fiscal conservatism often conflicts with demands for increased services. The dilemma is how to provide the quantity and quality of services the residents demand within fiscal constraints. The FY 2016 Budget reflects no increase in the millage rate, but reflects an increase of 1% and 4% in the Fire Rescue District and Road and Drainage District non-ad valorem assessments, respectively. The Solid Waste District non-ad valorem assessment remains at \$249/household.



**AD VALOREM (PROPERTY) TAXES**

**Analysis/Assumptions:**

The Adopted FY 2016 millage rate for the City of North Port is 3.5974 mills, which means the property owner pays \$3.5974 for each \$1,000 of taxable value. Based on this rate, the City would expect to collect a maximum of \$10,390,485. In accordance with Florida Statutes, the City can reduce this projection by up to five percent to allow for uncollected funds and prepayment discounts. Commission adopted a three percent discount for FY 2016 for a budget amount of \$10,078,770 in ad valorem taxes.

As part of the budget process, the City is required by Florida Statutes to advertise the “rolled-back rate”, which is the millage rate that would provide the same amount of taxes as the previous year, excluding new construction. This year’s rolled-back rate allows for a millage rate of 3.3787.

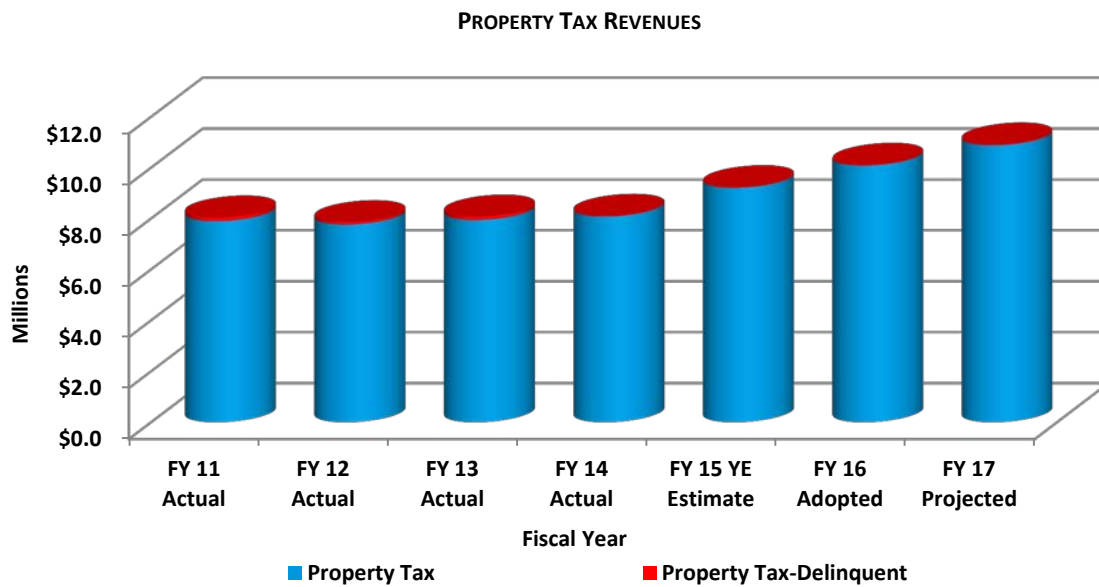
**Legal Authorization:**

Authorized by Article VII Section 9 of State Constitution, Florida Statutes Chapters 192-197 and 200.

**Uses and Restrictions:**

Levied against commercial and residential property within city limits. Generally restricted to lawful budgeted purposes for which they were authorized, such as funding public safety, parks, and other various city departments.

The following chart shows how property tax revenues have changed over the past five years and includes the adopted budget for FY 2016 and the FY 2017 projected revenue.

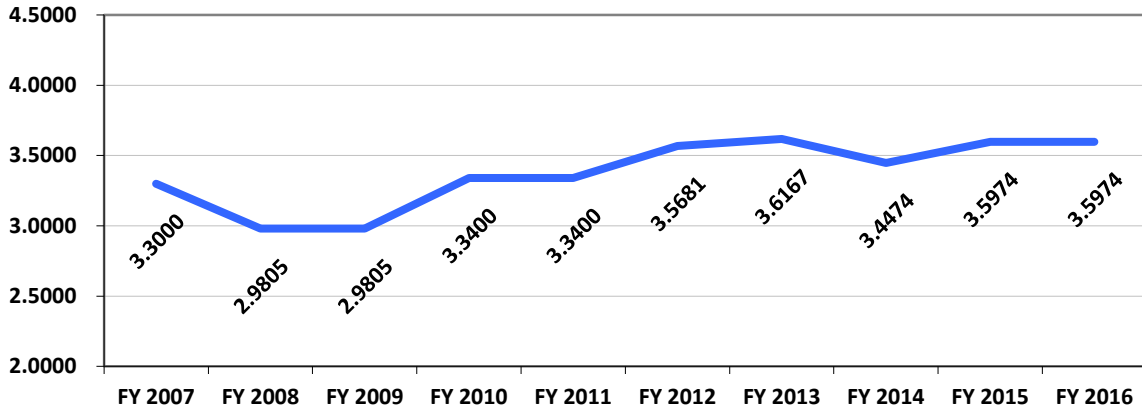


In Millions	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
Property Tax	\$7.90	\$7.76	\$7.94	\$8.07	\$9.20	\$10.08	\$10.88
Property Tax-Delinquent	\$0.14	\$0.09	\$0.13	\$0.03	\$0.03	\$0.03	\$0.03
<b>Total</b>	<b>\$8.04</b>	<b>\$7.85</b>	<b>\$8.07</b>	<b>\$8.10</b>	<b>\$9.23</b>	<b>\$10.11</b>	<b>\$10.91</b>

The following chart shows the City’s millage rates for the past ten years.

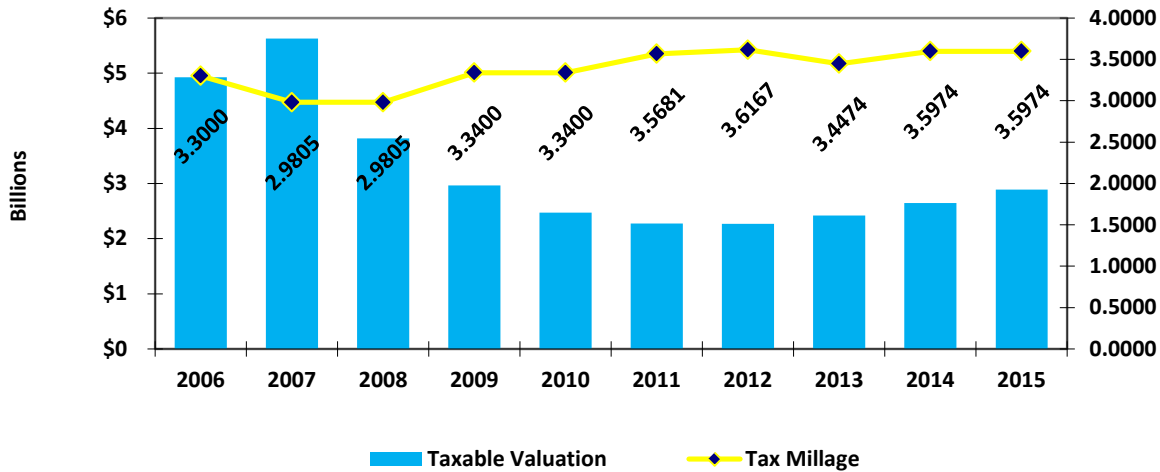


### TEN YEARS OF MILLAGE RATES



Applying the approved millage rate of 3.5974 mills to the City’s total taxable assessed valuation of approximately \$2.89 billion and adjusting by 3% for delinquencies and discounts, the total ad valorem revenues are projected to be \$10,078,770 which is 10.94% of the total governmental revenues (excluding transfers and reserves). The adopted millage rate of 3.5974 is the same as FY 2015.

Millage rates are influenced by the taxable value of properties within the City. Annually, the Sarasota County Property Appraiser establishes the City’s taxable value. During the five year recession period, the City has experienced decreases in property values of 59.7%. In 2013, the City experienced its first increase in taxable value since 2007. Again in 2015, the taxable value increased \$242.9 million or 9.18% over 2014. The FY 2016 budget is based upon the 2015 taxable value.



### NON-AD VALOREM ASSESSMENTS

#### Analysis/Assumptions:

Non-ad valorem assessments are a primary source of revenue in the Special Revenue Funds. There are three dependent districts within the City: the Road and Drainage District, the Fire Rescue District, and the Solid Waste District. Each district is authorized to levy non-ad valorem assessments based on benefits received by each property within the City. The assessments are not based on property values and account for 28.10% of the total governmental revenues (excluding transfers and reserves).

The Road and Drainage assessments pay for the maintenance and repair of roads, bridges, water control structures, street lights, and general operating costs associated with administration, salaries and wages, insurance and fringe benefits, and other indirect costs.



The Fire Rescue District assessments provide fire protection and suppression services to the citizens of North Port. The revenues generated pay for the general operating costs associated with personnel, operations and capital purchases.

The Solid Waste assessments pay for solid waste collection and disposal including recycling services. For these services, the City will collect a total of \$249 annually per residence.

In FY 2014, a new methodology was adopted by the Commission for both the Fire Rescue and Road and Drainage Districts for calculating non-ad valorem assessments on the properties in the City of North Port. The FY 2016 Budget reflects this new methodology.

The Fire Rescue District projected assessment revenues for FY 2016 are \$8,188,640, a \$613,950 or 8.11% increase from FY 2015. Also, delinquent assessments of \$90,000 are budgeted in FY 2016, the same as FY 2015.

The Road and Drainage District projected assessment revenues for FY 2016 are \$10,623,130; approximately a 3.81% increase from FY 2015. Also, delinquent assessments of \$150,000 are budgeted in FY 2016, the same as FY 2015.

The Solid Waste District assesses a flat rate of \$249 annually for residential collection and disposal of solid waste. The projected assessment revenue for FY 2016 is \$6,905,100. This projection includes five hundred new residents prorated at 50% of the year and a four percent discount on 70% of the residents for early payment of the assessment. The total projected revenue is an increase of \$107,430.

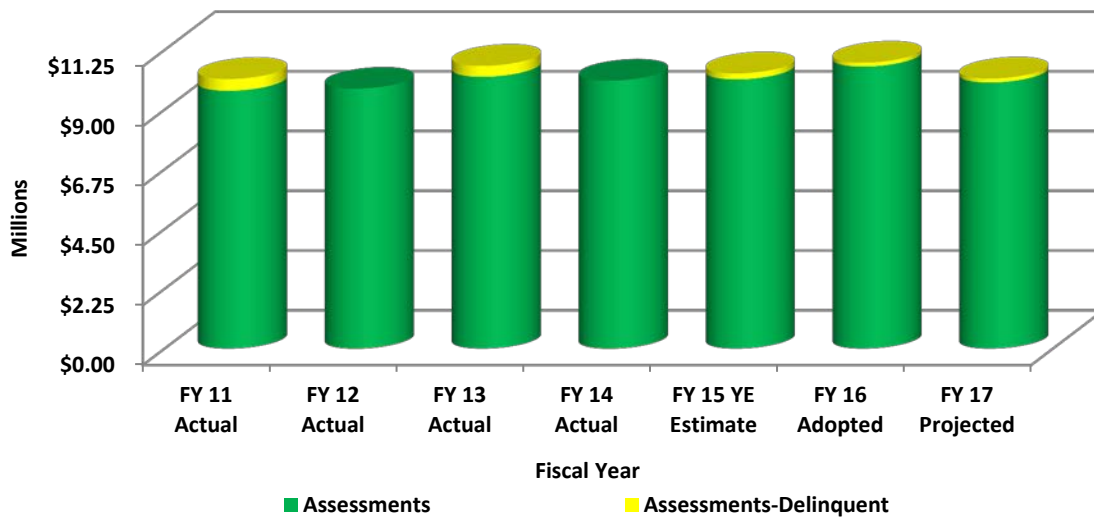
**Legal Authorization:**

Authorized by, Florida Statutes, Title XIII Chapter 189, Section 189.4041 and Title XIV, Chapter 197, Sections 197.3632 and 197.3635.

**Uses and Restrictions:**

Levied against property within the city limits and based on property's received benefit. Restricted to lawful budgeted purposes for which they were authorized, such as funding transportation and drainage services, fire protection services, and the collection and disposal of solid waste.

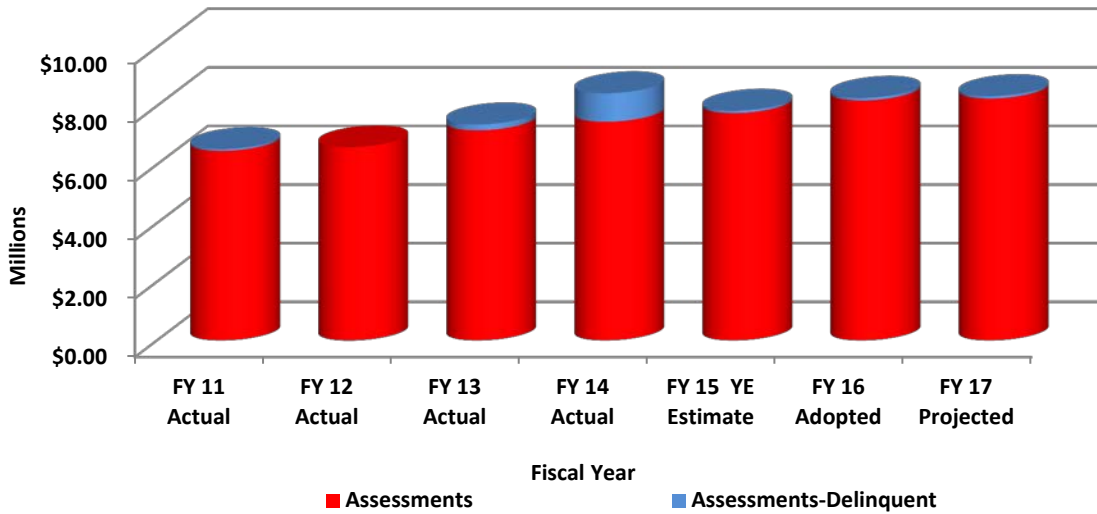
**ROAD & DRAINAGE DISTRICT ASSESSMENT REVENUE**



In Millions	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
Assessments	\$9.71	\$9.79	\$10.24	\$10.09	\$10.14	\$10.62	\$10.02
Assessments-Delinquent	\$0.44	\$(0.02)	\$0.41	\$(0.06)	\$0.23	\$0.15	\$0.15
<b>Total</b>	<b>\$10.15</b>	<b>\$9.77</b>	<b>\$10.65</b>	<b>\$10.03</b>	<b>\$10.37</b>	<b>\$10.77</b>	<b>\$10.17</b>

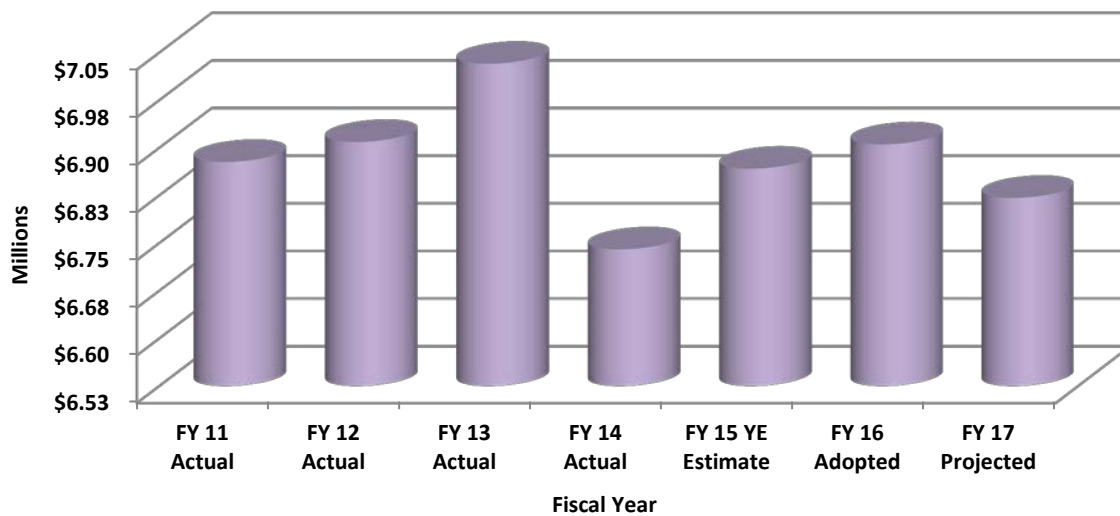


### Fire Rescue District Assessment Revenue



In Millions	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
Assessments	\$6.47	\$6.60	\$7.17	\$7.46	\$7.76	\$8.19	\$8.25
Assessments-Delinquent	\$0.06	\$(0.01)	\$0.20	\$0.97	\$0.08	\$0.09	\$0.08
<b>Total</b>	<b>\$6.53</b>	<b>\$6.59</b>	<b>\$7.37</b>	<b>\$8.43</b>	<b>\$7.84</b>	<b>\$8.28</b>	<b>\$8.33</b>

### Solid Waste District Assessment Revenue



In Millions	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
Assessments	\$6.88	\$6.91	\$7.03	\$6.74	\$6.87	\$6.91	\$6.82



## OTHER MAJOR GOVERNMENTAL REVENUES

The other major Governmental Funds revenue sources and their portion of the governmental revenue budget include:

- Charges for Services – 17.45%
- State Revenue Sharing (Half-cent sales tax, local option gas taxes, municipal revenue sharing) – 11.01%
- Fines and Forfeitures and Miscellaneous – 8.07%
- One Cent Sales Surtax – 8.81%
- Franchise Fees – 3.39%
- Local Communication Service Taxes – 2.00%
- Impact Fees – 2.42%
- Utility Taxes – 0.87%
- Other Taxes – 0.94%
- Permits & Special Assessments (excluding Franchise Fees) – 5.89%

The sum of these revenues is expected to increase by \$7,148,870 or 14.55% from the prior year projections due to the increases of \$1,097,590 and \$845,550 in permits and special assessments and intergovernmental revenues, respectively. Also, charges for services is budgeted to increase over three million and an increase of \$506,400 in one cent sales surtax is projected for FY 2016; this estimate is received from the state.

Charges for services revenue is forecasted to show a \$3,071,440 or 23.54% increase over FY 2015 due to the increase of \$442,750 in construction traffic road fees as a result of rising construction activity. Also, the Solid Waste District is projecting an increase of \$173,520 in commercial charges for services because the City of North Port's business community and associated Solid Waste commercial accounts have been growing and therefore, commercial collection revenues are projected to increase 2%. Two new funds - Warm Mineral Springs Fund and Self Insurance Fund – were established and the associated charges for services are \$1,205,000 and \$1,600,000, respectively. Finally, the General Fund is projecting a small increase of \$79,320 due mainly to the \$53,890 increase in the General Fund administrative charges. Offsetting these increases is a large decrease of \$439,890 in fleet services mainly due to the reduction in fuel revenue. The in-house fleet fueling program began in May 2013. City departments were incrementally brought into the program with full implementation in November 2013. The FY 2016 projection for fuel is based on actual usage during the past two years, providing a more accurate estimate.

Permits and special assessment revenues are estimated to show an increase due to an upturn in construction activity within the City. Increases in building permit fees and impact fees are projected at \$648,300 and \$1,245,920 respectively. Also, franchise fees are expected to increase \$350,000.

State shared revenues, including local gas option taxes, municipal revenue sharing program and the half-cent sales tax, are expected to increase by \$1,010,750 or 11.03% from FY 2015.

Finally, miscellaneous revenues increased \$180,310 in FY 2015; the contributions to the City's employee benefits fund are projected to rise approximately \$168,000 due to the 5% increase in medical insurance premiums.

## LOCAL COMMUNICATIONS SERVICES TAX

### ***Analysis/Assumptions:***

During the 2000 Regular Session, the Florida Legislature created the Communications Services Tax Simplification Law. The legislation attempted to create a new simplified tax structure for communications services by combining telephone utility tax and cable franchise fees. The City adopted resolution 2001-R-38 setting the City's Communications Services Tax rate at 5.72%. Based on state forecasts, the City is budgeted to bring in \$1,847,240 or approximately 2.0% of total Governmental Funds revenues (5.81% of General Fund revenues).

### ***Legal Authorization:***

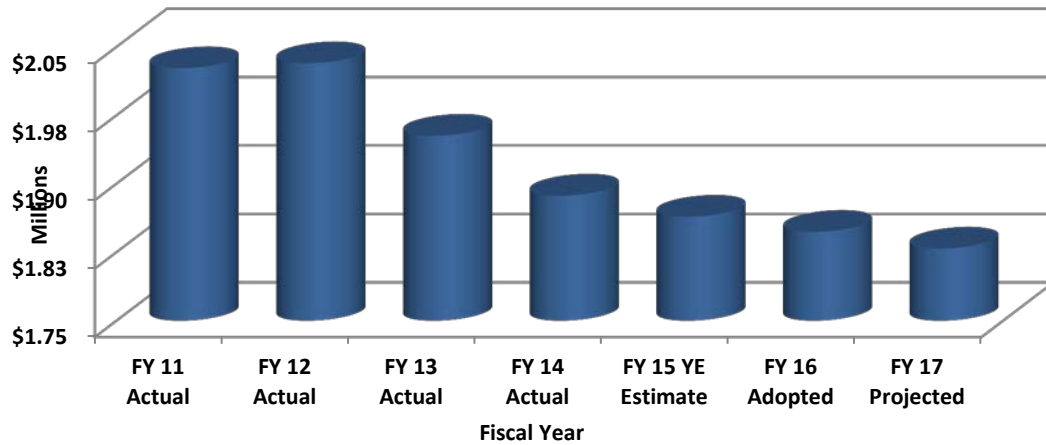
Authorized by Florida Statutes, Title XIV, Chapter 202, Section 202.19.

### ***Uses and Restrictions:***

Revenues are available for any general governmental purpose.



**LOCAL COMMUNICATION SERVICES TAX**



	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
<b>Communication Tax</b>	\$2,026,549	\$2,032,026	\$1,952,550	\$1,886,925	\$1,863,757	\$1,847,240	\$1,828,880

**ELECTRIC UTILITY TAXES**

**Analysis/Assumptions:**

Electric utility taxes increased significantly between FY 2008 and FY 2009, a result of increased electrical demand and increased fuel costs. Since FY 2009, revenues have been relatively constant with slow growth. Increases in fees from electricity have offset decreases that resulted from the economy and the increase in the number of vacant homes. The City is projected to receive \$800,500 in electric utility taxes for FY 2016, an increase of \$120,500 from the prior year. The revenue decreases in the past several years that resulted from the economy and the rise in the number of vacant homes appear to be leveling off.

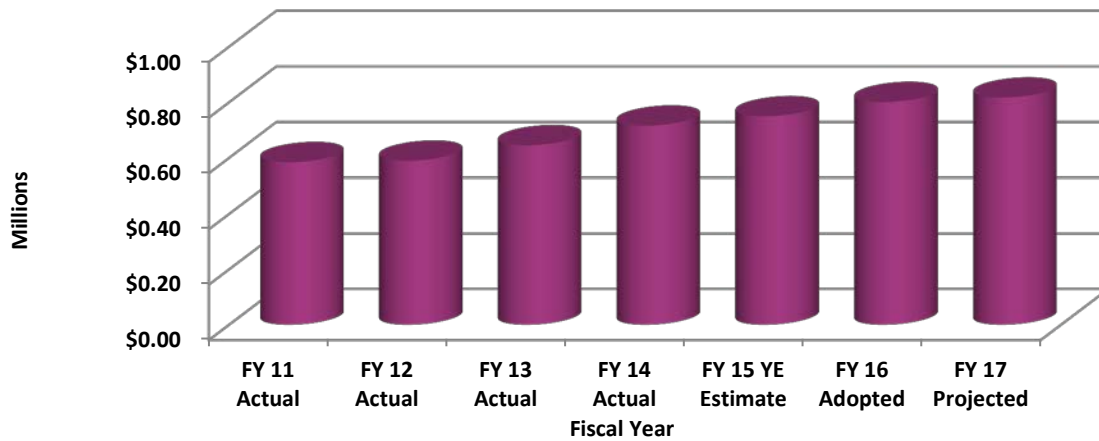
**Legal Authorization:**

Authorized by Florida Statutes, Title XII, Chapter 166, Part III, Section 166.231; City of North Port Ordinance 98-27.

**Uses and Restrictions:**

Revenues are available for any general governmental purpose.

**Electric Utility Service Tax**



	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
<b>Utility Service Tax</b>	\$584,193	\$589,511	\$644,998	\$715,620	\$749,292	\$800,500	\$816,510



### STATE SHARED REVENUE

**Analysis/Assumptions:**

State shared revenue is available to municipalities under Chapter 218 of the Florida Statutes. These revenues are distributed at the State level and include Half-Cent Sales Tax, Beverage Tax and general State Revenue Sharing.

The Local Government Half-Cent Sales Tax Program distributes a portion of the State Sales Tax revenue to counties and municipalities that meet eligibility requirements. This is the largest source of intergovernmental revenue for the City. The revenue is distributed based upon a formula which takes into consideration the sales tax collections and population. Projections for this revenue source are based on the State of Florida’s Legislative Committee on Intergovernmental Relations (FLCIR). This group annually prepares documentation that includes a projection of all state-shared revenues; information which is also available on their web site. North Port’s share of this revenue increased considerably due to the 2010 census that proved an increase in the city’s population. For FY 2016, the LCIR population estimate for North Port is 60,295. The City is projected to receive \$5,425,390 in Half-Cent Sales Tax revenue for FY 2016, a 13.00% increase from FY 2015.

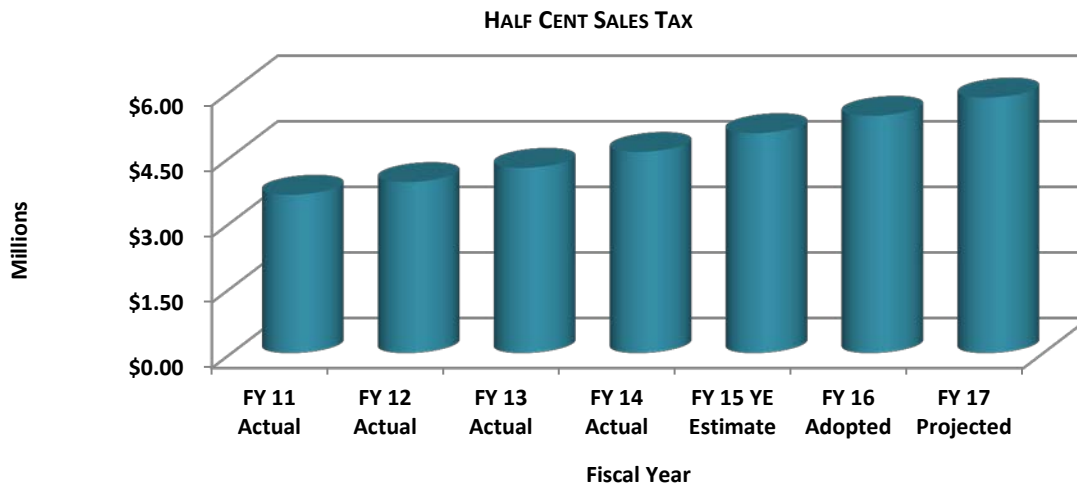
The Municipal Revenue Sharing Program includes a variety of taxes that are pooled and allocated based on a State-calculated formula. The formula’s components include population, sales tax collections and relative ability to raise revenue. The Department of Revenue requires 23.71% of the revenue to be used for transportation; therefore this amount is distributed to the Road and Drainage District. The balance of the Revenue Sharing monies is distributed to the General Fund. Municipal Revenue Sharing revenues total \$1,963,200 or approximately 2.13% of the total Governmental Funds revenues. The General Fund portion of Municipal Shared revenues (\$1,497,920) is 4.71% of the total General Fund Revenues.

**Legal Authorization:**

Authorized by Florida Statutes, Title XIV, Chapter 218 Part II, Chapter 210 Part I, Sections 210.20 (3), and Chapter 212, Section 212.20.

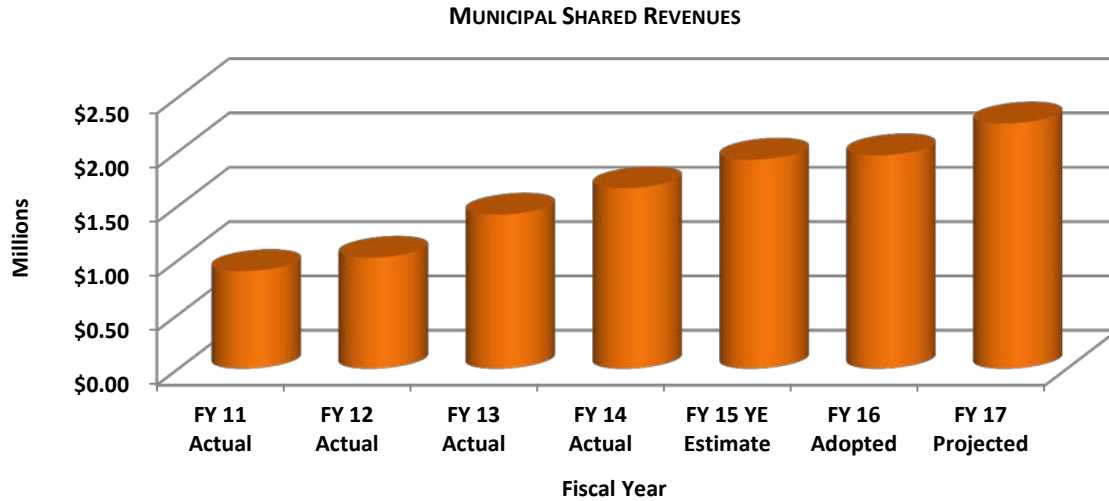
**Uses and Restrictions:**

At least 20-30% of the Municipal Revenue Sharing funds must be used for transportation related purposes with the balance available for any general government purpose.



	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
Half Cent Sales Tax	\$3,620,781	\$3,908,879	\$4,235,193	\$4,598,533	\$5,028,895	\$5,425,390	\$5,842,570





	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
<b>Municipal Shared Revenues</b>	\$897,465	\$1,020,354	\$1,416,814	\$1,660,627	\$1,923,208	\$1,963,200	\$2,256,550

## GAS TAX

### **Analysis/Assumptions:**

County 9th Cent Fuel Tax is generated from a one-cent tax on every net gallon of motor and diesel fuel sold within Sarasota County. The tax is authorized for collection by Florida Statute, sections 206.41 and 336.021 and further defined by county ordinance 88-09 and an inter-local agreement C89-454. The use of the revenue is restricted to transportation expenditures. Once fuel dealers submit the tax to the State, the State redistributes the funds to the cities and counties after deducting administrative fees and collection allowances. Revenue estimates are provided by the State. FY 2016 projected revenues are \$258,890; an increase of \$45,250.

The First Local Option Gas Tax is a one to six cent tax on every gallon of motor and diesel fuel sold within Sarasota County. Florida Statute sections 206.87 and 336.025 along with the county ordinance 86-65, allowing for the collection of six cents per gallon, provide the legal authorization to collect the tax. The use of the revenue is restricted to transportation expenditures. Once fuel dealers submit the tax to the State, the State redistributes the funds to the cities and counties after deducting administrative fees and collection allowances. Revenue estimates are provided by the State. FY 2016 projected revenues are \$1,442,180; an increase of \$62,030 or 4.49%.

The Second Local Option Gas Tax generates revenue from a five-cent tax on every net gallon of motor fuel, except diesel fuel sold in Sarasota County. Legal authorization is provided by Florida Statute section 336.025 and county ordinance 2000-029. Use of the revenue is restricted to transportation expenditures. Fuel dealers submit the tax to the State who in turn redistributes to the counties and cities. Revenue estimates are provided by the State. The revenue projection for FY 2016 is \$1,080,800, an increase of \$45,790 or 4.42%.

### **Legal Authorization:**

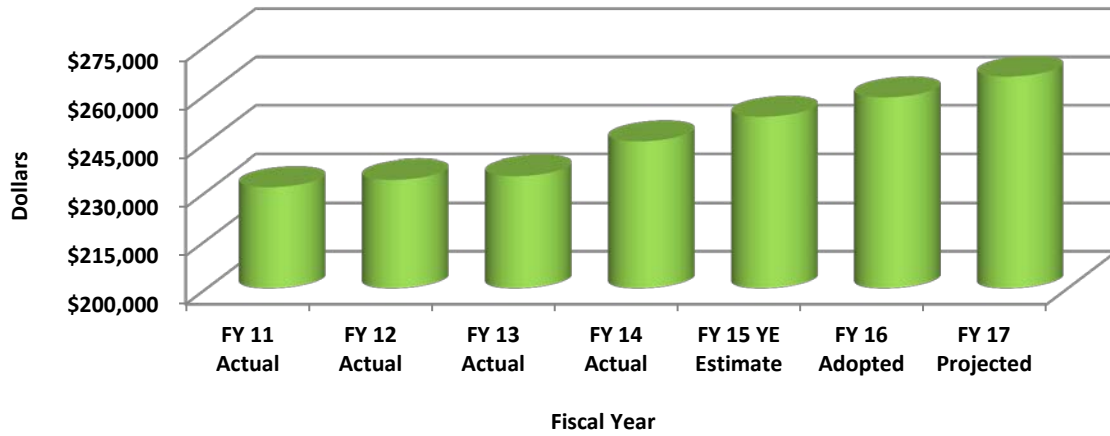
Authorized by Florida Statutes, Title XIV, Chapter 206, Section 206.41 and 206.87, Chapter 336, Section 336.025 and county ordinances 88-09 and 2000-029.

### **Uses and Restrictions:**

The local option fuel taxes and ninth cent fuel tax are used for transportation related items. (i.e. road construction/repairs, bridge maintenance, traffic signs, and right-of-way maintenance).

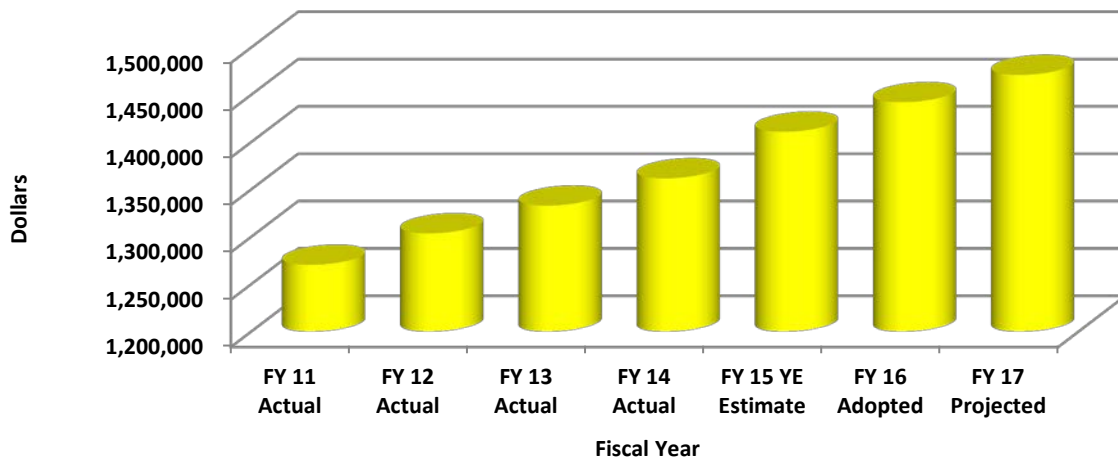


**NINTH CENT FUEL TAX**

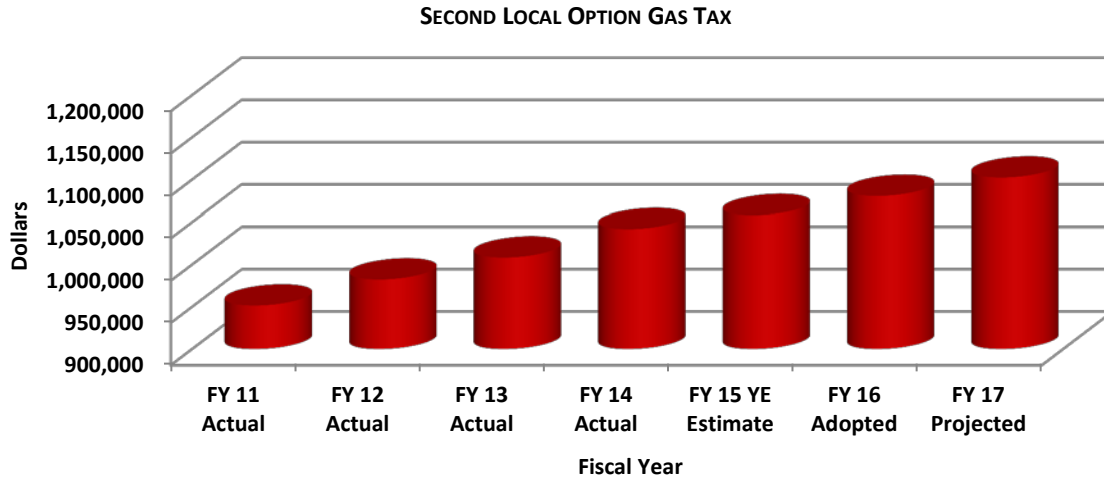


	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
<b>Ninth Cent Fuel Tax</b>	\$231,295	\$233,551	\$234,714	\$245,293	\$252,922	\$258,890	\$265,360

**FIRST LOCAL OPTION GAS TAX**



	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
<b>1<sup>st</sup> Local Option Fuel Tax</b>	\$1,270,432	\$1,303,652	\$1,332,855	\$1,361,697	\$1,410,943	\$1,442,180	\$1,471,020



	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
<b>2<sup>nd</sup> Local Option Fuel Tax</b>	\$951,544	\$982,402	\$1,008,298	\$1,041,694	\$1,058,229	\$1,080,800	\$1,102,410

**BUSINESS TAX**

Business Tax Receipts are collected from businesses, professionals or occupations providing goods and/or services within the city limits. These licenses are billed annually in July and become due on September 30<sup>th</sup>. The total Business Tax Receipts expected for FY 2016 is \$141,000, a decrease of \$10,000 from FY 2015.

**PERMITS AND SPECIAL ASSESSMENTS**

**Electric Franchise Fees**

**Analysis/Assumptions:**

Permits and Special Assessments revenues are generated primarily from Electricity Fees which are charged on electric providers for the privilege of operating within the City limits. The charge is levied based on a percentage of 5.9%. For fiscal year 2016 Electricity Fees total \$3,100,000 or approximately 3.36% of total Governmental Funds revenues (9.75% of General Fund revenues).

As the electric service provider to the City of North Port, Florida Power and Light (FPL) compiles information regarding electricity fees expected to be collected by the City. The FY 2016 projection reflects an increase of \$350,000 from FY 2015 based on historical data that was used to forecast estimated revenues.

**Legal Authorization:**

Authorized by the City of North Port Ordinance 2007-22.

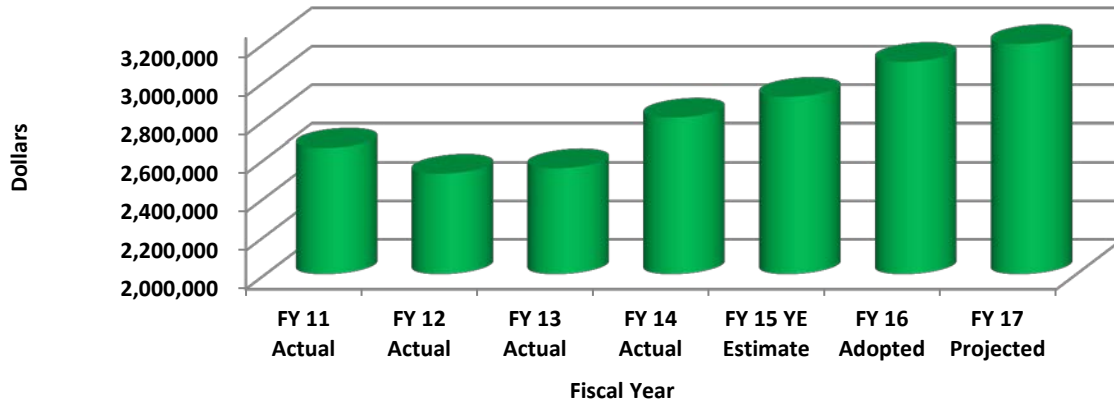
**Uses and Restrictions:**

Levied against a corporation or an individual, usually an electric or gas company, conducting business within the boundaries of the City of North Port.

Franchise fees are used to offset the expenses associated with regulation of the rights-of-way (ROW) and to provide a fair compensation for the rental value of the ROW. Revenues are available for any general governmental purpose.



### ELECTRIC FRANCHISE FEES



	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
<b>Electric Franchise Fees</b>	\$2,654,895	\$2,521,691	\$2,549,869	\$2,810,119	\$2,918,342	\$3,100,000	\$3,192,640

The Natural Gas Franchise Fees are collected through an agreement with Peoples Gas System that allows for the non-exclusive right and privilege of supplying natural gas and other services for the City free of competition. Ordinance 00-10 provides the legal authorization for this revenue. The City receives 6% of the billed revenues. The customer remits payment to Peoples Gas System who in turn remits payment to the City of North Port. In FY 2012, this revenue was moved from the Road and Drainage District budget to the General Fund budget. The revenue projection for FY 2016 is \$34,000, the same as FY 2015.

#### **Building/Construction Permit Revenues**

##### **Analysis/Assumptions:**

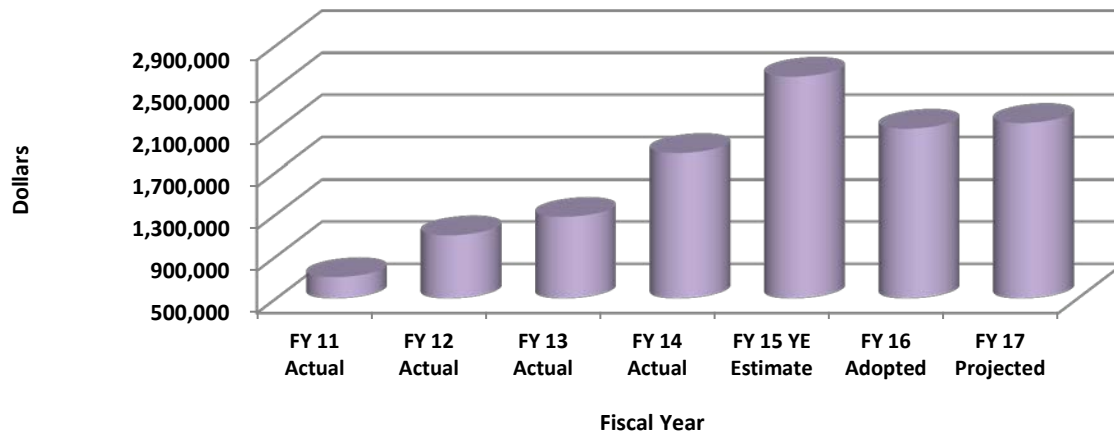
Decreasing revenues from construction permits reflect how hard the recession has affected the housing industry. From a high of \$4.4 million in FY 2005, annual construction permit revenues remained at approximately \$700,000 since FY 2009 until FY 13 which increased to over \$1 million. Building permit fees are projected to provide \$2,105,800 in revenue in FY 2016, an increase of \$648,300. The collection of these fees is restricted to be used by the Building Special Revenue fund. The total permits and special assessments revenue estimated for collection in FY 2016 excluding the franchise fees and road reconstruction assessments is \$2,439,300; an increase of \$747,590 from FY 2015.

##### **Legal Authorization:**

Authorized by the City of North Port Ordinance 2011-19.

##### **Uses and Restrictions:**

Levied against all individuals or entities seeking to make changes to an existing structure(s) or for the construction of new structure(s). Provides a revenue source to offset the cost of services involving zoning or regulated trades where inspections or reviews are required by State Statutes and local ordinances to ensure that the public's safety and interests are protected.

**BUILDING/CONSTRUCTION PERMIT REVENUES**

	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
<b>Building Permits</b>	\$700,447	\$1,098,510	\$1,273,547	\$1,874,577	\$2,600,137	\$2,105,800	\$2,160,250

**ROAD RECONSTRUCTION ASSESSMENTS**

Road reconstruction assessments of \$3,002,480 are projected for FY 2016; the same as FY 2015. This was a new assessment effective in FY 2014 which is restricted to funding the road reconstruction bond debt service.

**FINES AND FORFEITURES**

The primary sources of fines are traffic-type citations and other violation notices issued by the North Port Police Department. These revenues are collected by the Sarasota County Court system, based on citations issued and a portion is remitted to the City, with a total amount based on the violation. The remainder of other collectable fines is for violations of local ordinances, including code violations and false alarms. The FY 2016 revenue estimate for fines and forfeitures is \$288,240.

**CHARGES FOR SERVICES**

Charges for Services primarily result from General Fund administrative charges to other operating funds for services provided. For example, the Finance Department, in the General Fund, provides all accounting, check writing, and payroll management to other funds. The administrative charge is an attempt to recoup those costs. Fleet Management services to the City departments are a significant portion of the City-wide charges for services. Fees for parks and recreation programs and solid waste collection for commercial accounts provide additional revenues. The total Charges for Services for FY 2016 is projected at \$16,116,500, or approximately 17.45% of the Governmental Funds revenues.

**MISCELLANEOUS**

Miscellaneous revenues consist primarily of rental income; proceeds from auction of used equipment; public records request copies and other miscellaneous revenues. Another source of miscellaneous revenue in the General Fund is the return on investment (ROI) totaling \$387,930. The North Port Utility is an enterprise or business entity which utilizes city properties to operate its business. The utilization of those properties is considered an investment by the City. The ROI represents the City and its citizens' return on investment from the North Port Utility. In addition, the City is participating in a P-Card and E-Payables rebate program. The estimated revenue from this program is \$75,000, a decrease of \$25,000 from FY 2015.

**INTEREST**

Interest is typically budgeted conservatively to counteract the impact of fluctuations in the market. The City's total investment earnings projected at \$324,600 for FY 2016 are slightly lower as compared to FY 2015 by \$980.

**IMPACT FEES**

Impact Fees are fees imposed on new development in order to fund the cost of additional facilities made necessary by the growth. These fees are used to fund capital projects related to growth. In FY 2007, the City saw a dramatic decline in new construction. As a possible means of jump starting the City's economy, during the budget workshops, the Commission directed



staff to change the collection of impact fees from building permit to certificate of occupancy; and to delay the impact fee rate increase for one year. In Fiscal Years 2008 and 2009, the Commission adopted ordinances to maintain the same impact fee rates as set in December 2007. In FY 2011 and FY 2012 impact fees dramatically declined. At the January 30, 2012 Commission meeting, the City Commission approved an impact fee ordinance which contained a two year moratorium on Transportation and Solid Waste Impact Fees. At the January 27, 2014 Commission meeting, it was decided to extend the moratorium on Transportation Impact Fees only for another year until January 31, 2015. At the January 11, 2015 meeting, the Commission chose to take no action on the current impact fee ordinance which allowed for the lifting of the moratorium as of January 31, 2015. Therefore, transportation impact fees became effective on 01/31/15. Also due to the continuing rise in construction activity over the past year, impact fee revenues are projected at \$2,239,220, an increase of \$1,245,920 from FY 2015 projections.

## ENTERPRISE REVENUES

In addition to the general government operations, the City also operates a water and wastewater utility system which is budgeted and accounted for as an enterprise fund.

### HOW ENTERPRISE REVENUE SOURCES CHANGED

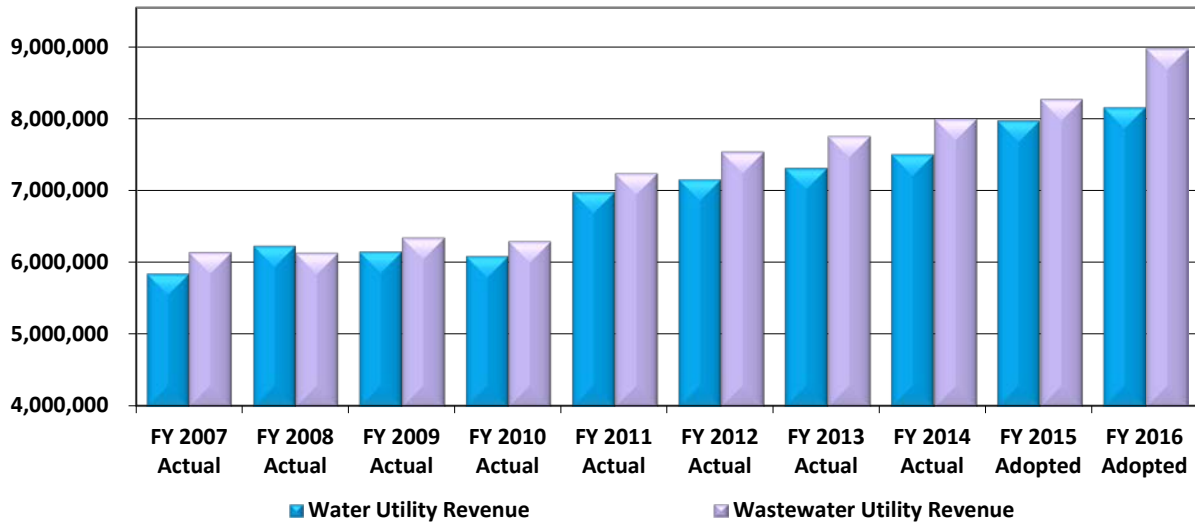
	<b>Water &amp; Wastewater Utility System</b>
<b>Net 2015 Revenue Budget (excludes all transfers in and increases/decrease to reserves)</b>	<b>\$ 18,786,870</b>
Charges for Water and Wastewater	1,189,490
Growth & Economy Driven Revenues	178,590
Charges for Services	15,590
Investment Income	10,000
Other	3,600
<b>Net Change in Revenue Sources</b>	<b>1,397,270</b>
<b>Total Enterprise Revenues for FY 2016</b>	<b>\$ 20,184,140</b>

As shown in the above table, water and wastewater revenues are projected to increase a total of \$1,189,490 or 6.72%, attributable mainly to increases in the water and wastewater charges. Also, growth and economy driven revenues are projected to increase \$178,590 due to increased construction activity.

In FY 2006, the Utility Department introduced the results of a rate study to the City Commission. At that time, both water and sewer rates were increased. Then in FY 2007, rates were increased again. In FY 2009, the City Commission adopted Resolution 09-45 establishing a rate program for utility water and wastewater charges. Each year rates would automatically be adjusted based on 100% of the April Consumer Price Index for Miami-Fort Lauderdale region. In FY 2015, another rate analysis was done; the FY 2016 budget includes an anticipated rate increase for both water and sewer. The following chart illustrates water and wastewater rate revenues for the past ten years.



**WATER & WASTEWATER RATE REVENUES 2007-2016**



**ENTERPRISE REVENUE SOURCES**

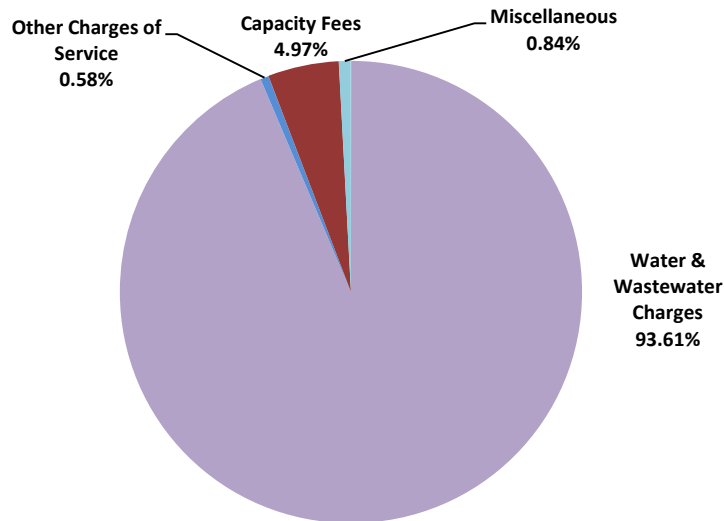
Enterprise funds are used to account for all activities of the water and wastewater systems of North Port Utilities. An enterprise fund records the activities of government that are operated and accounted for as a business. Enterprises rely principally on revenue derived from user fees to fund operations. The chart below shows the total revenues of the North Port Utilities Department for a five year period beginning with FY 2012, and excluding interfund transfers and fund balance.

**TOTAL REVENUES ENTERPRISE FUNDS**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Permits & Special Assessments	\$ (70,474)	\$ 5,590	\$ 60,326	\$ -	\$ -
Intergovernmental	1,131,936	1,380,725	250,607	-	-
Water & Wastewater Charges	14,857,533	16,703,319	17,308,472	17,704,480	18,893,970
Other Charges for Service	54,426	56,264	261,792	101,700	117,290
Fines & Forfeitures	100	50	-	100	100
Capacity Fees	(213,231)	231,251	976,806	823,890	1,002,480
Miscellaneous Revenues	(79,315)	125,392	80,980	156,700	170,300
Other Sources	1,461,403	1,756,207	637,378	-	-
<b>Total</b>	<b>\$ 17,142,378</b>	<b>\$ 20,258,798</b>	<b>\$ 19,576,361</b>	<b>\$ 18,786,870</b>	<b>\$ 20,184,140</b>



**TOTAL ENTERPRISE FUNDS  
(EXCLUDING INTERFUND TRANSFERS AND FUND BALANCE)**



The City maintains and operates a water and wastewater utility system, which is funded by utility rate revenues for water and wastewater usage. Debt service and operating expenses for North Port Utilities are paid from utility rate revenues and user charges. Neither general governmental revenues nor non-ad valorem assessments are used to pay for North Port Utilities and vice versa. Guaranteed revenues represent charges to developers for “readiness to serve”. The enterprise charges capacity fees for water and sewer to fund growth-related projects for the expansion of capacity to new construction. Water and wastewater revenues total \$18,893,970 or approximately 93.61% of the total enterprise revenues. These revenues are largely determined by customer growth and utility developer agreements.

**Water Charges**

**Analysis/Assumptions:** In FY 2009, the City Commission adopted Resolution 09-R-45 establishing a rate program for Utility Water charges. Currently, the department is preparing a new resolution based upon the recently completed rate study analysis.

**Legal Authorization:**

Authorized by Florida Statutes, Title XII, Chapter 180, Section 180.13, the City of North Port Ordinance 2006-09, Section 19 and Section 78-39 of the Code of North Port.

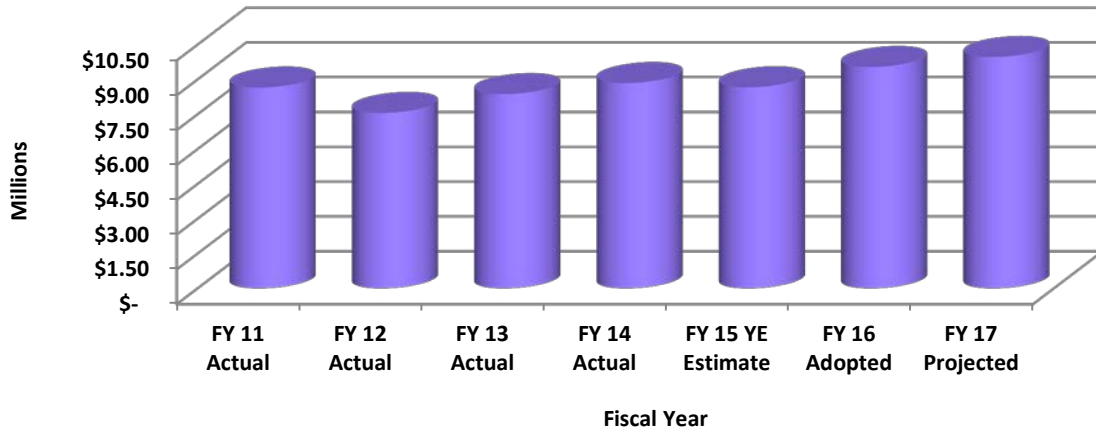
**Uses and Restrictions:**

Water fees are used to cover the costs associated with the planning, construction, operation, and maintenance of the City’s Water Management Systems.





### Water Charges for Service



	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
<b>Water Charges</b>	\$8,645,158	\$7,552,093	\$8,364,873	\$8,029,633	\$8,887,840	\$9,531,790	\$9,962,490

### Wastewater Charges

**Analysis/Assumptions:** In FY 2009, the City Commission adopted Resolution 09-R-45 establishing a rate program for Utility Wastewater charges. Currently, the department is preparing a new resolution based upon the recently completed rate study analysis.

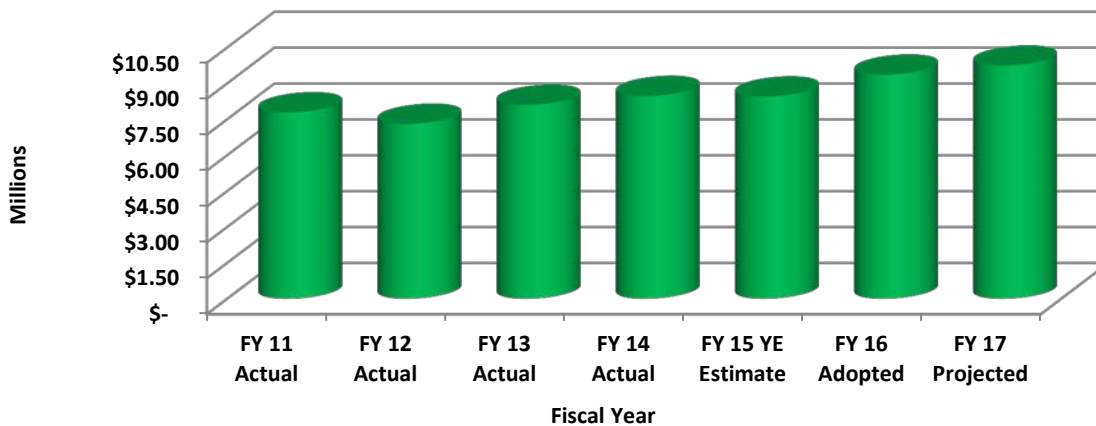
#### Legal Authorization:

Authorized by Florida Statutes, Title XII, Chapter 180, Section 180.13, the City of North Port Ordinance 2006-09, Section 19 and Section 78-39 of the Code of North Port.

#### Uses and Restrictions:

Wastewater fees are used to cover the costs associated with providing sanitary sewer services, including the planning, construction, operation, and maintenance of the City's Wastewater Systems.

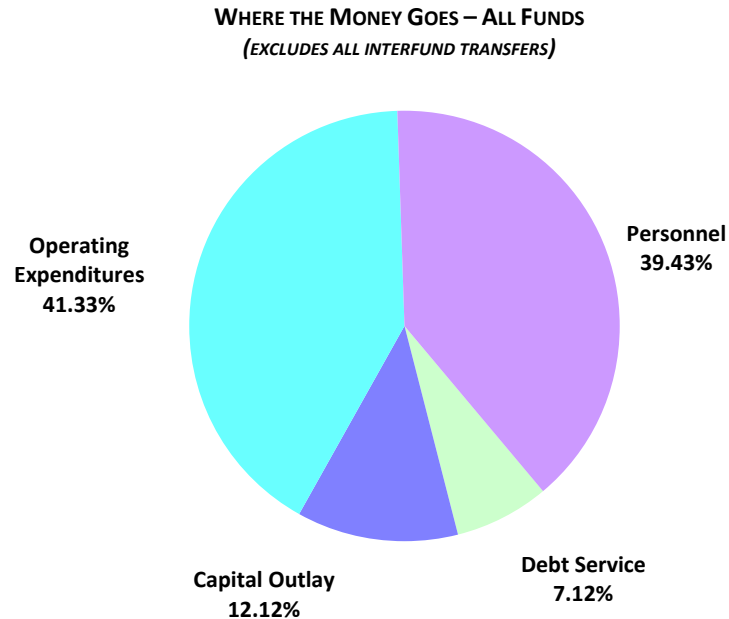
### Wastewater Charges for Service



	FY 11 Actual	FY 12 Actual	FY 13 Actual	FY 14 Actual	FY 15 YE Estimate	FY 16 Adopted	FY 17 Projected
<b>Wastewater Charges</b>	\$7,783,713	\$7,305,441	\$8,101,933	\$8,468,356	\$8,445,774	\$9,362,180	\$9,726,370

**EXPENDITURES**

In FY 2016, the adopted budget was developed with a look toward the past, present and the anticipated future financial conditions of the City. The framework for the adopted budget was established under the goal to maintain resources at sustainable levels to ensure high quality services are delivered in a cost effective manner.

**GOVERNMENTAL EXPENDITURES**

The following chart shows the total governmental expenditures for the five year period beginning with FY 2012.

**TOTAL GOVERNMENTAL EXPENDITURES**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	YE Estimate FY 2015	Adopted FY 2016
<b>Expenditures</b>					
General Government	\$ 17,003,444	\$ 16,833,691	\$ 18,564,009	\$ 18,644,256	\$ 22,124,590
Public Safety	26,340,925	26,204,602	27,727,275	27,609,282	28,754,990
Physical Environment	5,501,984	5,804,932	6,171,244	6,137,876	6,482,730
Transportation	10,781,257	13,020,376	11,528,271	13,850,997	15,401,840
Economic Environment	506,687	435,328	338,201	213,424	323,870
Human Services	350,767	327,101	298,161	280,302	183,890
Culture & Recreation	953,516	972,033	992,752	1,884,674	1,848,080
Capital	10,722,773	3,856,905	22,241,012	16,604,778	11,431,280
Debt & Lease	2,080,292	11,460,177	3,053,304	4,619,067	4,498,330
Other Uses	6,539,495	1,771,235	3,548,922	3,163,840	2,691,030
<b>Total Expenditures</b>	<b>\$ 80,781,140</b>	<b>\$ 80,686,380</b>	<b>\$ 94,463,151</b>	<b>\$ 93,008,496</b>	<b>\$ 93,740,630</b>

The rise in personnel costs in the Governmental Funds is due mainly to the following factors: the addition of twenty positions, one position transfer and ten positions eliminated – fifteen positions added to the General Fund (1 position transfer and seven



positions eliminated), one position added to the Road and Drainage District (2 positions eliminated); one position added to the Fire Rescue District; one position added to the Solid Waste District; and two positions added to the Building Department; 3% salary/wage increases or lump-sum payments for non-union employees and AFSCME union employees and a 3% proposed increase for fiscal years 2015 and 2016 for the City's police and fire unions (at the time the budget was adopted, the police and fire union contracts had not been ratified); an increase in the Florida Retirement System employer contributions of approximately \$44,950; and an increase in medical insurance contributions of approximately \$321,560. Operating expenditures increased mainly due to the following: an increase of \$68,330 in water and electricity costs; a rise of \$990,000 in road maintenance costs; an increase of \$926,280 in repair and maintenance costs for roads, streetlights and traffic signals; and the operating budgets of \$769,700 and \$1,351,200 for two new special revenue funds, Warm Mineral Springs and Self Insurance Fund. Overall, there was a total increase in governmental expenditures from FY 2015 to FY 2016 of approximately \$8.7 million.

The following table shows the expenditure changes by type in the FY 2016 governmental funds budgets.

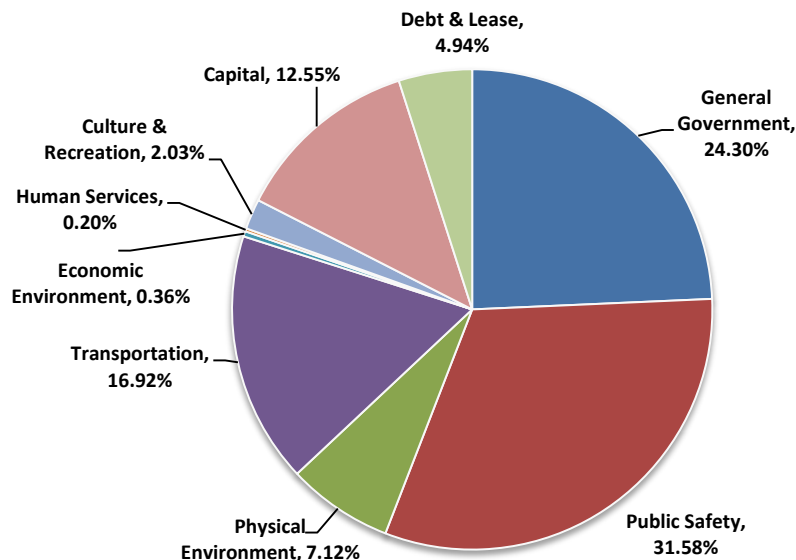
HOW GOVERNMENTAL EXPENDITURES CHANGED

Table with 9 columns: Changes from FY 2015, General Fund, Road & Drainage District, Fire Rescue District, Solid Waste District, Other Special Revenue Funds, Debt Service Fund, Capital Funds, Total Governmental Funds. Rows include Net 2015 Expenditure Budget, Personnel Expenditures, Operating Expenditures, Capital Outlay, Debt Service, Other-Transfers/Subsidies, Net Change in Expenditures, and Total Expenditures.

EXPENDITURES BY FUNCTION

The following graph illustrates the governmental expenditures by function excluding transfers. As indicated on the diagram, General Government and Public Safety expenditures consume the largest portion of the governmental expenditures.

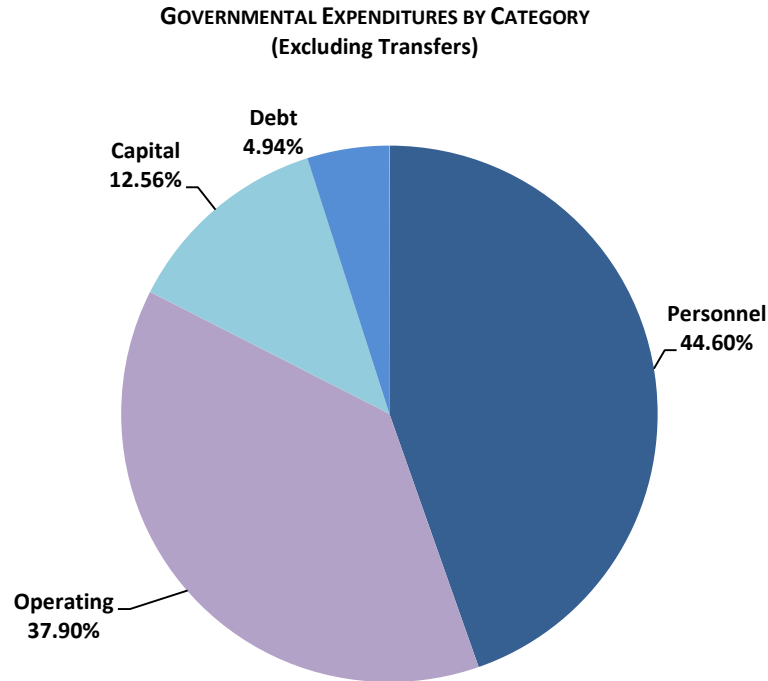
GOVERNMENTAL EXPENDITURES BY FUNCTION





### EXPENDITURES BY CATEGORY

Expenditures by category segregate the budget into four basic groups: Personnel Expenditures; Operating Expenditures; Capital Outlay and Debt Service. This type of presentation provides a picture of the City’s utilization of resources to accomplish its goals.



### GENERAL GOVERNMENT

General government expenditures include the following departments:

- *Charter & Executive Services:* City Commission, City Attorney, City Manager, and City Clerk.
- *Administration & Management Services:* Finance – including accounting and investing, budgeting and reporting, payroll, purchasing, collections and revenue management; General Services – including Information Technology and Social Services; Human Resources and Risk Management; Fleet Management; Employee Benefits; Self Insurance; and Non-Departmental.
- *Neighborhood Development Services:* - Planning and Zoning; Building – including Property Standards and Property Maintenance.

### PUBLIC SAFETY

Public safety includes the Police Department, Emergency Medical Services and the Fire Rescue District. These departments function as part of the City Safety and Neighborhood Services.

The Police Department operates as a community policing agency and employees 101 sworn officers, 30 civilian employees consisting of telecommunications, records personnel and administrative staff. During the school year, the department provides school crossing guards. Four police commander positions have been budgeted for FY 2016 effective October 1, 2016, while three new positions have been budgeted for FY 2016 effective January 1, 2016 (1 police commanders, 1 civilian commander, and 1 staff assistant) and one (1) police commander position available on April 1st.

Fire and rescue services are provided through the Fire Rescue District and the Emergency Medical Services Department of the General Fund. These services are provided by 92 full-time employees. The department operates three shifts with 21 fire/medic personnel for each shift. One new position – a logistics and safety officer – is budgeted for FY 2016 effective January 1, 2016.

**PHYSICAL ENVIRONMENT**

Physical environment includes the Solid Waste District which provides the collection and disposal of garbage for the citizens. The District functions as part of the Safety and Neighborhood Services provided by the City. Thirty-seven full-time employees provide garbage collection and recycling services to the residents of North Port. The Business Services Coordinator is shared between the Road and Drainage District (70%), the Solid Waste District (15%) and Fleet Management (15%); one customer service position is shared between the Solid Waste District (50%) and the Road and Drainage District (50%). One new position – a solid waste equipment operator – is budgeted for FY 2016 effective January 1, 2016.

**TRANSPORTATION**

A major portion of the City's Development and Transportation Services are provided by the Road and Drainage District. The City is responsible for the maintenance of approximately 813 miles of roadways, 81 miles of canals and 69 water control structures. The Road and Drainage District is the sole provider of these services including the following programs: pothole patching, right-of-way mowing, sidewalk construction, water control structure repair, and extensive road rehabilitation. The District provides these services with a staff of 85 employees, with one customer service position shared between transportation and physical environment and the Business Services Coordinator shared with physical environment and fleet.

**CULTURE AND RECREATION**

The City maintains ten neighborhood parks, seven community/activity centers, three recreational/sports facilities and seven special use parks. Currently, the Parks and Recreation Department has six projects under construction. The recreational and cultural activities provided for the community by the department serve to enhance the City's Safety and Neighborhood Services.

**CAPITAL PROJECTS**

The City of North Port continues its commitment to infrastructure improvements, community recreational facilities, and utility expansion projects. Over the past nine years the City has budgeted over \$411 million in projects of all types, and an additional \$16.2 million is appropriated for FY 2016. Below are charts showing the projected governmental and enterprise sources to fund the Five Year Capital Improvement Program for Fiscal Years 2016 - 2020.

**CITY OF NORTH PORT FIVE YEAR CAPITAL IMPROVEMENT PROGRAM – FY 2016**

<b>Fiscal Year 2016</b>	<b>Budget</b>
<b>Governmental Sources</b>	
General (Operating) Revenues	\$ 4,912,220
Capital Funds	6,747,800
Escheated Lots Funds	1,850,000
Department of Environmental Protection Management Fund	119,000
Impact Fees Funds	208,180
<b>Total Governmental Sources - FY 2016</b>	<b>13,837,200</b>
<b>Enterprise Sources</b>	
General (Operating) Revenues	170,000
Capacity Fees	916,860
Capital Funds	1,174,060
Construction Fund	100,000
<b>Total Enterprise Sources - FY 2016</b>	<b>2,360,920</b>
<b>Total Projected Capital Projects - FY 2016</b>	<b>\$ 16,198,120</b>



## CITY OF NORTH PORT FIVE YEAR CAPITAL IMPROVEMENT PROGRAM – FY 2017-2020

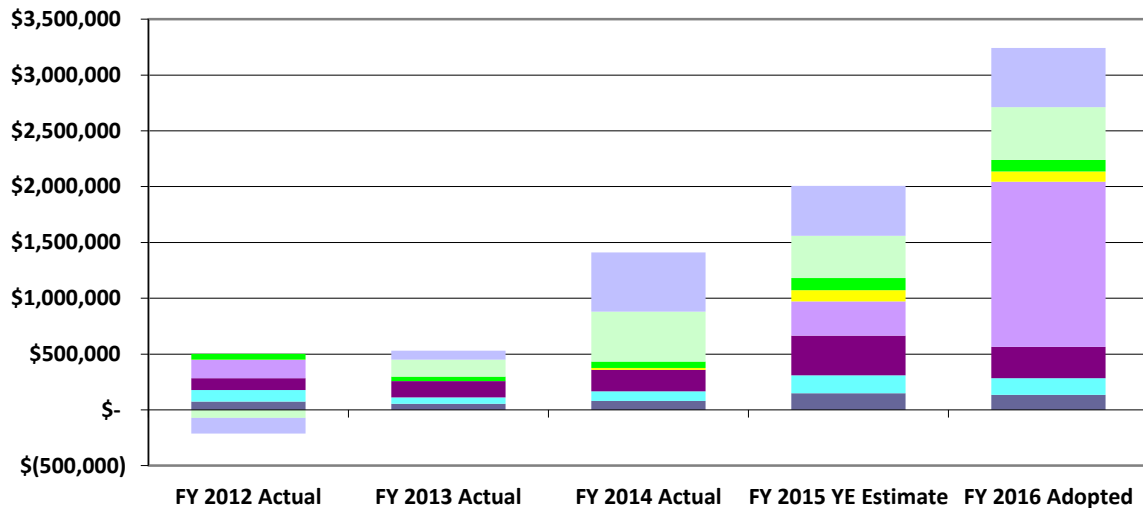
Fiscal Years 2017 - 2020	Budget
<b>Governmental Sources</b>	
General (Operating) Revenues	\$ 12,473,670
Escheated Lots Funds	75,000
Impact Fees Funds	1,602,970
Capital Funds	43,658,483
<b>Total Governmental Sources - FY 2017 - 2020</b>	<b>57,810,123</b>
<b>Enterprise Sources</b>	
General (Operating) Revenues	2,100,000
Capital Funds	7,263,760
Capacity Fees	13,082,450
Construction Fund	2,234,795
<b>Total Enterprise Sources - FY 2017 - 2020</b>	<b>24,681,005</b>
<b>Total Projected Capital Projects - FY 2017 - 2020</b>	<b>\$ 82,491,128</b>

During the budget process, City Commission and City Management review and evaluate projects from previous years with the goal of funding only the highest priority projects. A major consideration in the capital project planning process for FY 2016 was the availability of growth-related revenues in the future. The decline in the rapid growth experienced in prior years and the three-year moratorium on transportation impact fees has reduced impact and capacity fee collections. These revenues have decreased substantially, limiting the available resources for new projects. But with the increase in construction activity the past two years, impact fees are beginning to rise.

The following chart illustrates actual and projected revenues from impact and capacity fees for the five year period of 2012 through 2016. The economic downturn began in FY 2007 and continued through FY 2013. FY 2016 adopted revenues anticipate a continued upturn in the economy and therefore reflect an increase of \$1,235,842 from year-end FY 2015 estimates. The two year moratorium on Transportation and Solid Waste Impact Fees ended January 30, 2014, but Commission decided to extend the moratorium on Transportation Impact Fees only until January 30, 2015 at which time the moratorium was lifted and transportation impact fees became effective again on January 31, 2015.



### GROWTH-RELATED CAPITAL FUNDING SOURCES 2012 – 2016



- Law Enforcement Impact Fees
- Fire Impact Fees
- Parks & Recreation Impact Fees
- Transportation Impact Fees
- Solid Waste Impact Fees
- General Government Impact Fees
- Water Capacity Fees
- Sewer Capacity Fees

Planning, designing and/or construction of the following non-recurring major capital projects began in prior fiscal years and will be completed in FY 2016 or a subsequent year:

- Fire/Police Training Tower
- Fire Station 85
- Suncoast Technical College Conference Center
- Pedestrian/Equine Connector Bridge
- Butler Park Multi-Purpose Fields

The five year capital plan includes the following major multi-year projects:

- Myakkahatchee Creek Greenway Development
- Atwater Park – Phases III and IV
- Price Boulevard Widening – Phase I
- Garden of the Five Senses – Phases II and III
- City-wide Joint Use Maintenance Facility
- Fire Stations 86 and 87
- Road Rehabilitation
- Neighborhood Water and Sewer Line Extensions

The FY 2016 Adopted Budget includes \$16,198,120 in appropriated capital outlay. Governmental projects and asset replacements total \$13,837,200; and \$2,360,920 is budgeted in utility capital expenses. Detailed information on the City's adopted capital plan and projects is located in the Capital Improvement Plan chapter of this document.



### **MULTI-YEAR MAINTENANCE PROGRAMS**

The FY 2016 Budget represents a continuation of the City's philosophy of systematic and strategic actions to achieve both long and short-term goals. This approach will assist in maintaining the enhanced quality of life enjoyed by the residents of North Port. The City continues multi-year maintenance programs in the following areas to reduce long-term maintenance costs:

- Annual water control structure scheduled maintenance and replacement.
- Aggressive canal re-sloping and re-dredging.
- Neighborhood Park renovations.
- Repairing and rehabilitating City roadways.
- Lift station preventative maintenance.
- Annual sidewalk construction.
- Bridge rehabilitation.
- Backflow Prevention program.

### **CAPITAL OPERATING IMPACT**

The operating budget assumes the cost of maintaining and operating new capital improvement facilities. The operating impacts of capital projects for future budget planning are included in budget projects used in the annual budget process. These costs are added in the annual operating budget in the year the construction of the asset is complete and operational. Costs of multi-phase projects, such as park expansions, are included when the individual facilities or segments come on line.

Some capital improvements will provide a decrease in maintenance costs, such as replacement vehicles and road reconstruction. When adequate information is available and a reasonably accurate estimate is possible, long-term operational and maintenance costs, resulting from a capital improvement project, are included with the identified project.

### **NON-DEPARTMENTAL EXPENDITURES**

There are expenditures, within the General Fund, that are non-department specific and are budgeted in the non-departmental account. These costs include: general insurance premiums for the City; promotional activities; and any global salary increases within the General Fund departments.

### **INTERFUND ALLOCATION**

Indirect costs are allocated among the City departments; the methodology used to determine the costs allocated to the internal service recipients is based on a percentage calculation of the total city budget. It incorporates the costs associated with the categories of personnel, operating and capital. Personnel costs are allocated based on the number of authorized positions in each department/division as a percentage of the city-wide total. The city-wide operating costs are segregated by fund/department/division to determine the percentage of each segment to the city-wide total. Transfers and administrative cost allocations included in the operating budgets are removed before determining the operating costs percentage. The capital outlay allocation is determined in the same manner as the operating category and only includes those costs within the internal service providers' budgets. The costs with the Capital Improvement Program (CIP) are also allocated to those internal service recipients who have active CIP projects. A two-step allocation method is applied prior to distributing the costs to the service recipients.

The finalized cost allocation is charged to the separate funds by interfund transfers. The result of the allocation helps determine if cost centers are recovering all the costs associated with the activities performed.

### **ENTERPRISE EXPENSES**

The following table shows the expense changes by type in the FY 2016 enterprise fund budget.



**HOW ENTERPRISE EXPENSES CHANGED**

<b>Water &amp; Wastewater Utility Systems</b>	
<b>Changes from FY 2015</b>	Water & Wastewater Utility Systems
<b>FY 2015 Expenses Budget</b>	<b>\$24,038,340</b>
<b>Personnel Expenses</b>	90,900
<b>Operating Expenses</b>	256,960
<b>Capital Outlay</b>	(741,300)
<b>Debt Service</b>	(22,500)
<b>Other-Transfers/Subsidies</b>	-
<b>Net Change in Expenses</b>	<b>(415,940)</b>
<b>Total Expenses</b>	<b>\$23,622,400</b>

**UTILITY ENTERPRISE EXPENSES**

The following table shows the total expenditures of the enterprise funds from FY 2012 through FY 2016, excluding transfers. As noted under the Budgetary Accounting Section, capital outlay and debt service are reflected as budgeted expenses; although, both of these items are balance sheet items in the City's Comprehensive Annual Financial Report as required by GAAP.

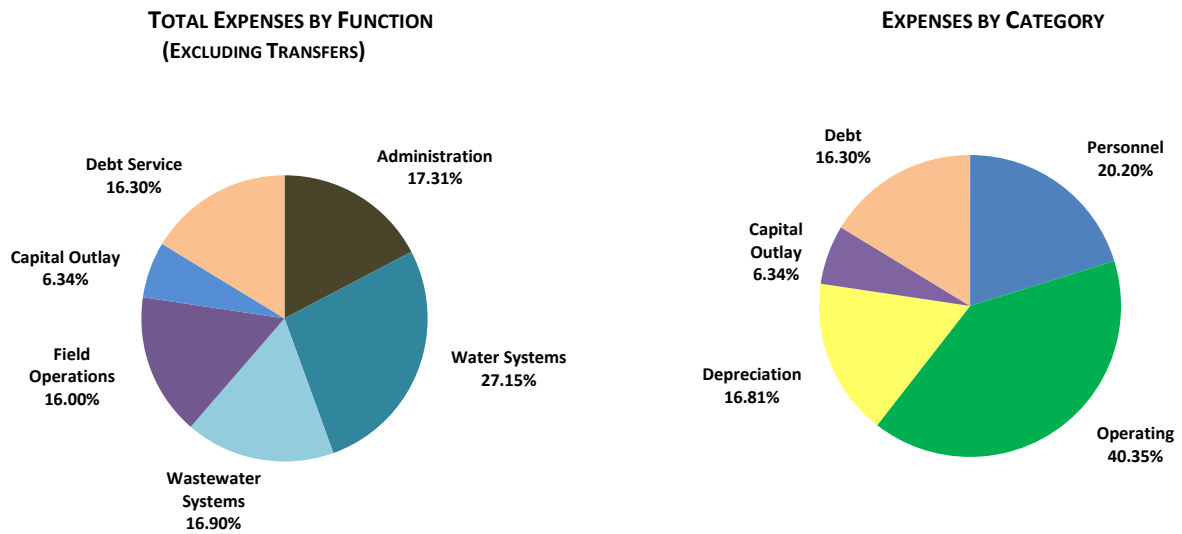
**TOTAL EXPENSES ENTERPRISE FUNDS**

	<b>Actual FY 2012</b>	<b>Actual FY 2013</b>	<b>Actual FY 2014</b>	<b>Adopted FY 2015</b>	<b>Adopted FY 2016</b>
<b>EXPENSES</b>					
<b>General and Administration</b>	\$ 3,056,816	\$ 3,416,586	\$ 3,804,029	\$ 3,888,930	<b>\$ 3,878,780</b>
<b>Water Systems</b>	4,587,209	5,098,382	5,404,683	5,833,110	<b>6,082,830</b>
<b>Wastewater Systems</b>	3,492,033	3,478,467	3,733,280	3,868,720	<b>3,786,070</b>
<b>Field Operations</b>	3,049,689	2,979,921	3,270,676	3,393,650	<b>3,584,590</b>
<b>Capital Outlay</b>	-	-	-	3,179,950	<b>1,421,790</b>
<b>Debt Service</b>	1,863,232	1,583,532	1,390,032	3,673,980	<b>3,651,480</b>
<b>Total</b>	<b>\$ 16,048,979</b>	<b>\$ 16,556,888</b>	<b>\$ 17,602,700</b>	<b>\$23,838,340</b>	<b>\$22,405,540</b>

No taxes or district assessments are used to support utility operations; all expenses are funded by the sale of utility services to customers. In FY 2016, the Utilities Enterprise Fund is budgeted to pay the General Fund \$1.5 million as reimbursement for administrative support services and other goods and services supplied to the utility. An annual rate review is prepared to determine if revenues derived from user charges and connection fees are adequate to cover the operating and capital costs, including debt service.



The following two graphs illustrate the North Port Utilities expenses by function and by category, respectively.



## GOVERNMENTAL PROJECTIONS

### GROWTH ASSUMPTIONS

Based on the Bureau of Economic and Business Research (BEBR) report, North Port has increased in population by 2,030 people in the past year. Using a density of 2.55 persons per unit, the City has increased by approximately 796 households. Actual population figures are provided by BEBR and are based on permanent population. Projection population numbers are provided by city staff. BEBR has updated future projections since the Census 2010 data was released. New homes are placed on the tax roll one year after receiving a certificate of occupancy. The projections for new construction include new homes, commercial and reappraisals. The chart below presents five year growth projections for the City.

	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Projection	2017 Projection
<b>Population</b>	58,674	59,231	60,295	62,325	64,315	66,330
<b>Growth Rate</b>	1.35%	0.95%	1.80%	3.37%	3.19%	3.13%
<b>Taxable value (000's)</b>	2,267,768	2,421,145	2,646,084	2,888,332	3,199,220	3,537,120
<b>Growth in taxable value</b>	-0.72%	6.76%	9.29%	9.15%	10.76%	10.56%
<b>New Construction (000's)</b>	23,387	37,930	46,794	71,624	50,938	49,970

### REVENUES AND EXPENDITURES

The accompanying projections of revenues and expenditures are provided to show how current economic trends may influence future cash balances and tax levies. As with any financial projection, known quantities, such as actual revenues and expenditures, interact with a set of key assumptions to determine a possible scenario. The number of unknowns in this analysis tends to reduce its validity in the longer term. However, forecasting is a useful tool in financial plan development and supports proactive decision making. While this financial projection is intended to advise decision makers on the current and potential financial conditions of the City, it does not represent a legal obligation.

Revenue projections in the financial plan are conservative. A conservative approach in budgeting ensures that public services will be provided, even if revenues fall short of projections. In cases where expenditures exceed revenues, rates may be increased and fund balances may be appropriated to the extent they are available. The revenue and expenditure figures for all years have been adjusted to negate the effects of internal transfers and, therefore, differ from numbers presented in other sections of the budget.

Through the strategic planning process, staff explores the current economic indicators and how those indicators will change in the future. Currently, the City is experiencing steady but slow growth in the housing market. Vacant and foreclosed properties are beginning to decrease as housing starts are increasing. Business tax receipts, revenue generated by businesses allowed to



operate in the City, are trending upwards. Existing businesses are growing and expanding into other areas of the City and new businesses are coming into the City. During the past two years, revenues from Communication Services Tax and Electric Franchise Fees have decreased as a direct result of the economic downturn. A considerable amount of revenue was written off by the electric company which impacted the amount of revenue the City received from the franchise. Staff projects that both revenue sources will show a steady increase in the next five years. With the steady growth in development, the City anticipates additional property tax revenue and district assessment revenue from the expanded tax base. In addition, the taxable value of the City has begun to rise. In 2014, the taxable value increased over 9%, primarily due to appreciating property values. In 2015, the taxable value increased 9.18%, again primarily due to appreciating property values.

City staff utilizes several quantitative methods in developing the five year forecast for both revenues and expenditures. The City uses forecasting software as well as staff's analytical knowledge of the trends and economic indicators of the City. Several capital projects are underway and will be completed in the next two to three years. These projects will impact the City's expenditure budget, but the economic indicators support a structurally balanced budget for the City.

This section includes five year projections for only operating-type governmental funds. The funds included in this section are: the General Fund; operating-type Special Revenue Funds including the Road and Drainage District; Fire Rescue District; Solid Waste District; and Building Fund. The balance of the Special Revenue Funds is not included since these funds are primarily the appropriation of the applicable revenue source for specified purposes. Internal Service Funds are not included since any projected cost increases of Internal Service Funds are passed on to and factored into the five year projections of the operating funds. It is important to note the following significant items which have not been included:

- New services – programs or departments other than those included in the current year budget.
- New revenue sources – except for those included in the current year budget.
- Unresolved issues – except those in the current year budget.
- Annexations or changes in boundaries or service areas.
- Future tax reform mandates by the State of Florida.

The following outlines the more specific assumptions used in calculating the current year estimates as well as the projections in the five year forecast for each major revenue and expenditure category:

	FY 2016 Budget	Five Year Forecast FY 2017 – FY 2021
<b>Revenues</b>		
Ad Valorem Taxes	Millage (3.5974 mils) on tax base of \$2.89 billion per property appraiser; assumes 97% collections	Projected growth in tax base from new Construction and increased market values is projected at 9.15% for 2015 with an average increase of 10.70% in taxable value for the following four years. Millage is projected to remain the same in FY 2016 with a gradual decrease over the next four years as taxable values increase.
Non-Ad Valorem Assessments	Road & Drainage District based upon methodology study and adjusted for changes in projected costs.	FY 2016 assessment revenues reflect a 4.00% increase to stabilize assessment revenues. The rate are projected to remain flat with only slight increases.
	Solid Waste District - \$249/household (no change from FY 2015)	The rate remains the same for fiscal year 2016 with projected 2.00% decrease in the rate for fiscal year 2017.
	Fire Rescue District based upon methodology study and adjusted for changes in projected costs.	FY 2016 assessment revenues reflect a 1.00% increase in assessment rates and projects no future rate increases.
Other Taxes: Utility Taxes & Communication Services Tax	State estimate	2.00% annual growth in Utility Taxes; and Communication Services tax remains level through 2021 based upon major changes anticipated in the calculation of the tax and subsequent distribution.



Permits & Special Assessment	Based on forecast model projections and historical trends	Fiscal years 2017-2021 project increases of 5.00%, annually.
Intergovernmental: Half Cent Sales Tax, Gas Tax, State Revenue Sharing	State estimate	Half Cent Sales Tax – 8.00% annually Gas Tax – 2.00% annual Municipal Revenue Sharing – 15.00% annually
Charges for Services	Based on budget staff projections	1.50% increase in FY 2016 and annually increasing 1.50% through fiscal year 2021.
Fines & Forfeitures	Based on budget staff projections	A 5.00% increase in fiscal years 2017-2021 based upon historical trends.
Investment Income	Based upon current investment trends	Annual increases of approximately 1.00% based upon current market trends.
Miscellaneous	Based on current data trends	1.00% annual growths.
<b>Expenditures</b>		
Personnel Services	Based on economic and political trends	Based on 3.50% average annual growth in personnel costs for all classes of employees city-wide.
Operating Expenditures	Based on economic and political trends	Based on 2% annual growth.
Capital Outlay	Based on current Fleet replacement plan	Based on a fixed amount.
Debt Service	Per debt service schedule	Per debt service schedule with no anticipated increase in debt.

**FIVE YEAR PROJECTIONS BASED ON FY 2016 BUDGET  
INCLUDES MAJOR OPERATING GOVERNMENTAL FUNDS**

	Five Year Projections					
	Adopted FY 2016	Projected FY 2017	Projected FY 2018	Projected FY 2019	Projected FY 2020	Projected FY 2021
<b>Governmental Revenues</b>						
Taxes - Ad Valorem	\$ 10,108,770	\$ 10,906,160	\$ 11,116,660	\$ 11,357,710	\$ 10,905,580	\$ 10,738,570
Assessments - Non-Ad Valorem	25,956,870	25,329,720	26,191,940	26,889,830	27,331,610	27,949,310
Other Taxes	6,293,610	6,353,620	6,425,900	6,500,690	6,567,860	6,647,540
Permits/Special Assessments	5,494,300	5,651,570	5,759,060	5,772,910	5,798,040	5,832,410
Intergovernmental	7,452,900	8,203,030	8,965,750	9,807,630	10,737,850	11,766,630
Charges for Service	9,533,930	9,858,590	10,313,700	10,823,050	11,396,420	12,044,490
Fines & Forfeitures	149,270	171,290	179,310	187,740	196,600	205,890
Investment Income	176,000	232,030	235,090	237,640	240,230	242,860
Return on Investment	387,930	407,320	427,690	449,070	471,530	495,100
Miscellaneous Revenues	438,410	442,850	449,900	457,210	464,820	472,730
Other Sources	24,950	20,050	20,100	20,150	20,200	20,250
<b>Total Revenues</b>	<b>\$ 66,016,940</b>	<b>\$ 67,576,230</b>	<b>\$ 70,085,100</b>	<b>\$ 72,503,630</b>	<b>\$ 74,130,740</b>	<b>\$ 76,415,780</b>



<b>Governmental Expenditures</b>						
Personal Services	\$ 39,709,020	\$ 41,505,750	\$ 43,350,350	\$ 45,224,050	\$ 46,479,150	\$ 48,150,080
Operating Expenditures	22,064,280	20,912,900	21,608,720	22,331,510	23,082,420	23,862,710
Capital Outlay	1,939,640	1,040,620	1,256,910	1,212,760	1,033,360	1,036,170
Debt Service	41,460	41,470	-	-	-	-
Other Uses	2,554,030	3,621,310	3,559,250	3,508,840	3,448,830	3,401,680
<b>Total Expenditures</b>	<b>\$ 66,308,430</b>	<b>\$ 67,122,050</b>	<b>\$ 69,775,230</b>	<b>\$ 72,277,160</b>	<b>\$ 74,043,760</b>	<b>\$ 76,450,640</b>
<b>Changes in Reserves</b>	<b>(291,490)</b>	<b>454,180</b>	<b>309,870</b>	<b>226,470</b>	<b>86,980</b>	<b>(34,860)</b>
<b>Fund Balance-Beginning Estimate</b>	<b>\$ 30,673,574</b>	<b>\$ 30,382,084</b>	<b>\$ 30,836,264</b>	<b>\$ 31,146,134</b>	<b>\$ 31,372,604</b>	<b>\$ 31,459,584</b>
<b>Fund Balance-Ending Estimate</b>	<b>\$ 30,382,084</b>	<b>\$ 30,836,264</b>	<b>\$ 31,146,134</b>	<b>\$ 31,372,604</b>	<b>\$ 31,459,584</b>	<b>\$ 31,424,724</b>

## ENTERPRISE PROJECTIONS

This section contains the five year forecast of revenues and expenditures for the water and wastewater operations of the City based on amounts reflected in the FY 2016 budget and currently known future events for which estimates are available. The projections are largely based on growth and development assumptions, which are detailed in the Utilities Rate Study.

The projection of service area needs is critical, since rates and charges for these services account for the majority of the total revenues. Annual growth projections are impacted by decreases in development or reduced water sales due to such factors as increased customer awareness of the need for water conservation. The ability to meet the financial requirements of the utility is dependent upon valid projections.

The following chart shows the water and wastewater utility growth assumptions.

### UTILITY GROWTH ASSUMPTIONS

	Actual	Budget	Five Year Projections				
	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
<b>Customers (average annual):</b>							
# of Water Customers	19,298	19,707	20,154	20,603	21,028	21,447	21,863
Growth Rate	1.82%	2.12%	2.27%	2.23%	2.07%	1.99%	1.94%
# of Wastewater Customers	14,601	14,978	15,333	15,690	16,046	16,403	16,821
Growth Rate	2.26%	2.58%	2.37%	2.32%	2.27%	2.22%	2.55%
<b>Utility Rates:</b>							
<b>Water</b>							
Average Monthly Residential	\$ 39.69	\$ 41.08	\$ 41.90	\$ 42.74	\$ 43.59	\$ 44.46	\$ 45.35
User Charge (4,000 Gallons)	3.68	3.80	3.88	3.96	4.04	4.12	4.20
Net Change	2.5%	3.5%	2.0%	2.0%	2.0%	2.0%	2.0%
<b>Wastewater</b>							
Average Monthly Residential	\$ 27.31	\$ 28.26	\$ 28.83	\$ 29.41	\$ 29.99	\$ 30.59	\$ 31.21
User Charge (4,000 Gallons)	5.99	6.20	6.32	6.45	6.58	6.71	6.85
Net Change	2.5%	3.5%	2.0%	2.0%	2.0%	2.0%	2.0%

As indicated in the above table, it is expected that the utility service area will experience gradual growth during the next few years.

The forecast assumptions in the following table are provided by North Port Utilities and are based on the 2015 Rate Study. With the exception of water and wastewater rate increases, other revenues and expenditures are projected at an average escalation



rate. North Port Utilities is completed a Demand for Service study in 2014 and the Rate Study was completed in fiscal year 2015 which is based upon the results of the demand study. The recently adopted rate ordinance for Utilities allows for an annual rate adjustment based upon the January Consumer Price Index (CPI) for all goods for the Miami Florida region. The assumptions used for the Utilities forecast utilize the current rate study and ordinance.

#### UTILITIES FORECAST ASSUMPTIONS

	FY 2016 Budget	Five Year Forecast FY 2017-FY 2021
<b>Revenues</b>		
Water	A 3.5% increase in rates over prior year with a customer growth rate of 2.12%	Anticipated customer growth rates based on Utilities 2015 adopted rate study and water rates adjustments based on assumed consumer price indexing for subsequent years.
Wastewater	A 3.5% increase in rates over prior year with a customer growth rate of 2.58%	Anticipated customer growth rates based on Utilities 2015 adopted rate study and water rates adjustments based on assumed consumer price indexing for subsequent years.
Other Charges for Service	Fees charged on approved rate structure.	No annual growth projected.
Fines and Forfeitures	A minimal revenue source.	No annual growth projected.
Investment Income	Earnings on operating cash balances at anticipated rate of 1.25%	Earnings on operating cash balances at anticipate Rate of 1.25%
Miscellaneous	A minimal revenue source.	No annual growth projected
Capacity Fees	Based on Utility forecasting model.	Based on Utility forecasting model and historical trends.
<b>Expenditures</b>		
Personnel Services	Based on economic and political trends	Based on 3.0% average annual growth in personnel costs for all classes of employees city-wide.
Operating Expenditures	Based on economic and political trends	Annual growth based on 2.0% increase.
Depreciation	Based on depreciation schedules.	Annual growth based on 0.5% increase as capital projects are completed.
Debt Service	Projected debt service is a budget amount, but the actual adjustment for the principal is a reduction in the debt liability and is not reflected in the actual amounts for each fiscal year.	Annual determined by debt service schedule.

The following table shows the five year revenue and expenditure projections for the Utility Enterprise Funds. The Utility Department is researching possible revenue sources to fund the required projects.



**FIVE YEAR PROJECTIONS BASED ON CURRENT YEAR BUDGET  
UTILITY ENTERPRISE FUND**

	Five Year Projections					
	Adopted FY 2016	Projected FY 2017	Projected FY 2018	Projected FY 2019	Projected FY 2020	Projected FY 2021
<b>Revenues</b>						
Permits & Special Assessments	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Capacity Fees	1,002,480	879,240	901,440	924,640	948,880	974,220
Intergovernmental	-	268,570	734,800	1,000,000	6,200,000	11,610,000
Water & Wastewater Charges	18,893,970	19,211,450	20,097,310	20,984,300	21,903,680	22,846,920
Other Charges for Service	117,290	489,490	489,490	489,490	489,490	489,490
Fines & Forfeitures	100	100	100	100	100	100
Investment Income	145,000	121,840	122,000	122,170	122,350	97,550
Miscellaneous Revenues	25,300	25,000	25,000	25,000	25,000	25,000
Other Sources	200,000	200,000	1,200,000	200,000	200,000	200,000
<b>Total Revenues</b>	<b>\$ 20,384,140</b>	<b>21,199,690</b>	<b>23,574,140</b>	<b>23,749,700</b>	<b>29,893,500</b>	<b>36,247,280</b>
<b>Expenditures</b>						
Personal Services	\$ 4,525,820	\$ 4,756,790	\$ 5,001,170	\$ 5,260,330	\$ 5,516,480	\$ 5,787,740
Operating Expenditures	12,806,450	12,870,470	12,934,820	12,999,490	13,064,480	13,129,800
Capital Outlay	2,438,650	2,183,570	4,608,110	6,352,200	7,920,000	21,159,790
Debt Service	3,651,480	3,638,880	3,302,560	2,958,390	2,606,190	2,606,190
Other Uses	200,000	200,000	200,000	200,000	200,000	200,000
<b>Total Expenditures</b>	<b>\$ 23,622,400</b>	<b>23,649,710</b>	<b>26,046,660</b>	<b>27,770,410</b>	<b>29,307,150</b>	<b>42,883,520</b>
<b>Funds Available (Funds Required)</b>	<b>(3,238,260)</b>	<b>(2,450,020)</b>	<b>(2,472,520)</b>	<b>(4,020,710)</b>	<b>586,350</b>	<b>(6,636,240)</b>

**DEBT ADMINISTRATION**

The source of the following information is the City of North Port's Comprehensive Annual Financial Report. The City of North Port has outstanding debt as of September 30, 2014 consisting of the following:

<b>Governmental Debt</b>	
Transportation Improvement Assessment Bonds (Bonds payable)	\$ 37,850,000
State Revolving Loans	4,843,703
Capital Leases	238,549
<b>Total Governmental Debt</b>	<b>\$ 42,932,252</b>
<b>Enterprise Fund Debt</b>	
Revenue Bonds (Bonds Payable)	\$ 16,601,128
Less deferred amount on refunding:	(1,043,881)
State Revolving Loans	22,726,833
<b>Total Enterprise Debt</b>	<b>\$ 38,284,080</b>

**BOND DEBT**

The transportation improvement assessment bond debt is paid by the Debt Service Fund; the State Revolving Loan is paid by the Surtax III Fund. The enterprise fund debt is paid by the North Port Utilities. The following table provides a description of debt and associated bond amounts.

Description of Debt	Governmental	Enterprise
<b>\$39,525,000</b> Series 2013 Transportation Improvement Assessment Bonds, due in annual installments of \$855,000 - \$2,510,000 beginning July 1, 2014 through July 1, 2039; interest between 1.00% and 5.00%; secured by a pledge of non-ad valorem capital assessments.	\$37,850,000	\$ -
<b>\$4,843,703</b> State Infrastructure Bank Loan, due in annual installments of \$1,821,260 beginning October 1, 2014 until loan is paid in full; interest at 2.5%; secured by transportation impact fees and the discretionary sales surtax revenues.	4,843,703	-
<b>\$6,211,908</b> Series 2005 Utility System Refunding Revenue Bonds, due in annual installments of \$17,177 - \$592,317 beginning September 30, 2006 through September 30, 2030; interest at 4.02%; secured by a pledge of the net revenues of the system operations and impact fees.		6,023,128
<b>\$11,670,000</b> Series 2014A (\$10,000,000) and 2014B (\$1,670,000) Utility System Refunding Revenue Notes, due in annual installments of \$1,092,000 - \$1,423,000 beginning September 30, 2014 through September 30, 2022; interest at 2.15% for A and 2.1% for B; secured by a pledge of the net revenues of the system operations and impact fees.		10,578,000
<b>\$23,400,800</b> State Revolving Fund Loan, due in semi-annual installments of \$447,888 - \$768,979 beginning July 15, 2011 through January 15, 2031; interest between 2.49% and 3.12%; secured by a pledge of the net revenues of the system operations and impact fees.		20,467,313
<b>\$2,579,567</b> State Revolving Fund Loan, due in semi-annual installments of \$78,212 - \$162,860 beginning July 15, 2013 through January 15, 2027; interest at 2.32%; secured by a pledge of the net revenues of the system operations and impact fees.		2,259,520
<b>Total Bonds</b>	<b>\$42,693,703</b>	<b>\$39,327,961</b>

**DEBT MATURITY**

The following chart shows the debt service requirements at September 30, 2014.

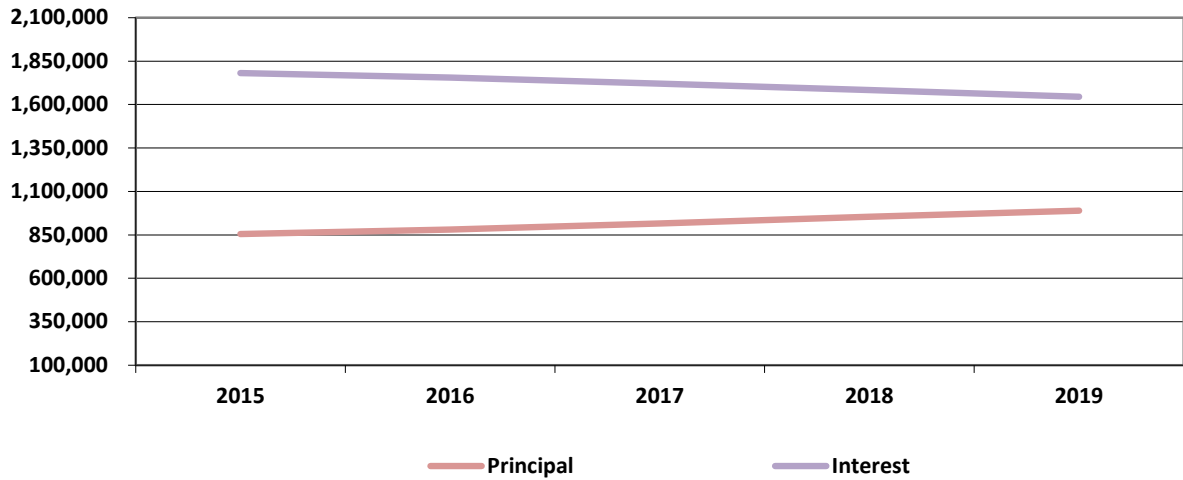
Governmental Funds	Transportation	
<b>Transportation Improvement Assessment Bonds</b>		
Year Ended September 30	<u>Principal</u>	<u>Interest</u>
2015	\$ 855,000	\$ 1,781,244
2016	880,000	1,755,594
2017	915,000	1,720,394
2018	955,000	1,683,794
2019	990,000	1,645,593
2020 – 2024	5,665,000	7,522,019
2025 – 2029	7,165,000	6,024,600
2030 – 2034	9,005,000	4,183,050
2035 – 2039	11,420,000	1,768,750
<b>Total</b>	<b>\$37,850,000</b>	<b>\$ 28,085,038</b>
<b>State Revolving Loans</b>		
Year Ended September 30	<u>Principal</u>	<u>Interest</u>
2015	\$1,804,695	\$ 16,565
2016	1,711,275	109,985
2017	1,754,057	67,203
2018	934,080	23,352
<b>Total</b>	<b>\$6,204,107</b>	<b>\$ 217,105</b>





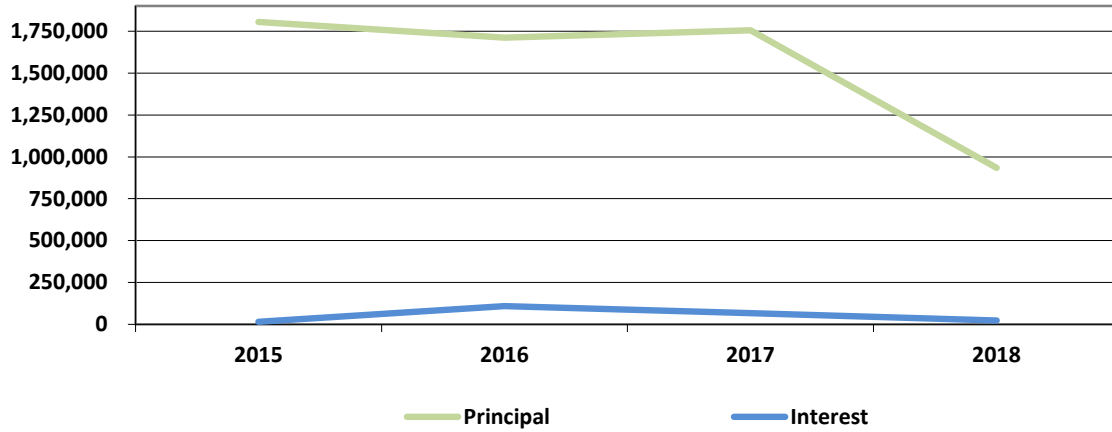
Enterprise Funds		Water & Sewer Utility	
Revenue Bonds			
Year Ended September 30		Principal	Interest
2015		\$ 1,249,579	\$ 472,161
2016		1,276,870	445,599
2017		1,305,513	417,107
2018		1,492,553	388,639
2019		1,714,957	353,050
2020 – 2024		6,339,243	1,109,155
2025 – 2029		2,630,095	450,951
2030		592,318	24,142
<b>Total</b>		<b>\$16,601,128</b>	<b>\$ 3,660,804</b>
State Revolving Loans			
Year Ended September 30		Principal	Interest
2015		\$ 1,148,046	\$ 621,013
2016		1,179,749	589,310
2017		1,212,339	556,720
2018		1,245,841	523,218
2019		1,280,280	488,779
2020 – 2024		6,952,719	1,892,577
2025 – 2029		7,432,865	887,093
2030 – 2031		2,274,994	64,492
<b>Total</b>		<b>\$22,726,833</b>	<b>\$ 5,623,202</b>

**GOVERNMENTAL FUNDS DEBT SERVICE-TRANSPORTATION IMPROVEMENT ASSESSMENT BONDS**  
**PRINCIPAL AND INTEREST – 2015 – 2019**

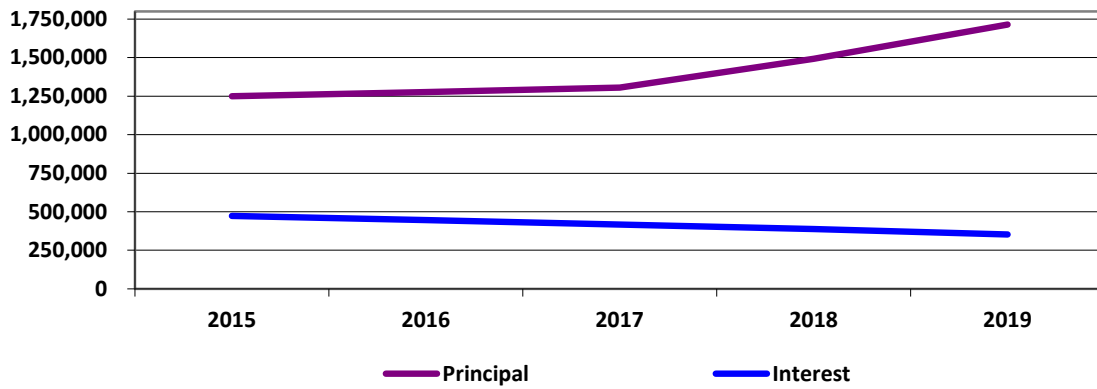




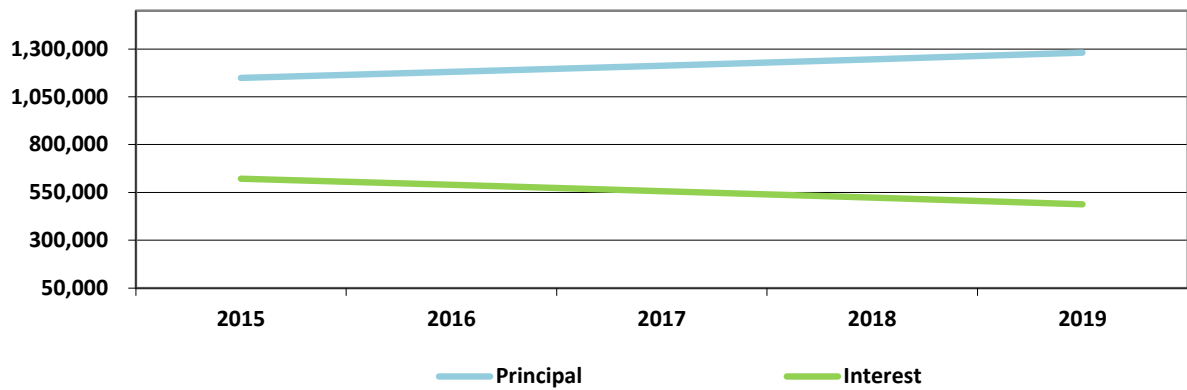
**GOVERNMENTAL FUNDS DEBT SERVICE-STATE INFRASTRUCTURE BANK LOAN - TRANSPORTATION**  
PRINCIPAL AND INTEREST – 2015 – 2019



**ENTERPRISE FUNDS DEBT SERVICE-REVENUE BONDS**  
PRINCIPAL AND INTEREST – 2015 – 2019



**ENTERPRISE FUNDS DEBT SERVICE-STATE REVOLVING LOANS**  
PRINCIPAL AND INTEREST – 2015 – 2019



**BOND ISSUE COSTS AND REFUNDING LOSSES**

A refunding loss of \$817,039 incurred in conjunction with the issuance of the Utility System Refunding Revenue Bonds, Series 2005, is being amortized over the life of the bonds - 25 years. Amortization of the refunding loss \$42,450 for the year ended September 30, 2014 is included as a component of interest expense. Unamortized refunding loss of \$381,842 is recorded as deferred outflows on the statements of net position.

A refunding loss of \$820,427 incurred in conjunction with the issuance of the Utility System Refunding Revenue Bonds, Series 2014, is being amortized over the life of the bonds - 9 years. Amortization of the refunding loss \$158,388 for the year ended September 30, 2014 is included as a component of interest expense. Unamortized refunding loss of \$662,039 is recorded as deferred outflows on the statements of net position.

Prepaid bond insurance costs of \$115,167 incurred in conjunction with the issuance of the Transportation Improvement Assessment Bonds, Series 2013, are being amortized over the life of the bonds – 26 years. Amortization of insurance costs on the Series 2013 bonds was \$7,342 for the year ended September 30, 2014. The unamortized balance at September 30, 2014 is \$107,825.

A bond premium of \$1,217,230 incurred in conjunction with the issuance of the Transportation Improvement Assessment Bonds, Series 2013, is being amortized over the life of the bonds – 26 years. Amortization of the bond premium on the Series 2013 bonds was \$77,602 for the year ended September 30, 2014, and is included as a component of interest expense. The unamortized balance of \$1,139,628 is netted against bonds payable on the statements of net position.

**FUTURE DEBT**

Fiscal year 2014 marked the beginning of the City's most ambitious road project to date. Estimated to be a three-year undertaking, the Road and Drainage District began the reconstruction of approximately 266 miles of sub-standard public roads. The project will be funded by revenue bonds and the debt service will be made through a capital assessment. The City does not anticipate acquiring any further debt in the next three to five years.

**CAPITAL LEASES**

The City has entered into lease agreements as lessee for financing the acquisition of equipment such as refuse vehicles, recycling trucks, fire vehicles, defibrillators/monitors, tractors, mowers, vehicles, loaders, excavators and backhoes. These lease agreements qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of their future minimum lease payments as of the inception date. The following table shows the equipment assets acquired and the future minimum lease payments.

<b>Assets Acquired</b>	<b>Governmental Activities</b>
Equipment	\$ 8,384,076
Less: accumulated depreciation	(6,262,020)
<b>Total</b>	<b>\$ 2,122,056</b>
<b>Minimum Lease Obligations</b>	
2015	161,562
2016	41,465
2017	41,465
<b>Total minimum lease payments</b>	<b>244,492</b>
Less: amounts representing interest	(5,943)
<b>Present value of minimum lease payments</b>	<b>\$ 238,549</b>

**FUND BALANCE**

Fund balance is typically the most discussed single item in a local government's financial statements. Governments seek to maintain adequate levels of fund balance to mitigate current and future risks and to ensure stable tax rates. Fund balance is also a crucial consideration in long-term financial planning. Credit rating agencies carefully monitor levels of fund balance and unreserved fund balances in a government's general fund to evaluate a government's creditworthiness. Rating agencies favor higher levels of fund balance, although taxpayers and citizens' groups can consider high levels excessive.



During the economic boom, the City was able to generate healthy reserves. The goal of the City is to use surplus reserves in ways that positively affect its financial plan while avoiding property tax increases.

The City is using some of its surplus reserves as follows:

- To maintain prior year service levels.
- To fund capital equipment purchases.

The following chart shows the projected fund balances for FY 2016. Notable changes are projected in the following funds:

- General Fund: A decrease of \$351,120 to fund one-time expenditures.
- Road and Drainage District Fund: A decrease of \$1,028,080 to purchase capital equipment.
- Fire Rescue District Fund: An increase of \$369,280 reserved for future use.
- Solid Waste District Fund: An increase of \$48,770 reserved for future use.
- Building Fund: An increase of \$669,660 reserved for future use.
- Enterprise Funds: A decrease of \$3,238,260 to provide for the reclaimed water expansion project and other smaller projects.
- Surtax III Capital Fund: An increase of \$2,852,400 reserved for future use.
- Capital Acquisition Fund: A decrease of \$21,590 to purchase capital equipment.

The City Commission has set a target for reserves of 15% of operating expenditures for the General Fund and 20% of operating expenditures for the dependent special district funds and the enterprise fund. The reserves are generally considered a necessary function of sound fiscal management for a variety of reasons. Maintaining the City reserves at a 15/20% or greater level provides for any shifts in the economy or annual unforeseeable events such as:

- A time lag in the first fiscal quarter in the collection of property taxes and assessments in each year.
- Unforeseen activities and regulatory mandates during the course of the year.
- Natural disasters, such as hurricanes; these may negatively impact spending and tend to impact local and even national economy which affects revenues.
- Elastic revenues, those based on economic factors and growth estimates, can easily deviate from projections.
- Increases in expenditures: there exists a potential for increase to anticipated expenditures based on bid results, litigation, contract renewals, additional services, etc.
- There could be a significant gap in the timing of the receipts of borrowed funds, intergovernmental revenues, and other sources of funds.



**GOVERNMENTAL FUNDS  
MAJOR AND NON-MAJOR FUNDS IN THE AGGREGATE**

REVENUES	General Fund			Special Revenue Fund Road & Drainage District			Special Revenue Fund Other Special Revenue Funds		
	2014 Actual	2015 Estimated	2016 Budget	2014 Actual	2015 Estimated	2016 Budget	2014 Actual	2015 Estimated	2016 Budget
Taxes	\$ 11,288,018	\$ 12,458,435	\$ 13,374,510	\$ 2,648,684	\$ 2,722,094	\$ 2,781,870	\$ 244,009	\$ 237,016	\$ 246,000
Permits & Special Assessments	3,018,730	3,200,188	3,366,400	-	-	-	2,381,677	3,856,430	4,446,120
Intergovernmental	6,048,613	6,569,807	6,952,940	1,741,243	1,343,137	465,280	1,932,478	4,385,822	34,680
Assessments	-	-	-	10,026,310	10,366,707	10,773,130	15,172,503	14,706,956	15,183,740
Charges for Services	7,370,522	6,996,542	7,094,570	835,971	1,330,283	959,930	5,767,629	6,402,736	8,062,000
Fines & Forfeitures	173,626	185,574	149,270	-	-	-	184,176	207,660	138,970
Miscellaneous	773,343	1,168,678	850,980	73,896	165,073	86,960	5,352,032	5,679,520	6,106,680
Other Sources	268,047	26,777	10,000	9,493	22,717	14,950	4,931,795	4,567	-
<b>Total Revenues</b>	<b>\$ 28,940,899</b>	<b>\$ 30,606,001</b>	<b>\$ 31,798,670</b>	<b>\$ 15,335,597</b>	<b>\$ 15,950,011</b>	<b>\$ 15,082,120</b>	<b>\$ 35,966,299</b>	<b>\$ 35,480,707</b>	<b>\$ 34,218,190</b>
<b>EXPENDITURES</b>									
General Government	\$ 9,082,415	\$ 9,329,427	\$ 10,737,600	\$ -	\$ -	\$ -	\$ 9,481,594	\$ 9,314,829	\$ 11,386,990
Public Safety	18,288,752	18,333,339	19,569,360	-	-	-	8,228,408	8,395,414	9,185,630
Physical Environment	-	-	-	-	-	-	6,171,244	6,137,876	6,482,730
Transportation	-	-	-	10,360,545	12,740,536	14,441,040	6,200	-	-
Economic Environment	338,201	213,424	323,870	-	-	-	-	-	-
Human Services	298,161	280,302	183,890	-	-	-	-	-	-
Culture/Recreation	986,327	983,866	1,058,380	-	-	-	1,400	797,518	789,700
Capital	210,102	436,894	208,230	2,482,057	1,932,059	1,219,160	11,939,280	3,152,221	2,799,430
Debt & Lease	41,464	41,465	41,460	-	-	-	372,916	120,098	1,821,270
Other Uses	67,000	67,000	27,000	400,000	850,000	450,000	2,413,025	2,246,840	2,214,030
<b>Total Expenditures</b>	<b>\$ 29,312,422</b>	<b>\$ 29,685,717</b>	<b>\$ 32,149,790</b>	<b>\$ 13,242,602</b>	<b>\$ 15,522,595</b>	<b>\$ 16,110,200</b>	<b>\$ 38,614,067</b>	<b>\$ 30,164,796</b>	<b>\$ 34,679,780</b>
<b>Net Change in Fund Balances</b>	<b>(371,523)</b>	<b>920,284</b>	<b>(351,120)</b>	<b>2,092,995</b>	<b>427,416</b>	<b>(1,028,080)</b>	<b>(2,647,768)</b>	<b>5,315,911</b>	<b>(461,590)</b>
<b>Fund Balances - Beginning</b>	<b>\$ 10,358,311</b>	<b>\$ 9,986,787</b>	<b>\$ 10,907,071</b>	<b>\$ 8,537,175</b>	<b>\$ 10,630,170</b>	<b>\$ 11,057,586</b>	<b>\$ 20,243,986</b>	<b>\$ 17,598,092</b>	<b>\$ 22,914,001</b>
<b>Fund Balances - Ending</b>	<b>\$ 9,986,787</b>	<b>\$ 10,907,071</b>	<b>\$ 10,555,951</b>	<b>\$ 10,630,170</b>	<b>\$ 11,057,586</b>	<b>\$ 10,029,506</b>	<b>\$ 17,598,092</b>	<b>\$ 22,914,001</b>	<b>\$ 22,452,411</b>



	Debt Service Fund			Capital Funds			Total Governmental Funds		
	2014 Actual	2015 Estimated	2016 Budget	2014 Actual	2015 Estimated	2016 Budget	2014 Actual	2015 Estimated	2016 Budget
<b>REVENUES</b>									
Taxes	\$ -	\$ -	\$ -	\$ 7,424,336	\$ 8,172,571	\$ 8,139,640	\$ 21,605,047	\$ 23,590,115	\$ 24,542,020
Permits & Special Assessments	3,073,299	3,011,073	3,002,480	-	-	-	8,473,706	10,067,691	10,815,000
Intergovernmental	-	-	-	-	-	-	9,722,334	12,298,766	7,452,900
Assessments	-	-	-	-	-	-	25,198,813	25,073,663	25,956,870
Charges for Services	-	-	-	-	-	-	13,974,122	14,729,560	16,116,500
Fines & Forfeitures	-	-	-	-	-	-	357,801	393,234	288,240
Miscellaneous	5,618	7,570	5,000	183,336	411,152	116,000	6,390,097	7,431,993	7,165,620
Other Sources	-	-	-	44,036,912	3,184,154	2,691,030	49,246,247	3,238,215	2,715,980
<b>Total Revenues</b>	<b>\$ 3,078,917</b>	<b>\$ 3,018,643</b>	<b>\$ 3,007,480</b>	<b>\$ 51,644,5846</b>	<b>\$ 11,767,877</b>	<b>\$ 10,946,670</b>	<b>\$ 134,968,167</b>	<b>\$ 96,823,237</b>	<b>\$ 95,053,130</b>
<b>EXPENDITURES</b>									
General Government	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,564,008	\$ 18,644,256	\$ 22,124,590
Public Safety	-	-	-	1,210,115	880,529	-	27,727,275	27,609,282	28,754,990
Physical Environment	-	-	-	-	-	-	6,171,244	6,137,876	6,482,730
Transportation	32,706	32,760	46,900	1,128,820	1,077,701	913,900	11,528,271	13,850,997	15,401,840
Economic Environment	-	-	-	-	-	-	338,201	213,424	323,870
Human Services	-	-	-	-	-	-	298,161	280,302	183,890
Culture/Recreation	-	-	-	5,025	103,290	-	992,752	1,884,674	1,848,080
Capital	-	-	-	7,609,573	11,083,604	7,204,460	22,241,011	16,604,778	11,431,280
Debt & Lease	2,638,924	2,636,244	2,635,600	-	1,821,260	-	3,053,304	4,619,067	4,498,330
Other Uses	75,032	-	-	593,865	-	-	3,548,922	3,163,840	2,691,030
<b>Total Expenditures</b>	<b>\$ 2,746,662</b>	<b>\$ 2,669,004</b>	<b>\$ 2,682,500</b>	<b>\$ 10,547,398</b>	<b>\$ 14,966,384</b>	<b>\$ 8,118,360</b>	<b>\$ 94,463,149</b>	<b>\$ 93,008,496</b>	<b>\$ 93,740,630</b>
<b>Net Change in Fund Balances</b>	<b>332,255</b>	<b>349,639</b>	<b>324,980</b>	<b>41,097,185</b>	<b>(3,198,507)</b>	<b>2,828,310</b>	<b>40,505,018</b>	<b>3,814,741</b>	<b>1,312,500</b>
<b>Fund Balances - Beginning</b>	<b>\$ -</b>	<b>\$ 332,255</b>	<b>\$ 681,894</b>	<b>\$ 25,184,391</b>	<b>\$ 66,281,577</b>	<b>\$ 63,083,070</b>	<b>\$ 64,323,863</b>	<b>\$ 104,828,881</b>	<b>\$ 108,643,622</b>
<b>Fund Balances - Ending</b>	<b>\$ 332,255</b>	<b>\$ 681,894</b>	<b>\$ 1,006,874</b>	<b>\$ 66,281,577</b>	<b>\$ 63,083,070</b>	<b>\$ 65,911,380</b>	<b>\$ 104,828,881</b>	<b>\$ 108,643,622</b>	<b>\$ 109,956,122</b>



	Enterprise Funds			Total Funds		
	2014 Actual	2015 Estimated	2016 Budget	2014 Actual	2015 Estimated	2016 Budget
<b>REVENUES</b>						
Taxes	\$ -	\$ -	\$ -	\$ 21,605,047	\$ 23,590,115	\$ 24,542,020
Permits & Special Assessments	1,037,131	1,936,567	1,002,480	9,510,837	12,004,258	11,817,480
Intergovernmental	250,607	(7,408)	-	9,972,941	12,291,358	7,452,900
Assessments/ Water & Wastewater Charges	17,308,472	17,098,432	18,893,970	42,507,285	42,172,095	44,850,840
Charges for Services	261,792	304,262	117,290	14,235,914	15,033,822	16,233,790
Fines and Forfeitures	-	100	100	357,801	393,334	288,340
Miscellaneous	80,980	246,686	170,300	6,471,077	7,678,679	7,335,920
Other Sources	10,882,907	2,323,368	200,000	60,129,154	5,561,583	2,915,980
<b>Total Revenues</b>	<b>\$ 29,821,889</b>	<b>\$ 21,902,007</b>	<b>\$ 20,384,140</b>	<b>\$ 164,790,056</b>	<b>\$ 118,725,244</b>	<b>\$ 115,437,270</b>
<b>Expenses/Expenditures</b>						
General Government	\$ -	\$ -	\$ -	\$ 18,564,008	\$ 18,644,256	\$ 22,124,590
Public Safety	-	-	-	27,727,275	27,609,282	28,754,990
Physical Environment	16,212,668	17,104,815	17,332,270	22,383,912	23,242,691	23,815,000
Transportation	-	-	-	11,528,271	13,850,997	15,401,840
Economic Environment	-	-	-	338,201	213,424	323,870
Human Services	-	-	-	298,161	280,302	183,890
Culture/Recreation	-	-	-	992,752	1,884,674	1,848,080
Capital	-	50,068	2,438,650	22,241,011	16,654,846	13,869,930
Debt & Lease	1,390,032	1,195,284	3,651,480	4,443,336	5,814,351	8,149,810
Other Uses	10,245,528	429,295	200,000	13,794,450	3,593,135	2,891,030
<b>Total Expenditures</b>	<b>\$ 27,848,228</b>	<b>\$ 18,779,462</b>	<b>\$ 23,622,400</b>	<b>\$ 122,311,377</b>	<b>\$ 111,787,958</b>	<b>\$ 117,363,030</b>
<b>Adjustments</b>	<b>\$ (533,863)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (533,863)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Change in Assets/Fund Balances</b>	<b>1,973,661</b>	<b>3,122,545</b>	<b>(3,238,260)</b>	<b>42,478,679</b>	<b>6,937,286</b>	<b>(1,925,760)</b>
<b>Net Assets/Fund Balances – Beginning</b>	<b>\$ 103,816,845</b>	<b>\$ 105,256,643</b>	<b>\$ 108,379,188</b>	<b>\$ 168,140,708</b>	<b>\$ 210,085,524</b>	<b>\$ 217,022,810</b>
<b>Net Assets/Fund Balances - Ending</b>	<b>\$ 105,256,643</b>	<b>\$ 108,379,188</b>	<b>\$ 105,140,928</b>	<b>\$ 210,085,524</b>	<b>\$ 217,022,810</b>	<b>\$ 215,097,050</b>

**RISK MANAGEMENT**

During fiscal year 2015, the City procured consulting services to analyze the viability of alternative risk financing by becoming self-insured. The City had experienced an average increase of 12% each year over the past four years as a member of the Public Risk Management Association government liability/risk pool. Listed below are advantages to becoming self-insured:

- Reduction in overall risk management costs,
- Cost stability, predictability,
- Improved cash flow,
- Allows Risk Management to directly control claims for more effective processing and lower settlement costs, and
- In-house safety, loss control and subrogation.

The City selected a Third Party Administrator (TPA) and secured insurance policies to meet the coverage specifications as directed by the City Commission. Beginning in fiscal year 2016 and continuing for a total of three years, departments will contribute a total of \$1,500,000 to the Self-Insurance fund to build a strong base of funding to cover insurance premiums and to pay deductibles and claims costs.

The following table shows the schedules of coverage for the City of North Port. Due to the conversion to a self-funded plan, some of the limits and deductibles have changed from the prior year.

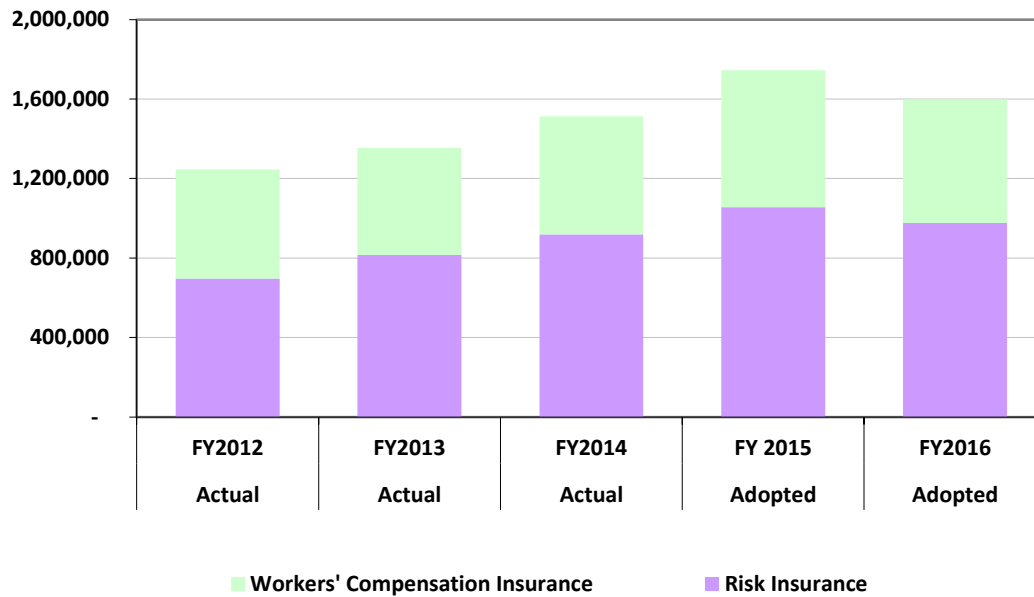
Following the table is a chart illustrating the cost of risk insurance from FY 2012 through FY 2016. Workers' Compensation is segregated from the balance of the remaining insurance.

Type	Limits
<b>Property</b>	
Real & Personal Property	\$10,000,000 Replacement Cost of Real & Personal Property per occurrence; \$50,000 deductible, except Special Named Storm, Flood, and Earth Movement limits and deductibles apply. Named Windstorm deductible is 5% each location, with \$100,000 minimum per any one occurrence.
<b>Comprehensive General Liability</b>	
Commercial General Liability	\$2,000,000 each occurrence.
Law Enforcement	\$2,000,000 each occurrence.
<b>Automobile Liability</b>	
Liability	\$2,000,000 each claim.
Personal Injury Protection	Statutory.
<b>Public Officials Liability</b>	
Public Officials Liability	\$2,000,000 per claim; \$2,000,000 annual aggregate.
Employment-Related Practices Liability	\$2,000,000 per claim; \$2,000,000 annual aggregate. POL/EPL Defense Costs do not erode the limit.
<b>Excess Workers' Compensation &amp; Employers Liability for a Group</b>	
Workers' Compensation	Florida Statutory Limits.
Employer's Liability	\$1,000,000 each accident.
<b>Employee Benefits</b>	
Employee Benefits-per person	\$2,000,000 each occurrence.
<b>Crime</b>	
Crime	\$500,000 Monies & Securities; \$1,000 deductible per occurrence. \$500,000 Forgery or Alteration; \$1,000 deductible per occurrence. \$500,000 Employee Dishonesty; \$1,000 deductible per occurrence.
<b>Pollution and Remediation Legal Liability</b>	\$3,000,000 Aggregate, all Pollution Conditions; \$2,000,000 per Pollution Condition; \$25,000 Retention per Pollution Condition.
<b>Florida Statutory Accidental Death &amp; Dismemberment for Police and Fire</b>	Statutory.





**RISK INSURANCE COSTS  
FY 2012-2016**



**PERSONNEL SERVICES**

North Port, like most municipalities, expends a large portion of its budget on personnel services costs. The City has consistently provided compensation and benefits to employees aimed at attracting and retaining high quality personnel. In the annual budget process, all aspects of personnel services costs are evaluated and positions are assessed.

The City management continually evaluates the need for new positions or reclassification of positions to maintain service levels and to provide effective response to the needs of the community. With the change in the rate of growth in the local population and economy, the City began evaluating staffing reductions in FY 2007 and eliminating non-essential vacancies.

The number of employees is measured in Full-Time Equivalent (FTEs) units and total positions (full-time and part-time). One FTE unit represents the equivalent of one full-time employee, 40 hours per week, although the unit may be filled by more than one part-time employee. A "position" refers to one employee; full-time or part-time. FY 2012 reflected a reduction of 0.10 FTEs. Due to the recovering economy, 4.73 FTEs were added in FY 2014. The total city-wide change in FTEs for FY 2015 was an increase of 15.27 FTEs. In FY 2016, FTEs increased by 12.28. The following chart shows the change in full time equivalent units beginning in FY 2012 and reflects only permanent positions. The City hires seasonal employees as crossing guards and camp counselors. The number of seasonal employees hired is based upon the need to adequately provide the service.

**FULL TIME EQUIVALENT EMPLOYEES**

Fund	Amended FY 2012	Amended FY 2013	Amended FY 2014	Amended FY 2015	Adopted FY 2016	4 Year Change
General Fund	234.54	231.54	235.27	243.54	249.82	15.28
Road & Drainage District	86.00	86.00	86.00	87.00	85.00	(1.00)
Fire Rescue District	92.00	92.00	92.00	92.00	93.00	1.00
Solid Waste District	34.00	36.00	36.00	37.00	38.00	4.00
Tree Fund	1.00	1.00	1.00	1.00	1.00	0.00
Building - Inspections & Permits	14.00	13.00	14.00	15.00	17.00	3.00
Fleet Management	12.00	12.00	12.00	12.00	12.00	0.00
Utilities	57.00	59.00	59.00	63.00	67.00	10.00
<b>Total FTEs</b>	<b>530.54</b>	<b>530.54</b>	<b>535.27</b>	<b>550.54</b>	<b>562.82</b>	<b>32.28</b>



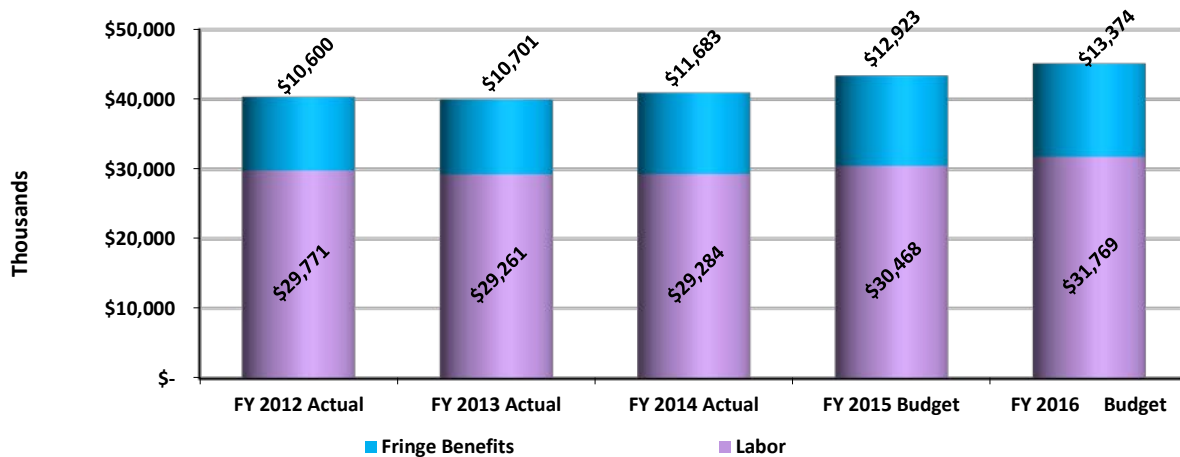
Throughout the fiscal year, staffing requirements and workloads are evaluated, and may result in the reclassification or transfer of budgeted positions. In FY 2014 five positions were added, the most significant increase in personnel since the downturn in 2008. As the construction industry continued to improve and the demand for services increased, the City added fifteen new positions in fiscal year 2015. The FY 2016 budget reflects further restructuring and reclassifying of positions and personnel to meet the strategic plan for the City. A total of twenty-two new positions were adopted in the FY 2016 budget including: (1) Assistant City Attorney, (1) Executive Assistant in the Legal department, (1) Zoning Coordinator, (1) Land Management Administrator, (1) Human Resources Director, (6) Police Commanders, (1) Civilian Commander, (1) Community Services Officer, (1) Assistant Public Works Director, (1) Logistics & Safety Officer, (1) Refuse Equipment Operator, (1) Administrative Manager, (1) Plans Examiner/Inspector, (1) Water Plant Shift Operator (B), (1) Wastewater Plant Shift Operator (A), (1) Collection Distribution Technician II, and (1) Collection Distribution Technician III. Several positions were reclassified to more accurately reflect the duties being performed. A few employees received promotions resulting in the elimination of funding for the previous job and two part-time positions were moved to full-time. Finally, three positions were eliminated due to restructuring. The chart below shows the changes in authorized positions since FY 2014.

**ADOPTED FY 2016 AUTHORIZED POSITIONS**

Fund	FY 2014 Amended Positions	FY 2015 Amended Positions	FY 2016 Part-time to Full-time	FY 2016 Eliminated or Unfunded Positions	FY 2016 Added Positions	FY 2016 Adopted Position
<b>General Fund</b>	239	247	2	(11)	15	<b>253</b>
<b>Road &amp; Drainage</b>	86	87	0	(3)	1	<b>85</b>
<b>Fire Rescue</b>	92	92	0	0	1	<b>93</b>
<b>Tree Fund</b>	1	1	0	0	0	<b>1</b>
<b>Solid Waste</b>	36	37	0	0	1	<b>38</b>
<b>Building Fund</b>	14	15	0	0	2	<b>17</b>
<b>Fleet Management</b>	12	12	0	0	0	<b>12</b>
<b>Utilities</b>	59	63	0	0	4	<b>67</b>
<b>Total</b>	<b>539</b>	<b>554</b>	<b>2</b>	<b>(14)</b>	<b>24</b>	<b>566</b>

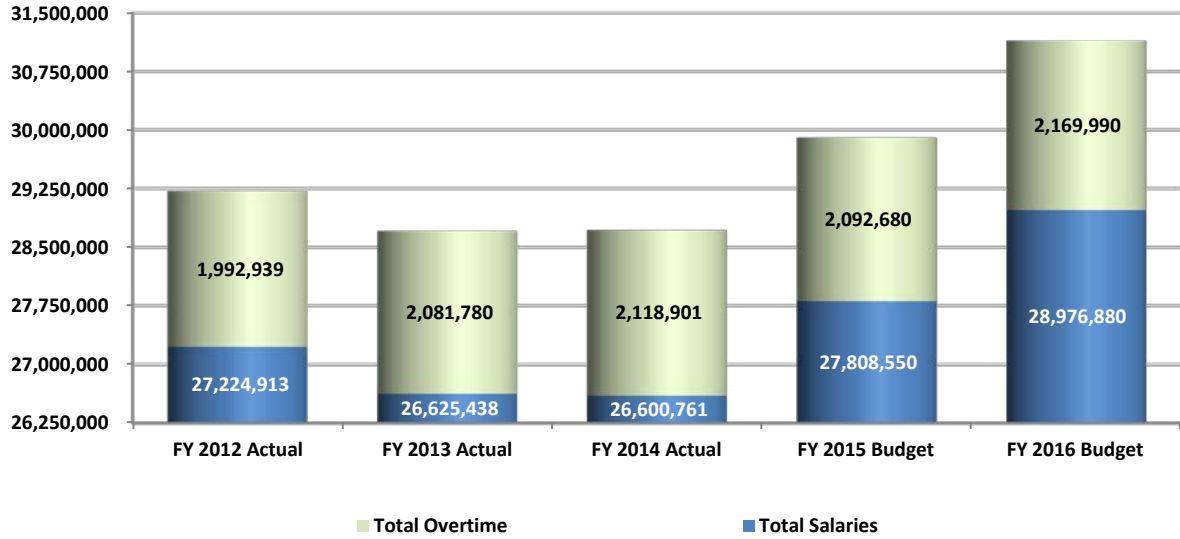
The following charts illustrate the total labor and fringe benefit costs and total salaries and wages versus overtime costs. The first graph shows the changes in cost of labor and benefits since 2012. In FY 2007, the City Commission adopted a Compensation Study Plan for employees that afforded an increase in salaries and wages to bring the compensation of employees up to local and regional pay ranges. As a result, the City realized a 27% increase in labor costs. In FY 2009, the City negotiated a new health insurance package that provided an overall savings to the City. For FY 2012, 2013 & 2014 there were no increases in the health insurance package to the employees. In FY 2015, the City's dental and vision plans remained the same as the prior year; but the medical insurance plan increased 10%. Like FY 2015, The City's dental and vision plans remained the same for FY 2016; but the medical insurance plan increased 5%.

**TOTAL LABOR AND FRINGE BENEFIT COSTS**  
**ACTUAL COSTS FY 2012-2014 & BUDGET PROJECTIONS FY 2015 & 2016**



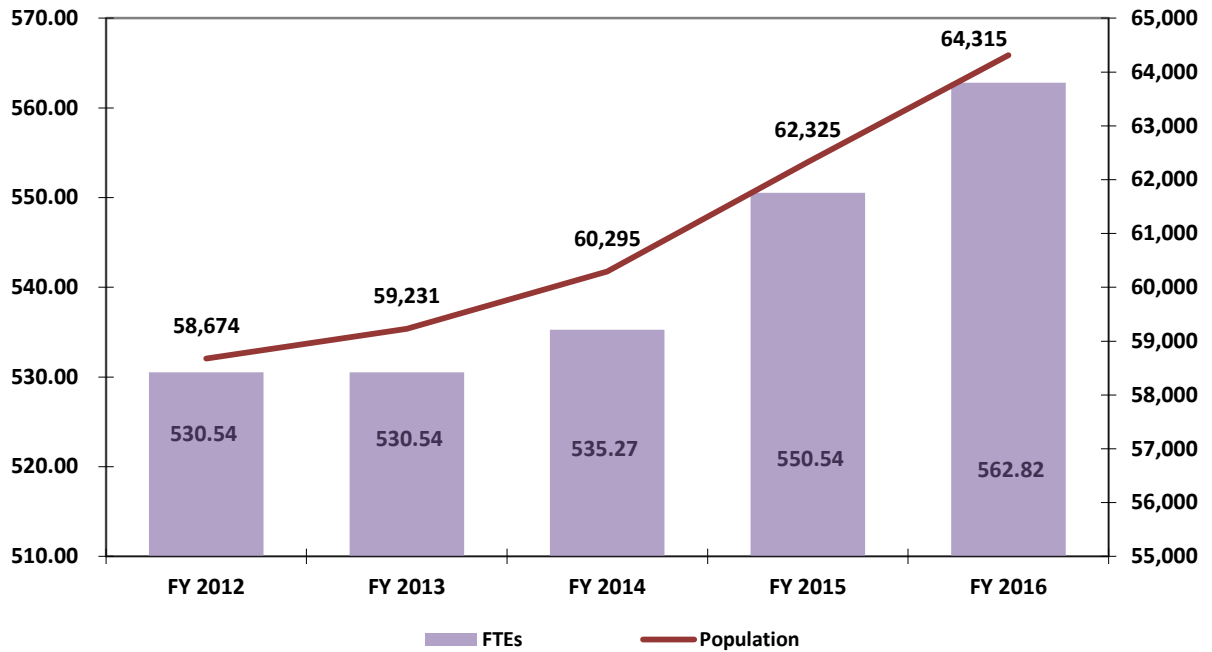


### TOTAL SALARIES VS TOTAL OVERTIME FY 2012 – FY 2016



The City of North Port continues to maintain one of the lowest ratios of employees to population among the cities in Sarasota County. The chart below illustrates the growing gap of increasing population as employee counts are reduced.

### Full-Time Equivalent Employees Compared to Total Population



**GENERAL FUND****GENERAL FUND SUMMARY**

The General Fund is the largest major fund of the City of North Port and is used to account for all governmental functions not required to be separately reported by laws or governmental policy. Most of the essential services such as police protection, landscape maintenance, neighborhood services and general administration are provided by the General Fund.

The total General Fund budget for FY 2016 is \$32,149,790 which is an increase of \$1,468,925, or 4.79% from FY 2015. The following chart is a summary budget of the General Fund for FY 2016.

**FISCAL YEAR 2016****GENERAL FUND BUDGET**

<b>General Fund Revenues</b>	
Ad Valorem Taxes	\$ 10,108,770
Other Taxes	3,265,740
Permits & Special Assessments	3,366,400
Intergovernmental Revenue	6,952,940
Charges for Services	7,094,570
Fines & Forfeitures	149,270
Investment Income	95,000
Miscellaneous Revenues	755,980
Other Sources	10,000
Appropriated Fund Balance	351,120
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 32,149,790</b>
<b>Expenditures</b>	
City Commission	\$ 393,190
City Attorney	647,860
City Manager	1,286,630
City Clerk	576,210
Finance	1,258,140
General Services	2,226,250
Parks & Recreation	1,058,380
Human Resources	631,040
Police	14,734,020
Emergency Medical	4,315,050
Building – Planning & Zoning	1,126,230
Building - Property Standards	619,350
Building - Property Maintenance	2,736,930
Non-Departmental	540,510
<b>Total Expenditures</b>	<b>\$ 32,149,790</b>

**REVENUES****TAXES**

The primary revenue source of the General Fund is the local tax base. Local taxes, totaling \$13,374,510, comprise approximately 42.06% of the General Fund revenues. Ad valorem taxes, more commonly called property taxes, are estimated at \$10,108,770 for FY 2016, which is a 7.42% increase from FY 2015.

Other taxes include the Local Communications Services Tax, a Public Utility Tax, and the Local and County Business Taxes, formerly known as Occupational Licenses. The Local Communications Services tax rate is 5.72% with estimated revenue of \$1,847,240. The Utility Service Tax and the Business Taxes are projected at \$800,500 and \$141,000, respectively.

Also, other taxes include the insurance premium taxes for both fire and police. Participating cities are eligible to receive annual distributions of state premium tax collections on property and casualty insurance policies written within the city/district limits or boundaries of the participating plan. The amount of premium taxes collected under Florida Statutes Chapter 175 is equal to 1.85 percent of all property insurance written within the city limits or boundaries (in the case of fire districts) of the participating plan. Chapter 185 levies a 0.85 percent tax on all casualty insurance premiums written within the city limits of the participating plan. These amounts are collected by the Department of Revenue and reported on the DR-908 tax return, and then transferred to the Police Officers and Firefighters' Premium Tax Trust Funds at the Division of Retirement. These funds are then available for distribution on or before July 1 to the participating pension plans on an annual basis, once the plan has been determined to be in compliance with all applicable statutory requirements. FY 2016 projected fire and police insurance premium taxes are \$145,000 and \$332,000, respectively.

The following chart shows the historical and projected tax revenues for the General Fund.

**GENERAL FUND TAX REVENUES  
HISTORICAL AND PROJECTED  
FY 2012 – FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Ad Valorem	\$ 7,850,463	\$ 8,071,414	\$ 8,102,022	\$ 9,410,390	\$ 10,108,770
Local and County Business Taxes	150,948	154,888	133,502	151,000	141,000
Utility Service Taxes	589,511	644,998	715,620	680,000	800,500
Local Communication Service Taxes	2,032,026	1,952,550	1,886,925	1,876,220	1,847,240
Insurance Premium Taxes	440,133	447,167	449,949	531,530	477,000
<i>Total Taxes</i>	\$11,063,081	\$11,271,017	\$11,288,018	\$12,649,140	\$13,374,510

**PERMITS AND SPECIAL ASSESSMENTS**

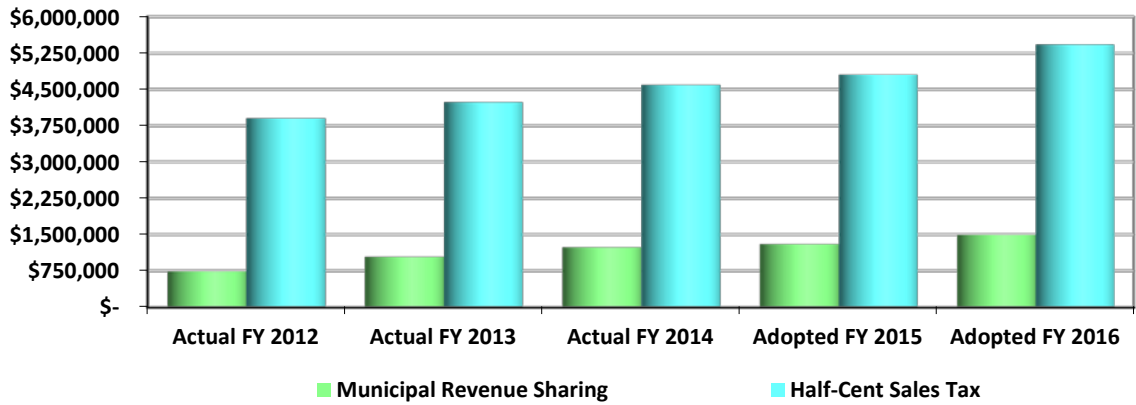
The General Fund is budgeted to collect \$3,366,400 in permits and special assessments for FY 2016. The primary revenue in this category is the Electric Franchise Fee with estimated revenue of \$3,100,000.

**INTERGOVERNMENTAL REVENUES**

Intergovernmental Revenues in the General Fund are budgeted at \$6,952,940. The largest source of intergovernmental revenue is the half-cent local sales tax, budgeted at \$5,425,390. Another large tax collected is from the Municipal Revenue Sharing Program, formerly called the 11-cent Cigarette Tax. This is expected to bring \$1,497,920 to the fund. The following graph illustrates five years of Intergovernmental Revenues.



**INTERGOVERNMENTAL REVENUES  
HISTORICAL AND PROJECTED REVENUES  
FY 2012 – FY 2016**



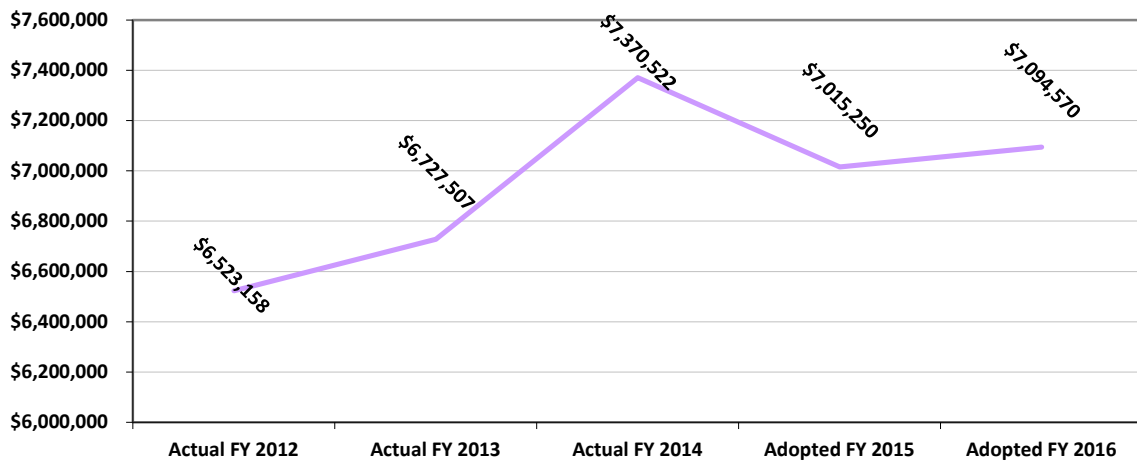
**CHARGES FOR SERVICES**

The General Fund is budgeted to collect \$7,094,570 in Charges for Services. A small portion of this is collected from minor fees such as boating fees and copy and records charges. However, the primary source of Charges for Services is the administrative charges for necessary services provided by the General Fund to other operating funds. For example, the Finance Department, in the General Fund, provides all accounting, check writing and payroll management to other funds. The administrative charge is an attempt to recoup those costs.

The amount charged to each fund is based on cost allocations; a two-step allocation method is applied prior to distributing the costs to the service recipients. The General Fund administrative charges for FY 2016 total \$4,497,620.

Also included in the General Fund are charges for ambulance/transportation services. The revenue anticipated from ambulatory transport services is \$1,375,170. Charges for Services increased \$79,320 or 1.13% from FY 2015. The chart below illustrates the five-year revenue analysis.

**CHARGES FOR SERVICES  
HISTORICAL AND PROJECTED REVENUES  
FY 2012 – FY 2016**





**FINES AND FORFEITURES**

Fines and Forfeitures revenues are generated from traffic-type citations and other violations of local ordinances. The City estimates revenues of \$149,270 for FY 2016.

**MISCELLANEOUS INCOME**

A major source of miscellaneous revenue is the return on investment (ROI) totaling \$387,930. The North Port Utility is an enterprise or business entity which utilizes city properties to operate its business. The utilization of those properties is considered an investment by the City. The ROI represents the City and its citizens' return on investment in the North Port Utility.

A primary Miscellaneous Income for all funds is Interest Income. Interest Income is estimated by multiplying an assumed interest rate by a projected fund balance. FY 2016 General Fund interest income projection is \$95,000.

Rental Income is estimated at \$244,320. Approximately \$107,980 of rental income is from agencies leasing office space in the Family Service Center. The balance of the rent revenues is from two cell tower leases, the Bay flight lease and the Community Education Center room rentals.

**OTHER SOURCES**

In FY 2016, the City anticipates a use of fund balance in the amount of \$351,120, which is anticipated to be used for one-time expenditures.

**DEPARTMENTAL FUNCTIONS**

The General Fund departmental functions are categorized in the following chart by type of service provided.

**DEPARTMENTAL FUNCTIONS**

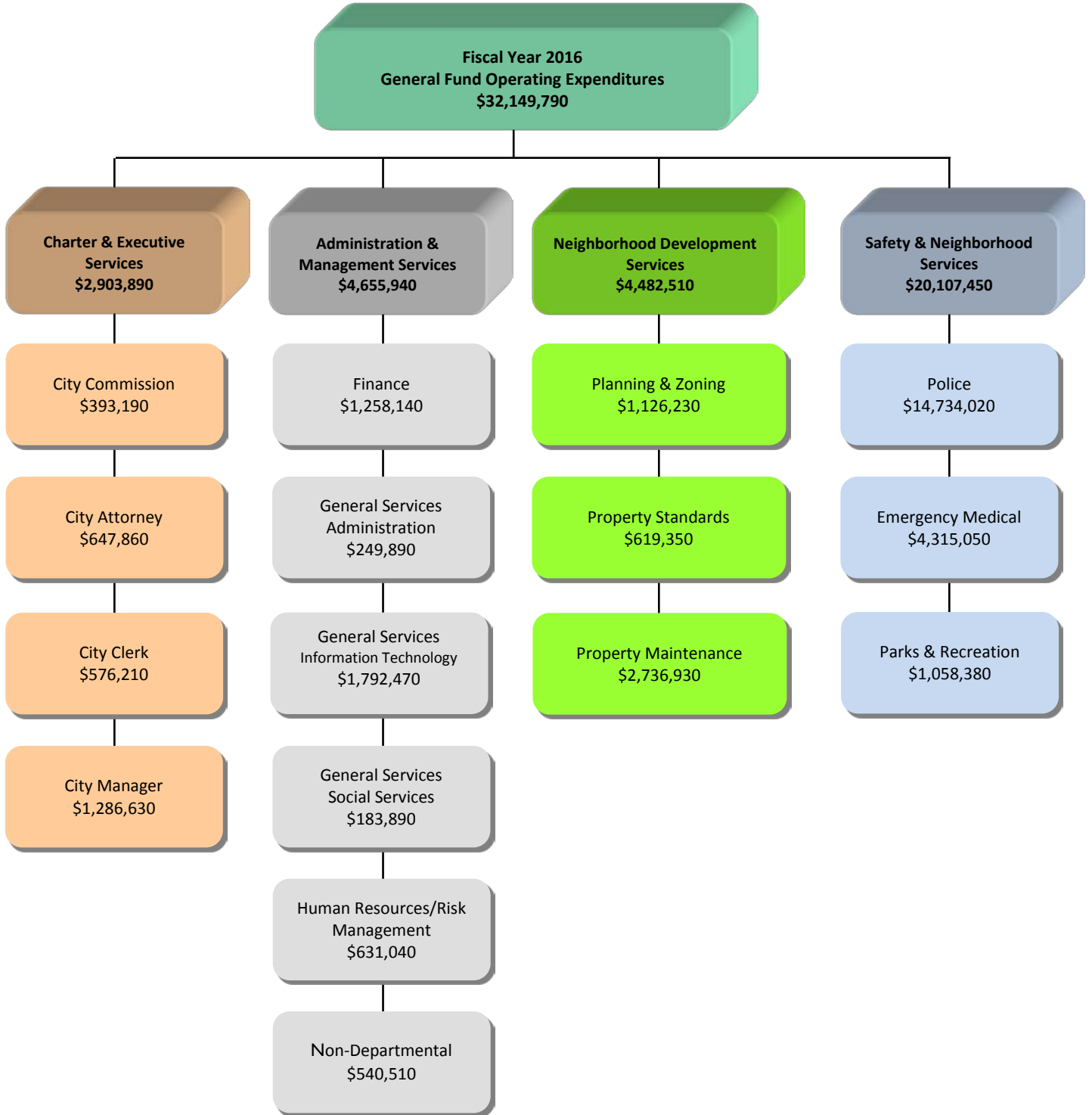
SERVICE CATEGORY	SERVICE FUNCTION
<b><i>Charter &amp; Executive Services</i></b>	
City Commission	Legislative actions and policies.
City Attorney	Legal services.
City Clerk	Maintains the City records and disseminates information as requested.
City Manager	Overall management of the City and oversight of economic development and community outreach.
<b><i>Administration &amp; Management Services</i></b>	
Finance	All financial services including: accounting, budget, payroll, procurement, investing and cash management.
Information Technology	All aspects of information technology including the City's internal network, website, and phone system.
Social Services	Community-based programs to provide assistance and support to citizens in need.
Human Resources/Risk Management	All aspects of recruitment and retention of City employees including training and risk management.
Non-Departmental	Includes general insurance premiums for the City, debt service payments, any General Fund subsidies, city-wide promotional activities, and other non-department specific costs.
Property Maintenance	Overall management and maintenance of all city properties.
<b><i>Development Services</i></b>	
Planning & Zoning	Provides the planning and zoning services for the development of the City.
Property Standards	Property standards including plans review and code enforcement of city regulatory standards.
<b><i>Safety &amp; Community Services</i></b>	
Police	Community safety including law enforcement, reduction of drug usage and community partnerships.
Emergency Medical Services	Responds to requests for assistance including ambulance services, basic and advanced life support services.
Parks & Recreation	Recreational and cultural art activities for the community.



### EXPENDITURES

The following chart illustrates the General Fund FY 2016 Operating Budget within the service categories.

#### BREAKDOWN OF GENERAL FUND OPERATING EXPENDITURES







FY 2016 General Fund personnel expenditures reflect an increase of \$1,493,215, or 6.36% from FY 2015. As a service organization, the majority of the General Fund expenditures are associated with personnel costs, with approximately 77.62% of the expenditures being labor related. Major items contributing to the increase are:

- ✓ Increased salaries and wages - \$1,149,525
- ✓ Increased FICA - \$100,240
- ✓ Medical healthcare insurance plan increases - \$241,860

For FY 2016, fifteen new positions were added to the General Fund, eleven positions were eliminated and two part-time positions were eliminated and transferred to full-time status, causing the increases in salaries/wages and FICA. Also, 3% salary/wage increases or lump-sum payouts for all non-union employees and the AFSCME union employees are budgeted for FY 2016 as well as a 3% proposed wage/salary increase for union employees for fiscal years 2015 and 2016. At the time this budget was adopted, only one of the union contracts (AFSCME) had been ratified. Negotiations with the unions are on-going. Increases in premiums caused the rise in medical healthcare insurance.

FY 2016 General Fund operating expenditures increased only \$7,490 or 0.11% from FY 2015. Professional services decreased \$339,910; in the FY 2015 adopted budget the entire City Attorney budget of \$926,000 was charged to professional services as this was the first year for an in-house city attorney and also included an additional \$250,000 for potential one-time costs associated with the creation of this department. Later in the fiscal year once the department was organized, the budget was adjusted and expenditures were distributed to other appropriate operating expenditure accounts from the professional services account. FY 2016 professional services for the City Attorney department are budgeted at \$200,000. Partially offsetting this large decrease in professional services are several increases: \$200,000 for Unified Land Development Code (ULDC) consulting services; \$35,000 for a mobility fee consultant; \$8,000 for additional culvert permit right of way survey services; \$90,000 for a budget to implement an economic development plan in FY 2016; \$25,000 for the retail gap analysis implementation; \$25,000 for the community profile for site selectors; and \$18,000 for citizen survey services. Other contractual services decreased \$71,840; some miscellaneous mowing and landscaping services were moved out of contractual services and into landscaping. Risk Insurance decreased \$33,800 for FY 2016 due to the conversion to a self-funded plan and lower rates. Communication services were raised \$24,040 for additional IPAD, GPS and smart phone services. Travel, training and education increased \$113,390 mainly due to the additional \$80,130 for police staff training. Minor operating expenditures raised \$22,140 due to the additional computers and equipment needed for several of the new positions. Postage was raised \$19,400 and books and publications increased \$59,980 mainly due to the \$36,490 for the Office 365 software license upgrade. Finally, repairs and maintenance expenditures increased \$195,040 due to the following: \$50,000 and \$40,000 for the painting of City Hall and the Police Station, respectively; and \$117,300 increase in contracted landscaping and mowing services due to attrition in the City's in-house landscaping staff. Also, as was mentioned above, \$71,840 was moved into landscaping from other contractual services.

Capital expenditures had a small increase of \$8,230.

Interfund transfers decreased \$40,000 from FY 2015.

In summary, the following major impacts to the budget are addressed:

Continuation Expenses	Amount
Increased Salaries and Wages	\$ 1,149,525
Increased FICA	100,240
Increased Pension / Retirement Contributions	9,180
Increased Health Insurance	241,860
Decreased Workers' Compensation Costs	(15,220)
Increased Unemployment Compensation Costs	4,930
Increased Remaining Personnel Services	2,700
Decreased Professional Services	(339,910)
Decreased Other Contractual Services	(71,840)
Increased Travel and Training	113,390
Increased Communications	24,040
Increased Postage	19,400
Decreased Risk Insurance	(33,800)
Increased Repairs and Maintenance	195,040
Increased Minor Operating Expenditures	22,140
Increased Books, Publications and Subscriptions	59,980
Increased Remaining Operating Expenditures	19,050
<b>Total</b>	<b>\$ 1,500,705</b>



## DEPARTMENTAL HIGHLIGHTS

The FY 2016 General Fund operating budget includes the following highlights, the details of which are included in each departmental section of the budget. Comparisons to FY 2015 are made with the Adopted Budget, rather than the Amended Budget.

### CITY COMMISSION

The City Commission operating expenditures increased only \$730 (0.49%) mainly due to additional funds for the art advisory board.

The General Fund appropriations of the City Commission increased by \$5,120 or 1.32%. Personnel expenditures decreased by \$5,610 (2.35%) as a result of decreases in the Florida Retirement System (FRS) contributions and the health insurance costs; and operating expenditures increased by \$730 (0.49%). In FY 2016, capital expenditures increased \$10,000 for a clock tower.

### CITY ATTORNEY

The City Attorney's office is considered a charter office as established under Article XV of the North Port City Charter and he or she is appointed by the City Commission. In FY 2014, the Commission decided to bring legal services in-house rather than using outside contracted services. Therefore, in September 2014, an in-house City Attorney was hired. The General Fund appropriation of \$647,860 for the City Attorney decreased \$278,140 or 30.04%; in FY 2015 the City Attorney budget included an additional \$250,000 in anticipation of potential one-time costs due to the change from outside contracted services to an in-house city attorney. In FY 2016 two new positions are budgeted for this department – an assistant city attorney and an executive assistant.

### CITY CLERK

The City Clerk's budget reflects an increase of \$8,400 (13.06%) in operating expenditures mainly due to the following: \$1,730 increase in background checks for solicitor licenses, \$3,000 for the maintenance of the bar coding system for city records and \$2,590 for promotional items.

The General Fund appropriation for the City Clerk increased by \$40,730 or 7.61%. Personnel expenditures increased \$17,330 (3.68%) due to rises in wages/salaries, Florida Retirement System (FRS) contributions and health insurance costs; operating expenditures increased \$8,400 (13.06%). In FY 2016, capital expenditures increased \$15,000 for a bar coding system for city records.

### CITY MANAGER

The City Manager is Chief Administrative Officer of the City, reporting directly to the City Commission. The City Manager's department operating expenditures decreased \$3,050 (6.13%) mainly due to the elimination of the Telephone Town Hall meetings for a savings of \$4,500.

The General Fund appropriation for the City Manager's budget reflects a \$7,310 or 0.99% decrease. Personnel expenditures decreased \$4,260 or 0.62% mainly due to the elimination of the intern position; operating expenditures decreased \$3,050 (6.13%).

Also under the City Manager's department is Economic Development. Operating expenditures were raised \$142,640 or 133.02% due to the \$141,200 increase in professional services which include \$90,000 for a budget to implement an economic development plan in FY 2016; \$25,000 for the retail gap analysis implementation; \$25,000 for a community profile for site selectors; and \$1,200 in miscellaneous professional services. Personnel expenditures increased 4.79% or \$3,380 due to salary increases and a rise in insurance health care costs. Overall, the General Fund appropriation for Economic Development increased \$146,020 or 82.10%.

The Community Outreach division helps to foster inter-relationships among citizens and various organizations within the community and region. The operating budget for this division increased \$21,880 (17.23%) due to the \$18,000 for citizen survey services, \$1,500 for nature and environmental lands guides and \$1,500 for city government coloring books. Personnel expenditures also increased \$3,180 (3.92%) due to salary, FICA and health insurance increases. Overall the General Fund appropriation for Community Outreach was raised \$25,060 or 12.04%.

**FINANCE**

The Finance Department is responsible for the administrative services provided in the areas of accounting; fixed assets; receivables; payables; revenue; purchasing; payroll; budget development and control; investment management and debt service management. The department's operating expenditures were raised by \$2,780 (2.13%) mainly due to the \$2,070 increase in minor operating equipment for a computer for the new senior contract specialist position.

Personnel costs increased \$80,450 (7.70%) due to wage and salary increases and rises in FICA, health insurance costs and educational assistance. Overall, the Finance Department's budget increased \$83,230 or 7.08% from FY 2015.

**GENERAL SERVICES**

The General Services Department oversees the operations of four divisions: Administration; Information Technology; Social Services; and Parks and Recreation. The combined increased cost of the four divisions, in the General Fund, is \$223,860.

**Administration:** A \$6,920 (2.91%) increase in personnel costs is attributable to wage and salary, FICA, FRS and health insurance increases; operating expenditures decreased \$1,750 (24.75%) mainly due to the \$1,000 decrease in travel, training and education. FY 2015 included the cost for an additional employee to attend an annual conference. The General Fund appropriation for General Services - Administration increased overall by \$5,170 or 2.11%.

**Information Technology:** The Information Technology (IT) Division provides for the technology needs of all the departments within the City. Capital expenditures are scheduled to increase \$29,630, or 29.63% in FY 2016. The operating budget for this division reflects an increase of \$59,160 (7.14%) mainly due to the following: \$15,000 for land management consultant services, \$36,490 for an Office 365 software license upgrade and \$4,500 for Optiview software.

Personnel expenditures were raised \$79,310 (11.40%) mainly due to the addition of one new position and the promotion of an existing position from systems technician to desktop systems administrator. The General Fund budget for IT increased overall \$168,100, or 10.35%.

**Social Services:** The Social Services Division increased operating expenditures by only \$150 (0.60%). Children's services increased \$2,000 for a youth scholarship program while rental and leases, office supplies, minor operating equipment and the fleet allocation decreased \$1,030, \$200, \$250 and \$330, respectively. Personnel expenditures are scheduled to decrease \$9,590 (5.70%); one employee went from full-time to part-time and two part-time positions were eliminated. The Division's budget reflects an overall decrease of \$9,440, or 4.88%.

**Parks & Recreation:** The Parks & Recreation Division oversees the design and construction of park projects and conducts many major special events. The division's personnel costs increased \$51,390 (6.31%) due to wage/salary, FICA and health insurance costs increases. The operating expenditures increased \$8,640 (4.70%) mainly due to the \$9,400 for trees, benches and pavers for the Tribute Program. The General Fund budget for Parks and Recreation increased \$60,030 or 6.01%.

**HUMAN RESOURCES/RISK MANAGEMENT**

In prior years, Human Resources and Risk Management were a division of the General Services Department; in FY 2016, HR and Risk Management are now a department separate from General Services. Human Resources/Risk Management increased operating expenditures \$2,440 or 2.16% mainly due to the \$2,500 increase in minor operating equipment for the new human resources director position. Personnel expenditures increased \$123,780 (31.58%) due mainly to the addition of a human resources director position. The General Fund budget for Human Resources/Risk Management increased \$126,220, or 25.00%.

**POLICE**

The mission of the North Port Police Department is to create partnerships within the community and secure the safety of all residents and visitors. The Police Department operating expenditures reflects an increase of \$73,800 (5.09%) from FY 2015 mainly due to the \$80,130 increase in travel, training and education. Also, uniforms and minor operating equipment increased \$52,480 and \$10,480, respectively due to the addition of several new positions in this department. Partially offsetting these increases was a reduction of \$61,840 in fuel costs.

The department shows a \$506,505 (4.01%) increase in personnel expenditures due to increases in salaries and wages, overtime, FICA, and health insurance costs. FY 2016 includes the addition of nine new positions, the elimination of two positions and the transfer of a position within the department. Capital expenditures of \$30,600 are scheduled for FY 2016; \$5,600 for the conversion of the breezeway and sally port into a storage area for holding evidence and \$25,000 for special



response team equipment. For FY 2016, the debt lease payment decreased \$10, for a total payment of \$41,460. Overall, the General Fund budget for Police reflects an increase of \$610,895, or 4.33%.

#### **EMERGENCY MEDICAL SERVICES**

Emergency Medical Services (EMS) is responsible for providing ambulance response including basic and advanced life support treatment to the citizens of North Port. Operating expenditures were raised \$14,840 (2.91%) due mainly to the \$16,740 increase in Training and Education; this cost includes tuition and books for three employees to attend Paramedic School.

Personnel expenditures were raised \$209,300 (5.89%) due to increases in salaries/wages (both union and non-union), Paramedic differential, FICA, pension fund contributions and health insurance costs. FY 2016 also includes one new position, a logistics and safety officer. A transfer out of \$27,000 to the Capital Acquisitions Fund is scheduled for FY 2016. Overall, the EMS budget increased \$184,140, or 4.46%.

#### **NEIGHBORHOOD DEVELOPMENT SERVICES – PLANNING AND ZONING**

Effective in FY 2012, the Planning and Zoning Department, along with the Property Standards and the Property Maintenance divisions, were restructured under one department titled Neighborhood Development Services. Planning and Zoning provides planning services including community development and long-range planning. The operating budget for Planning and Zoning reflects an increase of \$221,590 (234.64%) mainly attributable to the \$215,000 increase in professional services. For FY 2016, \$200,000 is budgeted for ULDC Consulting Services and \$35,000 is budgeted for a mobility fee consultant. Personnel expenditures increased by \$93,070 (13.41%). FY 2016 includes one new position, a zoning coordinator. Also, there were increases in salaries & wages, FICA, FRS and health insurance costs. Capital expenditures of \$23,000 are scheduled for FY 2016 for a replacement vehicle. The Planning and Zoning budget increased \$337,660 or 42.82% for FY 2016.

#### **NEIGHBORHOOD DEVELOPMENT SERVICES – PROPERTY STANDARDS**

Property Standards is responsible for inspections and compliance with statutory and local ordinances on residential and commercial property standards within the City. Operating expenditures were reduced by \$24,250 (17.26%), primarily attributable to the following: \$12,000 decrease in culvert permit right of way survey services which were moved to the Planning and Zoning Division for FY 2016 and a \$6,730 decrease in minor operating equipment. Last fiscal year included \$6,730 for computers and desks for the three new positions added in FY 2015. Personnel expenditures also decreased \$10,480 or 2.04%, mainly due to the \$8,760 reduction in workers' compensation costs. No capital expenditures are scheduled for FY 2016.

The General Fund budget for Property Standards shows an overall decrease of \$94,730, or 13.27%.

#### **NEIGHBORHOOD DEVELOPMENT SERVICES – PROPERTY MAINTENANCE**

Property Maintenance provides several services including landscaping services to public areas throughout the city, parks maintenance and upkeep and overseeing regular building maintenance and custodial services. Personnel costs decreased \$79,170 (6.86%); two positions were eliminated in FY 2016. Operating expenditures increased \$184,710 (12.50%). Water and sewer expenditures increased \$5,400 and equipment repairs and maintenance were raised \$32,670 due to the opening of the Atwater Park Splash Pad in FY 2016. Building repair and maintenance costs increased due to the painting expenditures of \$50,000, \$40,000, and \$12,000 (50% of the cost) scheduled for City Hall, the Police Station, and Fire Station 81, respectively. Finally, contracted landscaping services rose in FY 2016 due to the reduction of in-house staff because of attrition. No capital expenditures are budgeted for FY 2016. Overall, the General Fund budget for Property Maintenance reflects an increase of \$65,540 or 2.45%.

#### **NON-DEPARTMENTAL**

The purpose of the Non-Departmental account is to serve as the budgetary division for the General Fund for all non-department specific costs that need to be allocated to all General Fund departments. The non-departmental operating expenditures decreased \$21,200 or 4.03%. Reductions occurred in other professional services (\$3,000), general liability, auto and property insurance (\$33,800) and the fleet allocation (\$3,900), while an increase occurred in postage (\$19,500). Personnel expenditures increased \$21,830 or 162.55%; other salaries and wages increased \$16,900 due to some position reclassifications and unemployment compensation increased \$4,930. Overall, the General Fund budget for the Non-Departmental account increased \$630 or 0.12% in FY 2016.

#### **GENERAL FUND BUDGET COMPARISONS**

The following chart shows the actual revenues and expenditures for the General Fund for Fiscal Years 2012 through 2014; the adopted for FY 2015 and FY 2016. The chart provides a comparative view of the General Fund for a five year period.



**GENERAL FUND BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Actual</b>	<b>FY 14-15 Adopted</b>	<b>FY 15-16 Adopted</b>
<b>Revenue</b>					
Taxes	\$ 11,063,081	\$ 11,271,017	\$ 11,288,018	\$ 12,649,140	\$ 13,374,510
Permits & Special Assessments	2,657,779	2,713,963	3,018,730	2,936,510	3,366,400
Intergovernmental	4,972,921	5,442,301	6,048,613	6,143,600	6,952,940
Charges for Service	6,523,158	6,727,507	7,370,522	7,015,250	7,094,570
Fines and Forfeitures	101,607	191,000	173,626	189,260	149,270
Miscellaneous Income	514,892	1,219,695	773,343	816,700	850,980
Transfers	1,583,157	208,422	254,240	-	-
Other Sources	3,149	178,278	13,807	930,405	361,120
<b>Total</b>	<b>\$ 27,419,744</b>	<b>\$ 27,952,183</b>	<b>\$ 28,940,899</b>	<b>\$ 30,680,865</b>	<b>\$ 32,149,790</b>
<b>Expenditures</b>					
Commission	\$ 374,799	\$ 362,078	\$ 340,832	\$ 388,070	\$ 393,190
Legal/City Attorney	588,896	565,646	604,669	926,000	647,860
City Clerk	637,099	534,359	514,771	535,480	576,210
City Manager	1,254,794	1,118,241	1,059,429	1,122,860	1,286,630
Finance	1,065,645	1,055,990	1,122,612	1,174,910	1,258,140
General Services	2,164,099	1,994,192	1,963,001	2,062,420	2,226,250
Parks and Recreation	887,634	897,334	986,327	998,350	1,058,380
Human Resources/Risk Management	385,752	347,415	386,161	504,820	631,040
Police Department	13,160,521	12,974,697	13,860,199	14,123,125	14,734,020
Emergency Medical Services	3,964,614	3,986,058	3,975,541	4,130,910	4,315,050
Building – Planning & Zoning	667,477	534,316	440,580	788,570	1,126,230
Building - Property Standards	673,786	659,378	561,476	714,080	619,350
Building - Property Maintenance	2,566,875	2,674,571	2,492,897	2,671,390	2,736,930
Non Departmental	462,603	516,907	1,003,927	539,880	540,510
<b>Total</b>	<b>\$ 28,854,594</b>	<b>\$ 28,221,182</b>	<b>\$ 29,312,422</b>	<b>\$ 30,680,865</b>	<b>\$ 32,149,790</b>

### FUND BALANCE

There is a projected use of fund balance of \$351,120 in the General Fund to balance the FY 2015-16 Budget. The following schedule shows the projected fund balance at September 30, 2016. Included in the fund balance report are the following:

- ✓ FY 2015 actual revenues and expenditures (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2015.
- ✓ Contractual agreements that are re-appropriated from FY 2015.
- ✓ A 25% maximum fund balance policy reserve of operating expenditures for FY 2016 for unanticipated events.



**GENERAL FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 9,986,787</b>
14/15 Actual Revenue (Unaudited)	30,606,001
14/15 Actual Expenditures (Unaudited)	(29,685,717)
<b><i>Projected Fund Balance as of 9/30/15</i></b>	<b>\$ 10,907,071</b>
<b><i>Committed Fund Balance as of 09/30/15</i></b>	
14/15 Re-appropriated Projects & Encumbrances	(275,119)
<b><i>Assigned Fund Balance as of 10/01/15</i></b>	
15/16 Appropriated Use of Fund Balance	(351,250)
<b><i>Maximum Fund Balance Policy - 25% of FY 2016 Expenditures</i></b>	<b>(8,037,450)</b>
<b><i>Projected "Available" Fund Balance as of 9/30/16</i></b>	<b>\$ 2,243,252</b>

**PUBLIC WORKS****PUBLIC WORKS SUMMARY**

Public Works includes two dependent districts, Road and Drainage and Solid Waste; and Fleet Management services. This division provides development and transportation services; and safety and neighborhood services to the citizens of North Port.

This section provides a summary of the Public Works FY 2016 Adopted Budget. More detailed presentations and description of the FY 2016 Adopted Budget for each department is provided in the specific fund segment.

**PUBLIC WORKS BUDGET SUMMARY  
FY 2016 ADOPTED**

<b>Revenue</b>	<b>Road &amp; Drainage District</b>	<b>Solid Waste District</b>	<b>Fleet Management</b>	<b>Total</b>
Non-Ad Valorem Taxes	\$ 10,773,130	\$ 6,905,100	\$ -	\$ 17,678,230
Other Taxes	2,781,870	-	-	2,781,870
Intergovernmental Revenue	465,280	-	-	465,280
Charges for Services	959,930	1,421,530	3,777,570	6,159,030
Investment Income	40,000	20,000	1,500	61,500
Miscellaneous Revenues	46,960	3,500	500	50,960
Other Sources	1,043,030	(48,770)	297,540	1,291,800
<b>Total Revenue &amp; Other Financing Sources</b>	<b>\$ 16,110,200</b>	<b>\$ 8,301,360</b>	<b>\$ 4,077,110</b>	<b>\$ 28,488,670</b>
<b>Expenditures</b>				
General Government	\$ -	\$ -	\$ 3,940,110	\$ 3,940,110
Physical Environment	-	6,330,830	-	6,330,830
Transportation	14,441,040	-	-	14,441,040
Capital	1,219,160	485,500	-	1,704,660
Debt & Lease	-	-	-	-
Other Uses	450,000	1,485,030	137,000	2,072,030
<b>Total Expenditures</b>	<b>\$ 16,110,200</b>	<b>\$ 8,301,360</b>	<b>\$ 4,077,110</b>	<b>\$ 28,488,670</b>

**DEPARTMENTAL FUNCTIONS**

The Public Works departmental functions are categorized in the following chart by type of service provided.

**DEPARTMENTAL FUNCTIONS**

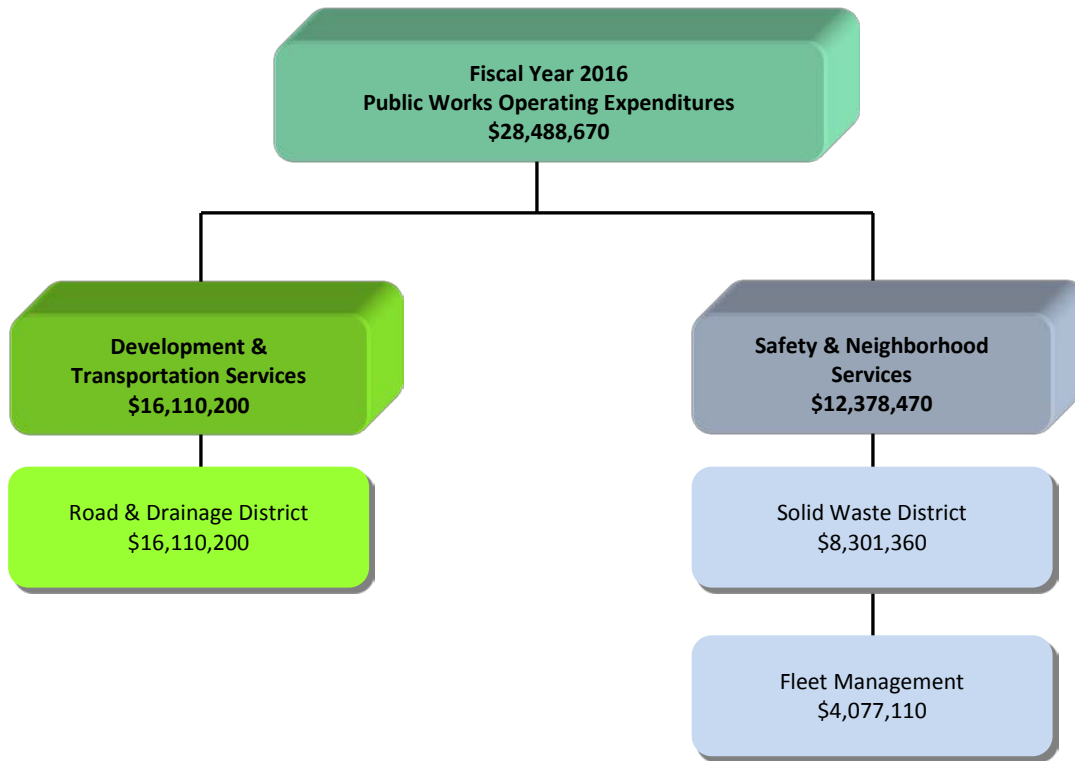
<b>SERVICE CATEGORY</b>	<b>SERVICE FUNCTION</b>
<b>Development &amp; Transportation Services</b>	
Road and Drainage District	Maintenance of public roadways, water control structures, drainage maintenance including waterways and stormwater management.
<b>Safety &amp; Community Services</b>	
Solid Waste District	Collection and disposal of solid waste.
Fleet Management	Management of City-owned vehicles and equipment.



## EXPENDITURES

The following chart illustrates the Public Works FY 2016 Operating Budget within the service categories shown above.

### BREAKDOWN OF PUBLIC WORKS OPERATING EXPENDITURES





**ROAD AND DRAINAGE DISTRICT**

The Road and Drainage District is a dependent district of the City of North Port. The District ensures that existing roadways and bridges are maintained and new ones are built to the highest standards when necessary; and ensures that the drainage system which serves the entire City is sufficient for drainage produced during every season.

**ROAD AND DRAINAGE DISTRICT  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Non-Ad Valorem Taxes	\$ 9,774,233	\$10,652,898	\$10,026,310	\$ 10,383,600	\$ 10,773,130
Other Taxes	2,519,605	2,575,867	2,648,684	2,628,800	2,781,870
Intergovernmental Revenue	286,456	824,836	1,741,243	426,430	465,280
Charges for Services	419,223	450,554	835,971	493,420	959,930
Interest Income	107,851	43,676	36,702	50,000	40,000
Miscellaneous Revenues	102,618	31,862	37,194	51,380	46,960
Other Sources	27,715	161,321	9,493	324,100	1,043,030
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 13,237,701</b>	<b>\$ 14,741,014</b>	<b>\$ 15,335,597</b>	<b>\$ 14,357,730</b>	<b>\$ 16,110,200</b>
<b>Expenditures</b>					
Transportation	\$10,652,983	\$12,575,735	\$10,360,545	\$ 12,770,070	\$ 14,441,040
Capital	1,364,066	1,512,462	2,482,057	737,660	1,219,160
Debt & Lease	371,658	192,268	-	-	-
Other Uses	1,200,000	-	400,000	850,000	450,000
<b>Total Expenditures</b>	<b>\$13,588,707</b>	<b>\$14,280,465</b>	<b>\$13,242,602</b>	<b>\$ 14,357,730</b>	<b>\$ 16,110,200</b>

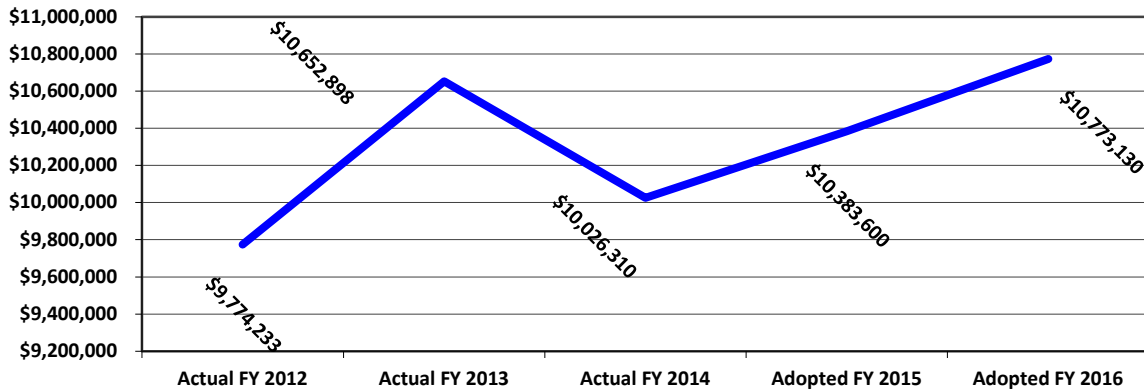
**REVENUES****NON-AD VALOREM ASSESSMENTS**

In FY 2014, a new methodology was adopted by the Commission for calculating non-ad valorem assessments on the properties in the City of North Port. In FY 2016, the non-ad valorem rates reflect a 4% increase; total assessment revenue is estimated to increase by \$389,530 from FY 2015.

The following graph shows the actual and projected non-ad valorem assessment revenue for the District beginning in FY 2012. A portion of the total income from non-ad valorem assessments includes delinquent assessments collected each year.



**ROAD & DRAINAGE DISTRICT  
NON-AD VALOREM ASSESSMENTS  
FY 2012 – FY 2016**



**FUEL TAXES**

County 9<sup>th</sup> Cent Fuel Tax is generated from a one-cent tax on every net gallon of motor and diesel fuel sold within Sarasota County. The tax is authorized for collection by Florida Statute sections 206.41 and 336.021 and further defined by county ordinance 88-09 and an inter-local agreement C89-454. FY 2016 projected revenues are \$258,890, an increase of 21.18% from the prior fiscal year.

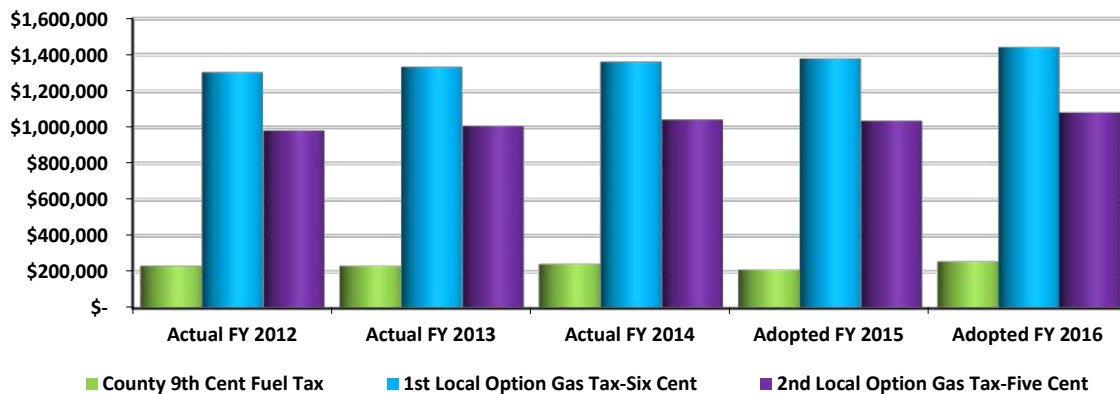
The First Local Option Gas Tax is a one to six cent tax on every gallon of motor and diesel fuel sold within Sarasota County. Florida Statute, sections 206.87 and 336.025 along with the county ordinance 86-65, allowing for the collection of six cents per gallon, provides the legal authorization to collect the tax. FY 2016 projected revenues are \$1,442,180; an increase of 4.49% from FY 2015.

The Second Local Option Gas Tax generates revenue from a five-cent tax on every net gallon of motor fuels, except diesel fuel, sold in Sarasota County. Legal authorization is provided by Florida Statutes, section 336.025 and county ordinance 200-029. The revenue projection for FY 2016 is \$1,080,800; a 4.42% increase from FY 2015.

All three fuel tax revenue sources are restricted to transportation expenditures. Fuel dealers submit the tax to the State; and the State redistributes the funds to the cities and counties after deducting administrative fees and collection allowances. Revenue estimates are provided by the State.

The following chart shows the actual and projected revenues for the fuel taxes for the District for the five year period beginning in FY 2012.

**FUEL TAXES  
FY 2012 THROUGH FY 2016**



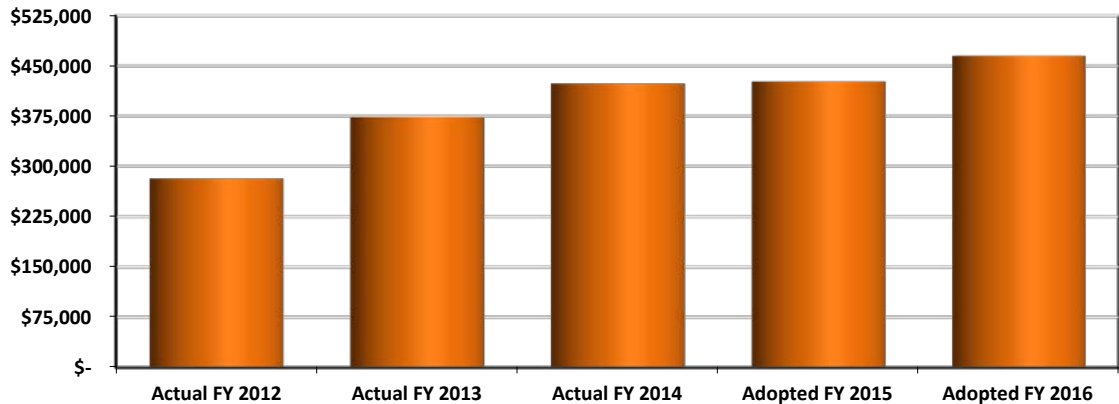


**INTERGOVERNMENTAL**

The Municipal Gas Tax is a part of the Florida Revenue Sharing Act of 1972, which was enacted to ensure a minimum level of revenue parity across units of local government. Based on Florida Statute, section 218, the City receives revenues through the Municipal Revenue Sharing Program; a portion of which is specified for transportation related expenditures. The Florida Department of Revenue determines the percentage that is derived from the municipal fuel tax. For FY 2016, the percentage is 23.71%. The annual revenue projection is determined by the State and remitted to the municipalities. The FY 2016 projected Municipal Gas Tax revenue is \$465,280; a 9.11% increase from FY 2015.

The following graph shows the actual revenues collected and projected from the Municipal Gas Tax for the five year period of FY 2011 through FY 2015 for the Road and Drainage District.

**MUNICIPAL GAS TAX  
ACTUAL AND PROJECTED REVENUES  
FY 2012 THROUGH FY 2016**



**CHARGES FOR SERVICE**

In addition to the District non-ad valorem assessments, discussed at the beginning of this section, other charges for service include Construction Traffic Road Fees and those revenues received from the Department of Transportation based on agreements established with the City. Construction Traffic Road fees were enacted by City Ordinance 06-30 as a means of establishing a revenue stream to help fund road rehabilitation within the City. Since General Development Corporation constructed the roads in 1970, no comprehensive plan of road rehabilitation existed until recently. Staff prepares the revenue projection based on projected residential and commercial growth. In anticipation of an increase in construction the FY 2016 projected revenue is \$889,000, an increase of \$442,750 or 99.21% from FY 2015.

The Department of Transportation agreements include a traffic signal agreement and a street light maintenance agreement for US 41. Projections of revenue are provided by the Florida Department of Transportation. The FY 2016 projected revenue is \$48,930, an increase of \$11,760 over FY 2015.

**MISCELLANEOUS REVENUE**

The primary miscellaneous revenue is interest income, which is estimated by multiplying an assumed interest rate by a projected fund balance. FY 2016 projected interest income is \$40,000.

Rental income is budgeted at \$29,060. This includes Road and Drainage District facilities rented to other city departments and rental revenue received for the use of city land by a cell tower company.

Disposal of Fixed Assets is projected at \$200. The City conducts an auction of surplus property at least once every year and usually takes in more than \$200 in revenue city-wide. However, this is not a consistent revenue source to the District.

Contributions and donations of \$15,000 are projected for FY 2016. These revenues will be used to fund the community outreach annual ROAD-E-O event held by Public Works.

**TRANSFERS AND FUND BALANCE**

The District anticipates using an appropriated fund balance in the amount of \$1,028,080 for FY 2016.

**EXPENDITURES**

The District's total budget appropriation for FY 2016 is \$16,110,200, an increase of \$1,752,470 (12.21%) from FY 2015. The District maintains 813 miles of public roads and drainage systems including swales, canals, waterways and ditches. Also, the District provides for the maintenance of bridges and water control structures; traffic control devices such as signs, markers and signals; mowing of public rights-of-way; and the control of aquatic weeds.

Personnel services decreased \$169,560 (3.21%) attributable to attrition, the elimination of two positions and decreases in FRS and workers' compensation costs.

Operating expenditures increased by \$1,840,530 or 24.6%. The major increase occurred in the road maintenance program - \$990,000 over last fiscal year. Also, repair and maintenance-roads and drainage were raised \$863,080 due to the following budgeted expenditures: \$53,680 for the painting of the wall along Sumter Boulevard; \$25,400 for the painting of the railings of the pedestrian bridges on US 41; \$500,000 for culvert pipe rehabilitation; and \$270,000 for the right of way (ROW) mowing contract. In previous years, the ROW mowing contract was budgeted in other contractual services; this fiscal year the cost was moved to repair and maintenance-roads & drainage; therefore, other contractual services show a corresponding reduction. Landscaping increased \$230,000 due to the additional Panacea Boulevard mowing/landscaping contract. For FY 2016, \$35,000 and \$36,000 were budgeted for streetlight maintenance and traffic signal maintenance, respectively. Engineering services were raised \$45,000 for the contracting of a traffic engineer to perform a timing and coordination study of the City's traffic signals and to create and implement an action plan. Electricity-street lights rose \$50,540 due to the additional street lights along Panacea Boulevard, Sumter Boulevard, US 41 and Biscayne Drive. Finally, communication services increased \$29,710 mainly due to the zonar GPS annual services (\$21,000) and the replacement of wireless access points (\$13,150). Partially offsetting these increases in operating expenditures is the \$27,690 savings in fuel, \$11,250 savings in uniforms and \$33,660 savings in minor operating equipment. In FY 2015, \$7,000 was budgeted for two school zone signals and \$3,330 was budgeted for a computer and other equipment for the new Business Services Coordinator position. Also, the District received surplus 800 mgz radios from the Fire and Police Departments and therefore will no longer have to purchase new radios for a savings of \$25,000.

Capital outlay increased overall \$481,500 compared to FY 2015; the replacement of machinery and equipment decreased \$303,500 but infrastructure expenditures (sidewalks, pedestrian bridges, water control structure design and construction) increased \$785,000.

The District finished paying all lease purchase agreements in FY 2013.

An interfund transfer of \$450,000 to the Capital Acquisitions Fund, a decrease of \$450,000 over last fiscal year, is scheduled for FY 2016.

The following summary shows the major impacts to the operating budget of the Road and Drainage District.

<b>Continuation Expenses</b>	<b>Amount</b>
Decreased Salaries and Wages	\$ (126,770)
Decreased FICA	(2,560)
Decreased Pension / Retirement Contributions	(18,160)
Increased Clothing Allowance	4,950
Increased Health Insurance Contributions	2,680
Decreased Workers' Compensation Costs	(29,710)
Increased Unemployment Compensation Costs	10
Increased Professional Services	35,420
Decreased Other Contractual Services	(364,670)
Increased Communications	29,590
Increased Water, Sewer, and Electricity	51,740
Increased Repairs and Maintenance	2,166,610
Decreased Minor Operating Expenditures	(72,600)
Decreased Other Operating Expenditures	(5,560)
<b>Total</b>	<b>\$ 1,670,970</b>

**FUND BALANCE**

In FY 2016, there is a budgeted use of fund balance of \$1,028,080 for the Road and Drainage District. The following schedule shows the projected fund balance at September 30, 2016. Included in the fund balance report are the following:

- ✓ FY 2015 actual revenues and expenditures (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2015.
- ✓ Contractual agreements that are re-appropriated from FY 2015.
- ✓ A maximum fund balance policy of 25% reserve of operating expenditures for FY 2016 for unanticipated events.

**ROAD AND DRAINAGE DISTRICT  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 10,630,170</b>
14/15 Actual Revenue (Unaudited)	15,950,011
14/15 Actual Expenditures (Unaudited)	(15,522,595)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 11,057,586</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	(3,785,945)
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	(1,028,080)
<b>Maximum Fund Balance Policy - 25% of FY 2016 Expenditures</b>	<b>(4,027,550)</b>
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 2,216,010</b>



### SOLID WASTE DISTRICT

The Solid Waste District is a dependent district of the City of North Port. The District provides for the pickup and disposal of solid waste for the City of North Port.

#### SOLID WASTE DISTRICT BUDGET COMPARISON FY 2012 THROUGH FY 2016

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Non-Ad Valorem Taxes	\$6,908,968	\$7,032,165	\$6,739,835	\$6,797,670	\$6,905,100
Charges for Services	895,516	987,528	1,392,228	1,268,260	1,421,530
Interest Income	66,531	22,425	20,647	25,000	20,000
Miscellaneous Revenues	2,991	3,291	10,737	3,500	3,500
Other Sources	795	-	76,534	(161,220)	(48,770)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$7,874,801</b>	<b>\$8,045,409</b>	<b>\$8,239,981</b>	<b>\$7,933,210</b>	<b>\$8,301,360</b>
<b>Expenditures</b>					
Physical Environment	\$5,501,984	\$5,688,678	\$6,168,374	\$6,373,080	\$6,330,830
Capital	150,245	207,312	2,202,141	-	485,500
Debt & Lease	505,638	505,638	372,916	120,100	-
<b>Other Uses</b>	<b>3,756,338</b>	<b>-</b>	<b>1,390,350</b>	<b>1,440,030</b>	<b>1,485,030</b>
<b>Total Expenditures</b>	<b>\$9,914,205</b>	<b>\$6,401,628</b>	<b>\$10,133,781</b>	<b>\$7,933,210</b>	<b>\$8,301,360</b>

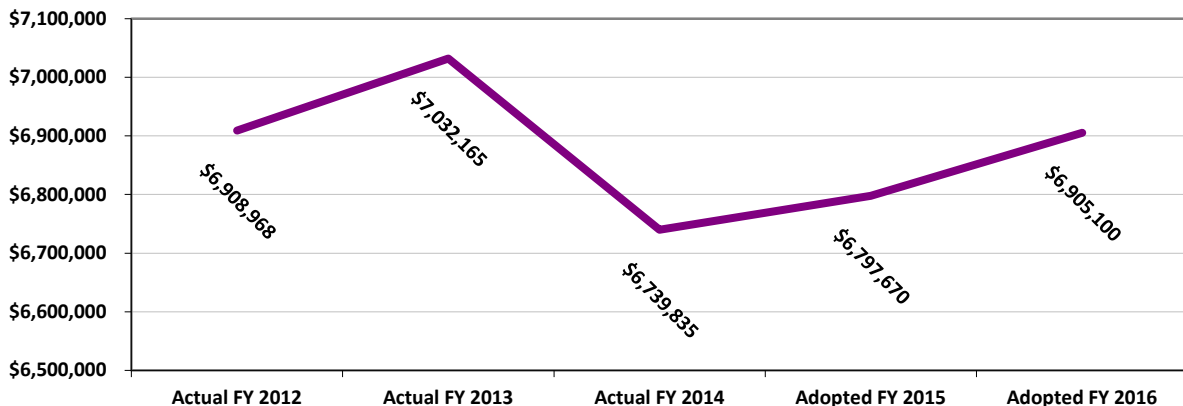
### REVENUES

#### NON-AD VALOREM ASSESSMENTS

The primary funding source for the Solid Waste District is non-ad valorem assessments. FY 2016 assessment revenue reflects a rate of \$249 per household, which is the same rate as FY 2015. The projected revenue from district assessments increased \$107,430 or 1.58%. There are an additional 341 residential units over FY 2015 counts and 500 new homes anticipated to receive a certificate of occupancy in FY 2016 which accounts for the increase in the Solid Waste assessment revenue.

The following graph shows the actual and projected non-ad valorem assessment revenue for the District beginning in FY 2012. A portion of the total income from non-ad valorem assessments includes delinquent assessments collected each year.

#### SOLID WASTE DISTRICT NON-AD VALOREM ASSESSMENTS FY 2012 – FY 2016

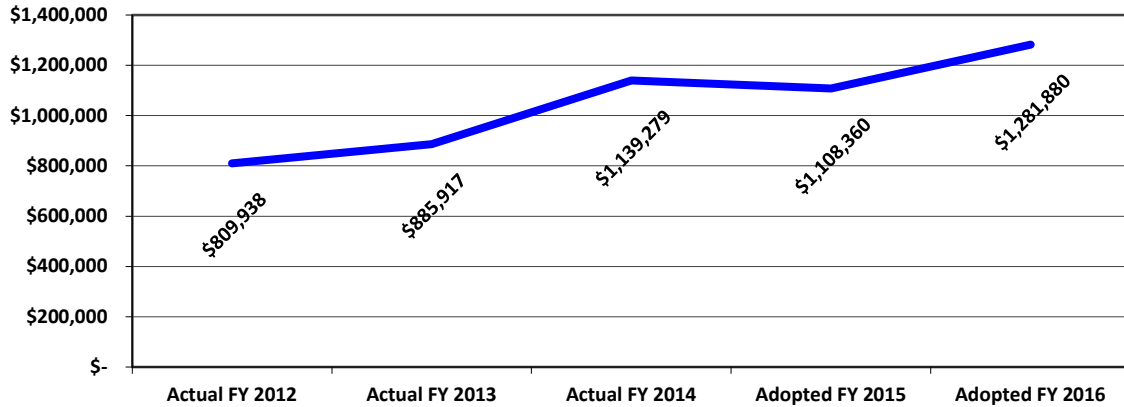




**CHARGES FOR SERVICE**

Other charges for service include commercial collections and roll off revenue, special pickups, trash container rentals, service initiation fees and charges to other city funds for solid waste services. Commercial collections and roll off revenue are projected to garner \$1,281,880 in revenue in FY 2016. Roll off revenue is a charge to customers in possession of a roll off container. The charge is assessed because these large containers must be removed from the property, emptied and returned for reuse. For FY 2016, commercial collections and roll off revenue increased \$173,520, or 15.66% due to the growth in commercial accounts. The following chart shows commercial collection/roll off revenue for a five year period beginning in FY 2012.

**COMMERCIAL COLLECTION & ROLL OFF REVENUES  
FY 2012 THROUGH FY 2016**

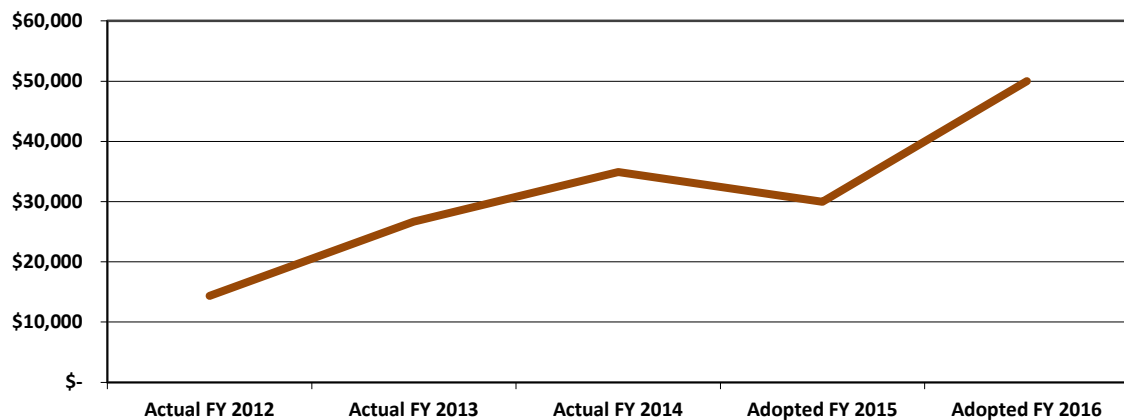


Special pickups are requests from residents for solid waste additional service. The District anticipates projected revenues of \$8,000 from special pickups, the same as FY 2015.

Trash container rentals are fees charged to Solid Waste customers for use of City-owned trash containers, in addition to the one provided upon service initiation. For FY 2016, the District will continue offering 95-gallon recycling and yard waste totes to residents that wish to lease the wheeled containers. Revenues are projected at \$4,000, no change from FY 2015.

Service initiation fees are charges to begin solid waste services at a residence. The fee is part of the application for a building permit. The projected revenue of \$50,000 is an increase of \$20,000 from FY 2015. It is anticipated that there will be 500 new residences in FY 2016, 200 more than the prior year.

**SERVICE INITIATION REVENUES  
FY 2012 THROUGH FY 2016**



**MISCELLANEOUS REVENUE**

Interest income is the largest contributor to miscellaneous revenues at \$20,000 with revenues from late payments by commercial customers at \$3,500.

**TRANSFERS AND FUND BALANCE**

For FY 2016 a total of \$48,770 in fund balance is reserved for future use.

**EXPENDITURES**

The District's total budget appropriation for FY 2016 is \$8,301,360, an increase of \$368,150 (4.64%) from FY 2015. Included in the services provided by the District are: once a week collection of residential household garbage, recyclable material and yard waste; special collection of residential bulk waste, appliances, e-waste, trash and construction debris; and the daily/weekly collection of commercial waste, recyclable material, yard waste and construction debris.

Personnel services only increased \$1,130 (0.05%) attributable mainly to the increases in salaries and wages (one new position was added for FY 2016 – a solid waste equipment operator) of \$13,510 and health insurance costs of \$14,330. Partially offsetting the increases are decreases of \$18,190 in workers' compensation costs and \$8,120 in FRS contributions.

Operating expenditures decreased \$43,380 or 1.07%. The major reductions contributing to this decrease are the following: \$104,620 decrease in the fleet allocation and a \$76,230 savings in fuel. Partially offsetting these decreases were increases of \$84,960 in tipping fees, \$21,350 in communication services and \$20,320 in the General Fund cost allocation.

Capital outlay of \$485,500 for 2 trucks and a staff vehicle is scheduled for FY 2016. The District finished paying all lease purchase agreements in FY 2015.

An interfund transfer of \$1,485,030 to the Capital Acquisitions Fund is scheduled for FY 2016.

The following summary shows the major impacts to the operating budget of the Solid Waste District.

<b>Continuation Expenses</b>	<b>Amount</b>
Increased Salaries and Wages	\$ 13,510
Increased FICA	3,140
Increased Clothing Allowance	2,700
Decreased Pension / Retirement Contributions	(8,120)
Increased Health Insurance Contributions	14,330
Decreased Workers' Compensation Costs	(18,190)
Decreased Unemployment Compensation Costs	(3,240)
Decreased Educational Assistance	(3,000)
Increased Other Contractual Services	72,260
Increased Communication Services	21,350
Decreased Repairs and Maintenance	(102,220)
Increased Other Current Charges	22,570
Decreased Minor Operating Expenditures	(58,320)
Increased Other Operating Expenditures	980
<b>Total</b>	<b>\$ (42,250)</b>

**FUND BALANCE**

For FY 2016 a total of \$48,770 in fund balance is reserved for future use. The following schedule shows the projected fund balance at September 30, 2016. Included in the fund balance report are the following:

- ✓ FY 2015 actual revenues and expenditures (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2015.
- ✓ Contractual agreements that are re-appropriated from FY 2015.
- ✓ A 25% maximum fund balance policy reserve of operating expenditures for FY 2016 for unanticipated events.



**SOLID WASTE DISTRICT  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$</b>	<b>1,903,475</b>
14/15 Actual Revenue (Unaudited)		8,387,320
14/15 Actual Expenditures (Unaudited)		(7,621,074)
<b><i>Projected Restricted Fund Balance as of 9/30/15</i></b>	<b>\$</b>	<b>2,669,721</b>
<b><i>Committed Fund Balance as of 09/30/15</i></b>		
14/15 Re-appropriated Projects & Encumbrances		-
<b><i>Assigned Fund Balance as of 10/01/15</i></b>		
15/16 Appropriated Reserve of Fund Balance		48,770
<b><i>Maximum Fund Balance Policy - 25% of FY 2016 Expenditures</i></b>		<b>(2,075,340)</b>
<b><i>Projected "Available" Restricted Fund Balance as of 9/30/16</i></b>	<b>\$</b>	<b>643,151</b>



## FLEET MANAGEMENT

Fleet Management provides several services including: the repair and maintenance of city vehicles and equipment; recommending, procuring and delivery of the City’s rolling stock; administering the Wright Express fuel card system; managing the City’s in-house fuel program; and developing, implementing and administering the City’s Vehicle Replacement Policy and Vehicle Use Policy.

### FLEET MANAGEMENT BUDGET COMPARISON FY 2012 THROUGH FY 2016

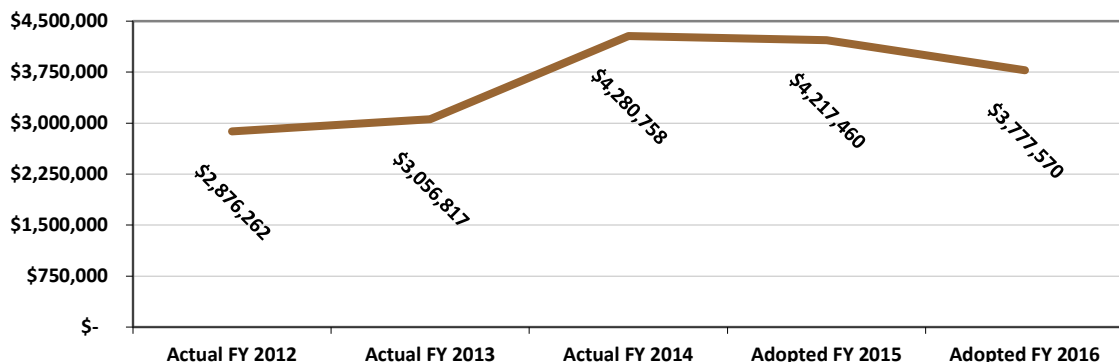
	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Charges for Services	\$ 2,876,262	\$ 3,056,817	\$ 4,280,758	\$ 4,217,460	\$ 3,777,570
Interest Income	8,922	4,928	1,087	1,500	1,500
Miscellaneous Revenues	5,482	6,360	6,634	2,500	500
Other Sources	38,409	12,920	11,388	173,610	297,540
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 2,929,075</b>	<b>\$ 3,081,025</b>	<b>\$ 4,299,867</b>	<b>\$ 4,395,070</b>	<b>\$ 4,077,110</b>
<b>Expenditures</b>					
General Government	\$ 2,514,350	\$ 3,059,660	\$ 4,203,642	\$ 4,251,670	\$ 3,940,110
Capital	31,080	75,395	-	6,400	-
Other Uses	-	-	349,500	137,000	137,000
<b>Total Expenditures</b>	<b>\$ 2,545,430</b>	<b>\$ 3,135,055</b>	<b>\$ 4,553,142</b>	<b>\$ 4,395,070</b>	<b>\$ 4,077,110</b>

## REVENUES

### CHARGES FOR SERVICE

The revenue for the Fleet Management Fund comes from the charges to other City departments for labor, parts, outsourcing costs and fuel for the vehicles and equipment assigned to the various City departments. Charges for service for FY 2016 are budgeted at \$3,777,570, a decrease of \$439,890 or 10.43% from FY 2015. In FY 2014 a new methodology was implemented; the fleet management cost allocation to the various departments and districts is based on the previous year’s adopted budget and incorporates the administrative and service costs associated with operations of the Fleet Management organization. The following chart illustrates the charges for service revenue for the Division over a five year period beginning in FY 2012.

### CHARGES FOR SERVICE FY 2012 THROUGH FY 2016



**MISCELLANEOUS REVENUE**

Interest income is projected at \$1,500. Other miscellaneous revenues of \$500 are budgeted for FY 2016.

**TRANSFERS AND FUND BALANCE**

Fleet Management anticipates using an appropriated fund balance in the amount of \$297,540 for FY 2016.

**EXPENDITURES**

The Division's total budget appropriation for FY 2016 is \$4,077,110, a decrease of \$317,960 (7.23%) from FY 2015.

Personnel services decreased \$21,570 (2.49%) mainly attributable to the decreases of \$22,140 in salaries and wages due to attrition, \$4,410 in FRS contributions and \$4,710 in workers' compensation costs. Offsetting these decreases was an increase of \$10,180 in health insurance costs due to a rise in health insurance premiums.

Operating expenditures decreased \$289,990 or 8.57%. Repair and maintenance-vehicles and equipment decreased \$30,880 due to the purchase of several new vehicles, particularly in the police department. The General Fund cost allocation was reduced by \$29,370. Fuel costs decreased \$276,000 due to lower fuel rates. Liability, auto and property insurance was reduced by \$9,970 due to the conversion to a self-funded program and lower insurance rates. Offsetting these decreases was an increase of \$36,000 in other contractual services. Fleet Management uses an on-site contracted vendor for the provision of integrated parts and supply management used for the maintenance and repair of the City's fleet of vehicles and equipment. The City is seeking to establish a new multi-year contract with a vendor to continue providing these services and it is anticipated that the annual management fee for the contracted services will increase. Communication services were raised \$8,255 due to additional data lines. Finally, minor operating equipment increased \$12,350 due to the replacement of a computer (\$1,200), the purchase of a hydraulic press (\$3,800) and for video surveillance (\$7,350).

No capital outlay is scheduled for FY 2016.

An interfund transfer of \$137,000 to the Capital Acquisitions Fund is scheduled for FY 2016 that will be used to support the on-going capital acquisitions program that enables Fleet to replace fully depreciated, technologically unsound assets with minimal or no service life remaining.

The following summary shows the major impacts to the operating budget of Fleet Management.

<b>Continuation Expenses</b>	<b>Amount</b>
Decreased Salaries and Wages	\$ (22,140)
Decreased FICA	(1,200)
Increased Clothing Allowance	720
Decreased Pension / Retirement Contributions	(4,410)
Increased Health Insurance Contributions	10,180
Decreased Workers' Compensation Costs	(4,710)
Decreased Unemployment Compensation Costs	(10)
Increased Other Contractual Services	36,000
Increased Communication Services	8,255
Decreased Risk Insurance	(9,970)
Decreased Repairs and Maintenance	(30,680)
Decreased Other Current Charges	(30,810)
Decreased Minor Operating Expenditures	(262,370)
Decreased Other Operating Expenditures	(415)
<b>Total</b>	<b>\$ ( 311,560)</b>



### FUND BALANCE

In FY 2016, there is a budgeted use of fund balance of \$297,540 for Fleet Management. The following schedule shows the projected fund balance at September 30, 2016. Included in the fund balance report are the following:

- ✓ FY 2015 actual revenues and expenditures (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2015.
- ✓ Contractual agreements that are re-appropriated from FY 2015.

**FLEET MANAGEMENT FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 612,099</b>
14/15 Actual Revenue (Unaudited)	3,723,088
14/15 Actual Expenditures (Unaudited)	(3,908,873)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 426,313</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	-
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	(297,540)
<b>Projected "Available" Fund Balance as of 9/30/16</b>	<b>\$ 128,773</b>

**FIRE RESCUE DISTRICT**

The Fire Rescue District is a dependent district of the City of North Port. The District is responsible for providing quality emergency response to the citizens of North Port. The primary mission of the Fire District is to protect public safety and limit economic loss.

**FIRE RESCUE DISTRICT  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Non-Ad Valorem Taxes	\$6,582,163	\$7,370,073	\$8,432,668	\$7,664,690	\$8,278,640
Insurance Premium Taxes	267,990	254,006	244,009	311,940	246,000
Permits & Special Assessments	18,725	9,240	16,330	21,700	22,100
Intergovernmental Revenue	229,672	41,711	32,478	37,320	34,680
Charges for Services	26,875	19,090	63,498	30,470	27,700
Interest Income	30,726	13,002	9,061	3,830	16,000
Miscellaneous Revenues	36,467	25,783	38,152	27,440	15,900
Other Sources	-	-	-	(3,000)	(369,280)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$7,192,618</b>	<b>\$7,732,905</b>	<b>\$8,836,196</b>	<b>\$8,094,390</b>	<b>\$8,271,740</b>
<b>Expenditures</b>					
Public Safety	\$7,459,621	\$7,465,918	\$7,171,758	\$7,489,490	\$7,715,990
Capital	6,728	-	-	7,900	3,750
Other Uses	-	282,000	447,000	597,000	552,000
<b>Total Expenditures</b>	<b>\$7,466,349</b>	<b>\$7,747,918</b>	<b>\$7,618,758</b>	<b>\$8,094,390</b>	<b>\$8,271,740</b>

**DEPARTMENTAL FUNCTION**

The Fire Rescue District departmental function is categorized in the following chart by type of service provided.

**DEPARTMENTAL FUNCTION**

SERVICE CATEGORY	SERVICE FUNCTION
<b>Safety &amp; Community Services</b>	
Fire Rescue District	Fire protection services and emergency management services.

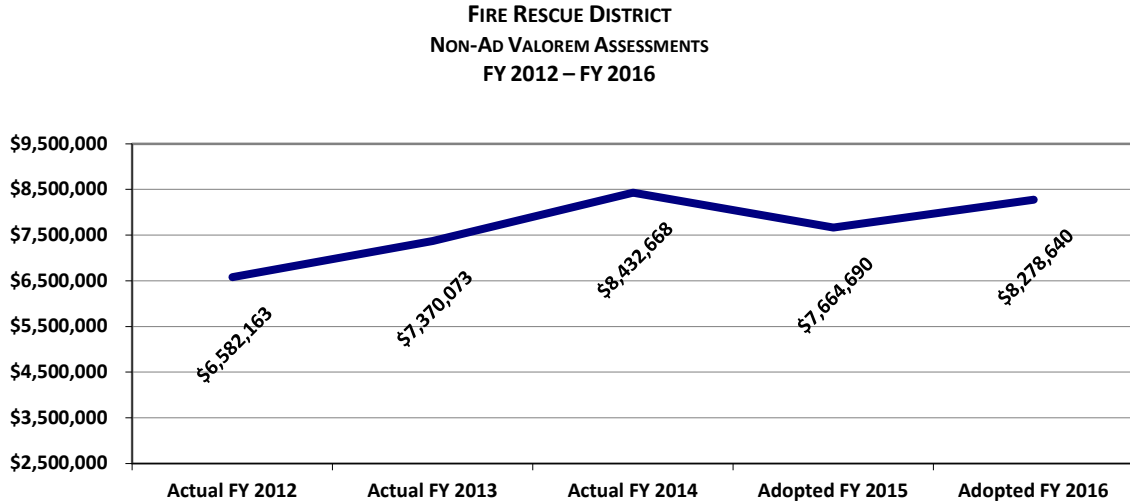
**REVENUES****NON-AD VALOREM ASSESSMENTS**

In FY 2014, a new methodology was adopted by the Commission for calculating non-ad valorem assessments on the properties in the City of North Port. For FY 2016 the non ad-valorem rates reflect a 1% increase. The District assessments for



FY 2016 increased \$613,950, or 8.01%. The estimated assessment revenue was reduced 4% for early payment discounts and non-payment while delinquent assessments remained the same as FY 2015.

The following graph shows the actual and projected non-ad valorem assessment revenue for the District beginning in FY 2012. A portion of the total income from non-ad valorem assessments includes delinquent assessments collected each year.



**OTHER TAXES**

Other taxes include the insurance premium taxes for fire. Participating cities and special fire control districts are eligible to receive annual distributions of state premium tax collections on property insurance policies written within the city/district limits or boundaries of the participating plan. The amount of premium taxes collected under Florida Statutes Chapter 175 is equal to 1.85 percent of all property insurance written within the city limits or boundaries (in the case of fire districts) of the participating plan. These amounts are collected by the Department of Revenue and are then available for distribution to the participating pension plans on an annual basis. FY 2016 projected fire insurance premium taxes are \$246,000.

**PERMITS AND SPECIAL ASSESSMENTS**

Permit fees for FY 2016 are projected at \$22,100, a \$400 increase over the prior year.

**INTERGOVERNMENTAL**

The State of Florida provides a reimbursable education incentive for firefighters to obtain a college degree. The Fire Rescue District expects to receive \$34,680 in revenue from this program, a decrease of \$2,640 from FY 2015.

**CHARGES FOR SERVICE**

In addition to the District non-ad valorem assessments, discussed at the beginning of this section, other charges for service include projected revenues for services provided for special events. Other charges for service projected at \$27,700 decreased \$2,270 for FY 2016.

**MISCELLANEOUS REVENUE**

Interest Income, which is estimated by multiplying an assumed interest rate by a projected fund balance, is projected at \$16,000 for FY 2016.

Rental revenue received for the use of city land by a cell tower company is budgeted at \$15,790 for FY 2016.

**TRANSFERS AND FUND BALANCE**

A total of \$369,280 in fund balance is reserved for future use.

**EXPENDITURES**

The District’s total budget appropriation for FY 2016 is \$8,271,740, an increase of \$177,350 (2.19%) from FY 2015. The Fire Rescue District improves the safety of life and community assets by providing timely responses to reported emergencies.



Personnel services increased \$182,190 (3.03%) due to the increase in wages and salaries of \$89,230, the increase in FICA of \$47,160, the increase of \$23,250 in employer pension fund payments and \$31,840 in health insurance costs. FY 2016 includes the addition of one new position – a logistics and safety officer. Also, FY 2016 includes 3% salary/wage increases or lump-sum payouts for all non-union employees and anticipates 3% salary/wage increases for union employees for fiscal years 2015 and 2016. Partially offsetting these increases was a decrease in workers' compensation costs of \$4,800 due to reductions in premiums.

Operating expenditures increased \$44,310 or 3.00%. Professional services increased \$16,930 due the \$7,300 scheduled for medical physicals for fire personnel and \$10,000 scheduled for the Fire Station 82 remodel design. Repairs and maintenance increased by \$12,590 due mainly to the \$15,000 budgeted for the painting of Fire Station 81. Minor operating expenditures were raised \$30,570 due to the increase of \$3,460 in uniforms, \$1,510 increase in protective gear and the \$27,140 increase in minor operating equipment. Twelve mobile data terminals are scheduled for replacement in FY 2016 at the cost of \$30,000. Partially offsetting these increases was the reduction of \$11,680 in liability, auto and property insurance in FY 2016 due to the conversion to a self-funded program and lower premiums.

Capital outlay of \$3,750 is budgeted for FY 2016 to purchase conditioning equipment.

The District finished paying all lease purchase agreements in FY 2009.

An interfund transfer of \$552,000 to the Capital Acquisitions Fund for several replacement programs (tools, SCBA, thermal imaging camera, vehicles, and building components) is scheduled for FY 2016.

The following summary shows the major impacts to the operating budget of the Fire Rescue District.

<b>Continuation Expenses</b>	<b>Amount</b>
Increased Salaries and Wages	\$ 89,230
Increased FICA	47,160
Increased Pension / Retirement Contributions	19,080
Increased Health Insurance Contributions	31,840
Decreased Workers' Compensation Costs	(4,800)
Decreased Unemployment Compensation Costs	(320)
Increased Professional Services	16,930
Decreased Risk Insurance	(11,680)
Increased Repairs and Maintenance	12,590
Increased Minor Operating Expenditures	30,570
Decreased Other Operating Expenditures	(4,100)
<b>Total</b>	<b>\$ 226,500</b>

## FUND BALANCE

In FY 2016, a total of \$369,280 in fund balance is reserved for future use. The following schedule shows the projected fund balance at September 30, 2016. Included in the fund balance report are the following:

- ✓ FY 2015 actual revenues and expenditures (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2015.
- ✓ Contractual agreements that are re-appropriated from FY 2015.
- ✓ A 25% maximum fund balance policy reserve of operating expenditures for FY 2016 for unanticipated events.

**FIRE RESCUE DISTRICT  
FUND BALANCE REPORT**

09/30/2014 Audited Fund Balance	\$	<b>2,831,995</b>
14/15 Actual Revenue (Unaudited)		8,201,150
14/15 Actual Expenditures (Unaudited)		(7,767,188)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$</b>	<b>3,265,956</b>
<b>Committed Fund Balance as of 09/30/15</b>		
14/15 Re-appropriated Projects & Encumbrances		-
<b>Assigned Fund Balance as of 10/01/15</b>		
15/16 Appropriated Reserve of Fund Balance		369,280
<b>Maximum Fund Balance Policy - 25% of FY 2016 Expenditures</b>		<b>(2,067,935)</b>
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$</b>	<b>1,567,301</b>



**OTHER FUNDS****OTHER FUNDS SUMMARY**

This section provides information on various minor funds most of which are special revenue funds. The following summary shows a breakdown of revenues and expenditures in six categories. The Building Fund is the only operating fund of the group.

**OTHER FUNDS BUDGET SUMMARY  
FY 2016 ADOPTED**

Revenue	Building Fund	Other Special Revenue Funds	Escheated Lots Funds	Impact Fee Funds	Debt Service Fund	Capital Funds	Total
Other Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,139,640	\$ 8,139,640
Permits & Special Assessments	2,105,800	79,000	-	-	3,002,480	-	5,187,280
Charges for Services	30,200	2,805,000	-	-	-	-	2,835,200
Fines & Forfeitures	-	138,970	-	-	-	-	138,970
Interest Income	5,000	6,300	-	19,800	5,000	116,000	152,100
Miscellaneous Revenues	4,000	6,014,180	-	-	-	-	6,018,180
Impact Fees	-	-	-	2,239,220	-	-	2,239,220
Transfers In	-	-	-	-	-	2,691,030	2,691,030
Appropriated Fund Balance	(669,660)	(488,670)	1,970,000	(229,570)	(324,980)	(2,828,310)	(2,571,190)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 1,475,340</b>	<b>\$ 8,554,780</b>	<b>\$ 1,970,000</b>	<b>\$ 2,029,450</b>	<b>\$ 2,682,500</b>	<b>\$ 8,118,360</b>	<b>\$24,830,430</b>
<b>Expenditures</b>							
General Government	\$ -	\$ 7,446,880	\$ -	\$ -	\$ -	\$ -	\$ 7,446,880
Public Safety	1,412,340	57,300	-	-	-	-	1,469,640
Transportation	-	-	-	-	46,900	913,900	960,800
Physical Environment	-	151,900	-	-	-	-	151,900
Culture and Recreation	-	769,700	20,000	-	-	-	789,700
Capital	23,000	129,000	1,950,000	208,180	-	7,204,460	9,514,640
Debt Service	-	-	-	1,821,270	2,635,600	-	4,456,870
Other Uses	40,000	-	-	-	-	-	40,000
<b>Total Expenditures</b>	<b>\$ 1,475,340</b>	<b>\$ 8,554,780</b>	<b>\$ 1,970,000</b>	<b>\$ 2,029,450</b>	<b>\$ 2,682,500</b>	<b>\$ 8,118,360</b>	<b>\$24,830,430</b>

**DEPARTMENTAL FUNCTIONS**

The Other Funds departmental functions are categorized in the following chart by type of service provided.

**DEPARTMENTAL FUNCTIONS**

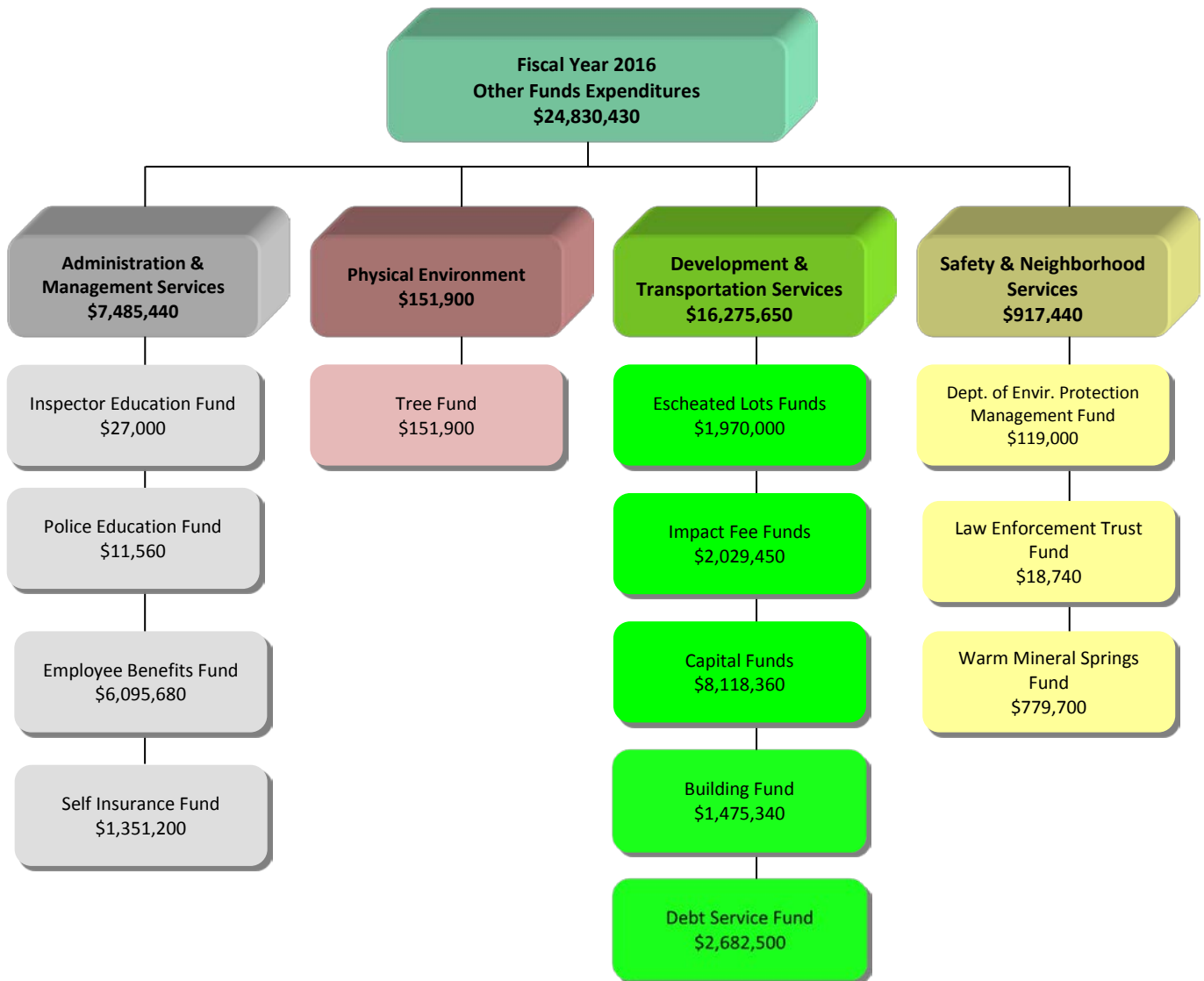
SERVICE CATEGORY	SERVICE FUNCTION
<b><i>Administration &amp; Management Services</i></b>	
Inspector Education	Provides for continuing education opportunities for building inspectors and plans examiners.
Police Education	Provides funds for training of law enforcement officers.
Employee Benefits	Provides employee benefits including health, dental, vision, life and disability and flex plan spending program.
Self Insurance Fund	Provides overall management of the City's risk insurance.
<b><i>Development &amp; Transportation Services</i></b>	
Building Fund	Monitors construction within the City including plans review, inspections and permit issuances.
Escheated Lots Funds	Provides for the funding of various capital type projects as Commission directs.
Impact Fee Funds	Provides for the funding of growth related projects pertaining to each category of impact fees.
Capital Funds	Provides for specific capital projects.
Debt Service Fund	Establishes a reserve to service interest and principal payments on short- and long-term debt.
<b><i>Safety &amp; Community Services</i></b>	
Department of Environmental Protection Management Fund	Provides recreational and cultural art activities for the community.
Law Enforcement Trust	Provides for special community events related to law enforcement.
Warm Mineral Springs Fund	Provides recreational and cultural art activities for the community.
Tree Fund	<b>Provides for the purchase of trees and maintenance of trees throughout the City.</b>

**EXPENDITURES**

The following chart illustrates the Other Funds FY 2016 Adopted Budgets within the service categories shown above.



**BREAKDOWN OF OTHER FUNDS EXPENDITURES**



**OTHER FUNDS DETAIL INFORMATION**

Included in the fund reports are the following:

- ✓ Brief description of the purpose of the fund.
- ✓ Historical and projected revenues and expenditures for a five year period.
- ✓ Fund balance report of each fund.



### BUILDING FUND

The Building Fund was established in FY 2007, in accordance with Florida Statute, section 553.80, to account for the property tracking of both revenues and expenditures, related to fees collected for the enforcement of the Florida Building Code.

The following chart shows the revenues and expenditures in the Building Fund for a five-year period beginning in FY 2012.

**BUILDING FUND  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

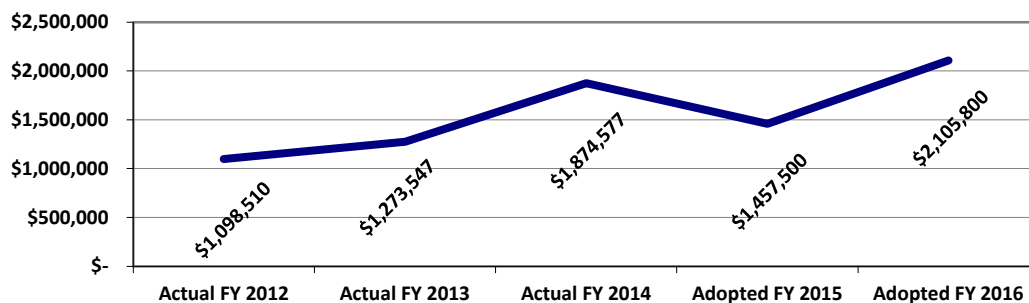
	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Permits & Special Assessments	\$ 1,098,510	\$ 1,273,547	\$ 1,874,577	\$ 1,457,500	\$ 2,105,800
Charges for Services	156,435	149,430	29,145	20,200	30,200
Interest Income	(2,354)	703	1,813	3,000	5,000
Miscellaneous Revenues	12,580	6,172	7,895	8,000	4,000
Other Sources	-	-	-	(161,980)	(669,660)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 1,265,171</b>	<b>\$ 1,429,852</b>	<b>\$ 1,913,430</b>	<b>\$ 1,326,720</b>	<b>\$ 1,475,340</b>
<b>Expenditures</b>					
Public Safety	\$ 905,752	\$ 948,245	\$ 939,711	\$ 1,213,910	\$ 1,412,340
Capital	-	-	1,009	40,000	23,000
Other Uses	-	-	76,000	72,810	40,000
<b>Total Expenditures</b>	<b>\$ 905,752</b>	<b>\$ 948,245</b>	<b>\$ 1,016,720</b>	<b>\$ 1,326,720</b>	<b>\$ 1,475,340</b>

### REVENUES

#### PERMITS AND SPECIAL ASSESSMENTS

The primary funding source for the Building Fund is permit fees; accounting for 98.17% of the projected revenues. The projected revenue for FY 2016 increased \$648,300 or 44.48% due to the increase in permit and construction activity. The following graph illustrates the permit and special assessments revenue for the Department since FY 2012.

**PERMITS AND SPECIAL ASSESSMENTS  
FY 2012 THROUGH FY 2016**

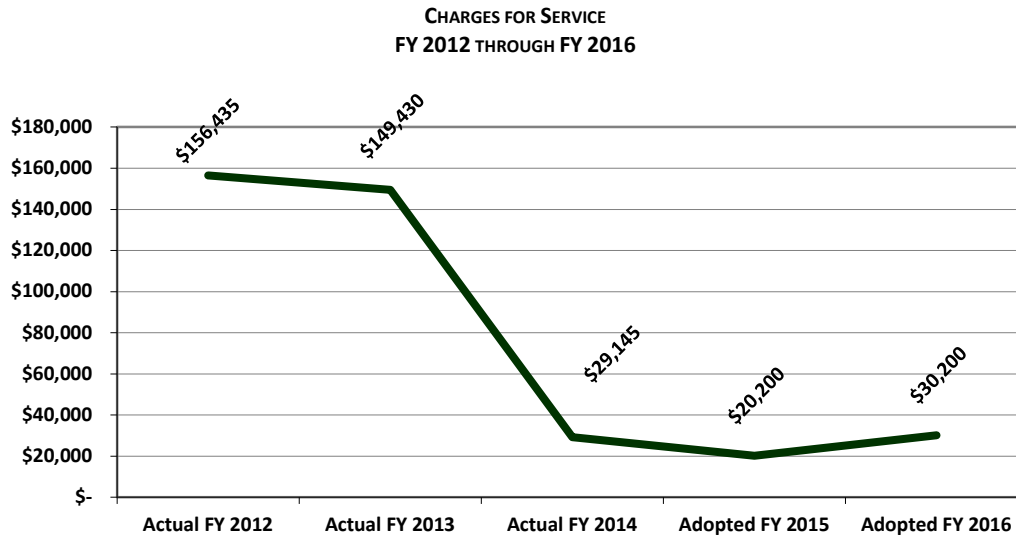


#### CHARGES FOR SERVICE

The Department charges fees for various services based on the City-wide fee ordinance 09-30. The projected charges for service revenue are \$30,200, a \$10,000 or 49.50% increase from FY 2015. In FY 2011, Foreclosed Home regulatory Fees were



adopted to help recover costs associated with the additional Code Enforcement workload as a result of the growing quantity of foreclosed homes. In the past the revenue from these fees had been split fifty/fifty between the General Fund and the Building Fund while Building staff was providing a portion of this service along with Code Enforcement staff. In FY 2014, Code Enforcement staff solely provided this service; therefore, these fees were entirely allocated to the General Fund. For FY 2016, Code Enforcement staff will continue to solely provide this service and these fees will be entirely allocated to the General Fund. This explains the large decrease in charges for service since FY 2013. Below is a graph showing the revenues from this source since FY 2012.



**MISCELLANEOUS REVENUE**

Interest income of \$5,000 and other miscellaneous revenue of \$4,000 are projected for FY 2016.

**TRANSFERS AND FUND BALANCE**

A total of \$669,660 in fund balance is reserved for future use.

**EXPENDITURES**

Personnel services increased \$172,630 (18.23%) mainly due to the addition of two new positions (administrative manager and plans examiner/inspector-a mid-year position) and 3% wage/salary increases or lump-sum payouts (\$127,950). Corresponding increases in FICA (\$9,750) and retirement contributions (\$7,910) also contributed to the rise in personnel services. Health insurance costs increased \$19,810 due to higher premiums and workers' compensation costs also were raised \$7,170 due to a higher 2-year claims experience.

Operating expenditures increased \$25,800 or 9.66% due to the \$40,000 increase in contracted services. This expenditure is for the conversion and storage of the Building Department's microfiche and building permit files into the City's current OptiView electronic record retention program to reduce the possibility of permanent loss, misplacement and/or damage to these files while ensuring permanent record retention. Also, books, publications, subscriptions, and memberships were raised \$3,000 for the annual OptiView renewal for record retention. Partially offsetting these increases is the \$19,140 decrease in minor operating expenditures. In FY 2015, \$23,780 was budgeted for the Naviline Mobility Module. Also, other current charges decreased \$4,520; tags, fees and licenses were reduced \$4,000 in FY 2016 as this account was over budgeted in FY 2015. The inspectors' licenses are paid out of the Fund 102 – Inspector Education; therefore, the funds in tags, fees and licenses were excessive and reduced for FY 2016.

Capital outlay of \$23,000 for one truck is scheduled for FY 2016. A transfer of \$40,000 to the Capital Acquisition Fund is scheduled for FY 2016 for the future purchase of replacement and/or new vehicles.

The following summary shows the major impacts to the operating budget of the Building Fund.



<b>Continuation Expenses</b>	<b>Amount</b>
Increased Salaries and Wages	\$ 127,950
Increased FICA	9,750
Increased Pension / Retirement Contributions	7,910
Increased Health Insurance Contributions	19,810
Increased Workers' Compensation Costs	7,170
Increased Unemployment Compensation Costs	40
Increased Other Contractual Services	40,000
Decreased Minor Operating Expenditures	(19,140)
Decreased Other Current Charges	(4,520)
Increased Books, Publications, Subscriptions, Memberships	3,000
Increased Other Operating Expenditures	6,460
<b>Total</b>	<b>\$ 198,430</b>

### FUND BALANCE

A total of \$669,660 in fund balance is reserved for future use. The following schedule shows the projected fund balance at September 30, 2016. Included in the fund balance report are the following:

- ✓ FY 2015 actual revenues and expenditures (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2015.
- ✓ Contractual agreements that are re-appropriated from FY 2015.

#### BUILDING FUND FUND BALANCE REPORT

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 1,340,888</b>
14/15 Actual Revenue (Unaudited)	2,656,727
14/15 Actual Expenditures (Unaudited)	(1,224,376)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 2,773,239</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	(53,808)
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	669,660
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 3,389,091</b>



## INSPECTOR EDUCATION

The Inspector Education Fund was established to provide for continuing education and certification of building department staff as required by Florida Statute. Revenue projections for this fund are based on a 2% surcharge added to each building permit.

The following chart shows the revenues and expenditures in the Inspector Education Fund for a five-year period beginning in FY 2012.

**INSPECTOR EDUCATION  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

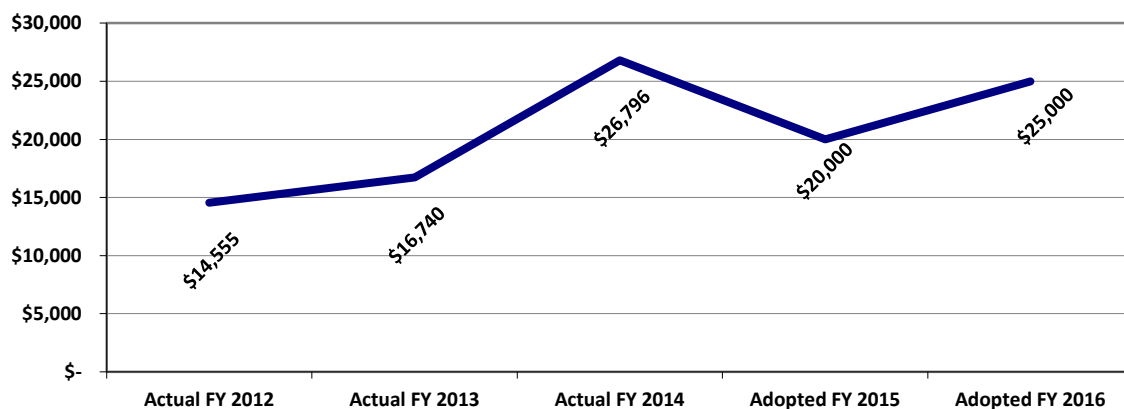
	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Permits & Special Assessments	\$ 18,258	\$ 24,792	\$ 37,149	\$ 50,000	\$ 59,000
Interest Income	505	213	164	300	300
Other Sources	-	-	-	(23,300)	(32,300)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 18,763</b>	<b>\$ 25,005</b>	<b>\$ 37,313</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>
<b>Expenditures</b>					
Public Safety	\$ 28,012	\$ 18,600	\$ 15,320	\$ 27,000	\$ 27,000
<b>Total Expenditures</b>	<b>\$ 28,012</b>	<b>\$ 18,600</b>	<b>\$ 15,320</b>	<b>\$ 27,000</b>	<b>\$ 27,000</b>

## REVENUES

### PERMITS AND SPECIAL ASSESSMENTS – EDUCATION SURCHARGE

The FY 2016 revenue projection for education surcharge is \$25,000, a \$5,000 increase from FY 2015 due to the projected rise in permits. The following graph illustrates the permits and special assessments revenue for the fund since FY 2012.

**PERMITS AND SPECIAL ASSESSMENTS - EDUCATION SURCHARGE  
FY 2012 THROUGH FY 2016**



Other permit surcharges – BCAIB (Building Code Administrators and Inspectors) and DBPR (Department of Business and Professional Regulations) for FY 2016 - are \$34,000, a \$4,000 increase from FY 2015, again due to the projected rise in permits. A surcharge of 2% is charged for each department.

### TRANSFERS AND FUND BALANCE

A total of \$32,300 in fund balance is reserved for future use.



**EXPENDITURES**

Expenditures for FY 2016 are \$27,000, no change from FY 2015.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

**INSPECTOR EDUCATION  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 63,964</b>
14/15 Actual Revenue (Unaudited)	51,397
14/15 Actual Expenditures (Unaudited)	(24,198)
<b><i>Projected Restricted Fund Balance as of 9/30/15</i></b>	<b>\$ 91,163</b>
<b><i>Committed Fund Balance as of 09/30/15</i></b>	
14/15 Re-appropriated Projects & Encumbrances	-
<b><i>Assigned Fund Balance as of 10/01/15</i></b>	
15/16 Appropriated Reserve of Fund Balance	32,300
<b><i>Projected "Available" Restricted Fund Balance as of 9/30/16</i></b>	<b>\$ 123,463</b>



**LAW ENFORCEMENT TRUST**

The Law Enforcement Trust Fund derives revenues from the sale of forfeiture items and must be used for law enforcement related expenditures as stated in the Florida Contraband Forfeiture Act.

The following chart shows the revenues and expenditures in the Law Enforcement Trust Fund for a five-year period beginning in FY 2012.

**LAW ENFORCEMENT TRUST  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Charges for Services	\$ -	\$ -	\$ 2,000	\$ -	\$ -
Fines & Forfeitures	54,844	84,562	90,173	-	7,990
Interest Income	630	400	259	400	50
Other Sources	1,000	-	-	70,500	10,700
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 56,474</b>	<b>\$ 84,962</b>	<b>\$ 92,432</b>	<b>\$ 70,900</b>	<b>\$ 18,740</b>
<b>Expenditures</b>					
Public Safety	\$ 20,485	\$ 86,095	\$ 75,646	\$ 70,900	\$ 18,740
Capital	-	-	7,500	-	-
Other Uses	-	-	10,000	-	-
<b>Total Expenditures</b>	<b>\$ 20,485</b>	<b>\$ 86,095</b>	<b>\$ 93,146</b>	<b>\$ 70,900</b>	<b>\$ 18,740</b>

**REVENUES****FINES AND FORFEITURES**

A total of \$7,990 in forfeitures is projected for FY 2016. Interest earnings of \$50 are expected for FY 2016.

**TRANSFERS AND FUND BALANCE**

A total of \$10,700 in fund balance is appropriated for FY 2016.

**EXPENDITURES**

Operating expenditures for FY 2016 are \$18,740, a decrease of \$52,160 mainly due to the decreases of \$6,000 in professional services (covert operations), \$24,170 in minor operating equipment acquisitions and \$19,600 in operating supplies. FY 2015 supplies included the purchase of Class A and Honor Guard uniforms and brass totaling \$19,600. This budget provides for the Citizens Public Safety Academy, volunteer appreciation banquet, the "National Night Out" event, and the purchase of K9 and scuba diving equipment.

No capital outlay is scheduled for FY 2016.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.



**LAW ENFORCEMENT TRUST  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 75,482</b>
14/15 Actual Revenue (Unaudited)	9,153
14/15 Actual Expenditures (Unaudited)	(60,038)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 24,597</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	-
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	(10,700)
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 13,897</b>



### POLICE EDUCATION

The Police Education Fund provides for the training of police officers. Florida Statute (938.15) allows for the assessment of an additional \$2 on fines to provide for training and education of law enforcement officers.

The following chart shows the revenues and expenditures in the Police Education Fund for a five-year period beginning in FY 2012.

**POLICE EDUCATION  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

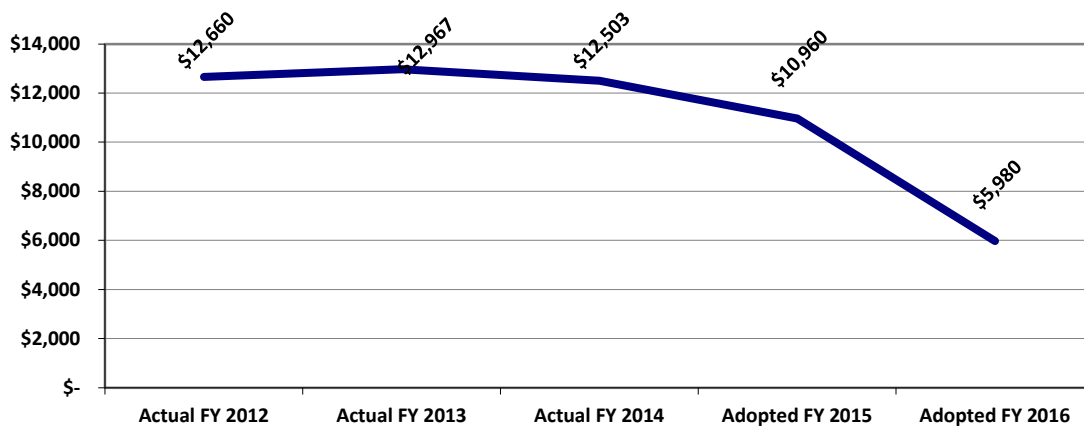
	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Fines & Forfeitures	\$ 12,660	\$ 12,967	\$ 12,503	\$ 10,960	\$ 5,980
Interest Income	174	90	48	100	50
Other Sources	-	-	-	7,790	5,530
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 12,834</b>	<b>\$ 13,057</b>	<b>\$ 12,551</b>	<b>\$ 18,850</b>	<b>\$ 11,560</b>
<b>Expenditures</b>					
Public Safety	\$ 10,688	\$ 15,046	\$ 12,804	\$ 18,850	\$ 11,560
<b>Total Expenditures</b>	<b>\$ 10,688</b>	<b>\$ 15,046</b>	<b>\$ 12,804</b>	<b>\$ 18,850</b>	<b>\$ 11,560</b>

### REVENUES

#### FINES AND FORFEITURES

Projected revenues for FY 2016 are \$5,980 which is a decrease of \$4,980, or 45.44%. The following graph illustrates the fines and forfeitures revenue for the fund since FY 2012.

**FINES AND FORFEITURES  
FY 2012 THROUGH FY 2016**



#### TRANSFERS AND FUND BALANCE

A total of \$5,530 in fund balance is appropriated for FY 2016.

**EXPENDITURES**

Expenditures for FY 2016 are \$11,560, a decrease of \$7,290, or 38.67%. The budget provides for several opportunities for law enforcement officer training.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

**POLICE EDUCATION  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 17,414</b>
14/15 Actual Revenue (Unaudited)	11,696
14/15 Actual Expenditures (Unaudited)	(12,488)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 16,622</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	-
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	(5,530)
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 11,092</b>



### TREE FUND

In FY 2007, the Tree Fund was set up to account for proceeds of fines and assessments that are restricted for tree maintenance and purchases. Prior to the segregation of these proceeds, the revenues and expenditures were accounted for in detailed line items in the General Fund.

The following chart shows the revenues and expenditures in the Tree Fund for a five-year period beginning in FY 2012.

**TREE FUND  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

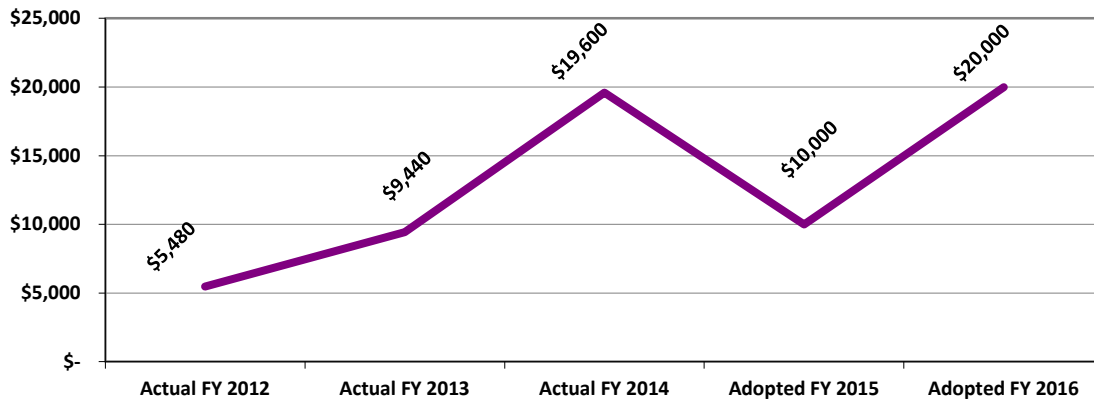
	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Permits & Special Assessments	\$ 5,480	\$ 9,440	\$ 19,600	\$ 10,000	\$ 20,000
Fines & Forfeitures	10,698	-	81,500	12,000	125,000
Interest Income	6,588	2,745	1,613	3,000	3,000
Other Sources	-	-	170	118,505	3,9005
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 22,766</b>	<b>\$ 12,185</b>	<b>\$ 102,883</b>	<b>\$ 143,505</b>	<b>\$ 151,900</b>
<b>Expenditures</b>					
Physical Environment	\$ 132,981	\$ 116,254	\$ 130,060	\$ 143,505	\$ 151,900
<b>Total Expenditures</b>	<b>\$ 132,981</b>	<b>\$ 116,254</b>	<b>\$ 130,060</b>	<b>\$ 143,505</b>	<b>\$ 151,900</b>

### REVENUES

#### PERMITS AND SPECIAL ASSESSMENTS

Mitigation assessment fees charged for tree removals are the primary funding source for the Tree Fund. FY 2016 projected revenue from assessments is \$20,000, a \$10,000 increase from FY 2015 due to increased construction activity. The following chart shows the revenues from assessment fees since FY 2012.

**PERMITS AND SPECIAL ASSESSMENTS-MITIGATION ASSESSMENT FEES  
FY 2012 THROUGH FY 2016**

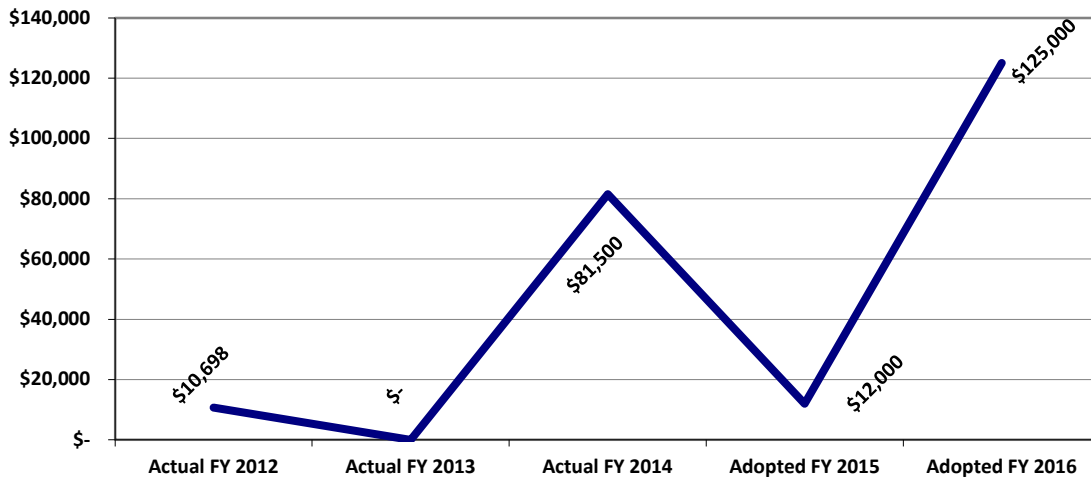




**FINES AND FORFEITURES**

Revenues are derived from fines related to violations of the City’s tree ordinance. Projected revenues for FY 2016 include fines of \$125,000, an increase of \$113,000 from FY 2015 due to increased construction activity. The following graph illustrates fine revenue since FY 2012.

**FINES AND FORFEITURES  
FY 2012 THROUGH FY 2016**



**MISCELLANEOUS REVENUES**

Interest income of \$3,000 is projected for FY 2016.

**TRANSFERS AND FUND BALANCE**

A use of fund balance of in the amount of \$3,900 is scheduled for FY 2016.

**EXPENDITURES**

The Tree Ordinance allows for the funding of personnel costs incurred as related to the preservation of trees within the City. Personnel services are appropriated at \$61,910 for FY 2016, an increase of \$2,570 or 4.33% due to the increases of \$1,770 and \$860 in salaries and wages and health insurance contributions, respectively. Salaries and wages were raised due to the 3% wage/salary increase for FY 2016 and health insurance contributions were raised due to higher premiums.

Operating expenditures are budgeted at \$89,990 for FY 2016, an increase of \$5,825 or 6.92% mainly due to the increase of \$5,020 in the General Fund cost allocation. Also, \$400 is budgeted in minor operating equipment for a tablet or smart phone that will enable the arborist to use the inspector mobility software, allowing for more efficiency in the field.

No capital outlay is scheduled for FY 2016. The total FY 2016 Tree Fund budget is \$151,900.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016. Included in the fund balance report are the following:

- ✓ FY 2015 actual revenues and expenditures (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2015.
- ✓ Contractual agreements that are re-appropriated from FY 2015.



**TREE FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$</b>	<b>472,466</b>
14/15 Actual Revenue (Unaudited)		205,180
14/15 Actual Expenditures (Unaudited)		(76,930)
<b><i>Projected Restricted Fund Balance as of 9/30/15</i></b>	<b>\$</b>	<b>600,716</b>
<b><i>Committed Fund Balance as of 09/30/15</i></b>		
14/15 Re-appropriated Projects & Encumbrances		(50,000)
<b><i>Assigned Fund Balance as of 10/01/15</i></b>		
15/16 Appropriated Reserve of Fund Balance		(3,900)
<b><i>Projected "Available" Restricted Fund Balance as of 9/30/16</i></b>	<b>\$</b>	<b>546,816</b>

**ESCHEATED LOTS**

The Escheated Lots Fund was established through the one-time sale of escheated lots. In FY 2007, the City Commission, through a budget amendment, appropriated a portion of the funds to roads and parks projects. The remaining balance is used to fund other projects as directed by Commission.

**ESCHEATED LOTS – LAND & FUTURE PROJECTS**

The following chart shows the revenues and expenditures in the Escheated Lots – Land & Future Projects Fund since FY 2012.

**ESCHEATED LOTS – LAND & FUTURE PROJECTS  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Interest Income	\$ 50,058	\$ 17,112	\$ -	\$ -	\$ -
Other Sources	-	-	-	-	1,850,000
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 50,058</b>	<b>\$ 17,112</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,850,000</b>
<b>Expenditures</b>					
Operating	\$ 20,599	\$ 36,348	\$ 1,992	\$ -	\$ -
Capital	23,088	9,938	2,760,395	-	1,850,000
Other Uses	1,000,000	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,043,687</b>	<b>\$ 46,286</b>	<b>\$ 2,762,387</b>	<b>\$ -</b>	<b>\$ 1,850,000</b>

**REVENUES**

No revenue is projected for the Escheated Lots-Land and Future Projects Fund for FY 2016.

**TRANSFERS AND FUND BALANCE**

A total of \$1,850,000 in fund balance is appropriated for FY 2016.

**EXPENDITURES**

Capital outlay of \$1,850,000 is scheduled for this fund for FY 2016 for the acquisition of land in conjunction with the Price Boulevard widening project.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.





**ESCHEATED LOTS – LAND & FUTURE PROJECTS  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	\$	<b>2,285,426</b>
14/15 Actual Revenue (Unaudited)		8,000
14/15 Actual Expenditures (Unaudited)		(72,380)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	\$	<b>2,221,046</b>
<b>Committed Fund Balance as of 09/30/15</b>		
14/15 Re-appropriated Projects & Encumbrances		(325,625)
<b>Assigned Fund Balance as of 10/01/15</b>		
15/16 Appropriated Reserve of Fund Balance		(1,850,000)
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	\$	<b>45,421</b>

### ESCHEATED LOTS – PARKS

The City Commission established the Escheated Lots – Parks Fund in FY 2007 by transferring \$8,000,000 from the Escheated Lots Fund for future parks appropriations. Primarily, the Commission directed to fund a future Youth Community Center and other park improvement related projects.

The following chart shows the revenues and expenditures in the Escheated Lots – Parks Fund since FY 2012.

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Interest Income	\$ 4,639	\$ 1,274	\$ -	\$ -	\$ -
Miscellaneous	7	-	-	-	-
Other Sources	-	-	-	47,000	120,000
<b>Total Revenues &amp; Other Financing Sources</b>	\$ <b>4,646</b>	\$ <b>1,274</b>	\$ <b>-</b>	\$ <b>47,000</b>	\$ <b>120,000</b>
<b>Expenditures</b>					
Operating	\$ 28,186	\$ 25,828	\$ 1,400	\$ 37,000	\$ 20,000
Capital	104,362	95,806	101,297	10,000	100,000
<b>Total Expenditures</b>	\$ <b>132,548</b>	\$ <b>121,634</b>	\$ <b>102,697</b>	\$ <b>47,000</b>	\$ <b>120,000</b>

### REVENUES

No revenue is projected for the Escheated Lots-Parks Fund for FY 2016.

### TRANSFERS AND FUND BALANCE

The Escheated Lots – Parks fund anticipates using an appropriated fund balance in the amount of \$120,000 for FY 2016.

### EXPENDITURES

Operating expenditures include the painting of the George Mullen Activity Center in the amount of \$20,000.

Capital expenditures totaling \$100,000 for land clearing at the parks (\$75,000) and park signage (\$25,000) are appropriated for FY 2016.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

**ESCHEATED LOTS – PARKS  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 179,260</b>
14/15 Actual Revenue (Unaudited)	-
14/15 Actual Expenditures (Unaudited)	(35,647)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 143,614</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	(5,100)
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	(120,000)
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 18,514</b>

**WARM MINERAL SPRINGS FUND**

The Warm Mineral Springs special revenue fund accounts for the generated revenue and related expenditures in relation to the operations of the spring.

The following chart shows the revenues and expenditures in the Warm Mineral Springs Fund for FY 2016.

**WARM MINERAL SPRINGS FUND  
BUDGET COMPARISON  
2016**

	<b>Adjusted FY 2015</b>	<b>Adopted FY 2016</b>
<b>Revenues</b>		
Charges for Service	1,200,000	\$ 1,205,000
Interest Income	-	600
Other Sources	(480,000)	(425,900)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$720,000</b>	<b>\$ 779,700</b>
<b>Expenditures</b>		
Culture and Recreation	\$ 720,000	\$ 769,700
Capital	-	10,000
<b>Total Expenditures</b>	<b>\$720,000</b>	<b>\$ 779,700</b>

**REVENUES****CHARGES FOR SERVICE**

A total of \$1,205,000 in charges for service is projected for FY 2016. Interest earnings of \$600 are expected for FY 2016.

**TRANSFERS AND FUND BALANCE**

A total of \$425,900 in fund balance is reserved for future use.

**EXPENDITURES**

Operating expenditures for FY 2016 are \$769,700. Other professional services are budgeted at \$580,000 for the management of the springs. Landscaping is budgeted at \$31,500 and \$20,000 is budgeted in minor operating equipment for amenities needed by the tenant.

Capital outlay of \$10,000 for a hot water heater is scheduled for FY 2016.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.



**WARM MINERAL SPRINGS FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$</b>	<b>-</b>
14/15 Actual Revenue (Unaudited)		1,144,941
14/15 Actual Expenditures (Unaudited)		(669,412)
<b><i>Projected Restricted Fund Balance as of 9/30/15</i></b>	<b>\$</b>	<b>475,529</b>
<b><i>Committed Fund Balance as of 09/30/15</i></b>		
	14/15 Re-appropriated Projects & Encumbrances	-
<b><i>Assigned Fund Balance as of 10/01/15</i></b>		
	15/16 Appropriated Reserve of Fund Balance	425,900
<b><i>Projected "Available" Restricted Fund Balance as of 9/30/16</i></b>	<b>\$</b>	<b>901,429</b>



## IMPACT FEES

Impact Fees are fees imposed on new development in order to fund the cost of additional facilities made necessary by the growth. These fees are used to fund capital projects related to growth. Since FY 2007, the City has experienced a dramatic decline in new construction. Also, the City Commission has directed staff to change the collection of impact fees from building permit to certificate of occupancy; and to delay any impact fee rate increases.

Six impact fees are imposed in the City of North Port and include: law enforcement; fire; parks and recreation; transportation; solid waste; and general government. Each of these impact fees is restricted to specific uses.

## LAW ENFORCEMENT IMPACT FEES

The following chart shows the revenues and expenditures in the Law Enforcement Impact Fee Fund for a five-year period beginning in FY 2012.

**LAW ENFORCEMENT IMPACT FEES  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Impact Fees	\$ 75,809	\$ 54,015	\$ 80,041	\$ 76,740	\$ 135,070
Interest Income	1,574	905	534	1,350	500
Other Sources	-	-	-	(62,090)	(57,390)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 77,383</b>	<b>\$ 54,920</b>	<b>\$ 80,575</b>	<b>\$ 16,000</b>	<b>\$ 78,180</b>
<b>Expenditures</b>					
Public Safety	\$ -	\$ 53,110	\$ 13,013	\$ -	\$ -
Capital	-	53,703	6,909	16,000	78,180
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 106,813</b>	<b>\$ 19,922</b>	<b>\$ 16,000</b>	<b>\$ 78,180</b>

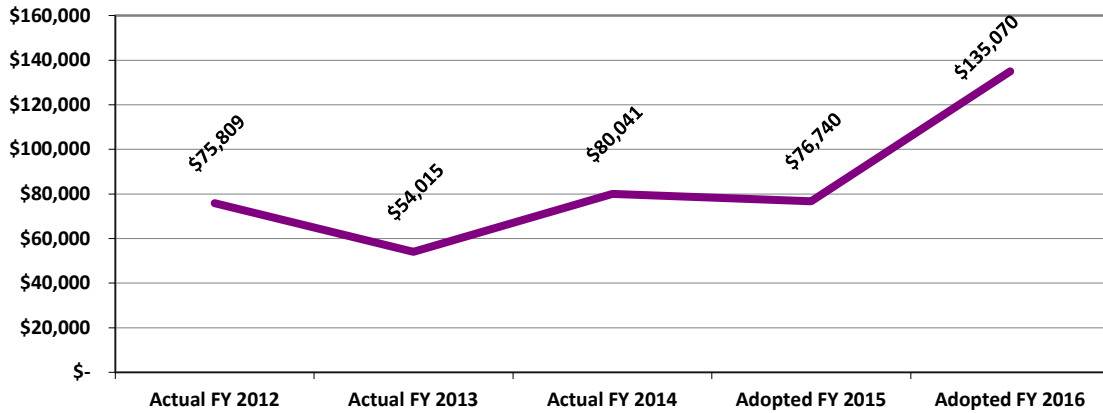
## REVENUES

The purpose of the Law Enforcement Impact Fees is to provide a financial mechanism to fund growth-related projects as they pertain to public safety. Impact fee revenue projections for FY 2016 show an increase of \$58,330, or 76.01% due to increased construction activity. Interest earnings are projected at \$500.

The following chart illustrates the economic impact to this revenue stream for a five-year period beginning in FY 2012.



LAW ENFORCEMENT IMPACT FEE REVENUE  
FY 2012 THROUGH FY 2016



**TRANSFERS AND FUND BALANCE**

A total of \$57,390 in fund balance is reserved for future use.

**EXPENDITURES**

Capital expenditures of \$78,180 for two new vehicles are scheduled for FY 2016.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

LAW ENFORCEMENT IMPACT FEE FUND  
FUND BALANCE REPORT

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 212,690</b>
14/15 Actual Revenue (Unaudited)	156,511
14/15 Actual Expenditures (Unaudited)	(18,300)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 350,900</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	(5,875)
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	57,390
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 402,415</b>

**FIRE IMPACT FEES**

The following chart shows the revenues and expenditures in the Fire Impact Fee Fund for a five-year period beginning in FY 2012.



FIRE IMPACT FEES  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Impact Fees	\$ 101,289	\$ 57,480	\$ 85,078	\$ 84,150	\$ 149,240
Interest Income	7,598	3,968	2,931	1,400	2,000
Other Sources	-	-	-	(85,550)	(121,240)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 108,887</b>	<b>\$ 61,448</b>	<b>\$ 88,009</b>	<b>\$ -</b>	<b>\$ 30,000</b>
<b>Expenditures</b>					
Public Safety	\$ -	\$ -	\$ 156	\$ -	\$ -
Capital	132,735	-	16,121	-	30,000
<b>Total Expenditures</b>	<b>\$ 132,735</b>	<b>\$ -</b>	<b>\$ 16,277</b>	<b>\$ -</b>	<b>\$ 30,000</b>

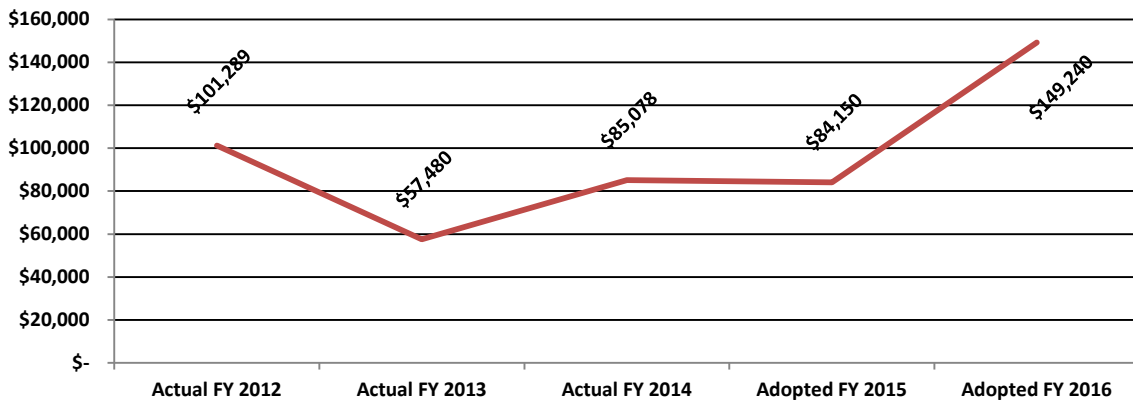
**REVENUES**

The Fire Impact Fee Fund provides revenues derived from new construction to fund growth-related projects as they relate to public safety.

Impact fee revenue projections for FY 2016 are expected to increase \$65,090, or 77.35%, again due to increased construction activity. Interest earnings are projected at \$2,000.

The following chart shows the economic impact to the Fire Impact Fees for a five-year period beginning in FY 2012.

FIRE IMPACT FEE REVENUE  
FY 2012 THROUGH FY 2016



**TRANSFERS AND FUND BALANCE**

A total of \$121,240 in fund balance is reserved for future use.

**EXPENDITURES**

Capital expenditures of \$30,000 for one vehicle are scheduled for FY 2016.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

**FIRE IMPACT FEE FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 918,427</b>
14/15 Actual Revenue (Unaudited)	169,138
14/15 Actual Expenditures (Unaudited)	(75,848)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 1,011,717</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	(464,427)
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	121,240
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 668,530</b>

**PARKS & RECREATION IMPACT FEES**

The following chart shows the revenues and expenditures in the Parks & Recreation Impact Fee Fund for a five-year period beginning in FY 2012.

**PARKS & RECREATION IMPACT FEES  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Impact Fees	\$ 107,076	\$ 147,545	\$ 194,490	\$ 167,660	\$ 279,440
Interest Income	12,438	6,676	5,062	2,200	2,000
Other Sources	-	-	-	355,140	(281,440)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 119,514</b>	<b>\$ 154,221</b>	<b>\$ 199,552</b>	<b>\$ 525,000</b>	<b>\$ -</b>
<b>Expenditures</b>					
Capital	\$ 16,980	\$ -	\$ -	\$ 525,000	\$ -
<b>Total Expenditures</b>	<b>\$ 16,980</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 525,000</b>	<b>\$ -</b>

**REVENUES**

Parks & Recreation Impact Fee revenues are derived from new residential construction and provide for growth-related projects as they pertain to parks and recreation.

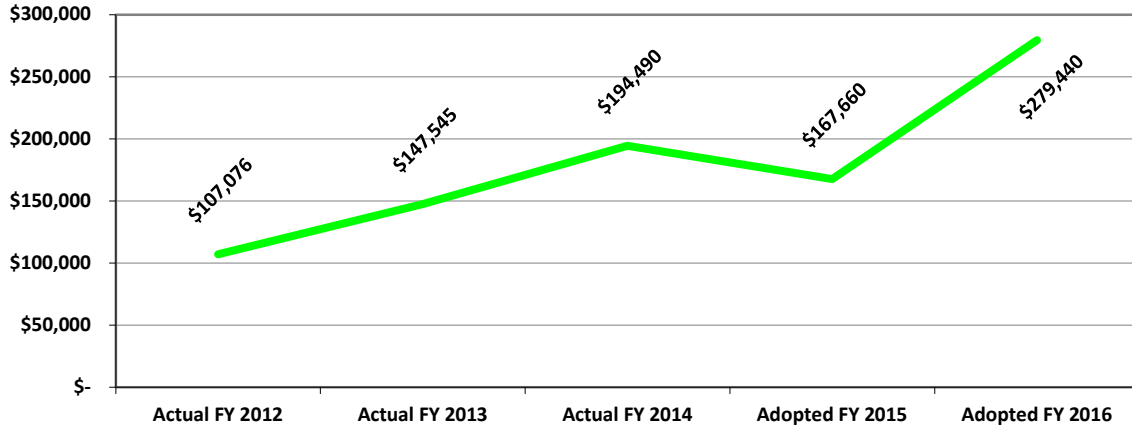
Projected revenues from impact fees related to parks equal \$279,440; an increase of \$111,780 or 66.67% from FY 2015 due to increased construction activity. Interest earning estimates are \$2,000.

The following chart illustrates the economic impact to this revenue stream for a five-year period beginning in FY 2012.





**PARKS & RECREATION IMPACT FEE REVENUE  
FY 2012 THROUGH FY 2016**



**TRANSFERS AND FUND BALANCE**

A total of \$281,440 in fund balance is appropriated for FY 2016.

**EXPENDITURES**

No capital expenditures are scheduled for FY 2016.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

**PARKS & RECREATION IMPACT FEE FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 1,654,821</b>
14/15 Actual Revenue (Unaudited)	372,379
14/15 Actual Expenditures (Unaudited)	(403,964)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 1,623,236</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	(149,080)
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	281,440
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 1,755,596</b>

**TRANSPORTATION IMPACT FEES**

The following chart shows the revenues and expenditures in the Transportation Impact Fee Fund for a five-year period beginning in FY 2012.



**TRANSPORTATION IMPACT FEES  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Impact Fees	\$ 164,410	\$ 16	\$ -	\$ 553,490	\$ 1,480,430
Intergovernmental Revenue	-	10,802	1,900,000	-	-
Interest Income	62,129	22,967	16,068	15,000	15,000
Other Sources	-	-	4,843,703	(568,490)	325,840
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 226,539</b>	<b>\$ 33,785</b>	<b>\$ 6,759,771</b>	<b>\$ -</b>	<b>\$ 1,821,270</b>
<b>Expenditures</b>					
Transportation	\$ -	\$ -	\$ 6,200	\$ -	\$ -
Capital	2,493,489	747,138	6,676,716	-	-
Debt & Lease	-	-	-	-	1,821,270
<b>Total Expenditures</b>	<b>\$ 2,493,489</b>	<b>\$ 747,138</b>	<b>\$ 6,682,916</b>	<b>\$ -</b>	<b>\$ 1,821,270</b>

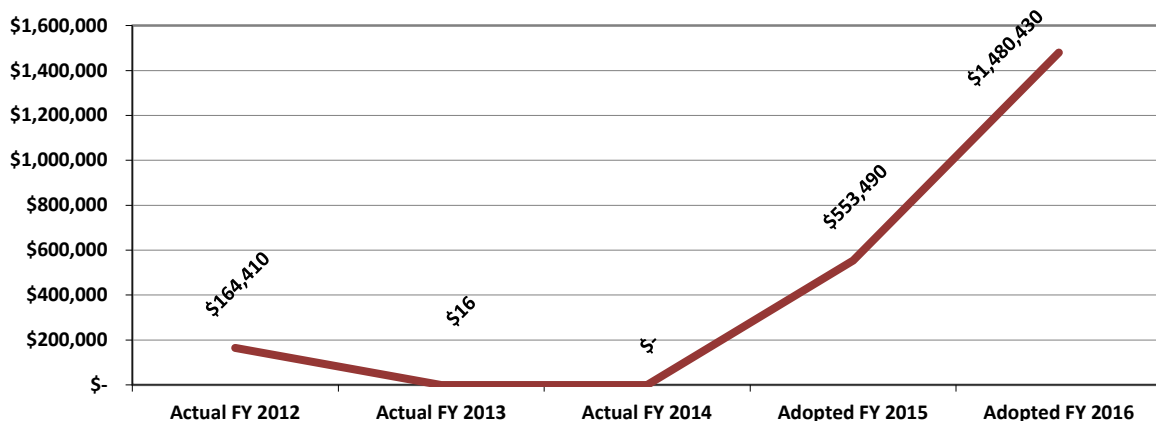
**REVENUES**

The purpose of Transportation Impact Fees is to provide a mechanism to fund growth-related projects as they relate to road systems. Revenues are derived from new residential and commercial construction.

Projected estimated revenues from transportation impact fees are \$1,480,430 for FY 2016, an increase of \$926,940 or 167.47% due to the lifting of the moratorium and increased construction activity. At the January 30, 2012 Commission meeting, the City Commission approved an impact fee ordinance which contained a two year moratorium on Transportation and Solid Waste Impact Fees. At the January 27, 2014 Commission meeting, it was decided to extend the moratorium on Transportation Impact Fees only for another year until January 31, 2015. At the January 11, 2015 meeting, the Commission chose to take no action on the current impact fee ordinance which allowed for the lifting of the moratorium as of January 31, 2015. Therefore, transportation impact fees became effective on 01/31/15. Interest earnings are projected to be \$15,000.

The following chart shows the economic impact on the Transportation Impact Fees for a five-year period beginning in FY 2012.

**TRANSPORTATION IMPACT FEE REVENUE  
FY 2012 THROUGH FY 2016**



**TRANSFERS AND FUND BALANCE**

A total of \$325,840 in fund balance is appropriated for FY 2016.

**EXPENDITURES**

No capital expenditures are scheduled for FY 2016. Debt payments of \$1,821,270 are budgeted for FY 2016 due to the State Infrastructure Bank loan in the amount of \$10,000,000 which was drawn on in fiscal years 2014 and 2015.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

**TRANSPORTATION IMPACT FEE FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 4,092,834</b>
14/15 Actual Revenue (Unaudited)	4,732,791
14/15 Actual Expenditures (Unaudited)	(2,647,987)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 6,177,638</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	(450,005)
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	(325,840)
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 5,401,793</b>

**SOLID WASTE IMPACT FEES**

The following chart shows the revenues and expenditures in the Solid Waste Fee Fund for a five-year period beginning in FY 2012.

**SOLID WASTE IMPACT FEES  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Impact Fees	\$ 532	\$ -	\$ 15,399	\$ 52,750	\$ 91,270
Interest Income	22	12	-	500	100
Other Sources	-	-	-	(53,250)	8,630
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 554</b>	<b>\$ 12</b>	<b>\$ 15,399</b>	<b>\$ -</b>	<b>\$ 100,000</b>
<b>Expenditures</b>					
Physical Environment	\$ -	\$ -	\$ 2	\$ -	\$ -
Capital	-	-	-	-	100,000
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2</b>	<b>\$ -</b>	<b>\$ 100,000</b>

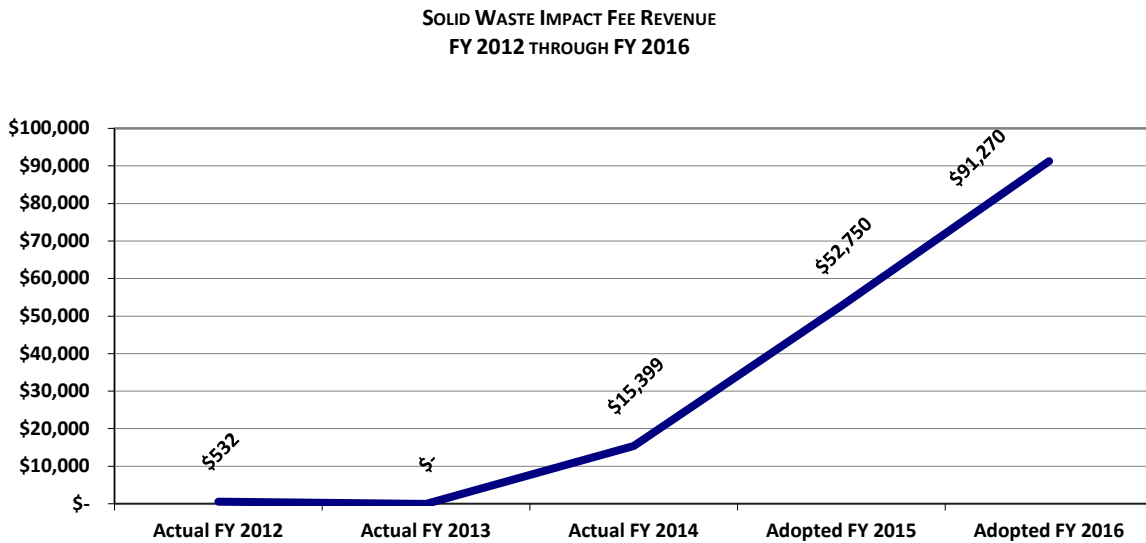


### REVENUES

Solid Waste Impact Fee revenues are derived from new residential and commercial construction and provide for growth-related projects as they pertain to solid waste services. The fees were implemented in FY 2008.

The projected impact fee revenue for FY 2016 is \$91,270, an increase of \$38,520 or 73.02%. At the January 30, 2012 Commission meeting, the City Commission approved an impact fee ordinance which contained a two year moratorium on Transportation and Solid Waste Impact Fees. Due to increase in construction activity and the lifted moratorium, solid waste impact fees are projected to increase for FY 2016 as mentioned above.

The following chart illustrates the revenues from Solid Waste Impact Fees for a five-year period beginning in FY 2012.



### EXPENDITURES

Capital expenditures of \$100,000 are scheduled for FY 2016 to help fund the purchasing of new trucks and vehicles.

### FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2016.

**SOLID WASTE IMPACT FEE FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 17,731</b>
14/15 Actual Revenue (Unaudited)	100,618
14/15 Actual Expenditures (Unaudited)	-
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 118,348</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	-
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	(8,630)
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 109,718</b>



### GENERAL GOVERNMENT IMPACT FEES

The following chart shows the revenues and expenditures in the General Government Impact Fee Fund for a five-year period beginning in FY 2012.

**GENERAL GOVERNMENT IMPACT FEES  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Impact Fees	\$ 53,906	\$ 39,888	\$ 59,013	\$ 58,510	\$ 103,770
Interest Income	431	294	228	1,000	200
Other Sources	-	-	-	(59,510)	(103,970)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 54,337</b>	<b>\$ 40,182</b>	<b>\$ 59,241</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures</b>					
General Government	\$ 3,273	\$ -	\$ -	\$ -	\$ -
Capital	33,795	43,707	40,000	-	-
<b>Total Expenditures</b>	<b>\$ 37,068</b>	<b>\$ 43,707</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ -</b>

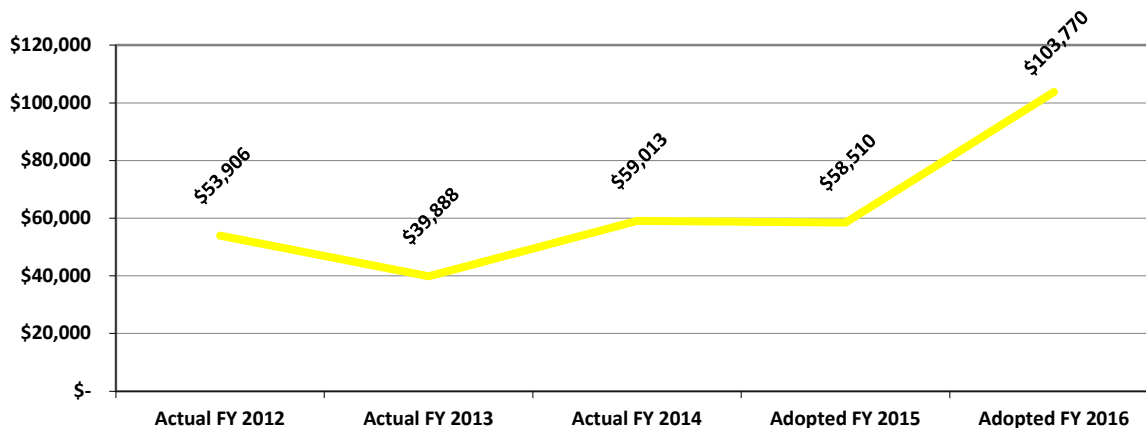
### REVENUES

General Government Impact Fee revenues are derived from new residential and commercial construction and provide for growth-related projects as they relate to the general services of the City. The fees were implemented in FY 2007.

Impact fee revenue of \$103,770, an increase of \$45,260 or 77.35% over FY 2015, and interest income of \$200 are projected for FY 2016. Again, impact fees are expected to rise due to the increased construction activity.

The following chart illustrates the revenues from General Government Impact Fees for a five-year period beginning in FY 2012.

**GENERAL GOVERNMENT IMPACT FEE REVENUE  
FY 2012 THROUGH FY 2016**



### TRANSFERS AND FUND BALANCE

A total of \$103,970 in fund balance is reserved for future use.

**EXPENDITURES**

No appropriations are budgeted for FY 2016.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

**GENERAL GOVERNMENT IMPACT FEE FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$</b>	<b>69,738</b>
14/15 Actual Revenue (Unaudited)		111,975
14/15 Actual Expenditures (Unaudited)		-
<b><i>Projected Restricted Fund Balance as of 9/30/15</i></b>	<b>\$</b>	<b>181,713</b>
<b><i>Committed Fund Balance as of 09/30/15</i></b>		
14/15 Re-appropriated Projects & Encumbrances		-
<b><i>Assigned Fund Balance as of 10/01/15</i></b>		
15/16 Appropriated Reserve of Fund Balance		103,970
<b><i>Projected "Available" Restricted Fund Balance as of 9/30/16</i></b>	<b>\$</b>	<b>285,683</b>

**DEPARTMENT OF ENVIRONMENTAL PROTECTION MANAGEMENT FUND**

The purpose of the Department of Environmental Protection Management Fund is to fund the expenditures associated with the acquisition of land along the Myakkahatchee Creek corridor, an environmentally sensitive area.

The following chart shows the revenues and expenditures in the Department of Environmental Management Fund for a five-year period beginning in FY 2012.

**DEPARTMENT OF ENVIRONMENTAL PROTECTION MANAGEMENT FUND  
BUDGET COMPARISON  
FY 2012 - 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Interest Income	\$ 5,813	\$ 2,692	\$ 1,874	\$ -	\$ 100
Other Sources	-	-	-	-	118,900
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 5,813</b>	<b>\$ 2,692</b>	<b>\$ 1,874</b>	<b>\$ -</b>	<b>\$ 119,000</b>
<b>Expenditures</b>					
Capital	\$ 148,505	\$ -	\$ -	\$ -	\$ 119,000
<b>Total Expenditures</b>	<b>\$ 148,505</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 119,000</b>

**REVENUES**

Interest earnings of \$100 are expected for FY 2016.

**TRANSFERS AND FUND BALANCE**

A total of \$118,900 in fund balance is appropriated for use in FY 2016.

**EXPENDITURES**

Capital outlay of \$119,000 for the acquisition of Myakkahatchee Creek land is scheduled for FY 2016.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

**DEPARTMENT OF ENVIRONMENTAL PROTECTION MANAGEMENT FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 550,143</b>
14/15 Actual Revenue (Unaudited)	5,207
14/15 Actual Expenditures (Unaudited)	(6,124)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 549,227</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	(428,294)
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	(118,900)
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 2,033</b>

**SELF-INSURANCE FUND**

This fund was established in FY 2016. The purpose of the Self Insurance Fund is to provide for the overall management of the City's risk insurance.

The following chart shows the revenues and expenditures in the Self Insurance Fund for FY 2016.

<b>SELF INSURANCE FUND BUDGET COMPARISON 2016</b>		<b>Adopted FY 2016</b>
<b>Revenues</b>		
Charges for Service		\$ 1,600,000
Interest Income		1,200
Other Sources		(250,000)
	<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 1,351,200</b>
<b>Expenditures</b>		
General Government		\$ 1,351,200
	<b>Total Expenditures</b>	<b>\$ 1,351,200</b>

**REVENUES****CHARGES FOR SERVICE**

A total of \$1,600,000 in charges for service is projected for FY 2016. Interest earnings of \$1,200 are expected for FY 2016.

**TRANSFERS AND FUND BALANCE**

A total of \$250,000 in fund balance is reserved for future use.

**EXPENDITURES**

Operating expenditures for FY 2016 are \$1,351,200. Insurance costs of \$727,390 and claims of \$595,000 are budgeted for FY 2016.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

<b>SELF-INSURANCE FUND FUND BALANCE REPORT</b>	
<b>09/30/2014 Audited Unreserved Fund Balance</b>	<b>\$ -</b>
14/15 Actual Revenue (Unaudited)	-
14/15 Actual Expenditures (Unaudited)	-
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ -</b>
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	250,000
<b>Projected Fund Balance as of 9/30/16</b>	<b>\$ 250,000</b>



**INTERNAL SERVICE FUND****EMPLOYEE BENEFITS FUND**

The purpose of the Employee Benefits Fund is to provide City employees with comprehensive and cost effective benefit programs. The benefit programs are funded through all operating funds of the City. Employees have the opportunity to purchase additional coverage for themselves and their families which is reflected in the budgeted revenues and expenditures of the fund.

The following chart shows the revenues and expenditures in the Employee Benefits Fund for a five-year period beginning in FY 2012.

**EMPLOYEE BENEFITS FUND  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Interest Income	\$ 2,397	\$ 1,740	\$ 665	\$ 1,000	\$ 1,000
Miscellaneous Revenues	5,223,716	5,002,833	5,228,434	5,846,190	6,014,180
Other Sources	-	-	-	85,450	80,500
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 5,226,113</b>	<b>\$ 5,004,573</b>	<b>\$ 5,229,099</b>	<b>\$ 5,932,640</b>	<b>\$ 6,095,680</b>
<b>Expenditures</b>					
General Government	\$ 5,087,484	\$ 4,958,221	\$ 5,275,960	\$ 5,932,640	\$ 6,095,680
<b>Total Expenditures</b>	<b>\$ 5,087,484</b>	<b>\$ 4,958,221</b>	<b>\$ 5,275,960</b>	<b>\$ 5,932,640</b>	<b>\$ 6,095,680</b>

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

**EMPLOYEE BENEFITS FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Unreserved Fund Balance</b>	<b>\$ 299,239</b>
14/15 Actual Revenue (Unaudited)	5,433,437
14/15 Actual Expenditures (Unaudited)	(5,539,968)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 192,708</b>
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	(80,500)
<b>Projected Fund Balance as of 9/30/16</b>	<b>\$ 112,208</b>

**DEBT SERVICE FUND****ROAD RECONSTRUCTION BOND DEBT SERVICE FUND**

This was a new fund for FY 2014. The purpose of the Road Reconstruction Bond Debt Service Fund is to fund the expenditures – interest and principal - associated with the road reconstruction bonds.

The following chart shows the revenues and expenditures in the Road Reconstruction Bond Debt Service Fund for the past three years.

**BOND RECONSTRUCTION BOND DEBT SERVICE FUND  
BUDGET COMPARISON  
FY 2014-16**

	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>			
Permits and Special Assessments	\$ 3,073,299	\$ 3,002,480	\$ 3,002,480
Interest Income	5,618	5,000	5,000
Other Sources	-	(326,190)	(324,980)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 3,078,917</b>	<b>\$ 2,681,290</b>	<b>\$ 2,682,500</b>
<b>Expenditures</b>			
Transportation	\$ 32,706	\$ 45,040	\$ 46,900
Debt Service	2,638,924	2,636,250	2,635,600
Other Uses	75,032	-	-
<b>Total Expenditures</b>	<b>\$ 2,746,662</b>	<b>\$ 2,681,290</b>	<b>\$ 2,682,500</b>

**REVENUES**

Revenues are derived through a capital improvement road reconstruction special assessment charged to the City's residents. These charges are restricted to funding the expenditures associated with the road reconstruction bond. Assessments of \$3,002,480 are projected for FY 2016.

**TRANSFERS AND FUND BALANCE**

A total of \$324,980 in fund balance is reserved for future use.

**EXPENDITURES**

Debt payments of \$2,635,600 are budgeted for FY 2016.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.



**ROAD RECONSTRUCTION BOND DEBT SERVICE FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 332,255</b>
14/15 Actual Revenue (Unaudited)	3,018,643
14/15 Actual Expenditures (Unaudited)	(2,669,004)
<b><i>Projected Restricted Fund Balance as of 9/30/15</i></b>	<b>\$ 681,895</b>
<b><i>Committed Fund Balance as of 09/30/15</i></b>	
14/15 Re-appropriated Projects & Encumbrances	-
<b><i>Assigned Fund Balance as of 10/01/15</i></b>	
15/16 Appropriated Reserve of Fund Balance	324,980
<b><i>Projected "Available" Restricted Fund Balance as of 9/30/16</i></b>	<b>\$ 1,006,875</b>

**CAPITAL FUNDS**

Capital funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities.

The capital funds used by the City are Infrastructure Sales Surtax II, Infrastructure Sales Surtax III, Capital Acquisition, and Bond Reconstruction.

**INFRASTRUCTURE SALES SURTAX II (ONE CENT SALES TAX)**

In fiscal year 2013 the City called the 2003 Series bonds used for the construction of City Hall and the Police Department. The Surtax II funds were used to pay off the debt in full.

The following chart shows the revenues and expenditures in the Surtax II Fund for a five-year period beginning in FY 2012.

**INFRASTRUCTURE SALES SURTAX II  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Interest Income	\$ 148,001	\$ 62,215	\$ 10,868	\$ 10,000	\$ 10,000
Miscellaneous Revenues	5	10,979	-	-	-
Other Sources	-	-	-	(10,000)	17,000
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 148,006</b>	<b>\$ 73,194</b>	<b>\$ 10,868</b>	<b>\$ -</b>	<b>\$ 27,000</b>
<b>Expenditures</b>					
General Government	\$ -	\$ 20,175	\$ -	\$ -	\$ -
Capital	(12,584)	790	-	-	27,000
Debt Service	1,202,996	10,762,271	-	-	-
<b>Total Expenditures</b>	<b>\$ 1,190,412</b>	<b>\$ 10,783,236</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,000</b>

**REVENUES**

The Infrastructure Sales Surtax II (One Cent) provides funding for the acquisition and/or construction of specific capital projects. The monies are from sales tax collected.

Surtax II revenues ended in 2009. A 15 year extension was approved by voters to continue the one cent sales tax which is accounted for as Surtax III revenues.

Interest income accounts for any new revenues added to the fund which is projected at \$10,000 for FY 2016.

**TRANSFERS AND FUND BALANCE**

A total of \$17,000 in fund balance is appropriated for use in FY 2016.

**EXPENDITURES**

Capital expenditures of \$27,000 for the Fire Station 83 sewer connection project are scheduled for FY 2016. The Series 2003 bond debt service was paid in full in FY 2013.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.



**INFRASTRUCTURE SALES SURTAX II FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 3,190,262</b>
14/15 Actual Revenue (Unaudited)	40,110
14/15 Actual Expenditures (Unaudited)	-
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 3,230,372</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	(3,170,000)
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	(17,000)
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 43,372</b>

**INFRASTRUCTURE SALES SURTAX III (ONE CENT SALES TAX)**

Infrastructure Sales Surtax III is the 15 year extension of the One Cent Sales Tax program. FY 2010 was the first year of collection of Surtax III revenues. The following chart shows the revenues and expenditures in the Surtax III Fund since FY 2012.

**INFRASTRUCTURE SALES SURTAX III  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	<b>Actual FY 2012</b>	<b>Actual FY 2013</b>	<b>Actual FY 2014</b>	<b>Adopted FY 2015</b>	<b>Adopted FY 2016</b>
<b>Revenues</b>					
Other Taxes	\$ 6,097,183	\$ 6,883,376	\$ 7,424,336	\$ 7,633,240	\$ 8,139,640
Interest Income	81,520	63,550	55,758	60,000	60,000
Other Sources	-	-	-	(163,460)	(2,852,400)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 6,178,703</b>	<b>\$ 6,946,926</b>	<b>\$ 7,480,094</b>	<b>\$ 7,529,780</b>	<b>\$ 5,347,240</b>
<b>Expenditures</b>					
Public Safety	\$ -	\$ 43,110	\$ 1,210,115	\$ -	\$ -
Transportation	98,728	147,485	768,625	684,370	897,400
Culture and Recreation	37,097	48,523	5,025	-	-
Capital	799,863	890,464	1,291,982	5,024,140	4,449,840
Debt	-	-	-	1,821,270	-
Other Uses	-	1,329,235	489,800	-	-
<b>Total Expenditures</b>	<b>\$ 935,688</b>	<b>\$ 2,458,817</b>	<b>\$ 3,765,547</b>	<b>\$ 7,529,780</b>	<b>\$ 5,347,240</b>

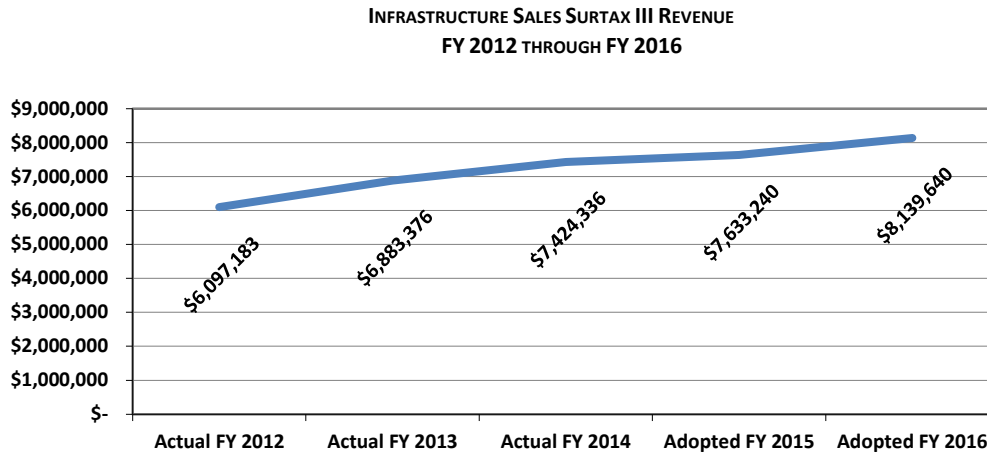
**REVENUES**

The Infrastructure Sales Surtax III (One Cent) provides funding for the acquisition and/or construction of specific capital projects. The monies are from sales tax collected.

Surtax III revenue is projected at \$8,139,640 for FY 2016, an increase of \$506,400 (6.63%) from FY 2015. Revenue estimates are provided by the State of Florida in August of each year. Interest income is estimated at \$60,000.



The following chart illustrates the economic impact to this revenue stream for a five-year period beginning in FY 2012.



**TRANSFERS AND FUND BALANCE**

A total of \$2,852,400 in fund balance is reserved for future use.

**EXPENDITURES**

FY 2016 expenditures of \$5,347,240 include the following:

- ✓ General Government: new phone system (\$212,500) and the design of an emergency operations center (\$50,000)
- ✓ Police Department: twenty-one replacement vehicles (\$736,940)
- ✓ Fire Department: new fire engine (\$575,000)
- ✓ Parks & Recreation: Butler Park multi-purpose fields (\$750,000), Highland Ridge Park amenities (\$130,000), park land acquisition (\$50,000) and the Park Master Plan implementation (\$60,000)
- ✓ Road & Drainage: regional stormwater study (\$300,000), routine road maintenance (\$347,880), bridge repair and rehabilitation (\$213,820), Tamiami Trail parking areas design and construction (\$341,200), Price Boulevard widening land acquisition (\$150,000) and sidewalk construction (\$255,840)
- ✓ Utilities: water transmission improvements (\$436,360) and neighborhood water line extension project (\$737,700).

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

**INFRASTRUCTURE SALES SURTAX III FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	<b>\$ 19,489,171</b>
14/15 Actual Revenue (Unaudited)	8,352,899
14/15 Actual Expenditures (Unaudited)	(5,675,868)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$ 22,166,202</b>
<b>Committed Fund Balance as of 09/30/15</b>	
14/15 Re-appropriated Projects & Encumbrances	(7,400,583)
<b>Assigned Fund Balance as of 10/01/15</b>	
15/16 Appropriated Reserve of Fund Balance	2,852,400
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$ 17,618,019</b>

**CAPITAL ACQUISITION FUND**

The Capital Acquisition Fund was established in 2012 and provides for the purchase of new and replacement vehicles and equipment. Revenues are accumulated from the various operating funds to provide sufficient funding. The allocation from each operating fund is based upon a replacement schedule as determined by the Fleet Maintenance division.

**CAPITAL ACQUISITION FUND  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Interest Income	\$ 133	\$ 22,782	\$ 22,596	\$ 15,000	\$ 15,000
Transfer	4,456,338	-	3,219,650	3,163,840	2,691,030
Other Sources	-	-	-	(1,966,840)	21,590
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 4,456,471</b>	<b>\$ 22,782</b>	<b>\$ 3,242,246</b>	<b>\$ 1,212,000</b>	<b>\$ 2,727,620</b>
<b>Expenditures</b>					
Capital	\$ -	\$ -	\$ 959,012	\$ 1,212,000	\$ 2,727,620
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 959,012</b>	<b>\$ 1,212,000</b>	<b>\$ 2,727,620</b>

**REVENUES**

Revenues acquired in the Capital Acquisition Fund are from transfers in from other funds. In FY 2016, the following transfers are scheduled (\$2,691,030): Emergency Medical Services (General Fund) - \$27,000; Road and Drainage District - \$450,000; Fire Rescue District - \$552,000; Solid Waste District - \$1,485,030; Building Fund - \$40,000; and Fleet Fund - \$137,000.

Interest income of \$15,000 is projected for FY 2016.

**TRANSFERS AND FUND BALANCE**

A total of \$21,590 in fund balance is appropriated for use in FY 2016.

**EXPENDITURES**

For FY 2016 the following capital expenditures are appropriated (\$2,727,620): \$1,037,500 for three fire replacement vehicles; \$52,500 for two replacement trucks for Building; \$1,277,420 for four replacement solid waste trucks and two curotto cans; and \$360,200 to replace one excavator and one dump truck.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.



**CAPITAL ACQUISITION FUND  
FUND BALANCE REPORT**

<b>09/30/2014 Audited Fund Balance</b>	\$	<b>8,413,723</b>
14/15 Actual Revenue (Unaudited)		3,237,565
14/15 Actual Expenditures (Unaudited)		(3,153,222)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	\$	<b>8,498,066</b>
<b>Committed Fund Balance as of 09/30/15</b>		
14/15 Re-appropriated Projects & Encumbrances		(435,984)
<b>Assigned Fund Balance as of 10/01/15</b>		
15/16 Appropriated Reserve of Fund Balance		(21,590)
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	\$	<b>8,040,492</b>

**ROAD RECONSTRUCTION FUND**

The Road Reconstruction Fund was established in 2014 and provides for the rehabilitation of approximately 266 miles of roads.

The following chart shows the revenues and expenditures in the Road Reconstruction Fund for the past three years.

**BOND RECONSTRUCTION FUND  
BUDGET COMPARISON  
FY 2014-2016**

	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>			
Interest Income	\$ 89,933	\$ 31,000	\$ 31,000
Other Sources	40,817,262	-	(14,500)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 40,907,195</b>	<b>\$ 31,000</b>	<b>\$ 16,500</b>
<b>Expenditures</b>			
Transportation	\$ 360,195	\$ 31,000	\$ 16,500
Capital	5,358,579	-	-
<b>Total Expenditures</b>	<b>\$ 5,718,774</b>	<b>\$ 31,000</b>	<b>\$ 16,500</b>

**REVENUES**

Interest income of \$31,000 is scheduled for FY 2016.

**TRANSFERS AND FUND BALANCE**

A total of \$14,500 in fund balance is reserved for future use.



**EXPENDITURES**

Operating expenditures of \$16,500 are budgeted for FY 2016 for bank fees. Rehabilitation of approximately 266 miles (3 year project) of sub-standard public roads and improvements to road related storm water drainage will continue in FY 2016.

**FUND BALANCE**

The following schedule shows the projected fund balance at September 30, 2016.

**ROAD RECONSTRUCTION FUND  
FUND BALANCE REPORT**

09/30/2014 Audited Fund Balance	\$	<b>35,188,421</b>
14/15 Actual Revenue (Unaudited)		137,303
14/15 Actual Expenditures (Unaudited)		(6,137,294)
<b>Projected Restricted Fund Balance as of 9/30/15</b>	<b>\$</b>	<b>29,188,429</b>
<b>Committed Fund Balance as of 09/30/15</b>		
14/15 Re-appropriated Projects & Encumbrances		(29,178,036)
<b>Assigned Fund Balance as of 10/01/15</b>		
15/16 Appropriated Reserve of Fund Balance		14,500
<b>Projected "Available" Restricted Fund Balance as of 9/30/16</b>	<b>\$</b>	<b>24,893</b>

**ENTERPRISE FUNDS****NORTH PORT UTILITIES SUMMARY**

The North Port Utilities (Utilities) is an enterprise fund in the City of North Port. Utilities provides the water and wastewater needs of the broader community.

The total Utilities Budget for FY 2016 is \$23,622,400 which is a decrease of \$415,940 or 1.73% from FY 2015. The following chart is a summary budget of the Utilities Department for FY 2016.

**FISCAL YEAR 2016  
NORTH PORT UTILITY FUND  
BUDGET SUMMARY**

<b>Utility Revenues</b>	
Charges for Services	\$ 19,011,260
Fines & Forfeitures	100
Interest Income	145,000
Miscellaneous Revenues	25,300
Capacity Fees	1,002,480
Transfers In	200,000
Appropriated Fund Balance	3,238,260
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 23,622,400</b>
<b>Expenses</b>	
Utilities - Administration	\$ 7,530,260
Utilities - Water Systems	6,493,180
Utilities - Wastewater Systems	4,132,740
Utilities - Field Operations	4,249,360
Water Capacity Fees	150,000
Wastewater Capacity Fees	966,860
Utility Construction Fund	100,000
<b>Total Expenses</b>	<b>\$ 23,622,400</b>

**UTILITIES REVENUE FUND**

The Utilities Revenue Fund accounts for the operational activities administration, water systems, wastewater systems, and field operations. The following information shows revenue resources and operational expenses as they relate to the four divisions. Capacity fees and utility construction will be presented later in the document.

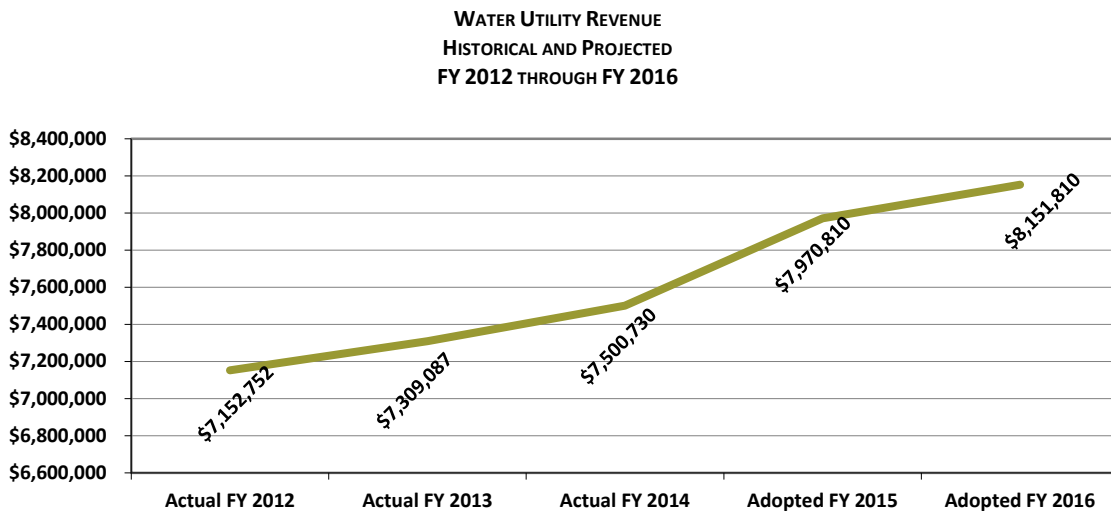
**REVENUES****CHARGES FOR SERVICE**

Charges for service are based on consumption. The department regularly contracts services to conduct rate studies to ensure the financial stability of the entity is maintained.

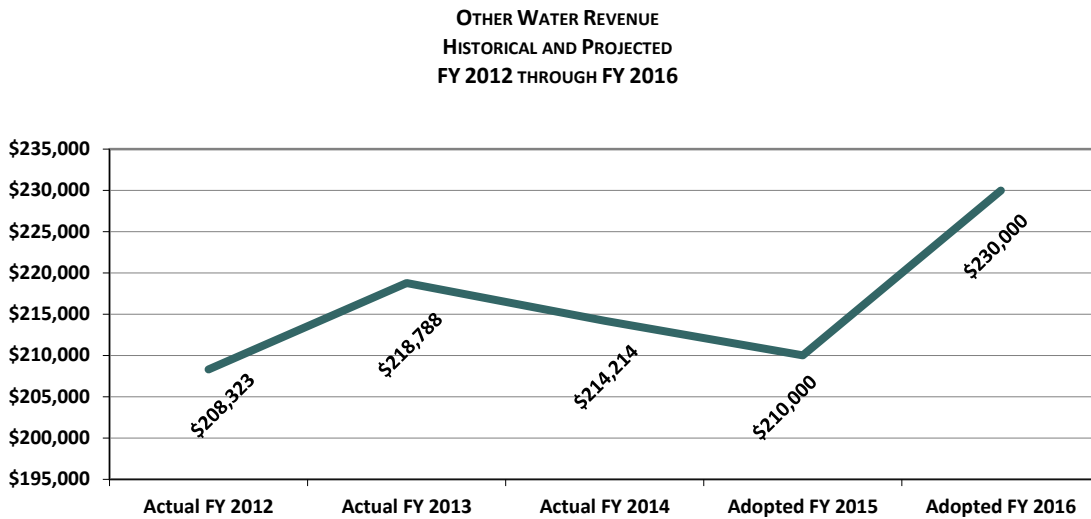


### Water Charges for Service

**Water Utility Revenue** is derived from billed water service to the residents and commercial businesses of the City. The fee is intended to cover the cost of providing the service. In FY 2009, the City Commission adopted Resolution 09-45 establishing a rate program for utility water and wastewater charges. Each year rates would automatically be adjusted based on 100% of the April Consumer Price Index for Miami-Fort Lauderdale region. In FY 2015, another rate analysis was done; the FY 2016 budget includes an anticipated rate increase for both water and sewer. Water Utility Revenue is projected at \$8,151,810 for FY 2016. This reflects an \$181,000 increase. The following chart shows the Water Utility Revenue for a five-year period beginning in FY 2012.



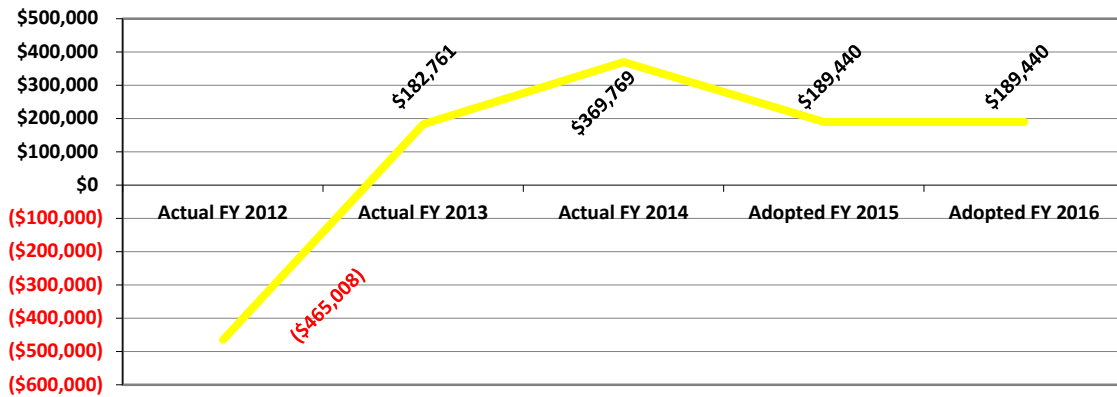
**Other Water Revenue** includes shut-off and turn-on fees and after-hours fees. The estimated revenues from these fees are budgeted at \$230,000 for FY 2016; a \$20,000 increase from FY 2015. In FY 2008 there was a sharp revenue increase which was primarily due to the economic downturn and resulting rise in unemployment, leading to an increase in shut-off and turn-on activity. In FY 2009, City Commission implemented a 10 day extension before customer utility accounts become delinquent. This action has helped to decrease shut-off and turn-on activity. Below is a graphical presentation of the Other Water Revenues received or projected over a five-year period beginning in FY 2012.



**Water Guaranteed Revenues** are paid by all developers in accordance with their utility development agreements. Essentially, the developer is reserving capacity for immediate or future development. With the slowdown in new construction, guaranteed revenues have also decreased. FY 2016 projected Water Guaranteed Revenues are \$189,440, no change from FY 2015. The chart below shows the Water Guaranteed Revenues for a five-year period beginning in FY 2012.



**WATER GUARANTEED REVENUES  
HISTORICAL AND PROJECTED  
FY 2012 THROUGH FY 2016**



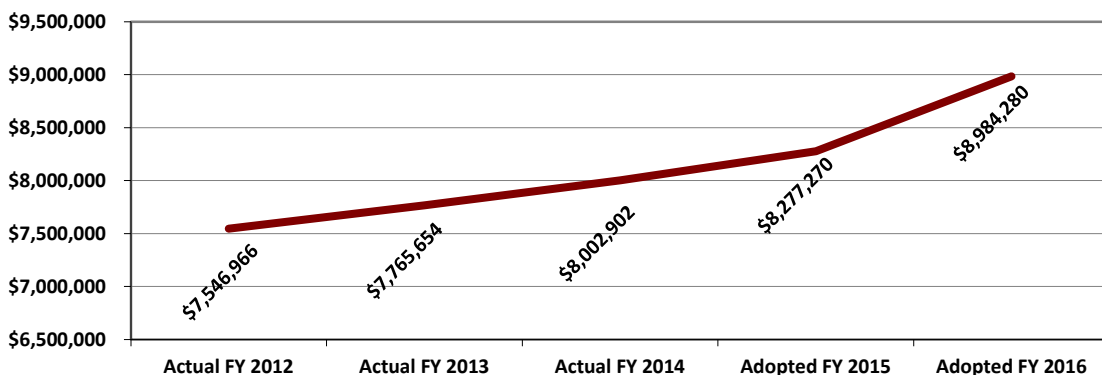
**Installation Fees** are revenues derived from new connections for water service within the City. The total estimated income from new connections for FY 2016 is \$137,370, a \$30,900 increase from FY 2015.

**Backflow Revenue** began in FY 2009 as part of the Backflow Cross Connection Program. This program was implemented to help lessen the potential of contamination of the City’s potable water supply. The revenue projection for FY 2016 is \$248,600, an \$89,100 increase over FY 2015.

**Wastewater Charges for Service**

**Wastewater Utility Revenue** is generated from billed sewer services to the residents of the City. The fee is intended to cover the cost of the service. In FY 2009, the City Commission adopted Resolution 09-45 establishing a rate program for utility water and wastewater charges. Each year rates would automatically be adjusted based on 100% of the April Consumer Price Index for Miami-Fort Lauderdale region. In FY 2015, another rate analysis was done; the FY 2016 budget includes an anticipated rate increase for both water and sewer. Wastewater Utility Revenue is projected at \$8,984,280; an increase of \$707,010 over FY 2015. The following graph illustrates growth in Wastewater Utility Revenue for a five-year period beginning in FY 2012.

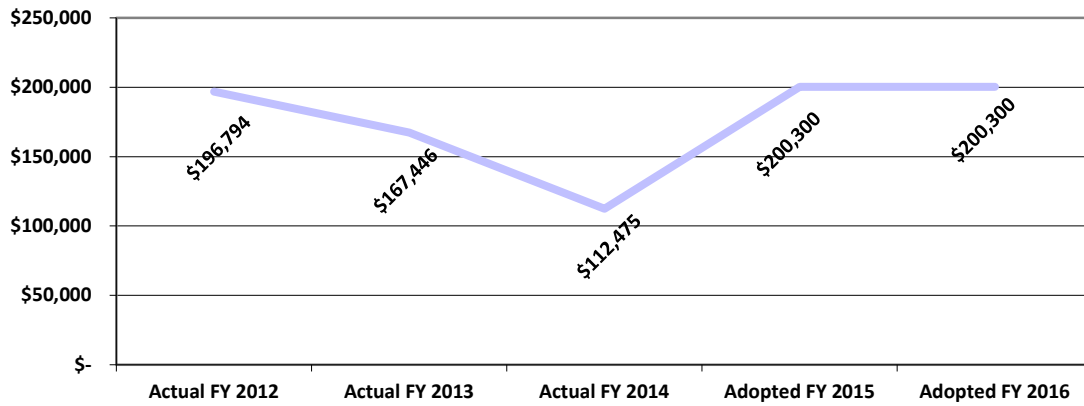
**WASTEWATER UTILITY REVENUE  
HISTORICAL AND PROJECTED  
FY 2012 THROUGH FY 2016**



**Other Wastewater Revenue** is a base charge plus usage for the use of City of North Port wastewater utilities. A surcharge is added for residents outside the city limits. The revenue projection for FY 2016 is \$200,300, no change from FY 2015. The following chart shows the actual and projected revenues for the five-year period beginning in FY 2012.

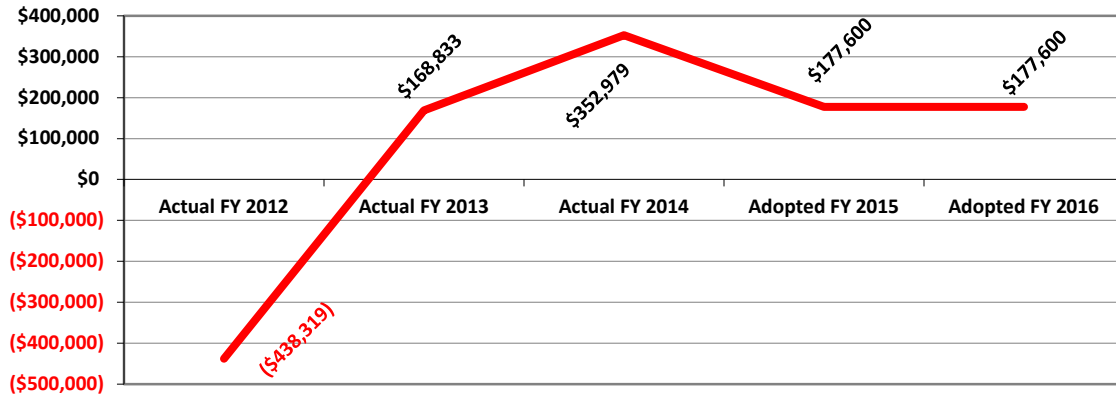


**OTHER WASTEWATER REVENUE  
HISTORICAL AND PROJECTED  
FY 2012 THROUGH FY 2016**



**Wastewater Guaranteed Revenues** are paid by all developers in accordance with their utility developer agreements. Similar to Water Guaranteed Revenues, the slowdown in the economy has decreased the amount of Wastewater Guaranteed Revenues collected. FY 2016 projected Wastewater Guaranteed Revenues is \$177,600, no change from FY 2015. The following graph shows the Wastewater Guaranteed Revenues for a five-year period beginning in FY 2012.

**WASTEWATER GUARANTEED REVENUE  
HISTORICAL AND PROJECTED  
FY 2012 THROUGH FY 2016**



**FINES AND FORFEITURES**

**Violation Fees** are fines imposed on citizens who violate watering restrictions. This revenue stream helps to fund costs incidental to the operation of the utility system. Violation Fees are projected at \$100, no change from FY 2015.

**MISCELLANEOUS REVENUE**

One of the largest sources of miscellaneous revenue is from interest income. The projected interest income for FY 2016 is \$100,000, an increase of \$10,000 from FY 2015. Another source of miscellaneous revenue is the charges to place and remove liens; this projected source of income is budgeted at \$15,600 for FY 2016. Finally, projected revenues of \$4,500 are expected for billing services from the Solid Waste Division for FY 2016.

**TRANSFERS AND RESERVES**

The FY 2016 Budget includes a transfer in of \$200,000 from the Sewer Impact Fee Fund to cover the portion of the debt service paid for by Sewer Impact Fees.



The Department anticipates an appropriated use of net assets of \$3,068,880.

**DEPARTMENTAL FUNCTIONS**

The North Port Utilities departmental functions are categorized in the following chart by type of service provided.

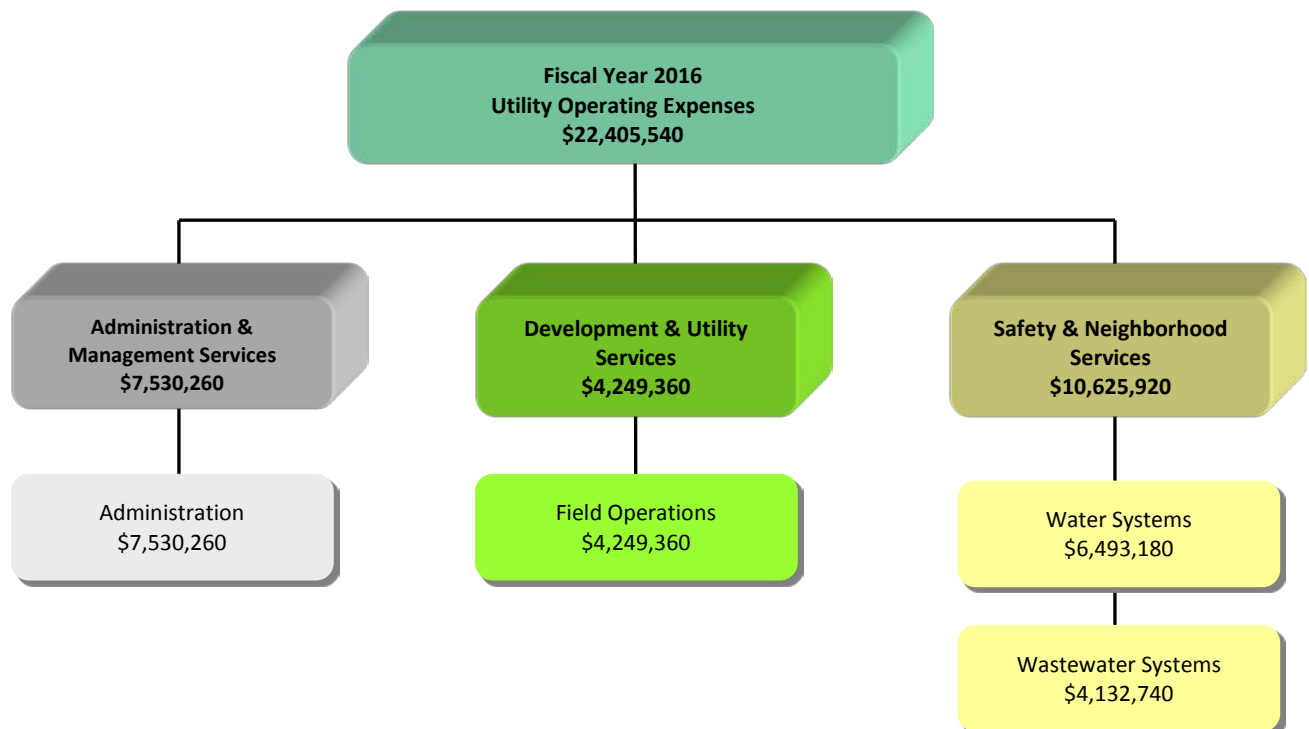
**DEPARTMENTAL FUNCTIONS**

SERVICE CATEGORY	SERVICE FUNCTION
<b>Administration &amp; Management Services</b>	
Utilities - Administration	All administrative services including business management and public relations services.
<b>Development &amp; Utility Services</b>	
Utilities – Field Operations	Repair and maintenance of utility infrastructure; oversight of meter installations and meter readings; and coordination of construction projects.
<b>Safety &amp; Community Services</b>	
Utilities – Water System	Operation and maintenance of the City’s water supply including improvement of quality potable water, expansion of services and promotion of environmental stewardship.
Utilities – Wastewater System	Includes disposal of wastewater, expansion of wastewater treatment and promotion of environmental stewardship.

**EXPENSES**

The following chart illustrates the Utilities FY 2016 Operating Budget within the service categories.

**BREAKDOWN OF UTILITY OPERATING EXPENSES**





FY 2016 Utilities personnel expenses reflect an increase of \$90,900 or 2.05% from FY 2015, mainly due to the addition of eight new positions (Staff Assistant I, 2 Water Treatment Plant Operators, 3 Wastewater Treatment Plant Operators, and 2 Collection and Distribution Technicians), 3% salary/wage increases or lump-sum payouts for all union and non-union employees, and increases in FICA (\$8,600), and health insurance costs (\$39,140). Rises in premiums contributed to the increase in health insurance costs.

Overall, operating expenses increased \$256,960 or 2.05% from FY 2015. Repairs and maintenance increased \$139,350 due mainly to the following: \$51,280 for purchases of repair and maintenance special equipment (flow meters, internal mixed liquor return meters, aeration instrument updating, switch gear for generator); \$43,000 increase in repair and maintenance collection costs; \$20,000 increase in repair and maintenance distribution costs; \$12,000 increase for a quarterly maintenance contract for the Reverse Osmosis Plant systems (new for FY 2016); and \$21,860 increase for landscaping/mowing at the water and wastewater treatment plants. Previously the landscaping/mowing expenses were budgeted in other professional services; in FY 2016 these expenses were moved to landscaping. Other accounts scheduled to increase are: communication services \$8,310 (increase in the monthly data services); depreciation \$186,670 (new assets and projects completed); minor operating expenses \$30,530 (purchases of minor operating equipment - several computers for new positions, metal detectors, hydraulic operator for tapping machine, pneumatic underground piercing tool, mobile unit devices); and other current charges \$68,630 (\$12,000 for credit card processing fees; \$9,310 increase in the General Fund cost allocation; and the return on investment was raised \$30,400). Partially offsetting these increases are the following reductions: liability, auto and property insurance \$15,280 (self-funded plan and lower premiums); water, sewer and electricity \$44,120 (water purchase for resale decreased \$55,450); and professional services were reduced by \$123,040 due to several reasons. As was mentioned above, in FY 2016 landscaping/mowing services of \$21,860 were moved from other professional services to landscaping. FY 2015 included \$95,000 for a rate analysis and \$35,000 for the preparation of the tri-annual Hydro Biological Monitoring Program report. In FY 2015 Utilities completed the installation and testing of the centrifuge system to dewater biosolid residual produced during the wastewater treatment process. Prior to this system being operational, the City contracted with a vendor to perform on site biosolid dewatering. Now that the system is operational, plant personnel operate the centrifuge to perform the dewatering saving the City \$150,000. Partially offsetting these decreases are increases of \$80,000 and \$45,000 for a hydraulic model that takes into account water quality and an alum sludge management analysis, respectively. Also, backflow testing, repair and replacement were raised \$60,000 for FY 2016.

Capital outlay decreased \$1,050,780 or 42.50%; FY 2016 includes \$150,000 for the water treatment plant reliability project, \$196,000 for the Price Boulevard water main and wastewater relocation, \$125,000 for water and wastewater transmission relocation and repairs, \$20,000 for the replacement of the water plant railings, \$18,830 for side walls for the centrifuge area, \$6,000 for a field operations shed, \$300,000 for inflow and infiltration improvements, \$6,000 for a concrete slab for the inventory area, and \$599,960 for new and replacement vehicles and equipment. Utilities' debt payments decreased \$22,500.

The following summary shows the major impacts to the operating budget of the North Port Utilities Department.

<b>Continuation Expenses</b>	<b>Amount</b>
Increased Salaries and Wages	\$ 58,080
Increased FICA	8,600
Decreased Pension / Retirement Contributions	(11,610)
Increased Health Insurance Contributions	39,140
Increased Clothing Allowance	1,260
Decreased Workers' Compensation Costs	(3,160)
Decreased Unemployment Compensation	(1,410)
Decreased Professional Services	(123,040)
Increased Communication Services	8,310
Decreased Water, Sewer, and Electricity	(44,120)
Decreased Risk Insurance	(15,280)
Increased Repairs and Maintenance	139,350
Increased Other Current Charges	68,630
Increased Minor Operating Expenses	30,530
Increased Depreciation	186,670
Increased Other Operating Expenses	5,910
<b>Total</b>	<b>\$ 347,860</b>

**UTILITIES REVENUE FUND BUDGET COMPARISONS**

The following chart shows the actual revenues and expenses for the Utilities Revenue Fund for Fiscal Years 2012 through 2014, the adopted revenues and expenses for FY 2015 and FY 2016. The chart provides a comparative view of the Utilities Revenue Fund for a five-year period.

**UTILITIES REVENUE FUND BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Actual</b>	<b>FY 14-15 Adopted</b>	<b>FY 15-16 Adopted</b>
<b>Revenue</b>					
Permits & Special Assessments	\$ (70,474)	\$ 5,590	\$ 60,326	\$ -	\$ -
Intergovernmental	399,855	-	-	-	-
Charges for Service	14,911,959	16,759,583	17,570,264	17,806,180	19,011,260
Fines and Forfeitures	100	50	-	100	100
Miscellaneous Income	(182,218)	96,037	64,305	111,700	125,300
Transfers	3,978,789	722,384	10,245,528	200,000	200,000
Other Sources	1,461,403	1,756,207	637,379	5,012,980	3,068,880
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$ 20,499,414</b>	<b>\$ 19,339,851</b>	<b>\$ 28,577,802</b>	<b>\$ 23,130,960</b>	<b>\$ 22,405,540</b>
<b>Expenses</b>					
Utilities - Administration	\$ 4,920,048	\$ 5,000,118	\$ 5,194,061	\$ 7,562,910	\$ 7,530,260
Utilities - Water Systems	4,587,209	5,098,382	5,386,783	6,909,480	6,493,180
Utilities - Wastewater Systems	3,492,033	3,478,467	3,597,644	4,339,540	4,132,740
Utilities - Field Operations	3,049,689	2,979,921	3,270,676	4,319,030	4,249,360
Utilities – Interfund Transfers	3,583,000	2,458,791	-	-	-
<b>Total Expenses</b>	<b>\$ 19,631,979</b>	<b>\$ 19,015,679</b>	<b>\$ 17,449,164</b>	<b>\$ 23,130,960</b>	<b>\$ 22,405,540</b>

**NET ASSETS**

In FY 2016, there is a projected use of net assets of \$3,068,880 in the Utilities Revenue Fund. Included in the net assets report are the following:

- ✓ FY 2015 actual revenues and expenses (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2015.
- ✓ Contractual agreements that are re-appropriated from FY 2015.
- ✓ Less non-cash assets and restricted cash.



**UTILITIES REVENUE FUND  
NET ASSETS REPORT**

09/30/2014 Net Assets	\$	<b>93,784,558</b>
14/15 Actual Revenue (Unaudited)		19,911,384
14/15 Actual Expenses (Unaudited)		(18,327,856)
<b>Projected Net Assets as of 9/30/15</b>	<b>\$</b>	<b>95,368,086</b>
14/15 Assets Due from Other Governments		502
14/15 Re-appropriated Projects & Encumbrances		(2,678,290)
Less: Fixed Assets/Construction in Progress		(321,742)
<b>Proposed Change in Net Assets for FY 2016</b>		<b>(3,068,880)</b>
<b>Projected Net Assets at 09/30/16</b>	<b>\$</b>	<b>89,299,676</b>

**CAPACITY FEES and UTILITY CONSTRUCTION**

Capacity Fees provide a financial mechanism to fund growth-related projects for the expansion of water and wastewater capacity systems. Revenues are derived from capacity fees paid by new construction.

The Utility Construction Fund accounts for State Revolving Fund loans and bond proceeds used to fund capital projects.

The following chart shows the revenues and expenses in the Capacity Fees and Utility Construction Funds for a five-year period beginning in FY 2012.

**CAPACITY FEES AND UTILITY CONSTRUCTION  
BUDGET COMPARISON  
FY 2012 THROUGH FY 2016**

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adopted FY 2015	Adopted FY 2016
<b>Revenues</b>					
Intergovernmental Revenue	\$ 732,081	\$ 1,380,725	\$ 250,607	\$ -	\$ -
Interest Income	102,903	29,355	16,675	45,000	45,000
Capacity Fees	(213,231)	231,251	976,806	823,890	1,002,480
Transfers In	3,704,356	2,458,791	-	-	-
Appropriated Fund Balance	-	-	-	38,490	169,380
<i><b>Total Revenues &amp; Other Financing Sources</b></i>	<i><b>\$ 4,326,109</b></i>	<i><b>\$ 4,100,122</b></i>	<i><b>\$ 1,244,088</b></i>	<i><b>\$ 907,380</b></i>	<i><b>\$ 1,216,860</b></i>
<b>Expenses</b>					
Water Capacity System Expenses	\$ 876,936	\$ 119,211	\$ 6,018,927	\$ 208,000	\$ 150,000
Wastewater Capacity System Expenses	860,073	513,360	4,360,421	699,380	966,860
Utility Construction	2,363,135	89,813	19,716	-	100,000
<i><b>Total Expenses</b></i>	<i><b>\$ 4,100,144</b></i>	<i><b>\$ 722,384</b></i>	<i><b>\$ 10,399,064</b></i>	<i><b>\$ 907,380</b></i>	<i><b>\$ 1,216,860</b></i>

**WATER CAPACITY FEES**

Water Capacity Fees provide funding for the expansion of water capacity systems.

**REVENUES**

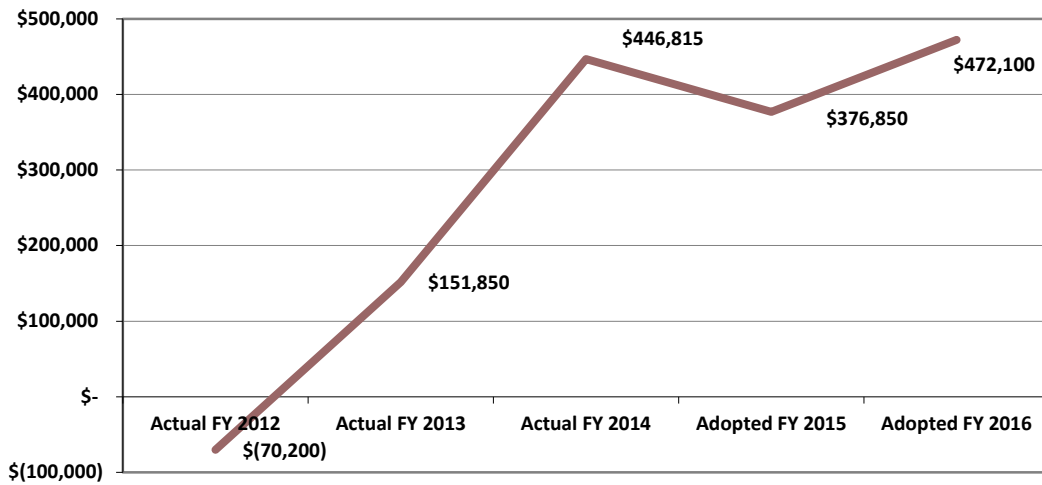
The purpose of the Water Capacity Fee is to provide a financial mechanism to fund grow-related projects for the expansion of water capacity systems.

With the rise in construction activity, water capacity fee revenue projections for FY 2016 total \$472,100, an increase of \$95,250 over FY 2015. Interest earnings are projected at \$15,000.

The following chart illustrates the economic impact to water capacity fees for a five-year period beginning in FY 2012.



**WATER CAPACITY FEE REVENUE  
FY 2012 THROUGH FY 2016**



**TRANSFERS AND RESERVES**

A total of \$337,100 is reserved for future use.

**EXPENSES**

The total capital expense for FY 2016 is \$150,000 which is appropriated to the following capital projects:

- Water Transmission Oversizing - \$50,000
- Pipeline coming from Myakkahatchee Creek Water Treatment Plant - \$100,000.

**NET ASSETS**

The following schedule shows the projected net assets at September 30, 2016. Included in the net assets report are the following:

- ✓ FY 2015 actual revenues and expenses (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2015.
- ✓ Contractual agreements that are re-appropriated from FY 2015.
- ✓ Less fixed assets and/or construction in progress.

**WATER CAPACITY FEE FUND  
NET ASSETS REPORT**

09/30/2014 Net Assets	<b>\$ 8,120,519</b>
14/15 Actual Revenue (Unaudited)	896,781
14/15 Actual Expenses (Unaudited)	(50,068)
<b>Projected Net Assets as of 9/30/15</b>	<b>\$ 8,967,232</b>
14/15 Re-appropriated Projects & Encumbrances	(1,234,717)
Less: Fixed Assets/Construction in Progress	(5,908,705)
Proposed increase (use) of Fund Balance for FY 2016	337,100
<b>Projected Net Assets at 09/30/16</b>	<b>\$ 2,160,910</b>



### WASTEWATER CAPACITY FEES

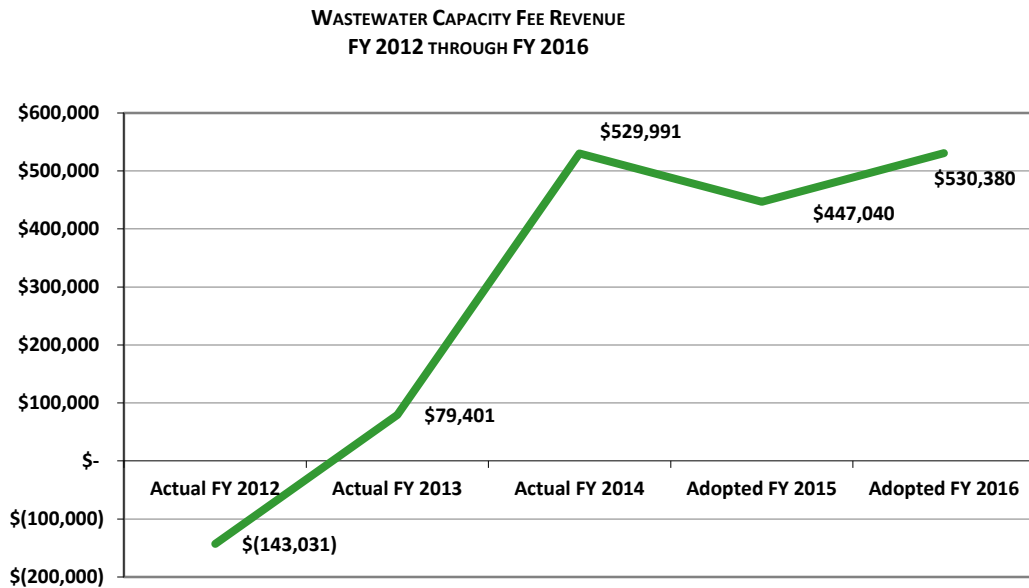
Wastewater Capacity Fees provide funding for the expansion of wastewater capacity systems.

### REVENUES

The purpose of the Wastewater Capacity Fee is to provide a financial mechanism to fund growth-related projects for the expansion of wastewater capacity systems.

Like the water capacity fees, wastewater capacity fee revenues are also projected to increase for FY 2016 due to the rise in construction activity – revenues total \$530,380, an increase of \$83,340. Interest earnings are projected at \$30,000.

The following chart illustrates the economic impact to this revenue stream for a five-year period beginning in FY 2012.



### TRANSFERS AND RESERVES

A total of \$406,480 in net assets is appropriated for use for FY 2016.

### EXPENSES

The total capital expense for FY 2016 is \$766,860 which is appropriated to the following capital projects:

- Wastewater Transmission Oversizing - \$50,000
- Reclaimed Water Expansion Phase 3 - \$716,860

A transfer out of \$200,000 is scheduled to pay debt service related to wastewater expansion.

### NET ASSETS

The following schedule shows the projected net assets balance at September 30, 2016. Included in the net assets report are the following:

- ✓ FY 2015 actual revenues and expenses (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2015.
- ✓ Contractual agreements that are re-appropriated from FY 2015.
- ✓ Less fixed assets and/or construction in progress.



**WASTEWATER CAPACITY FEE FUND  
NET ASSETS REPORT**

09/30/2014 Net Assets	\$	<b>3,379,323</b>
14/15 Actual Revenue (Unaudited)		1,094,062
14/15 Actual Expenses (Unaudited)		(429,296)
<b>Projected Net Assets as of 9/30/15</b>	<b>\$</b>	<b>4,044,089</b>
14/15 Re-appropriated Projects & Encumbrances		(1,814,847)
Less: Fixed Assets/Construction in Progress		(940,678)
Proposed increase (use) of Fund Balance for FY 2016		(406,480)
<b>Projected Net Assets at 09/30/16</b>	<b>\$</b>	<b>882,084</b>

**UTILITY CONSTRUCTION FUND**

The Utility Construction Fund provides a mechanism to account for State Revolving Fund loan and bond proceeds and the related capital improvement construction projects.

**REVENUES**

The Utilities Department does not anticipate receiving any loan funding from the State Revolving Loan for FY 2016.

**TRANSFERS AND RESERVES**

A total of \$100,000 in net assets is appropriated for use for FY 2016.

**EXPENSES**

The total capital expense for FY 2016 is \$100,000 which is appropriated to the following capital project:

- Deep Injection Well Pump Replacement, Starters and Control Panels - \$100,000

**NET ASSETS**

This fund is used strictly for the purpose of accounting for bond and loan proceeds for construction projects. The timing of the receipt of the revenues is often not aligned with the actual expenses. The following schedule shows the projected net assets at September 30, 2016. Included in the net assets report are the following:

- ✓ FY 2015 actual revenues and expenses (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2015.
- ✓ Contractual agreements that are re-appropriated from FY 2015.
- ✓ Less fixed assets and/or construction in progress.



**UTILITY CONSTRUCTION FUND  
NET ASSETS REPORT**

<b>09/30/2014 Net Assets</b>		<b>\$ (27,757)</b>
	14/15 Actual Revenue (Unaudited)	(220)
	14/15 Actual Expenses (Unaudited)	27,757
<b>Projected Net Assets as of 9/30/15</b>		<b>\$ (220)</b>
	14/15 Re-appropriated Projects & Encumbrances	(455,752)
	Less: Fixed Assets/Construction in Progress	-
	Proposed increase (use) of Fund Balance for FY 2016	(100,000)
<b>Projected Net Assets at 09/30/16</b>		<b>\$ (555,972)</b>





## City Commission

### Fund

001-General Fund

### Department/Division






0100-Commission Department

### Mission

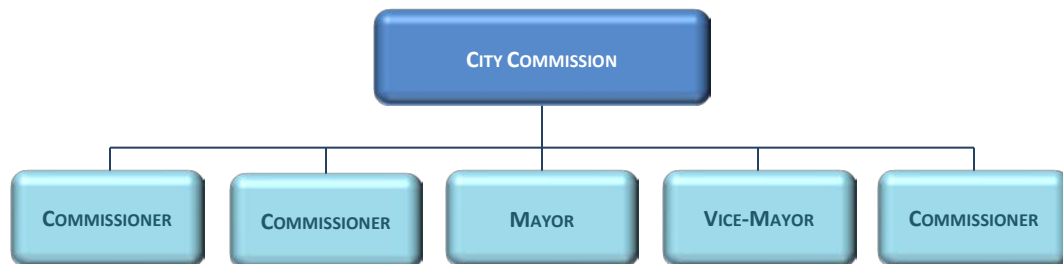
The mission of the City Commission is to achieve the City’s vision by providing policy direction.

The City Commission serves as the legislative body for the City of North Port to establish city policies through resolutions and ordinances and is committed to act in a financially responsible manner, to provide quality municipal services, and to engage residents in governance and service delivery.

### Core Services

-  **Customer Focused Service** – an accessible government that is focused and diligent in listening to the community and responding to their needs.
-  **Enhanced Quality of Life** – an aesthetically pleasing, environmentally-friendly community that is safe and provides for an improved quality of life for our citizens.
-  **Fiscally Responsible** – a fiscally responsible government that provides quality services in a cost effective manner to our residents.
-  **Public Health and Safety** – a responsible government that efficiently and equitably provides the health, safety and welfare services which are needed by our citizens.
-  **Sustainability** – a source of values that focus on renewable resources for a viable community.

### Structure



### Policy Agenda Accomplishments

- Fully funded the completion of the Atwater Project-Phase 3 to open in late January 2016
- Contracted with the University of Florida Board of Trustees for the benefit of Florida Resilient Communities Initiatives to provide the review and update of the City’s Comprehensive Plan & Land Development Code
- Contracted with National & State Park Concessions to manage the operations of Warm Mineral Springs Resort to September 2025
- Contracted for the design of Price Boulevard Widening project
- Parks and Recreation Master Plan is under review

### Policy Initiatives

- Define the next steps in the full utilization of Warm Mineral Springs Resort
- Determine if the City should look into the acquisition of Little Salt Spring
- Collaborative agreement with Suncoast Technical College for the use and construction of additional facilities
- Ascertain future impacts of Mattamy Development
- Research alternative service delivery options





## Operating Budget Detail

DESCRIPTION	FY 2012 <u>ACTUAL</u>	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ACTUAL</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Salaries & Wages	\$ 147,060	\$ 147,769	\$ 147,061	\$ 147,060	\$ 147,460
Employee Benefits	36,168	42,760	79,767	91,180	85,170
<b>PERSONNEL EXPENDITURES</b>	<b>183,228</b>	<b>190,529</b>	<b>226,828</b>	<b>238,240</b>	<b>232,630</b>
Professional/Contracted Services	116,100	99,595	56,100	56,100	56,100
Current Operating Charges	40,760	39,111	31,179	53,500	54,430
Operating Supplies	34,711	32,843	26,725	40,230	40,030
<b>OPERATING EXPENDITURES</b>	<b>191,571</b>	<b>171,549</b>	<b>114,004</b>	<b>149,830</b>	<b>150,560</b>
<b>CAPITAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>
<b>TOTALS</b>	<b>\$ 374,799</b>	<b>\$ 362,078</b>	<b>\$ 340,832</b>	<b>\$ 388,070</b>	<b>\$ 393,190</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 <u>ADOPTED</u>	FY 2013 <u>ADOPTED</u>	FY 2014 <u>ADOPTED</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Commissioner – Charter position	5	5	5	5	5
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>



# City Attorney

## Fund

001-General Fund







## Department/Division

0200-Legal Department

## Mission

The mission of the City Attorney’s office is to provide objective, timely and cost-effective legal advice and advocacy in support of the City of North Port’s policy goals and to ensure that the official actions of the City, its elected officials and employees comply with the law.

The City Attorney represents the City as legal advisor and counsel for all departments in matters relating to official duties.

-  Provide representation for the City in legal matters.
-  Provide communications on city legal matters.
-  Ensure the City remains within legal boundaries to promote community values.
-  Partner with City leaders to find creative approaches to the opportunities and challenges facing North Port.
-  Draft contracts, legislation, legal opinions, and other legal documents and negotiate on behalf of the City
-  Enforce the municipal code and defend the City when it is sued

## Core Services and Outputs

### *Commission, Employees, and Advisory Boards Services*

**Primary Customer Group:** City Commissioners, city employees and citizens

**Customer Requirements:** Timely, accurate, and responsive

**Definition Statement:** To represent the city and its elected officials, employees, advisory boards and commissions in the courtroom (except when the City’s representation is provided either by contract or law by a third party) and in administrative and quasi-judicial proceedings.

### *City, Commission, Employees, and Advisory Boards Advising Services*

**Primary Customer Group:** City Commissioners, city employees and citizens

**Customer Requirements:** Accurate and responsive

**Definition Statement:** To advise the City on policy development and program implementation, advocate and negotiate on behalf of the City.

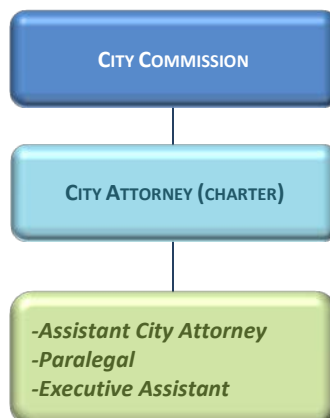
### *City Commission, Employees, and Advisory Boards Training Services*

**Primary Customer Group:** City Commissioners, city employees and advisory boards

**Customer Requirements:** Accurate and responsive

**Definition Statement:** To provided training to elected officials, City boards and commissions and City employees on a broad spectrum of law-related topics.

## Structure





## Accomplishments

- Purchased Legal Files software to setup a method of intake to provide a more effective and efficient service to clients and staff
- Hired one additional staff person, a paralegal
- Setup the City Attorney Office as an in-house legal service
- Reviewed all contracts and agreements presented to the Commission
- Resolved numerous open litigation matters with minimal expenditure of public funds

## Initiatives

- Add two new staff members: one Assistant City Attorney and one Executive Assistant
- Expand in-house legal services with the addition of staff
- Provide necessary legal assistance to Human Resources department's Risk Management division as the City becomes Self-Funded in fiscal year 2016

## Goals and Objectives

### GOAL 1

Advance the public interest by providing high-quality legal representation to the City.

#### OBJECTIVES:

- Provide practical and effective advice that includes creative solutions to difficult problems.
- Propose alternative, legally acceptable ways to accomplish public objectives when the City encounters legal obstacles.
- Regularly brief City employees on legal developments that impact their areas of service.
- Design and maintain a department internet website to inform the public about the City's legal program.

### GOAL 2

Evaluate all claims and litigation promptly, resolving disputes where appropriate, and vigorously defending the City's interests.

#### OBJECTIVES:

- Thoroughly investigate to promptly and appropriately resolve claims.
- Increase transparency by publicly reporting claim filings and resolutions.
- Advocate effectively in court and before administrative agencies when legal actions are brought against the City.

### GOAL 3

Identify and reduce exposure to legal risks.

#### OBJECTIVES:

- Identify legal risks and craft strategies to reduce the City's exposure.
- Provide relevant training to City officials and staff to reduce legal risk exposure.
- Create user-friendly tools to assist new and existing employees to comply with public service requirements, such as ethics, conflicts of interest, open meeting, and public records laws.

The City Attorney's office has been in effect for one year. Currently the department is developing performance measures to present in the fiscal year 2017 budget.



### Operating Budget Summary

DESCRIPTION	FY 2012 <u>ACTUAL</u>	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ACTUAL</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Salaries & Wages	\$ -	\$ -	\$ 6,445	\$ 193,120	\$ 309,800
Employee Benefits	-	-	2,987	83,520	96,080
<b>PERSONNEL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>9,432</b>	<b>276,640</b>	<b>405,880</b>
Professional/Contracted Services	588,896	565,646	594,560	619,360	200,000
Current Operating Charges	-	-	677	11,000	18,380
Operating Supplies	-	-	-	19,000	23,600
<b>OPERATING EXPENDITURES</b>	<b>588,896</b>	<b>565,646</b>	<b>595,237</b>	<b>649,360</b>	<b>241,980</b>
<b>TOTALS</b>	<b>\$ 588,896</b>	<b>\$ 565,646</b>	<b>\$ 604,669</b>	<b>\$ 926,000</b>	<b>\$ 647,860</b>

### Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 <u>ADOPTED</u>	FY 2013 <u>ADOPTED</u>	FY 2014 <u>ADOPTED</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
City Attorney	n/a	n/a	n/a	1	1
Paralegal	-	-	-	-	1
Assistant City Attorney	-	-	-	-	1
Executive Assistant	-	-	-	-	1
<b>TOTAL</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>1</b>	<b>4</b>



# City Clerk

## Fund

001-General Fund




## Department/Division

0300-City Clerk's Office

## Mission

The mission of the City Clerk's office is to achieve community outcomes by ensuring the integrity of legislative processes and management of public records.

In order to accomplish this mission, the City Clerk's office will:

-  provide a link between citizens and government through transparency and the dissemination of information;
-  ensure the preservation, protection, access and integrity of public records; and
-  provide oversight of records management and retention in accordance with State regulations.

## Core Services and Outputs

The City Clerk serves as the election official of the City, maintains and provides public records, liaising with boards and committees and communicating through legal advertisements and public records. The city clerk's office provides the following core services:

### *Commission and Advisory Boards Services*

**Primary Customer Group:** City Commissioners, city employees and citizens

**Customer Requirements:** Timely, accurate, and responsive

**Definition Statement:** To preserve all city records, attest to all written contracts on behalf of the City, prepare legal ads and official notices of public meetings, prepare and distribute agendas and agenda packages and prepare and distribute minutes and other various daily administrative duties.

### *Official Documents and Records Retention Services*

**Primary Customer Group:** City Commissioners, city employees and citizens

**Customer Requirements:** Accurate and responsive

**Definition Statement:** To preserve all official city documents, attest to all written contracts/instruments on behalf of the City, fulfill public records requests, archive official meeting documents, and other various daily administrative duties.

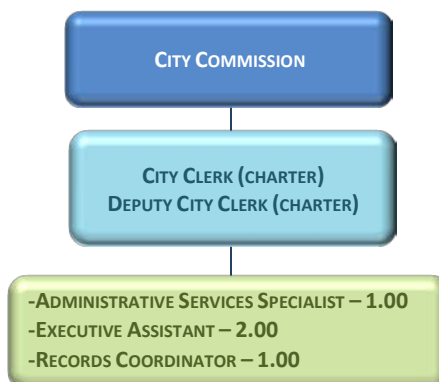
### *City Commission Administrative Support Services*

**Primary Customer Group:** City Commissioners

**Customer Requirements:** Accurate and responsive

**Definition Statement:** To schedule meetings and maintain calendars, prepare and monitor the City Commission budget, respond to requests for official records, prepare travel arrangements, register election candidates and prepare election reports, attest to all written contracts/instruments on behalf of the City, and other various daily administrative duties.

## Structure





## Accomplishments

- Continued the cross training of City Clerk staff
- Continued reorganization of the City records filing system
- Continued training of city employees on the use of the Legistar program
- Prepared and published 78 City Commission agendas and packets
- Researched bar coding system for city records

## Initiatives

- Successfully manage November 2016 election for city commission members, and any measures approved for the ballot by the City Commission
- Acquire and implement bar coding system for city records

## Goals and Objectives

### GOAL 1

Lead the agenda management process and records management program promoting transparency, accountability, and effective service deliver.

#### OBJECTIVES:

- Ensure that preparation and distribution of the Commission's agenda packets are timely, accurate, and responsive.
- Transcribe post Commission action minutes within one week of meeting date.
- Effectively manage the annual records retention/destruction process for all City Departments

### GOAL 2

Respond to the legislative needs of the City Commission, staff, and the community in a timely and effective manner.

#### OBJECTIVES:

- Utilize technology to enhance access of legislative items, such as agendas, reports, ordinance, resolutions, and minutes on the City Commission and City Clerk webpages.
- Oversee the filing of campaign candidacies in compliance with Florida Statute 99 and the North Port City Charter.

### GOAL 3

Effectively administer appointments to advisory boards.

#### OBJECTIVES:

- Improve the recruitment process to advisory boards including application accessibility, advertising strategies, and interview processes.
- Create and maintain community partnerships to enhance the public's knowledge of, and interest in, serving on advisory boards.

## Key Performance Measures

### PERCENTAGE OF ACTION MINUTES POSTED WITHIN ONE MONTH AFTER THE COMMISSION MEETING

<b>Goal</b>	Lead the agenda management process and records management program promoting transparency, accountability, and effective service delivery.				
<b>Objective</b>	Transcribe and post Commission action minutes within one month of meeting date.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Percentage of commission meeting minutes that are released within one month of the City Commission meeting	N/A	N/A	N/A	N/A	80%
<b>Description</b>	After each Commission meeting, the City Clerk's Office transcribes and posts the actions the Commission took online.				
<b>Purpose</b>	This supports transparency and informed decision making, by providing the public with Commission actions in a timely manner.				
<b>Status</b>	This is a new measure.				



**PERCENTAGE OF COMMISSION MEETING AGENDA PACKET MATERIALS POSTED ON THE TUESDAY PRIOR TO THE TUESDAY CITY COMMISSION MEETING**

<b>Goal</b>	Lead the agenda management process and records management program promoting transparency, accountability, and effective service delivery.				
<b>Objective</b>	Ensure that preparation and distribution of the Commission's agenda packets are time, accurate, and responsive.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Percentage of City Commission agenda packets that are posted online on the Tuesday before the meeting	N/A	N/A	N/A	N/A	98%
<b>Description</b>	We strive to get all agenda packets out to the City Commission and public the Tuesday before the next Tuesday meeting.				
<b>Purpose</b>	Provide the public with adequate time to review upcoming issues that will be discussed by the City Commission, ensuring transparency of Commission proceedings.				
<b>Status</b>	This is a new measure.				

**Workload Measures**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Number of commission meeting minutes posted annually	78	78	N/A	77	78
Number of commission meeting agenda packets produced annually	78	78	N/A	77	78
Number of public records requests received annually	197	226	N/A	254	N/A
Number of advisory board minutes processed.	90	85	N/A	82	N/A

**Operating Budget Summary**

<b>DESCRIPTION</b>	<b>FY 2012 ACTUAL</b>	<b>FY 2013 ACTUAL</b>	<b>FY 2014 ACTUAL</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Salaries & Wages	\$ 448,888	\$ 386,975	\$ 348,671	\$ 361,820	\$ 372,360
Employee Benefits	101,119	87,397	97,070	109,320	116,110
<b>PERSONNEL EXPENDITURES</b>	<b>550,007</b>	<b>474,372</b>	<b>445,741</b>	<b>471,140</b>	<b>488,470</b>
Professional/Contracted Services	36,477	12,010	29,701	17,070	18,650
Current Operating Charges	44,686	42,613	32,369	39,950	46,790
Operating Supplies	5,929	5,364	6,960	7,320	7,300
<b>OPERATING EXPENDITURES</b>	<b>87,092</b>	<b>59,987</b>	<b>69,030</b>	<b>64,340</b>	<b>72,740</b>
CAPITAL EXPENDITURES	-	-	-	-	15,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 637,099</b>	<b>\$ 534,359</b>	<b>\$ 514,771</b>	<b>\$ 535,480</b>	<b>\$ 576,210</b>



<b>DEPARTMENT GENERATED REVENUES</b>					
PERMITS AND SPECIAL ASSESSMENTS	\$ (3,164)	\$ (200)	\$ (250)	\$ -	\$ (2,250)
CHARGES FOR SERVICES	(37,663)	(38,065)	(2,356)	(2,470)	(3,990)
<b>TOTAL GENERATED REVENUES</b>	<b>(40,827)</b>	<b>(38,265)</b>	<b>(2,606)</b>	<b>(2,470)</b>	<b>(6,240)</b>
<b>NET EXPENDITURES</b>	<b>\$ 596,272</b>	<b>\$ 496,094</b>	<b>\$ 512,165</b>	<b>\$ 533,010</b>	<b>\$ 569,970</b>

### Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 <u>ADOPTED</u>	FY 2013 <u>ADOPTED</u>	FY 2014 <u>ADOPTED</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
City Clerk	1	1	1	1	1
Deputy City Clerk	1	1	1	1	1
Records Supervisor	1	1	-	-	-
Executive Assistant	3	2	2	2	2
Records Coordinator	-	-	1	1	1
Staff Assistant I	1	1	-	-	-
Administrative Services Specialist	-	-	1	1	1
Records Technician	1	1	-	-	-
<b>TOTAL</b>	<b>8</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>6</b>





# City Manager

## Fund

001-General Fund

## Department/Division






0800-City Manager Office

## Mission

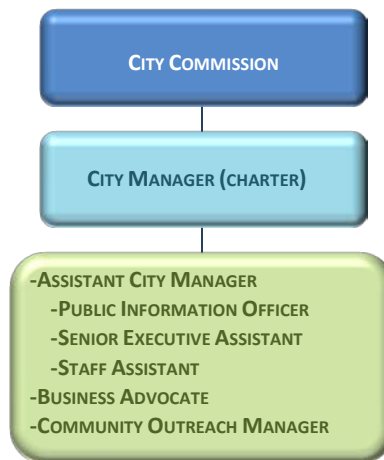
The mission of the City Manager is to achieve community outcomes through organization leadership. The City Manager’s Office provides leadership and professional management to the City government in service to City Commission policies, priorities and the community’s civic values.

The City Manager serves to ensure efficient operation of departments in carrying out Commission directives.

## Core Services

-  Ensures that commission directives and policies are implemented.
-  Provides guidance to improve customer service for citizens.
-  Develops and recommends alternative solutions to community problems for commission consideration.
-  Plans and develops new programs to meet future needs of the City.
-  Provides strategic leadership and guidance to the City operations and services

## Structure



## Management Agenda Accomplishments

- Continued the Sidewalk Program as part of the “Safe Routes to Schools” initiative.
- Provided guidance for the Road Bond project and collaborated with Public Works and Utilities to resolve drainage and utility line issues arising from the project.
- Executed economic development organization changes with the hiring of a Business Advocate, presenting a retail gap analysis which described the type of retail the City should target as the city grows.
- Implemented a Capital Improvement Program monthly status update with staff to improve departmental communication related to projects.
- Led the Strategic Planning update with City Commission.
- Presented the annual “State of the City” address to the North Port Chamber of Commerce.
- Delivered the Utilities Demand Study and Rate Analysis.
- Led the infrastructure strategy planning and funding strategy.



## Management Initiatives

- Partner with the Planning and Zoning Division on the Comprehensive Plan and Land Development Review project.
- Collaborate with Public Works on infrastructure strategy and funding, specifically the widening of Price Boulevard and the extension of Spring Haven Drive.
- Guide the Information Technology Division in expanding technology
- Enhance organizational strategic planning, work plans, and performance management.
- Complete recruitment of vacant positions to increase support for operating departments.
- Expand social media outreach and further link updates with priorities.

## Goals and Objectives

### GOAL 1

Implement the City Commission’s policy direction and ensure their goals and objectives are achieved in a timely manner.

#### OBJECTIVES:

- Provide timely, accurate, and results-oriented financial and operational reports.
- Lead the development of city-wide business plans that support achievement of the Commission’s policies and priorities.
- Maintain a highly qualified, engaged, and effective workforce to successfully attain the City’s goals and objectives.

### GOAL 2

Lead the City’s management team to ensure the provision of high-quality, cost-effective, and customer-focused services.

#### OBJECTIVES:

- Improve the efficiency of the City’s infrastructure, facilities, and equipment to support environmental and fiscal sustainability.
- Provide data and analytics to support informed decision-making processes.
- Facilitate a high level of citizen satisfaction with City services.

### GOAL 3

Advocate sound financial planning by developing and implementing Operating and Capital Improvement Program (CIP) budgets.

#### OBJECTIVES:

- Advance structural reforms to ensure the City lives within our means.
- Expand the use of innovations, performance management, and community partnerships to maintain and/or enhance public services.
- Balance and manage economic growth and sustainability initiatives

### GOAL 4

Promote and sustain citizen participation and engagement in public matters.

#### OBJECTIVES:

- Expand outreach efforts to broaden citizen participation in local government and community matters.
- Ensure timely and responsive resolution to citizens’ inquiries.
- Preserve transparency and enhance communication with the public.



## Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 406,467	\$ 405,356	\$ 405,369	\$ 514,910	\$ 484,750
Employee Benefits	111,064	112,806	155,711	172,200	198,100
<b>PERSONNEL EXPENDITURES</b>	<b>517,531</b>	<b>518,162</b>	<b>561,080</b>	<b>687,110</b>	<b>682,850</b>
Professional/Contracted Services	51,913	15,313	3,237	18,360	13,360
Current Operating Charges	11,703	19,650	13,601	15,600	15,920
Operating Supplies	12,345	14,248	12,277	15,790	17,420
<b>OPERATING EXPENDITURES</b>	<b>75,961</b>	<b>49,211</b>	<b>29,115</b>	<b>49,750</b>	<b>46,700</b>
<b>TOTALS</b>	<b>\$ 593,492</b>	<b>\$ 567,373</b>	<b>\$ 590,195</b>	<b>\$ 736,860</b>	<b>\$ 729,550</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 ADOPTED	FY 2013 ADOPTED	FY 2014 ADOPTED	FY 2015 ADOPTED	FY 2016 ADOPTED
City Manager	1	1	1	1	1
Assistant City Manager	1	1	1	1	1
Public Information Officer	-	-	-	1	1
Intern	-	-	-	1	-
Senior Executive Assistant	1	1	1	1	1
Staff Assistant II	1	1	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>6</b>	<b>5</b>



# Economic Development

## Fund

001-General Fund




## Department/Division

0830-Economic Development

## Mission

The mission of the Economic Development Division is to achieve community outcomes by strengthening the community's economic viability and diversity.

In order to accomplish this mission, the Economic Development Division serves to provide management and guidance in implementing the strategies adopted within the economic development plan by:

-  promoting economically sustainable development;
-  creating a fiscally stable economy to improve the quality of life; and
-  promoting community values and goals.

## Core Services and Outputs

### Local Economic Development Services

**Primary Customer Group:** Residents and businesses.

**Customer Requirements:** Development, expansion and growth.

**Definition Statement:** To help existing and future businesses to expand and increase their capacity for growth.

### Local Business Retention Services

**Primary Customer Group:** Existing businesses.

**Customer Requirements:** Increase the awareness and use of local, state and regional resources that assist with retention, attraction and growth.

**Definition Statement:** To create innovative partnerships to support existing businesses and expansion.

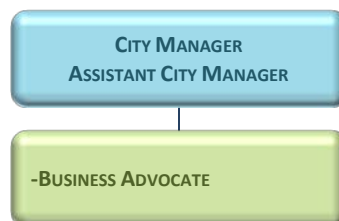
### Local Business Administration Services

**Primary Customer Group:** Existing and new business and development.

**Customer Requirements:** Provide general assistance to businesses and development to efficiently and effectively navigate development and permitting processes.

**Definition Statement:** Promote business friendly actions that encourage business attraction and retention.

## Structure



## Accomplishments

- Implemented the business advocacy program to assist businesses in the City's development process
- Participated in the Chamber of Commerce monthly luncheons to further the City's business retention and recruitment efforts
- Represented the City at monthly Sarasota County Economic Development Corporation
- Provided oversight of the Retail Gap Analysis study which served to help determine the retail the City should target as it grows



### Initiatives

- Continue to advocate for local businesses facing regulatory issues
- Support and aid in the smooth flow of new developments as they go through the planning and permitting process
- Assisting the needs of local businesses as these needs pertain to the achievement of stronger, more resilient business enterprises in the city
- Working with regional economic development partners in the creation of a more coordinated complementary and flexible entrepreneurial support system

### Goals and Objectives

#### GOAL 1

Lead the local economic development services program to help existing and future businesses to expand and increase their capacity for growth.

##### OBJECTIVES:

- Respond to inquiries and requests for assistance in the permitting process.
- Improve the service delivery to businesses by providing creative solutions to difficult problems.
- Effectively manage the business advocacy program

#### GOAL 2

Evaluate plans and create opportunities to increase awareness and use of local, state and regional resources that assist with retention, attraction and growth.

##### OBJECTIVES:

- Create innovative partnerships to support existing businesses and expansion.
- Coordinate the City’s sponsorship of the Lunch and Learn program which provides ways and tactics to help business owners and managers on a daily basis.

#### GOAL 3

Identify opportunities to increase business recruitment and attraction.

##### OBJECTIVES:

- Research target retail businesses as identified in the Retail Gap analysis study.
- Create user-friendly tools to assist in business recruitment and attraction.
- Implement City Commission’s economic development plans for the City.

### Key Performance Measures

#### PERCENTAGE OF BUSINESS REGULATORY ISSUES RESPONDED TO WITHIN ONE WEEK OF REQUEST

<b>Goal</b>	Lead the local economic development services program to help existing and future businesses to expand and increase their capacity for growth.				
<b>Objective</b>	Respond to business regulatory issues within one week of request.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Percentage of responses to business regulatory issues within one week of request.	N/A	N/A	N/A	N/A	100%
<b>Description</b>	Upon receiving an inquiry or request for assistance in the permitting process, the Business Advocate will respond to resolve any issues for the business.				
<b>Purpose</b>	This supports the Business Advocacy Program to improve the service delivery to businesses.				
<b>Status</b>	This is a new measure.				

**BUSINESS ADVOCACY ISSUES RESOLUTION**

<b>Goal</b>	Lead the local economic development services program to help existing and future businesses to expand and increase their capacity for growth.				
<b>Objective</b>	Improve the service delivery to businesses by providing creative solutions to difficult problems.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Percent of survey respondents who indicate they agree or strongly agree that the resolution provided was satisfactory.	N/A	N/A	N/A	N/A	80%
<b>Description</b>	Resolve issues presented to the Business Advocate to the satisfaction of the customer.				
<b>Purpose</b>	This supports the Business Advocacy Program to improve the service delivery to businesses.				
<b>Status</b>	This is a new measure.				

**Workload Measures**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Number of Business Advocacy issues.	N/A*	N/A*	N/A*	24*	25

\*New workload measure

**Operating Budget Summary**

<b>DESCRIPTION</b>	<b>FY 2012 ACTUAL</b>	<b>FY 2013 ACTUAL</b>	<b>FY 2014 ACTUAL</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Salaries & Wages	\$ 147,208	\$ 144,631	\$ 151,606	\$ 32,220	\$ 54,320
Employee Benefits	34,202	32,847	37,517	38,400	19,680
<b>PERSONNEL EXPENDITURES</b>	<b>181,410</b>	<b>177,478</b>	<b>189,123</b>	<b>70,620</b>	<b>74,000</b>
Professional/Contracted Services	83,294	16,241	6,115	7,710	141,200
Current Operating Charges	155,742	134,027	74,921	28,750	34,860
Operating Supplies	66,241	71,582	68,042	70,770	73,810
<b>OPERATING EXPENDITURES</b>	<b>305,277</b>	<b>221,850</b>	<b>149,078</b>	<b>107,230</b>	<b>249,870</b>
<b>TOTALS</b>	<b>\$ 486,687</b>	<b>\$ 399,328</b>	<b>\$ 338,201</b>	<b>\$ 177,850</b>	<b>\$ 323,870</b>

**Staffing – Authorized Budget Positions**

<b>DESCRIPTION</b>	<b>FY 2012 ADOPTED</b>	<b>FY 2013 ADOPTED</b>	<b>FY 2014 ADOPTED</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Economic Development Manager	1	1	1	-	-
Economic Development Coordinator	1	1	1	-	-
Business Advocate	-	-	-	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>



# Community Outreach

## Fund

001-General Fund




## Department/Division

0850-Community Outreach

## Mission

The mission of Community Outreach is to achieve community outcomes by promoting a stronger sense of community.

In order to accomplish this mission, Community Outreach serves to provide management and guidance in strengthening a sense of community among the City's constituents by:

-  creating an environment to help promote a physically and socially connected community;
-  fostering community values; and
-  encouraging sustainability through the communications of community values and goals.

## Core Services

### Community Connection Services

**Primary Customer Group:** Residents and visitors

**Customer Requirements:** Availability, opportunities, and accessibility

**Definition Statement:** To provide a forum for open, accurate, consistent and accessible local government information, resources and relationships.

### Community Communication Services

**Primary Customer Group:** City Commission, citizens, and visitors

**Customer Requirements:** Communication and opportunities

**Definition Statement:** To create a strategic and coordinated communication to the public.

### Fostering Community Values

**Primary Customer Group:** City Commissions, citizens, visitors and businesses

**Customer Requirements:** Collaboration

**Definition Statement:** To explore other methods of outreach to improve interaction with the community.

## Structure



## Accomplishments

- Prepared the City to launch a social media strategy
- Produced the City's quarterly and monthly newsletters
- Launched the newly updated city website
- Served as project coordinator for City events and activities
- Provided training for the updated city website and content management
- Coordinated four Newcomer Day's



## Initiatives

- Continuation of implementing the City's social media strategy
- Coordinate the first mock City Commission meeting
- Market North Port's ecotourism features
- Expansion of efforts to reach new residents

## Goals and Objectives

### GOAL 1

Lead the City's efforts to offer opportunities for residents to connect with other residents.

#### OBJECTIVES:

- Respond to inquiries and requests for assistance in discovering North Port.
- Provide a forum for open, accurate, consistent and accessible local government information, resources and relationships.
- Effectively manage the telling of North Port's story.

### GOAL 2

Evaluate plans and create opportunities to broaden the communication services to the public.

#### OBJECTIVES:

- Develop a strategy to measure the results of the division's outreach efforts.
- Create user-friendly tools to assist in reaching a broader audience.
- Create a plan to further the communication services to reach new developments in the City.

### GOAL 3

Identify opportunities to foster community values.

#### OBJECTIVES:

- Expand efforts to increase attendance to Newcomer's Day activities.
- Continue the branding of the City of North Port as a destination.

## Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 63,583	\$ 62,797	\$ 62,812	\$ 64,500	\$ 66,620
Employee Benefits	13,396	12,630	14,145	16,680	17,740
<b>PERSONNEL EXPENDITURES</b>	<b>76,979</b>	<b>75,427</b>	<b>76,957</b>	<b>81,180</b>	<b>84,360</b>
Professional/Contracted Services	64,936	51,904	26,820	43,200	69,000
Current Operating Charges	28,697	19,172	22,547	73,780	66,130
Operating Supplies	4,003	5,037	4,709	9,990	13,720
<b>OPERATING EXPENDITURES</b>	<b>97,636</b>	<b>76,113</b>	<b>54,076</b>	<b>126,970</b>	<b>148,850</b>
<b>TOTALS</b>	<b>\$ 174,615</b>	<b>\$ 151,540</b>	<b>\$ 131,033</b>	<b>\$ 208,150</b>	<b>\$ 233,210</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 ADOPTED	FY 2013 ADOPTED	FY 2014 ADOPTED	FY 2015 ADOPTED	FY 2016 ADOPTED
Community Outreach Manager	1	1	1	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>







## Finance

### Fund




001-General Fund

### Department/Division

0401-Finance

### Mission

The mission of the Finance Department is to achieve community outcomes by ensuring the financial integrity and fiscal management of the organization by:

-  maintaining the financial stability of the City;
-  ensuring operations are consistent with organization values; and
-  ensuring departmental fiscal operations are in compliance with appropriate federal, state and local financial requirements.

In order to accomplish this mission, the Finance Department will provide the following services: accounting, budget development and oversight, payroll, and purchasing.

### Core Services and Outputs

#### *Accounting Services*

**Primary Customer Group:** City staff, residents and other outside agencies

**Customer Requirements:** Accurate, timely and compliant

**Definition Statement:** Provide our staff, residents and other outside agencies accurate and timely financial accounting services while ensuring compliance with applicable policies, regulations and reporting requirements.

#### *Budget Development and Oversight*

**Primary Customer Group:** City staff, commissioners, residents and other outside agencies

**Customer Requirements:** Accurate, timely and compliant

**Definition Statement:** Provide commissioners, residents and other outside agencies with an accurate and timely budget and assist city staff in preparing and operating within the budget while ensuring compliance with all statutory requirements and local policies.

#### *Payroll Services*

**Primary Customer Group:** City staff and other outside agencies

**Customer Requirements:** Accurate, timely and compliant

**Definition Statement:** Provide city staff with accurate and timely paychecks and supporting earnings statements and other outside agencies with pertinent payroll reports in accordance with all applicable policies and government regulations.

#### *Purchasing Services*

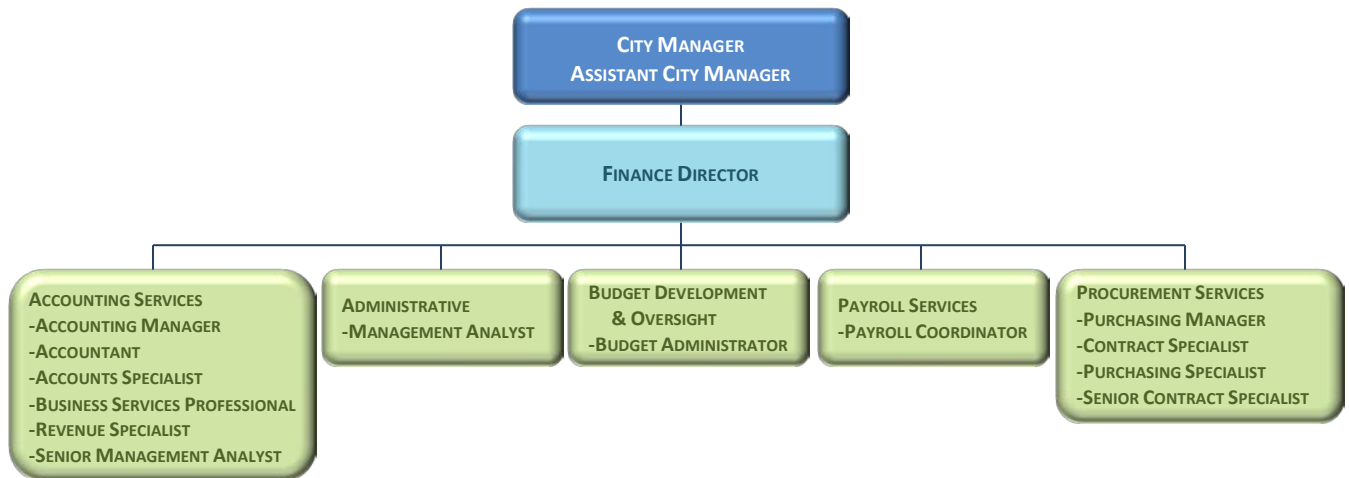
**Primary Customer Group:** City staff and vendors

**Customer Requirements:** Timely, compliant and economical

**Definition Statement:** Provide all city staff with assistance procuring goods and services required by the City in a timely manner, at the lowest possible cost, consistent with the quality required and in compliance with all applicable policies and procurement legislation.



## Structure



## Accomplishments

- Earned an unmodified audit opinion for fiscal year 2014
- Received the Government Finance Officers Association (GFOA) Award for Excellence in Financial Reporting for fiscal year 2013; the eighteenth consecutive year
- Continued training of city employees on procurement processes and laws
- Acquired cost allocation software to prepare the city's administrative cost allocation in accordance with all federal laws
- Received the GFOA Distinguished Budget Presentation Award for the fiscal year 2014 adopted budget; the eighth consecutive year
- Improved bond ratings from "Stable" to "Positive"

## Initiatives

- Continue to assess and analyze processes to improve customer service
- Receive the GFOA awards for Excellence in Financial Reporting and Distinguished Budget
- Coordinate the development of Capital Acquisition Policies for the city-wide vehicle and equipment replacement plan and funding of the plan

## Goals and Objectives

### GOAL 1

Ensure the City of North Port's short and long-term financial status is healthy and sound.

#### OBJECTIVES:

- Analyze alternative service delivery models.
- Review opportunities for new and/or enhanced revenues.
- Continue strategic balanced budget planning within Commission approved reserve levels.

### GOAL 2

Provide timely and accurate financial reporting and transactions.

#### OBJECTIVES:

- Ensure that payroll processing, vendor payments, budget, and annual financial reporting are clear, timely, and accurate.
- Review the existing accounting structure with a view to simplification and to ensure that particular business needs of the departments are being met.
- Enhance financial reporting mechanisms to ensure that departmental financial information is relevant and timely.

**GOAL 3**

Ensure public funds and assets are invested prudently and are well-managed.

**OBJECTIVES:**

- Ensure sufficient cash is always available to meet current expenditures.
- Maintain a reasonable rate of return on investments.

**GOAL 4**

Implement programs to support and enhance communication, accountability, and positive outcomes.

**OBJECTIVES:**

- Continue refining the Comprehensive Annual Financial Report and budget documents to enhance communication.
- Continue developing and implementing Procurement process improvements.
- Explore additional technological tools to assist in customer service and efficiencies.
- Implement improvements for purchasing process.

### Key Performance Measures – Accounting Services

#### OBTAIN THE CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Enhance financial reporting mechanisms to ensure that departmental financial information is relevant and timely				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Obtain the Certificate of Achievement for Excellence in Financial Report	Yes	Yes	Yes	Yes	Yes
<b>Description</b>	The program ensures the users of the City's financial statements have the information needed for informed decision-making.				
<b>Purpose</b>	This supports transparency and financial accountability.				
<b>Status</b>	The City has received this award for eighteen consecutive years.				

#### PERCENTAGE OF VENDOR INVOICES ENTERED ARE PAID WITHIN 42 DAYS OF DATE OF RECEIPT

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Ensure that payroll processing, vendor payments, budget, and annual financial reporting are clear, timely, and accurate.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Pay 95% of vendor invoice entries within 42 days of date of receipt	98%	97.8%	95%	97.5%	95%
<b>Description</b>	The timely payment of vendor invoices.				
<b>Purpose</b>	This models the City's value of excellent stewardship and sustainability of city assets and resources.				
<b>Status</b>	The City's annual goal is to achieve 95% efficiency in timely vendor payments within the prescribe time.				

**CLOSE EACH FINANCIAL REPORTING MONTH BY THE NINTH (9<sup>TH</sup>) WORKING DAY OF THE FOLLOWING MONTH**

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Ensure that payroll processing, vendor payments, budget, and annual financial reporting are clear, timely, and accurate.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Close each financial reporting month by the ninth (9 <sup>th</sup> ) working day of the following month 90% of the time.	100%	92%	90%	100%	90%
<b>Description</b>	The closing of each month enhances financial reporting mechanisms.				
<b>Purpose</b>	This supports transparency and full disclosure in financial reporting.				
<b>Status</b>	The City's annual goal is to achieve 90% efficiency in monthly closings within the prescribe time.				

**Output Measures**

Reconcile and post all cash receipts by noon of the first working day each month.
Reconcile the bank statement by the ninth (9 <sup>th</sup> ) working day of the following month.
Post all adjusting journal entries by the ninth (9 <sup>th</sup> ) working day of the following month.
Provide a complete draft of the Comprehensive Annual Financial Report to the auditors by March 15 <sup>th</sup> of each year.

**Key Performance Measures – Budget Development and Oversight****ATTAIN THE DISTINGUISH BUDGET PRESENTATION AWARD ANNUALLY**

<b>Goal</b>	Implement programs to support and enhance communication, accountability, and positive outcomes.				
<b>Objective</b>	Continue refining the budget documents to enhance communication.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Attain the Distinguish Budget Presentation Award Annually	Yes	Yes	Yes	Yes	Yes
<b>Description</b>	The program encourages and assists state and local government to prepare budget documents of the highest quality.				
<b>Purpose</b>	This supports transparency financial accountability.				
<b>Status</b>	The City has received this award for eight consecutive years.				

**ANNUAL REVENUE AND EXPENDITURE VARIANCES**

<b>Goal</b>	Ensure the City of North Port's short and long-term financial status is healthy and sound.				
<b>Objective</b>	Continue strategic balanced budget planning within Commission approved reserve levels.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain a variance of +/- 5% between estimated and actual revenues by operating fund	(2.64%)	4.77%	+/- 5%	6.59%	+/- 5%
Maintain a variance of +/- 10% between estimated and actual expenditures by operating fund	(6.18%)	(5.54%)	+/- 10%	(6.27%)	+/- 10%
<b>Description</b>	The provision of the best possible estimates of revenues and expenditures.				
<b>Purpose</b>	This supports the City's plan to actively provide a structurally balanced budget.				
<b>Status</b>	The City continues to review and analyze revenues as the economy grows.				



## Output Measures

Ensure compliance with Truth In Millage (TRIM) requirements to meet Florida State Statutes.

### Key Performance Measures – Payroll Services

#### TIMESHEET CORRECTIONS

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Ensure that payroll processing is timely, and accurate.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Reduce the number of timesheet corrections needed to prepare an accurate payroll from 5% to 4.5%	3.8%	3.71%	5.0%	4.76%	5.0%
<b>Description</b>	This measure reflects the accuracy of timesheets.				
<b>Purpose</b>	This supports payroll services training efforts to reduce timesheet errors and corrections.				
<b>Status</b>	The City utilizes a time and attendance program to help reduce timesheet errors and corrections. In fiscal year 2015, the city rolled out an updated version of the program which may have impacted the 2015 percent.				

#### FEDERAL PAYROLL REPORTING REQUIREMENTS

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Ensure that payroll processing is timely, and accurate.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Complete the quarterly reconciliation and required payroll reports by the tenth (10 <sup>th</sup> ) of the month following quarter end 90% of the time	75%	100%	90%	75%	90%
<b>Description</b>	The reporting requirements are set by federal law.				
<b>Purpose</b>	This measure ensures the federally required reports are submitted in a timely fashion to meet federal guidelines.				
<b>Status</b>	The City meets all federally required deadlines.				

## Output Measures

Review all timesheets by 5:00 p.m. the first business day following the end of the pay period with all corrections completed by supervisors no later than 8:00 a.m. the second business day.

Reconcile the preliminary payroll register by 4:00 p.m. the second business day following the end of the pay period.

Submit the direct deposit file to the bank for processing before the end of the day two (2) days prior to pay day.



## Key Performance Measures – Purchasing Services

### REQUISITION APPROVAL

<b>Goal</b>	Provide timely and accurate financial reporting and transactions. Implement programs to support and enhance communication, accountability, and positive outcomes.				
<b>Objective</b>	Continue developing and implementing Procurement process improvements.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Process 90% of all authorized requisitions subject to the receipt of all required documentation within three working days of submission	96.7%	93.05%	90%	92.2%	90%
<b>Description</b>	The ability of departments to procure goods and services while satisfying all procurement requirements.				
<b>Purpose</b>	This supports providing effective, efficient and timely customer service.				
<b>Status</b>	The City utilizes several levels of authorization established by policy and procurement dollar threshold guidelines, and required supporting data.				

### CLOSING OF THE MONTH

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Ensure purchasing services remain timely and accurate.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Close the month by the tenth (10 <sup>th</sup> ) of the new month, or the first business day thereafter, 90% of the time.	100%	100%	90%	100%	90%
<b>Description</b>	The monthly closing is part of the on-going annual maintenance of the Purchasing/Inventory Module.				
<b>Purpose</b>	This measure ensures that transactions remain up-to-date and the system continues to function properly.				
<b>Status</b>	The division continues to meet the requirement 100%.				

### Output Measures

Review and verify that all required vendor information has been received from departments before processing requisitions.

Review and verify that all required procurement procedures have been followed before approving purchase requisitions.

Post all purchasing/inventory transactions at the end of each business day.



## Operating Budget Summary

DESCRIPTION	FY 2012 <u>ACTUAL</u>	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ACTUAL</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Salaries & Wages	\$ 783,521	\$ 782,270	\$ 805,252	\$ 830,110	\$ 897,380
Employee Benefits	175,705	164,130	197,625	214,110	227,290
<b>PERSONNEL EXPENDITURES</b>	<b>959,226</b>	<b>946,400</b>	<b>1,002,877</b>	<b>1,044,220</b>	<b>1,124,670</b>
Professional/Contracted Services	66,825	71,949	72,188	78,330	80,550
Current Operating Charges	19,553	19,661	27,742	28,290	26,760
Operating Supplies	20,041	17,980	19,805	24,070	26,160
<b>OPERATING EXPENDITURES</b>	<b>106,419</b>	<b>109,590</b>	<b>119,735</b>	<b>130,690</b>	<b>133,470</b>
<b>TOTALS</b>	<b>\$ 1,065,645</b>	<b>\$ 1,055,990</b>	<b>\$ 1,122,612</b>	<b>\$ 1,174,910</b>	<b>\$ 1,258,140</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 <u>ADOPTED</u>	FY 2013 <u>ADOPTED</u>	FY 2014 <u>ADOPTED</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Finance Director	1	1	1	1	1
Accounting Manager	1	1	1	1	1
Sr. Mgmt. Analyst-Budget	1	1	-	-	-
Budget Administrator	-	-	1	1	1
Management Analyst	-	1	1	1	1
Payroll Coordinator	1	1	1	1	1
Purchasing Manager	1	1	1	1	1
Sr. Mgmt. Analyst-Revenue	1	1	1	1	1
Accountant	1	1	1	1	1
Contract Specialist	1	1	1	1	1
Senior Contract Specialist	-	-	-	-	1
Revenue Specialist	2	2	1	1	1
Business Services Professional	-	-	1	1	1
Account Specialist	2	2	2	1	1
Purchasing Specialist	-	-	-	1	1
Executive Assistant	1	-	-	-	-
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>14</b>





## General Services

### Fund





001-General Fund

### Department/Division

0705-Administration

### Mission

The mission of the General Services Administration Division is to ensure every City department has the right personnel and technology to accomplish city designated goals by:

-  providing coordinated and cost-effective services across three operational divisions;
-  providing oversight of information and technology support services;
-  providing oversight of community-based social services; and
-  ensuring the availability of park and recreation opportunities.

In order to accomplish this mission, the General Services Administration Division serves to provide our customers community-based programs, customer-focused services, and technology-driven information ensuring the citizens of North Port enjoy a viable and sustainable quality of life.

### Structure



### Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 233,720	\$ 157,973	\$ 171,064	\$ 175,580	\$ 180,240
Employee Benefits	48,115	37,086	57,084	62,070	64,330
<b>PERSONNEL EXPENDITURES</b>	<b>281,835</b>	<b>195,059</b>	<b>228,148</b>	<b>237,650</b>	<b>244,570</b>
Current Operating Charges	1,534	3,095	1,705	4,440	3,170
Operating Supplies	1,655	993	1,085	2,630	2,150
<b>OPERATING EXPENDITURES</b>	<b>3,189</b>	<b>4,088</b>	<b>2,790</b>	<b>7,070</b>	<b>5,320</b>
<b>TOTALS</b>	<b>\$ 285,024</b>	<b>\$ 199,147</b>	<b>\$ 230,938</b>	<b>\$ 244,720</b>	<b>\$ 249,890</b>



### Staffing – Authorized Budget Positions

<b>DESCRIPTION</b>	<b>FY 2012 <u>ADOPTED</u></b>	<b>FY 2013 <u>ADOPTED</u></b>	<b>FY 2014 <u>ADOPTED</u></b>	<b>FY 2015 <u>ADOPTED</u></b>	<b>FY 2016 <u>ADOPTED</u></b>
Director	1	1	1	1	1
Senior Management Analyst	1	1	-	-	-
Management Analyst	-	-	1	1	1
Executive Assistant	1	-	-	-	-
Administrative Services Coordinator	-	1	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>



# General Services

## Fund




001-General Fund

## Department/Division

0710-Information Technology

## Mission

The mission of the Information Technology Division is to achieve community outcomes by ensuring the integrity of and access to information by:

-  providing excellent technology support services to internal customers;
-  ensuring availability of information through technological services to increase community awareness; and
-  supporting community values through updated technology.

In order to accomplish this mission, the Information Technology Division promotes the use of technology wherever it enables efficient and effective business processes improving service to all of the City’s customers.

## Core Services and Outputs

### Access to Information

**Primary Customer Group:** Employees and citizens

**Customer Requirements:** Reliability, anytime/anywhere accessibility

**Definition Statement:** To provide reliable, anytime, anywhere access to information to meet the needs of our employees and citizens.

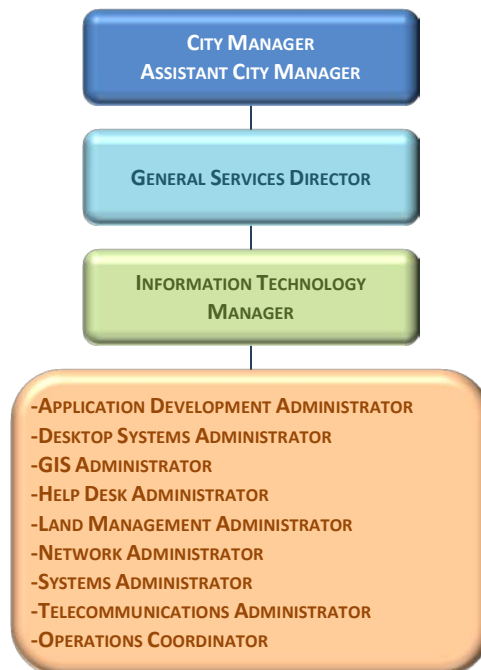
### Support the Use of Technology

**Primary Customer Group:** Employees and citizens

**Customer Requirements:** Current technology, functional technology, accessible, timely

**Definition Statement:** To ensure technology tools are current and functional and employees are offered proper training and support.

## Structure





### Accomplishments

- Coordinated divisional meetings to identify Wi-Fi needs in public areas
- Lead the effort to bring all departments together to determine the best solution to addressing and correcting the land management database
- Collaborated with the Police department to determine the necessary steps to migrate the police network into the city-wide network
- Continued the annual update and/or expansion of information technology infrastructure
- Implemented the first phase of Microsoft Office 365 rollout
- Secured a new five-year city-wide copier contract providing new equipment and a cost-savings on per copy

### Initiatives

- Add one (1) land management administrator to maintain the land management data and support the departments utilizing the Land Management Module
- Continue the annual update and/or expansion of information technology infrastructure
- Complete the VoIP Phone System project
- Continue the rollout of Microsoft Office 365

### Goals and Objectives

#### GOAL 1

Ensure the reliability and accessibility to information.

#### OBJECTIVES:

- Analyze alternative service delivery models.
- Review opportunities for new and/or enhanced technology services.
- Continue strategic information technology planning.

#### GOAL 2

Ensure and support the use of technology.

#### OBJECTIVES:

- Provide technology tools that are current and functional.
- Offer proper training and support of current and new technology.

### Key Performance Measures

#### MANAGING SERVICE LEVEL AGREEMENTS

<b>Goal</b>	Ensure and support the use of technology.				
<b>Objective</b>	Provide effective and superior customer service to all city business.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain an 80% completion rate Help Desk tickets for service requests	N/A	N/A	N/A	N/A	80%
<b>Description</b>	The division categorizes Help Desk requests based upon projected completion time.				
<b>Purpose</b>	This measure assists the division’s ability in meeting standardized response and completion times for service requests.				
<b>Status</b>	This measure is new.				

**AVAILABILITY OF INFORMATION SYSTEM TECHNOLOGY**

<b>Goal</b>	Ensure the reliability and accessibility to information.				
<b>Objective</b>	Provide effective and superior customer service to all city business.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain 95% of information systems (network, email, desk phones) uptime/availability.	99.8%	99.9%	95%	99.9%	95%
<b>Description</b>	The division ensures the availability of information systems city-wide.				
<b>Purpose</b>	This measure tracks the availability of information systems (network, email, desk phones).				
<b>Status</b>	The division consistently exceeds the performance mark of 95%.				

**WORK ORDER RESOLUTION**

<b>Goal</b>	Ensure the reliability and accessibility to information.				
<b>Objective</b>	Provide effective and superior customer service to all city business.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain the number of work orders requiring multiple technician visits below 5%.	0.70%	0.32%	< 5%	0.15%	< 5%
<b>Description</b>	The division ensures the availability of information systems city-wide.				
<b>Purpose</b>	This measure tracks the resolution of work orders.				
<b>Status</b>	The division consistently exceeds the performance mark of < 5%.				

**Output Measures**

Staff Help Desk 2,080 hours per year.

Provide on-call service (support) 128 hours per week.

Coordinate twelve (12) user training opportunities annually.

**Operating Budget Summary**

DESCRIPTION	<b>FY 2012 ACTUAL</b>	<b>FY 2013 ACTUAL</b>	<b>FY 2014 ACTUAL</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Salaries & Wages	\$ 597,398	\$ 578,325	\$ 507,731	\$ 545,050	\$ 624,360
Employee Benefits	135,489	129,436	127,291	150,890	150,890
<b>PERSONNEL EXPENDITURES</b>	<b>732,887</b>	<b>707,761</b>	<b>635,022</b>	<b>695,940</b>	<b>775,250</b>
Professional/Contracted Services	27,483	34,450	16,929	27,020	44,520
Current Operating Charges	511,136	520,259	515,980	563,580	557,870
Operating Supplies	142,497	122,832	93,541	237,830	285,200
<b>OPERATING EXPENDITURES</b>	<b>681,116</b>	<b>677,541</b>	<b>626,450</b>	<b>828,430</b>	<b>887,590</b>
<b>CAPITAL EXPENDITURES</b>	<b>114,305</b>	<b>77,542</b>	<b>79,957</b>	<b>100,000</b>	<b>129,630</b>
<b>TOTALS</b>	<b>\$ 1,528,308</b>	<b>\$ 1,462,844</b>	<b>\$ 1,341,429</b>	<b>\$ 1,624,370</b>	<b>\$ 1,792,470</b>

**Staffing – Authorized Budget Positions**

<b>DESCRIPTION</b>	<b>FY 2012 ADOPTED</b>	<b>FY 2013 ADOPTED</b>	<b>FY 2014 ADOPTED</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
IT Manager	1	1	1	1	1
Network Administrator	1	1	1	1	1
GIS Administrator	1	1	1	1	1
Systems Administrator	1	1	1	1	1
Applications Development	1	1	1	1	1
Network Analyst	1	-	-	-	-
Telecommunications Administrator	-	1	1	1	1
Help Desk Administrator	1	1	1	1	1
IT Operations Coordinator	1	1	1	1	1
Information Systems Technician	1	1	1	1	-
Desktop Systems Administrator	-	-	-	-	1
Land Management Administrator	-	-	-	-	1
Staff Assistant	1	1	-	-	-
<b>TOTAL</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>9</b>	<b>10</b>



# General Services

## Fund




001-General Fund

## Department/Division

0730-Social Services

## Mission

The mission of the Social Services Division is to achieve community outcomes by improving the social and economic well-being of our citizens by:

-  increasing awareness of community assistance available to individuals and families;
-  bringing additional programming and services to the community; and
-  creating a bridge between socio-economic groups.

In order to accomplish this mission, the Social Services Division coordinates community-based programs.

## Core Services and Outputs

*Community Enrichment Services and Support*

**Primary Customer Group:** Residents

**Customer Requirements:** Improve access to services, enhance, timely

**Definition Statement:** To provide access to resources and services to support the social and economic well-being of North Port residents.

## Structure



## Accomplishments

- Lead the Back to School Resource event which provides information on programs and services, school supplies and backpacks to school aged children who attend the event
- Successfully provided toys and gifts to children ages birth to 14 whose family receives public assistance or are experiencing a financial hardship during the holidays through the City’s annual “Toy Chest Program”
- Coordinated the “Community Baby Shower and Preschool Expo” which provides information on programs and services available to expectant mothers and families with children under the age of five.
- Provided assistance to families throughout the holidays through the “Season of Sharing” program
- Supported families who face financial hardship throughout the year through the “Community Assistance Program”
- Completed the construction of the North Port Family Haven project and launched the assistance program to provide temporary shelter to families who have become homeless



### Initiatives

- Reclassify two full-time Program Assistant positions to Case Workers to more accurately reflect the work being performed and to broaden the scope of services available to the public
- Negotiate new and existing lease agreements for the use of the facilities at the Family Services Center
- Continue with the many programs and opportunities to provide assistance to the public

### Goals and Objectives

#### GOAL 1

Offer community enrichment services and support.

##### OBJECTIVES:

- Aid in the development of quality of life opportunities.
- Coordinate annual events to serve the needs of the community.
- Respond to the social and economic issues of residents.

#### GOAL 2

Identify and create opportunities to increase awareness of programs and services available to residents.

##### OBJECTIVES:

- Ensure inquiries and requests for assistance are responded to in a timely manner.
- Research and apply for available grant funding.
- Partner with other community agencies to provide funding assistance.

### Key Performance Measures

#### RESPOND TO CALLS FOR ASSISTANCE

<b>Goal</b>	Offer community enrichments services and support.				
<b>Objective</b>	Provide effective and superior customer service to all requests for assistance.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Respond to 90% of calls for housing assistance within two (2) days of request.	97.2%	100%	N/A	100%	90%
<b>Description</b>	The division provides housing assistance to residents.				
<b>Purpose</b>	Ensures the division is responsive in a timely manner.				
<b>Status</b>	The division continues to consistently meet the projected measurement.				

#### REVIEW AND PROCESSING OF HOUSING ASSISTANCE APPLICATIONS

<b>Goal</b>	Offer community enrichments services and support.				
<b>Objective</b>	Provide effective and superior customer service to all requests for assistance.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Complete review and processing of Housing Assistance applications within five (5) business days 95% of the time	97.2%	100%	N/A	100%	95%
<b>Description</b>	The division provides housing assistance to residents.				
<b>Purpose</b>	Ensures the division is responsive in a timely manner.				
<b>Status</b>	The division continues to consistently meet the projected measurement.				





## Output Measures

Sponsor/coordinate three (3) community events each year.

Apply for two (2) grant opportunities for housing assistance each year.

Partner with four (4) agencies in the community to provide funding assistance.

## Operating Budget Summary

DESCRIPTION	FY 2012 <u>ACTUAL</u>	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ACTUAL</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Salaries & Wages	\$ 178,821	\$ 188,638	\$ 182,778	\$ 134,270	\$ 116,030
Employee Benefits	39,622	38,069	47,816	33,950	42,600
<b>PERSONNEL EXPENDITURES</b>	<b>218,443</b>	<b>226,707</b>	<b>230,594</b>	<b>168,220</b>	<b>158,630</b>
Current Operating Charges	131,121	99,242	64,687	23,790	24,390
Operating Supplies	1,203	1,152	2,880	1,320	870
<b>OPERATING EXPENDITURES</b>	<b>132,324</b>	<b>100,394</b>	<b>67,567</b>	<b>25,110</b>	<b>25,260</b>
<b>CAPITAL EXPENDITURES</b>	<b>-</b>	<b>5,100</b>	<b>92,473</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 350,767</b>	<b>\$ 332,201</b>	<b>\$ 390,634</b>	<b>\$ 193,330</b>	<b>\$ 183,890</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Grant Revenues	\$ (107,414)	\$ (139,831)	\$ (207,333)	\$ -	\$ -
Charges for Service	(31,153)	(35,745)	(29,071)	(22,880)	-
Miscellaneous Revenues	(120,634)	(121,429)	(87,050)	(126,030)	(129,180)
<b>TOTAL GENERATED REVENUES</b>	<b>(259,201)</b>	<b>(297,005)</b>	<b>(323,454)</b>	<b>(148,910)</b>	<b>(129,180)</b>
<b>NET EXPENDITURES</b>	<b>\$ 91,566</b>	<b>\$ 35,196</b>	<b>\$ 67,180</b>	<b>\$ 44,420</b>	<b>\$ 54,710</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 <u>ADOPTED</u>	FY 2013 <u>ADOPTED</u>	FY 2014 <u>ADOPTED</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Social Services Manager	1	1	1	1	1
Staff Assistant	1	1	1	1	-
Staff Assistant (PT)	-	-	-	-	1
Case Worker	-	-	-	-	2
Program Attendant (FT)	1	1	1	1	-
Program Attendant (PT)	1	1	1	3	-
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>6</b>	<b>4</b>



# General Services

## Fund





001-General Fund

## Department/Division

3036-Parks and Recreation

## Mission

The mission of the Parks & Recreation Division is to achieve community outcomes by enriching life experiences through recreation by:

-  ensuring a safe and aesthetically pleasing park system;
-  providing recreational opportunities to enhance the quality of life;
-  ensuring availability of community programs and activities; and
-  creating a balanced park system to improve sustainability.

In order to accomplish this mission, the Parks and Recreation Division is responsible for providing quality recreation and athletic programming for residents and non-residents of all ages based on the community needs and priorities.

## Core Services and Outputs

### Community Park System

**Primary Customer Group:** Citizens

**Customer Requirements:** Variety, cleanliness, safety, attractive, playful

**Definition Statement:** To provide a variety of park facilities for the enjoyment of a diverse community.

### Community Enrichment

**Primary Customer Group:** North Port residents

**Customer Requirements:** Variety

**Definition Statement:** To provide a variety of recreational programming opportunities and community events for North Port residents to enrich life experiences.

## Structure





### Accomplishments

- Collaborated with the Social Services division to develop a scholarship program for underserved children to participate in summer camp and selected programming.
- Worked with the Property Maintenance Division of Neighborhood Development services to develop and implement the Tribute Program which provides donors with the opportunity to restore and enhance the City’s parks and open space while offering an avenue to recognize and honor others with the donation of a tree, bench or paver.
- Completing final inspections of the Atwater Park-Phase III project including a splash pad, playground, concession and restroom facilities.
- Closing out Phase I of the Blueways Project which includes the canal and creek system at Blue Ridge, McKibben and Dallas White parks and provides improvements to existing launches, addition of docks and portal access points, fishing pier, bank improvements and ADA accessibility.
- Continued the parks and facilities enhancement project including handicap door access at the two city activity centers, replacement of picnic tables and park benches and park signage.

### Initiatives

- Add a full-time Recreation Supervisor.
- Purchase automated adjustment system for basketball hoops at Morgan and Mullen activity centers.
- Continue with the various parks and recreation programs including: Tribute Program, Summer Camp, group exercise/fitness, leagues and other recreational activities.
- Present the final Parks & Recreation Master Plan to the City Commission.
- Continue to enhance park and recreation facilities through the capital improvement program.

### Goals and Objectives

#### GOAL 1

Provide high quality, relevant, and diverse services and programs to the public.

##### OBJECTIVES:

- Achieve a high level of customer satisfaction for all programs and services offered by the Division.
- Increase public awareness of and participation in recreational services.
- Ensure programs are responsive to a broad range of needs within the community.

#### GOAL 2

Provide innovative, well-managed programs and services.

##### OBJECTIVES:

- Increase and diversify community involvement and volunteerism.
- Monitor cost recovery to facilitate sustainability of programs and services.
- Explore partnerships with other agencies to maximize services for the public.

### Key Performance Measures

#### PARK FACILITY RENTAL CUSTOMER SATISFACTION

<b>Goal</b>	Provide high quality, relevant, and diverse services and programs to the public.				
<b>Objective</b>	Achieve a high level of customer satisfaction for all programs and services offered by the Division.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Percent of survey respondents who agree or strongly agree that the overall rental facility experience is satisfactory-90% goal.	93.8%	94.5%	N/A	89.75%	85%
<b>Description</b>	The division coordinates the rental of park facilities to the public.				
<b>Purpose</b>	This feedback assists the division in determining its customer service and improves communication with the renters of city facilities.				
<b>Status</b>	The division has annually met this performance measure.				

**PARK FACILITY RENTAL REQUEST FULFILLED**

<b>Goal</b>	Provide high quality, relevant, and diverse services and programs to the public.				
<b>Objective</b>	Ensure programs are responsive to a broad range of needs within the community.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain 90% goal for park rental requests fulfilled for facility requested or alternative facilities.	100%	99.3%	N/A	100%	90%
<b>Description</b>	The division coordinates the rental of park facilities to the public.				
<b>Purpose</b>	The division processes rental requests on a first come, first served basis. When requested facilities are scheduled, the division provides alternative facilities that may meet the requestors' need.				
<b>Status</b>	The division has been successful in renting park facilities through innovative and alternative methods.				

**Output Measures**

Conduct four (4) joint assessments of park facilities annually.

Evaluate twelve (12) maintenance inspections annually.

Host community events in three (3) different parks annually.

**FITNESS CLASS CUSTOMER SATISFACTION**

<b>Goal</b>	Provide high quality, relevant, and diverse services and programs to the public.				
<b>Objective</b>	Ensure programs are responsive to a broad range of needs within the community.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Percent of survey respondents who agree or strongly agree that the overall fitness class experience is satisfactory- 90% goal	100%	100%	N/A	100%	90%
<b>Description</b>	The division coordinates the rental of park facilities to the public.				
<b>Purpose</b>	The division processes rental requests on a first come, first served basis. When requested facilities are scheduled, the division provides alternative facilities that may meet the requestors' need.				
<b>Status</b>	The division has been successful in renting park facilities through innovative and alternative methods.				

**SPECIAL EVENT PROJECTS**

<b>Goal</b>	Provide innovative, well-managed programs and services.				
<b>Objective</b>	Monitor cost recovery to facilitate sustainability of programs and services.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
90% of special events are completed within budget.	91.8%	81.3%	N/A	100%	90%
<b>Description</b>	The division hosts special events throughout the year that are open to the public.				
<b>Purpose</b>	The division estimates a budget amount for each of the projects.				
<b>Status</b>	Projects that require additional funding above the adopted budget must go through a budget approval process in order to add funds for any project.				



## Output Measures

Provide ten (10) different programs each month.

Host twelve (12) community events annually.

Publish and distribute two (2) comprehensive activity guides per year.

## Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 609,239	\$ 607,995	\$ 631,666	\$ 638,280	\$ 676,620
Employee Benefits	117,293	124,675	152,567	176,390	189,440
<b>PERSONNEL EXPENDITURES</b>	<b>726,532</b>	<b>732,670</b>	<b>784,233</b>	<b>814,670</b>	<b>866,060</b>
Professional/Contracted Services	69,685	74,509	78,855	81,290	81,290
Current Operating Charges	54,453	51,213	66,123	55,360	58,690
Operating Supplies	36,964	38,942	57,116	47,030	52,340
<b>OPERATING EXPENDITURES</b>	<b>161,102</b>	<b>164,664</b>	<b>202,094</b>	<b>183,680</b>	<b>192,320</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 887,634</b>	<b>\$ 897,334</b>	<b>\$ 986,327</b>	<b>\$ 998,350</b>	<b>\$ 1,058,380</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Charges for Service	\$ (348,905)	\$ (335,738)	\$ (306,402)	\$ (359,030)	\$ (322,080)
Miscellaneous Revenues	(1,750)	(2,226)	(4,475)	-	(15,900)
<b>TOTAL GENERATED REVENUES</b>	<b>(350,655)</b>	<b>(337,964)</b>	<b>(310,877)</b>	<b>(359,030)</b>	<b>(337,980)</b>
<b>NET EXPENDITURES</b>	<b>\$ 536,979</b>	<b>\$ 559,370</b>	<b>\$ 675,450</b>	<b>\$ 639,320</b>	<b>\$ 720,400</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 ADOPTED	FY 2013 ADOPTED	FY 2014 ADOPTED	FY 2015 ADOPTED	FY 2016 ADOPTED
Parks & Recreation Manager	1	1	1	1	1
Recreation Supervisor	1	1	1	1	1
Program Coordinator	1	1	-	-	-
Recreation Coordinator	2	2	-	-	-
Recreation Program Coordinator	-	-	3	3	3
Recreation Attendant	11	11	11	12	12
Camp Counselors	8	8	8	10	-
Program Specialist	1	1	1	1	1
Staff Assistant	1	1	2	1	1
<b>TOTAL</b>	<b>26</b>	<b>26</b>	<b>27</b>	<b>29</b>	<b>19</b>



## Capital Projects

### Major Initiatives

- **Myakkahatchee Creek Corridor** – The acquisition of land along the Myakkahatchee Creek to protect and preserve the natural beauty of the creek and mitigate the effects of flooding.
- **Myakkahatchee Creek Greenway** – The project will construct a trail section between Price Boulevard and Appomattox Drive on North Port Boulevard. The design of the project supports the linear park concept. Design and permitting are complete and the City is awaiting the receipt of the developer contribution for the project.
- **Blueways** – The Blueways project is to develop the canal and creek system in the City to improve existing launch sites to provide connectivity to various parks and points of interest and to promote water-based activities. Phase one (1) of the project is complete and the department is currently working on Phase two (1). There are a total of five (5) phases.
- **Butler Park Multi-Purpose Fields** – The project will change the existing ball fields into multi-purpose sports fields. The project includes the multi-purpose fields, small & large concession/restroom buildings, additional lighting and sidewalks, and drainage improvements.
- **Park Refurbishments** – The addition of sidewalks, lighting, dark fiber connectivity, benches, trash receptacles, new playground equipment with shade coverings are part of the improvements the City is doing at parks.
- **Park Land Acquisition** – The project supports the community demand for an enhanced park system.



# Human Resources

## Fund




001-General Fund

## Department/Division

0900-Human Resources & Risk Management

## Mission

The mission of the Human Resources Department is to achieve community outcomes through workforce excellence by:

-  providing oversight of human resources and risk management policies and programs;
-  providing quality recruitment to ensure a sustainable workforce; and
-  providing training opportunities to ensure community values which improve the quality of life.

In order to accomplish this mission, the Human Resource Department is responsible for recruitment and selection; classification and compensation; employee relations and training; and personnel processing for the City.

## Core Services and Outputs

*Workforce Recruitment, Retention, and Support*

**Primary Customer Group:** City organization

**Customer Requirements:** Knowledgeable/skilled staff, professionalism, timeliness

**Definition Statement:** To attract qualified applicants and provide resources/support to retain a quality workforce for the organization.

*Risk Management*

**Primary Customer Group:** City organization

**Customer Requirements:** Safe, knowledgeable, accurate, timely, professional

**Definition Statement:** To promote a safe work environment by managing the City's risk management program which includes: workers' compensation, safety, property and auto liability, and insurance coverage?

## Structure





### Accomplishments

- Coordinated and presented city-wide training sessions
- Offered smoking cessation programs
- Provided health screening service for city employees
- Instituted healthcare incentives to reduce employee cost for health insurance
- Offered several wellness activities for employees, in city facilities, during lunch hours
- Presented Self-Insurance risk program to Commission and it was approved beginning in fiscal year 2016
- Continued to review existing job descriptions and paygrades to align with job tasks and responsibilities
- Successfully negotiated three union contracts

### Initiatives

- Add one (1) Human Resources Director
- Continue to monitor and plan for the U.S. Department of Labor proposed rulemaking to update the regulations defining and delimiting the exemptions for “white collar” employees
- Continue to review pay and classification of existing city jobs
- Monitor and refine newly implemented Self-Insurance risk program
- Define ways to implement goals and objectives

### Goals and Objectives

#### GOAL 1

Enable the City to attract, develop, and retain a committed workforce.

##### OBJECTIVES:

- Collaborate with each department to develop a staffing plan that identifies key roles and successors.
- Review the recruitment process to decrease time to fill and increase quality of hires.
- Reduce first year turnover with higher quality of hires and closer performance coaching.

#### GOAL 2

Enhance City culture of engagement and innovation.

##### OBJECTIVES:

- Ensure employee attendance rate is high.
- Enhance learning opportunities through an employee development plan.
- Increase employee communication through all media, including an enhanced department website.
- Enhance the City’s Wellness Program with 20 percent employee participation.

#### GOAL 3

Reduce liability exposure to the City.

##### OBJECTIVES:

- Reduce liability exposure to the City for employee-involved vehicle collisions.
- Reduce the number of claims related to City vehicle collision losses.
- Track claims involving City employees driving City vehicles.

#### GOAL 4

Provide a safe environment for employees.

##### OBJECTIVES:

- Provide workplace safety training for all departments.
- Conduct a minimum of six (6) safety meetings each year.

#### GOAL 5

Minimize loss of productivity and disruption of services.

##### OBJECTIVES:

- Facilitate early return to work program.
- Reduce the number of costly lost time claims filed and days away from work.





## Key Performance Measures

### MANAGING WORKFORCE RECRUITMENT

<b>Goal</b>	Enable the City to attract, develop, and retain a committed workforce.				
<b>Objective</b>	Review the recruitment process to decrease time to fill and increase quality of hires.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain 80% of non-sworn vacancies are filled within 90 days of approved requisition	79.6%	78.9%	N/A	76.5%	80%
<b>Description</b>	The department is responsible for the recruitment of employees.				
<b>Purpose</b>	This measure provides data to assist the department in determining how to decrease the time to recruit new hires.				
<b>Status</b>	The decision to remove Human Resources from the General Services Department and establish a new Human Resources Department and hire a Human Resources Director provides opportunities to focus more closely on strategies to improve the recruitment process.				

### MANAGING RISK RELATED INJURIES

<b>Goal</b>	Minimize loss of productivity and disruption of services.				
<b>Objective</b>	Facilitate early return to work program.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain 80% of on-the-job injuries result in less than seven (7) work days lost.	86.2%	97.2%	N/A	90.8%	80%
<b>Description</b>	The department is responsible for the providing a safe work environment and minimizing loss due to injury.				
<b>Purpose</b>	This measure provides data to assist the department in improving safety training and establishing an early return to work program.				
<b>Status</b>	The decision to remove Human Resources from the General Services Department and establish a new Human Resources Department and hire a Human Resources Director provides opportunities to focus more closely on strategies to improve the risk management.				

## Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 280,615	\$ 249,977	\$ 269,793	\$ 309,510	\$ 432,370
Employee Benefits	59,621	52,057	62,087	82,450	83,370
<b>PERSONNEL EXPENDITURES</b>	<b>340,236</b>	<b>302,034</b>	<b>331,880</b>	<b>391,960</b>	<b>515,740</b>
Professional/Contracted Services	19,722	17,184	21,312	77,360	80,360
Current Operating Charges	10,897	12,067	13,702	16,680	15,280
Operating Supplies	14,897	16,130	19,267	18,820	19,660
<b>OPERATING EXPENDITURES</b>	<b>45,516</b>	<b>45,381</b>	<b>54,281</b>	<b>112,860</b>	<b>115,300</b>
<b>TOTALS</b>	<b>\$ 385,752</b>	<b>\$ 347,415</b>	<b>\$ 386,161</b>	<b>\$ 504,820</b>	<b>\$ 631,040</b>

**Staffing – Authorized Budget Positions**

<b>DESCRIPTION</b>	<b>FY 2012 ADOPTED</b>	<b>FY 2013 ADOPTED</b>	<b>FY 2014 ADOPTED</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Human Resources Director	-	-	-	-	1
Human Resources Manager	-	-	1	1	1
Employee Benefits Coordinator	1	1	1	1	-
Benefits/Wellness Coordinator	-	-	-	-	1
Employee Services Coordinator	1	1	1	1	-
Human Resources Coordinator	-	-	-	-	1
Risk Management Coordinator	1	1	1	2	2
Human Resource Specialist	2	2	2	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>7</b>



## Non-Departmental

### Fund

001-General Fund

### Department/Division

9100-Non-Departmental

### Mission

The mission of the Non-Departmental division is to serve as the budgetary division for all non-department specific costs that need to be allocated to all General Fund departments.

In order to accomplish this mission, the Non-Departmental division serves to budget global activities for the General Fund including general insurance premiums and contingency.

### Operating Budget Summary

DESCRIPTION	FY 2012 <u>Actual</u>	FY 2013 <u>Actual</u>	FY 2014 <u>Actual</u>	FY 2015 <u>Adopted</u>	FY 2016 <u>Adopted</u>
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ 16,900
Employee Benefits	-	12,556	9,075	13,430	18,360
<b>PERSONNEL EXPENDITURES</b>	<b>-</b>	<b>12,556</b>	<b>9,075</b>	<b>13,430</b>	<b>35,260</b>
Professional/Contracted Services	155,463	119,970	546,802	92,000	89,000
Current Operating Charges	307,140	344,381	448,050	434,450	416,250
<b>OPERATING EXPENDITURES</b>	<b>462,603</b>	<b>464,351</b>	<b>994,852</b>	<b>526,450</b>	<b>505,250</b>
OTHER USES	-	40,000	-	-	-
<b>TOTALS</b>	<b>\$ 462,603</b>	<b>\$ 516,907</b>	<b>\$ 1,003,927</b>	<b>\$ 539,880</b>	<b>\$ 540,510</b>



# Neighborhood Development Services

## Fund




001-General Fund

## Department/Division

0605-Planning & Zoning Division

## Mission

The mission of the Planning & Zoning Division is to achieve community outcomes by advancing the community development vision by:

-  providing direction to aid in creating a sustainable community;
-  ensuring development enhances the quality of life for the residents; and
-  encouraging adequate balance of development.

In order to accomplish this mission, Planning & Zoning serves to enforce the City's land development code and stewardship of the City's future through enforcement of the Comprehensive Plan.

## Core Services and Outputs

### Current Planning

**Primary Customer Group:** Property owners and developers

**Customer Requirements:** Consistency and educational

**Definition Statement:** To ensure that all development proposals are consistent and in compliance with the City's Unified Land Development Code (ULDC), approved master plans, pattern books and the City's adopted Comprehensive Plan, and are administered in a professional manner that promotes and protects the public interest, while creating livable and aesthetically pleasing communities.

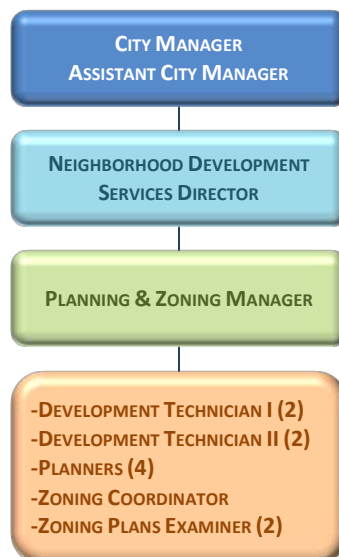
### Comprehensive Planning

**Primary Customer Group:** Residents, city staff and developers

**Customer Requirements:** Livable and sustainable

**Definition Statement:** To ensure that all long-range planning, transportation planning and master planning activities address the needs and aspirations of the community, efficient growth management, sustainability with energy conservation and neighborhood preservation to provide community long-term goals and short-term objectives and policies.

## Structure





### Accomplishments

- Led the effort to contract with the University of Florida Board of Trustees for the benefit of Florida Resilient Communities Initiatives to provide the review and update of the City’s Comprehensive Plan & Land Development Code
- Worked with the Business Advocate to improve development review processes
- Received 179 petitions for review
- Flood ordinance update final proposed copy under review
- Received approval to forward the Evaluation and Appraisal Report (EAR) letter to the State Land Planning Agency, Department of Economic Opportunity
- Collaborated with Sarasota County to research the feasibility of the City instituting mobility fees

### Initiatives

- Add one (1) Zoning Coordinator position
- Coordinate with the University of Florida the rewrite of the Unified Land Development Code
- Coordinate the development of Activity Center 5 with developers
- Prepare documentation for the development of the Activity Center 6 master plan
- Implement electronic plans review for all development processes

### Goals and Objectives

#### GOAL 1

Encourage sustainable development.

#### OBJECTIVES:

- Ensure all development proposals are consistent and in compliance with City codes and plans.
- Review all submitted formal petitions.
- Encourage and support sustainable development.

#### GOAL 2

Ensure and support an aesthetically pleasing community.

#### OBJECTIVES:

- Review all comprehensive plan amendments to meet community values
- Review all Unified Land Development (ULDC) amendments to comply with the Comprehensive Plan and strategic initiatives

### Key Performance Measures

#### REVIEW OF FORMAL PETITIONS

<b>Goal</b>	Encourage sustainable development.				
<b>Objective</b>	Ensure all development proposals are consistent and in compliance with City codes and plans.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Ensure that 90% of formal petitions submitted are processed and reviewed within four (4) months of submittal	74.5%	87%	N/A	100%	90%
<b>Description</b>	The division reviews all formal development petitions for the City which includes major sites, subdivisions, plats, infrastructure, special exceptions, variances, text amendments, rezoning, and architectural reviews.				
<b>Purpose</b>	This measure is to assist in delivering reliable city services.				
<b>Status</b>	In fiscal year 2014, the Division added a planning manager. In the following fiscal year, 2015, one planner and one development technician position was added. By the end of fiscal 2015 the Division was fully staffed. The addition of staff members has provided the necessary resources to meet this performance measure.				



### Output Measures

Fifteen (15) formal petitions reviewed annually by appropriate boards.

Updates to Comprehensive Plan text and maps.

Annexations, rezone, large scale Comprehensive Plan amendment & text amendments.

### Workload Measures

	FY 2013 Actual	FY 2014 Actual	FY 2015 Adopted	FY 2015 Estimated	FY 2016 Projected
Number of petitions reviewed	148	183	N/A	179	N/A

### Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 364,208	\$ 412,493	\$ 370,604	\$ 558,320	\$ 612,250
Employee Benefits	88,608	85,252	93,833	135,810	174,950
<b>PERSONNEL EXPENDITURES</b>	<b>452,816</b>	<b>497,745</b>	<b>464,437</b>	<b>694,130</b>	<b>787,200</b>
Professional/Contracted Services	187,193	2,161	(43,514)	63,600	278,600
Current Operating Charges	15,207	13,612	9,723	17,200	18,340
Operating Supplies	<b>12,261</b>	13,269	9,934	13,640	19,090
<b>OPERATING EXPENDITURES</b>	<b>214,661</b>	<b>29,042</b>	<b>(23,857)</b>	<b>94,440</b>	<b>316,030</b>
<b>CAPITAL EXPENDITURES</b>	<b>-</b>	<b>7,529</b>	<b>-</b>	<b>-</b>	<b>23,000</b>
<b>TOTALS</b>	<b>\$ 667,477</b>	<b>\$ 534,316</b>	<b>\$ 440,580</b>	<b>\$ 788,570</b>	<b>\$ 1,126,230</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Charges for Service	\$ (54,824)	\$ (85,626)	\$ (138,173)	\$ (92,100)	\$ (202,100)
<b>NET EXPENDITURES</b>	<b>\$ 612,653</b>	<b>\$ 448,690</b>	<b>\$ 302,407</b>	<b>\$ 696,470</b>	<b>\$ 924,130</b>

### Staffing – Authorized Positions

DESCRIPTION	FY 2012 ADOPTED	FY 2013 ADOPTED	FY 2014 ADOPTED	FY 2015 ADOPTED	FY 2016 ADOPTED
Director (split between 4 divisions)	-	-	-	-	-
Planning Division Manager	-	-	1	1	1
Planner	3	3	3	4	4
Zoning Plans Examiner	-	-	-	2	2
Zoning Coordinator	-	-	-	-	1
Development Tech II	1	1	1	1	2
Development Tech I	1	1	1	2	2
Grants & Environmental Coordinator	1	1	1	-	-
Executive Assistant	1	1	1	1	-
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>11</b>	<b>12</b>



# Neighborhood Development Services

## Fund




001-General Fund

## Department/Division

0760-Property Maintenance

## Mission

The mission of the Property Maintenance Division is to achieve community outcomes by preserving the character of the community by:

-  ensuring the sustainable maintenance of City buildings to provide a safe, secure and clean environment;
-  ensuring innovative and cost-effective resource management; and
-  ensuring the City maintained grounds and landscaping are safe, aesthetically pleasing and environmentally sustainable.

In order to accomplish this mission, Property Maintenance is responsible for the maintenance and operations of all city facilities.

## Core Services and Outputs

### City Facility and Property Maintenance

**Primary Customer Group:** City of North Port residents and employees

**Customer Requirements:** Quality, effectiveness

**Definition Statement:** To maintain the quality of City facilities, parks and grounds for residents and employees.

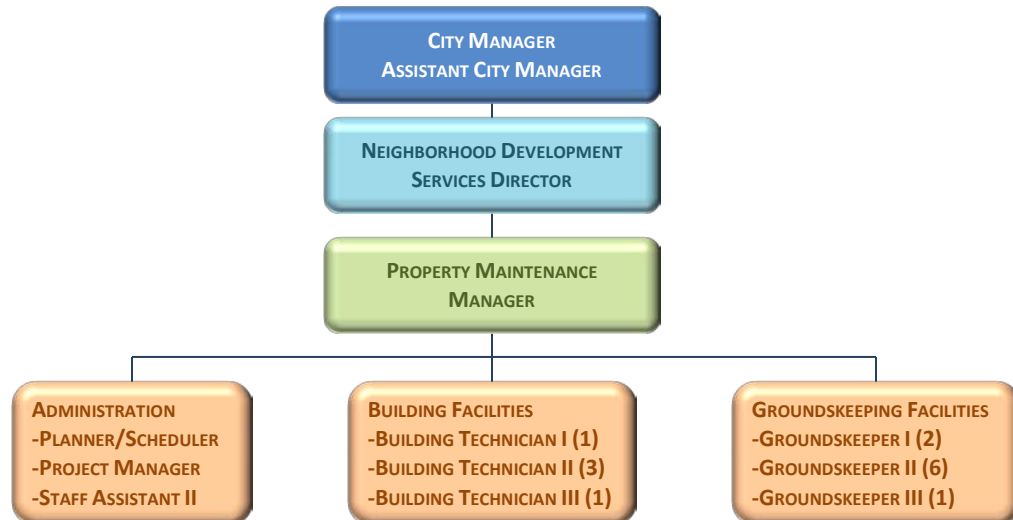
### Coordination of Special Events

**Primary Customer Group:** City of North Port employees

**Customer Requirements:** Responsiveness, corrective action

**Definition Statement:** To assist City employees in a responsive manner with the coordination, set up and breakdown of City sponsored events.

## Structure





### Accomplishments

- Continued effort to move to all alternative service providers for City landscaping services
- Maintained all city facilities including: buildings, parks and grounds
- Reduced the number of Groundskeeping positions from twelve (12) to ten (10) from FY 2014 to the end of FY 2015 supporting the transition to alternative service providers
- Replaced bucket truck
- Provided project management oversight to several parks projects and other City projects
- Negotiated a new custodial services contract
- Hired a Planner/Scheduler to coordinate work order requests

### Initiatives

- Reduce one (1) Groundskeeper position leaving a total of nine (9) groundskeepers
- Continue to provide project management oversight to parks projects and other City projects
- Maintain all city facilities
- Coordinate exterior painting of City Hall, Police Station and Fire Station 81

### Goals and Objectives

#### GOAL 1

Ensure and protect the community’s character.

#### OBJECTIVES:

- Provide Groundskeeping services for city facilities.
- Oversee project management for parks and other city projects

#### GOAL 2

Ensure excellent stewardship of city facilities and other infrastructure.

#### OBJECTIVES:

- Maintain city building to industry standards
- Ensure safety of all city facilities

### Key Performance Measures

#### MAINTENANCE OF CITY PARK FACILITIES

<b>Goal</b>	Ensure excellent stewardship of city facilities and other infrastructure.				
<b>Objective</b>	Ensure park quality by conducting monthly safety inspections.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Complete corrective safety inspection actions within 24 hours of the inspection 90% of the time	91.5%	98%	N/A	99%	90%
<b>Description</b>	The division ensures the safety of all city facilities.				
<b>Purpose</b>	This measure is to assist in delivering reliable city services.				
<b>Status</b>	The division continues to meet the projected requirement.				

### Output Measures

Complete nine (9) safety inspections of playground equipment every month.





## Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 965,055	\$ 918,534	\$ 806,605	\$ 876,860	\$ 775,100
Employee Benefits	271,746	280,635	266,112	277,180	299,770
<b>PERSONNEL EXPENDITURES</b>	<b>1,236,801</b>	<b>1,199,169</b>	<b>1,072,717</b>	<b>1,154,040</b>	<b>1,074,870</b>
Professional/Contracted Services	167,638	139,544	178,537	277,990	206,150
Current Operating Charges	980,334	1,085,503	1,006,205	1,021,610	1,286,070
Operating Supplies	172,321	194,522	197,766	177,750	169,840
<b>OPERATING EXPENDITURES</b>	<b>1,320,293</b>	<b>1,419,569</b>	<b>1,382,508</b>	<b>1,477,350</b>	<b>1,662,060</b>
<b>CAPITAL EXPENDITURES</b>	<b>9,781</b>	<b>55,833</b>	<b>37,672</b>	<b>40,000</b>	<b>-</b>
<b>TOTALS</b>	<b>\$ 2,566,875</b>	<b>\$ 2,674,571</b>	<b>\$ 2,492,897</b>	<b>\$ 2,671,390</b>	<b>\$ 2,736,930</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 ADOPTED	FY 2013 ADOPTED	FY 2014 ADOPTED	FY 2015 ADOPTED	FY 2016 ADOPTED
Building Director (split between four divisions)					
Property Maintenance Manager	1	1	1	1	1
Project Manager	-	-	-	1	1
Property Maintenance Superintendent	1	1	1	-	-
Building Technician III	-	-	-	-	1
Building Technician II	3	3	3	3	3
Building Technician I	2	2	2	2	1
Grounds Supervisor	1	1	1	-	-
Groundskeeper III	1	1	1	1	1
Groundskeeper II	8	8	8	8	6
Groundskeeper I	3	3	3	2	2
Planner/Scheduler	-	-	-	1	1
Staff Assistant	-	1	1	1	1
<b>TOTAL</b>	<b>20</b>	<b>21</b>	<b>21</b>	<b>20</b>	<b>18</b>



# Neighborhood Development Services

## Fund




001-General Fund

## Department/Division

2750-Property Standards

## Mission

The mission of the Property Standards Division is to assure and maintain the community standard by:

-  monitoring construction to ensure community values are sustained;
-  ensuring community property standards are maintained; and
-  providing oversight for a safe and aesthetically pleasing built environment.

In order to accomplish this mission, Property Standards is responsible for the inspection and compliance with statutory and local ordinances on residential and commercial property standards within the City.

## Core Services and Outputs

### Code Enforcement

**Primary Customer Group:** Citizens

**Customer Requirements:** Compliance

**Definition Statement:** To work with citizens to bring code violations into compliance in accordance with City Code, Unified Land Development Code, Florida Building Code, and Florida Statutes to ensure the health, safety, and welfare of all citizens and maintain community standards.

## Structure



## Accomplishments

- Implemented a pro-active code enforcement policy as set by Commission
- Hired two (2) Property Standards Inspector positions and one (1) Staff Assistant position as part of the pro-active code enforcement policy
- Commission approved a change from a Code Enforcement Board of Appeals to a Special Magistrate
- Continued enforce the City’s Abandoned Home regulations
- Purchased two (2) new vehicles for the new Property Standards Inspector positions and purchased a replacement one (1) existing vehicle



### Initiatives

- Continue to manage the pro-active code enforcement policy adopted by Commission
- Process, schedule and inspect or investigate code enforcement complaints
- Conduct monthly re-inspections to check for compliance
- Increase the number of active code enforcement cases brought into compliance

### Goals and Objectives

#### GOAL 1

Ensure regulatory compliance to protect property, the environment and the lives of residents and visitors.

#### OBJECTIVES:

- Respond, inspect, and investigate code enforcement complaints.
- Re-inspect enforcement complaints to check for compliance
- Encourage and support a safe community.

### Key Performance Measures

#### ACTIVE CASES BROUGHT INTO COMPLIANCE

<b>Goal</b>	Encourage sustainable development. Ensure regulatory compliance to protect property, the environment and the lives of residents and visitors.				
<b>Objective</b>	Active cases brought into compliance without going to the Special Magistrate.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain 90% of active cases brought into compliance without property owners going to the Special Magistrate	88.3%	84.3%	N/A	89.7%	90%
<b>Description</b>	The division responds to, inspects, and investigates all code enforcement complaints.				
<b>Purpose</b>	This measure is to assist in bringing properties up to standard without involving the Special Magistrate.				
<b>Status</b>	In fiscal year 2015, the Commission made a policy change to move from the use of a Code Enforcement Board of Appeals to using the services of a Special Magistrate. This policy change positively impacted the number of cases resolved without using the services of a Special Magistrate.				

### Output Measures

Process, schedule and inspect or investigate 115 code enforcement complaints monthly.

Conduct 135 re-inspections to check for compliance monthly.

Close 124 active code enforcement cases brought into compliance monthly.

Submit to Special magistrate twelve (12) code enforcement cases for non-compliance monthly.



## Operating Budget Summary

DESCRIPTION	FY 2012 <u>ACTUAL</u>	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ACTUAL</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Salaries & Wages	\$ 439,116	\$ 463,416	\$ 386,769	\$ 421,130	\$ 384,690
Employee Benefits	110,074	112,537	106,407	92,450	118,410
<b>PERSONNEL EXPENDITURES</b>	<b>549,190</b>	<b>575,953</b>	<b>493,176</b>	<b>513,580</b>	<b>503,100</b>
Professional/Contracted Services	93,366	50,968	41,038	92,000	80,000
Current Operating Charges	15,216	14,116	15,460	22,010	16,490
Operating Supplies	16,014	18,341	11,802	26,490	19,760
<b>OPERATING EXPENDITURES</b>	<b>124,596</b>	<b>83,425</b>	<b>68,300</b>	<b>140,500</b>	<b>116,250</b>
<b>CAPITAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 673,786</b>	<b>\$ 659,378</b>	<b>\$ 561,476</b>	<b>\$ 714,080</b>	<b>\$ 619,350</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Tax Revenue	\$(150,948)	\$(154,888)	\$(133,502)	\$(151,000)	\$(141,000)
Permits & Special Assessments	(101,716)	(114,268)	(169,660)	(151,150)	(228,150)
Charges for Service	(248,326)	(257,873)	(356,437)	(329,780)	(256,310)
Fines and Forfeitures	(25,284)	(102,213)	(80,360)	(100,000)	(50,000)
<b>TOTAL GENERATED REVENUES</b>	<b>(526,274)</b>	<b>(629,242)</b>	<b>(739,959)</b>	<b>(731,930)</b>	<b>(675,460)</b>
<b>NET EXPENDITURES</b>	<b>\$ 147,512</b>	<b>\$ 30,136</b>	<b>\$ (178,483)</b>	<b>\$ (17,850)</b>	<b>\$ (56,110)</b>

## Staffing – Authorized Positions

DESCRIPTION	FY 2012 <u>ADOPTED</u>	FY 2013 <u>ADOPTED</u>	FY 2014 <u>ADOPTED</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Building Director (split between four divisions)					
Zoning Plans Review/Inspector	1	1	1	-	-
Property Standards Manager	1	1	1	1	1
Property Standards Inspector	2	2	2	5	5
Staff Assistant I	-	-	-	1	1
Lien Specialist	-	1	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>8</b>	<b>8</b>





## Public Safety – Police

### Fund







001-General Fund

### Department/Division

2100-Police Department

### Mission

The mission of the North Port Police Department is to provide the community with the highest level of law enforcement and crime prevention possible and to

-  protect life and property;
-  preserve the peace;
-  prevent, reduce, and deter crime and the fear of crime;
-  enforce the law fairly;
-  protect individual rights;
-  provide a safe and secure environment for all citizens.

In order to accomplish this mission, the Police Department will aggressively pursue crime prevention, crime suppression, investigative and community-oriented programs. Our mission includes the creation of partnerships within the community we serve to secure and promote safety for all residents and visitors.

### Core Services and Outputs

#### *Law Enforcement Patrol Services*

**Primary Customer Group:** Residents and businesses

**Customer Requirements:** Problem solving

**Definition Statement:** To protect North Port citizens and business owners by preventing, reducing and deterring crime and the fear of crime.

#### *Criminal Investigations*

**Primary Customer Group:** Victims

**Customer Requirements:** Thoroughness

**Definition Statement:** To conduct thorough criminal investigations and provide closure for victims and witnesses of crimes.

#### *Community Education*

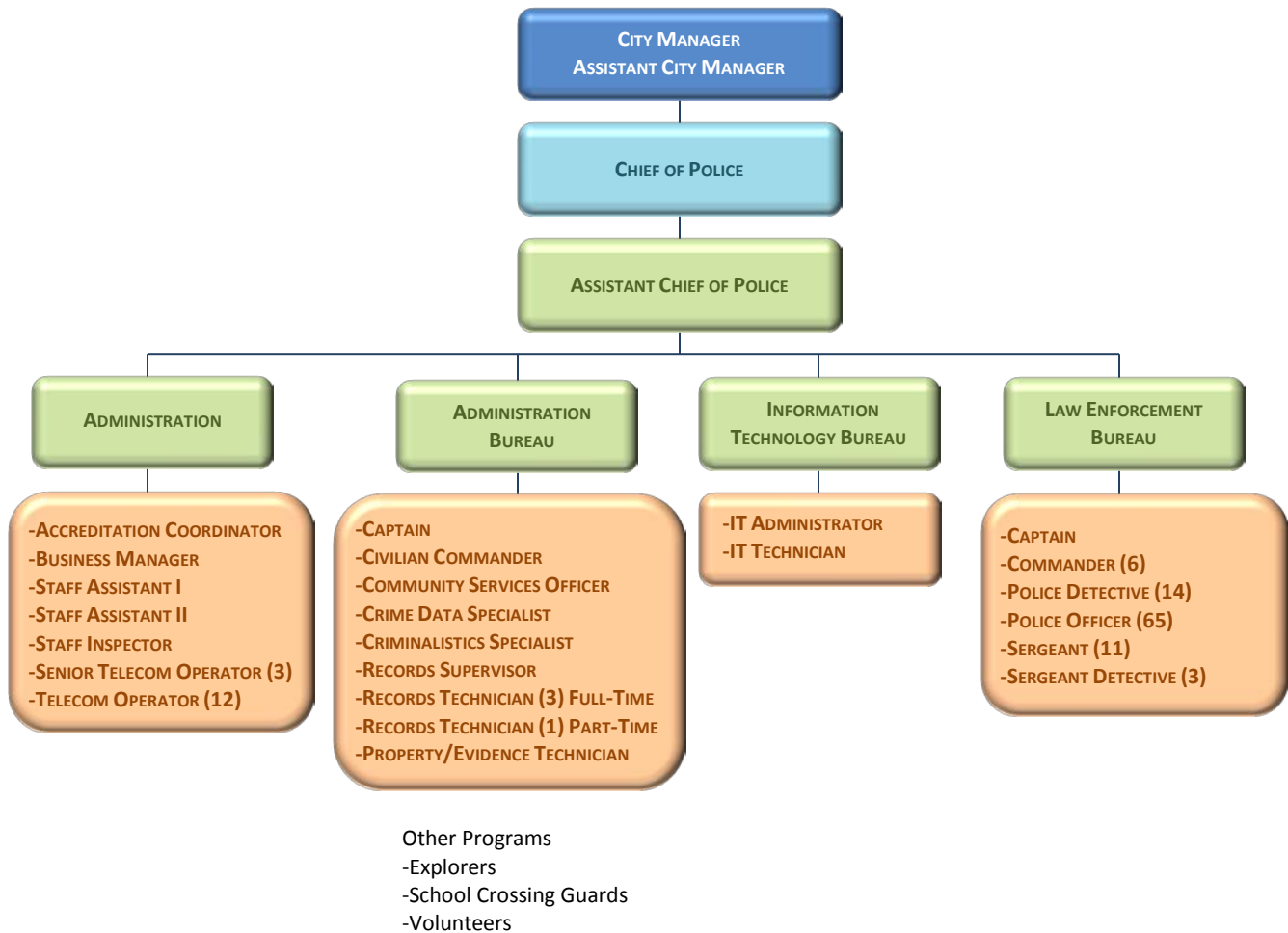
**Primary Customer Group:** North Port residents

**Customer Requirements:** Collaboration

**Definition Statement:** Have a proactive approach in developing partnerships and educating our community as it relates to crime trends and how they can prevent becoming victims of crime.



### Structure



### Accomplishments

- Completed 2015 Citizen’s Public Safety Academy
- Replaced 25 police vehicles
- Helped over 60 children during our Shop with a Cop event
- Completed and external Department analysis by the Center for Public Safety Management
- Launched the North Port Police Department (NPPD) TIPS mobile application
- Introduced NPPD social media pages for Facebook and Twitter
- Completed in-service training on ethics and delivering professional law enforcement service to build community relations and improve community outreach efforts
- Received re-accreditation with EXCELSIOR status
- Provided numerous educational seminars to our citizens

### Initiatives

- Implement reorganization of the department based upon the recommendations of the Center for Public Safety Management
- Eliminate the Animal Services position and convert to a Community Service Officer position to fully utilize the County’s animal services program
- Develop a multi-year crime prevention/community oriented policing program
- Implement a case management process for cases assigned or referred to patrol for follow-up
- Fund, develop and implement staff career plans including a multi-year training plan
- Increase the presence of K-9 officers in our local schools
- Perform weekly policy review meetings to ensure policies remain current and meet accreditation standards
- Create policy, select staff, train and implement a Special Response Team (SRT)
- Fund and expand the property/evidence area to accommodate the increase of marijuana plant capacity



## Goals and Objectives

### GOAL 1

Protect and serve the public through proactive and effective policing, animal services, and emergency preparedness.

#### OBJECTIVES:

- Reduce crime rates, traffic violations and accidents.
- Respond promptly to urgent calls for service.
- Apprehend and assist with prosecution of offenders.
- Provide assistance, enforcement, and guidance to the community regarding animal services.
- Provide assistance to the community in the event of a disaster.

### GOAL 2

Cultivate, enhance, and foster trustworthy relationships with the community.

#### OBJECTIVES:

- Train and educate all employees in the community oriented policing program.
- Create opportunities for increased communication, visibility, and interaction with community members.
- Maintain and enhance the community's satisfaction with police services.

## Key Performance Measures

### FOSTER A FEELING OF PERSONAL SAFETY THROUGH A VISIBLE AND APPROACHABLE PRESENCE

<b>Goal</b>	Cultivate, enhance, and foster trustworthy relationships with the community.				
<b>Objective</b>	Create opportunities for increased communication, visibility, and interaction with community members.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain a percentage rate of 80% of residents who feel that North Port has remained a safe place to live	85.2%	87.7%	80%	86.4%	80%
<b>Description</b>	The department conducts surveys to ascertain the level of safety people believe exists in North Port.				
<b>Purpose</b>	This measure is to assist in delivering policing services which provide opportunities to interact with community members and increase police visibility in the city.				
<b>Status</b>	The department consistently conducts surveys to determine the community's feeling of personal safety.				

### MAINTAIN THE NATIONAL AVERAGE FOR UNIFORM CRIME REPORTS (UCR) FOR PERSON CRIMES

<b>Goal</b>	Protect and serve the public through proactive and effective policing.				
<b>Objective</b>	Reduce crime rates.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain the national average of four (4) UCR Person Crimes per 1,000 residents	2.0 p/1,000	1.0 p/1,000	4.0 p/1,000	1.7 p/1,000	4.0 p/1,000
<b>Description</b>	The department utilizes the national average to measure the Police Department's effectiveness.				
<b>Purpose</b>	This measure is used to reflect the effectiveness of the policing services provided by the department.				
<b>Status</b>	The department consistently remains below the national average.				



**MAINTAIN THE NATIONAL AVERAGE FOR UNIFORM CRIME REPORTS (UCR) FOR PPROPERTY CRIMES**

<b>Goal</b>	Protect and serve the public through proactive and effective policing.				
<b>Objective</b>	Reduce crime rates.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain the national average of thirty-two (32) UCR Property Crimes per 1,000 residents	17.0 p/1,000	17.0 p/1,000	32.0 p/1,000	14.9 p/1,000	32.0 p/1,000
<b>Description</b>	The department utilizes the national average to measure the Police Department's effectiveness.				
<b>Purpose</b>	This measure is used to reflect the effectiveness of the policing services provided by the department.				
<b>Status</b>	The department consistently remains below the national average.				

**MAINTAIN AN AVERAGE RESPONSE TIME FOR ALL PRIORITY SERVICE CALLS AT TEN (10) MINUTES**

<b>Goal</b>	Protect and serve the public through proactive and effective policing.				
<b>Objective</b>	Respond promptly to urgent calls for service.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain an average response time for all priority service calls at ten (10) minutes	8:15	8:45	10:00	9:06	10:00
<b>Description</b>	The average response time of ten (10) minutes for all priority service calls.				
<b>Purpose</b>	Priority calls require the most timely police response because they are generally life threatening or represent higher danger crimes in progress.				
<b>Status</b>	The department consistently remains below the ten (10) minute average response time.				

**Output Measures**

Conduct citizen surveys from 30% of UCR Part 1 crimes reported by victims per month.

Maintain two (2) districts city-wide with a minimum of three (3) officers per district to answer all calls for service.

Provide a minimum of thirty (30) minutes of zone officer's unencumbered time per shift towards the directed patrol of hot spot areas with an emphasis on citizen contacts.

**MAINTAIN THE NATIONAL AVERAGE FOR PERSON CLEARANCE CRIME RATE**

<b>Goal</b>	Protect and serve the public through proactive and effective policing.				
<b>Objective</b>	Apprehend and assist with prosecution of offenders.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain the national average person clearance crime rate of 48.8%	71.5%	67.4%	48.8%	79.5%	48.8%
<b>Description</b>	The department utilizes the national average to measure the Police Department's effectiveness.				
<b>Purpose</b>	This measure is used to reflect the effectiveness of the department in meeting the criteria established by the Federal Bureau of Investigation (FBI) for clearing an offense by arrest or exceptional means.				
<b>Status</b>	The department consistently exceeds the national average.				

**MAINTAIN THE NATIONAL AVERAGE FOR PROPERTY CLEARANCE CRIME RATE**

<b>Goal</b>	Protect and serve the public through proactive and effective policing.				
<b>Objective</b>	Respond promptly to urgent calls for service.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain the national average person clearance crime rate of 20.1%	28.3%	33.8%	20.1%	24.7%	20.1%
<b>Description</b>	The department utilizes the national average to measure the Police Department's effectiveness.				
<b>Purpose</b>	This measure is used to reflect the effectiveness of the department in meeting the criteria established by the Federal Bureau of Investigation (FBI) for clearing an offense by arrest or exceptional means.				
<b>Status</b>	The department consistently exceeds the national average.				

**Output Measures**

80% of all persons crimes assigned to the Criminal Investigation Branch (CIB) are investigated by a "person crimes" detective and not a property crimes detective.

80% of all property crimes assigned to the Criminal Investigation Branch (CIB) is investigated by a "property crimes" detective and not a person crimes detective.

**SATISFACTION RATE OF NEIGHBORHOOD WATCH MEETINGS**

<b>Goal</b>	Cultivate, enhance, and foster trustworthy relationships with the community.				
<b>Objective</b>	Create opportunities for increased communication, visibility, and interaction with community members.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain a 75% satisfaction rate of residents who participate in the monthly Neighborhood Watch meetings.	96.6%	100%	75%	100%	75%
<b>Description</b>	The department conducts monthly Neighborhood Watch meetings.				
<b>Purpose</b>	This measure is used to determine the effectiveness of the meetings as related to developing partnerships with the North Port Police Department.				
<b>Status</b>	Overall the Police Department has maintained a high level of customer satisfaction year over year.				

**SATISFACTION RATE OF PARTICIPANTS IN THE CITIZEN PUBLIC SAFETY ACADEMY**

<b>Goal</b>	Cultivate, enhance, and foster trustworthy relationships with the community.				
<b>Objective</b>	Create opportunities for increased communication, visibility, and interaction with community members.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain a 75% satisfaction rate of residents who participate in the annual Citizen Public Safety Academy	100%	100%	75%	100%	75%
<b>Description</b>	The department conducts an annual Citizen Public safety Academy.				
<b>Purpose</b>	This measure is used to determine the effectiveness of the meetings as related to developing partnerships with the North Port Police Department.				
<b>Status</b>	Overall the Police Department has maintained a high level of customer satisfaction year over year.				



## Output Measures

Conduct one (1) Citizen Public Safety Academy per year with a minimum of ten (10) civilians and a maximum of twenty (20).

Monthly Neighborhood Watch groups meeting twelve (12) times per year.

## Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 8,110,230	\$ 7,742,310	\$ 8,097,304	\$ 8,095,355	\$ 8,569,710
Employee Benefits	3,793,556	3,764,847	4,215,800	4,536,680	4,568,830
<b>PERSONNEL EXPENDITURES</b>	<b>11,903,786</b>	<b>11,507,157</b>	<b>12,313,104</b>	<b>12,632,035</b>	<b>13,138,540</b>
Professional/Contracted Services	23,907	42,532	90,339	30,230	30,380
Current Operating Charges	739,878	710,464	800,506	709,480	718,480
Operating Supplies	481,366	668,889	614,785	709,910	774,560
<b>OPERATING EXPENDITURES</b>	<b>1,245,151</b>	<b>1,421,885</b>	<b>1,505,630</b>	<b>1,449,620</b>	<b>1,523,420</b>
<b>CAPITAL EXPENDITURES</b>	<b>11,584</b>	<b>45,655</b>	-	-	<b>30,600</b>
<b>DEBT SERVICE</b>	-	-	<b>41,465</b>	<b>41,470</b>	<b>41,460</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,160,521</b>	<b>\$ 12,974,697</b>	<b>\$ 13,860,199</b>	<b>\$ 14,123,125</b>	<b>\$ 14,734,020</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Tax Revenue	\$ (282,743)	\$ (297,989)	\$ (306,642)	\$ (348,320)	\$ (332,000)
Grant Revenues	(12,641)	(23,751)	(24,481)	(16,370)	(8,880)
Charges for Service	(265,711)	(285,815)	(341,965)	(321,990)	(348,240)
Fines and Forfeitures	(76,322)	(88,786)	(93,266)	(89,260)	(99,270)
Donations	(13,172)	-	-	-	-
Miscellaneous Revenue	-	-	(521)	-	-
<b>TOTAL GENERATED REVENUES</b>	<b>(650,589)</b>	<b>(696,341)</b>	<b>(766,875)</b>	<b>(775,940)</b>	<b>(788,390)</b>
<b>NET EXPENDITURES</b>	<b>\$ 12,509,932</b>	<b>\$ 12,278,356</b>	<b>\$ 13,093,324</b>	<b>\$ 13,347,185</b>	<b>\$ 13,945,630</b>

**Staffing – Authorized Budget Positions**

<b>DESCRIPTION</b>	<b>FY 2012 ADOPTED</b>	<b>FY 2013 ADOPTED</b>	<b>FY 2014 ADOPTED</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Chief of Police	1	1	1	1	1
Assistant Chief of Police	-	-	1	1	1
Captain	2	2	2	2	2
Lieutenant	5	5	4	4	4
Police Commander (Sworn)	-	-	-	-	6
Police Commander (Civilian)	-	-	-	-	1
Sergeant	12	12	13	13	14
Police Officers	82	82	81	80	79
Staff Inspector	-	-	-	1	1
Business Manager	1	1	1	1	1
Network Specialist	1	1	-	-	-
Information Technology Bureau	-	-	1	1	1
Information Technology Technician	1	1	1	1	1
Accreditation Coordinator	1	1	1	1	1
Animal Control Officer	2	1	1	1	-
Community Service Officer	-	-	-	-	1
Telecommunication	15	15	15	15	15
Criminalistics Specialist	2	2	2	2	2
Crime Data Specialist/Analyst	1	1	1	1	1
Property/Evidence Technician	-	-	1	1	1
Records Supervisor	1	1	1	1	1
Records Technician	2	2	2	2	3
Records Technician (part-time)	2	2	2	2	1
Staff Assistant	2	2	1	1	2
<b>TOTAL</b>	<b>133</b>	<b>132</b>	<b>132</b>	<b>132</b>	<b>140</b>



# Public Safety – Emergency Medical Services

## Fund




001-General Fund

## Department/Division

2222-Emergency Medical Services

## Mission

The mission of Emergency Medical Services is to achieve community outcomes by preserving life and property by:

-  maintaining timely, efficient and quality responses to requests for assistance;
-  providing emergency medical services; and
-  ensuring the safety and health of the community by maintaining the highest quality of preparedness.

In order to accomplish this mission, the Emergency Medical Services division provides ambulance response including basic and advanced life support treatment, educates the public on the prevention of emergencies, and responds to and mitigates the effects of medical and natural disaster situations.

## Core Services and Outputs

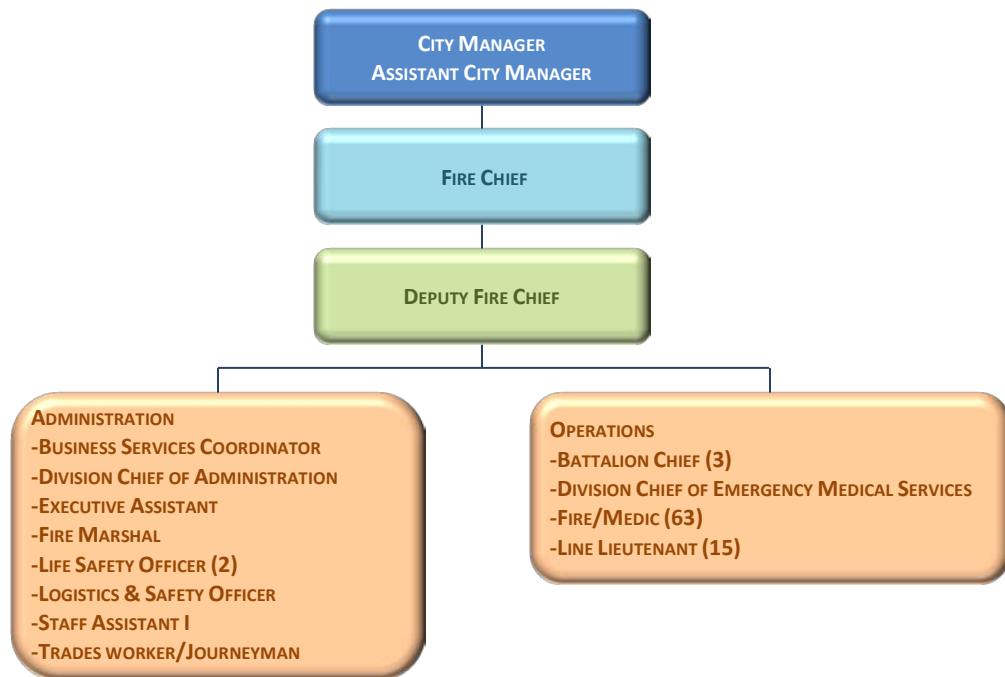
### Emergency Medical Services

**Primary Customer Group:** Direct caller (person with medical emergency) and indirect caller (person expecting emergency aid when requested)

**Customer Requirements:** Resolution, timely, safe, courteous

**Definition Statement:** To provide emergency medical services for the treatment and/or transport of individuals requesting medical evaluation and treatment.

## Structure



NOTE: All positions, except Logistics & Safety Officer and Trades worker, are budgeted at 37% in the General Fund and 63% in the Fire Rescue District.



## Accomplishments

- Completed Insurance Services Office (ISO) re-evaluation
- Received a Class 1 rating from the ISO, becoming one of only 70 departments in the United States to receive this distinction. This allows North Port residents and businesses to purchase low cost fire insurance.
- Replaced all Self-Contained Breathing Apparatus (SCBA) for firefighters to safely work in smoke and toxic atmospheres, a multi-year funded program at \$521,000
- Received and placed in service a new fire truck and equipment
- Emergency Management guided the City through a storm readiness program and North Port became only the third City in Florida to receive the National Weather Service – Storm Ready Community designation.
- Received two newer model military surplus vehicles for use as brush fire trucks, a savings of over \$200,000

## Initiatives

- Increase operations safety and logistics support through the addition of one staff position and the internal realignment of current staff
- Provide an educational incentive program to send existing employees to Paramedic school
- Enter into a collaborative arrangement with Suncoast Technical College to locate the Fire/Police training tower at the new college campus
- Replace a Ladder Truck and Fire Engine
- Remain a fiscally sustainable department by continuing with the Commission adopted rate study recommendations
- Complete the construction of Fire Station 85

## Goals and Objectives

### GOAL 1

Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.

#### OBJECTIVES:

- Promote timely adherence to North Port's Emergency Medical Services (EMS) protocols.
- Ensure consistent medical care in both Advanced and Basic Life Support (ALD/BLS) to the North Port community.
- Provide the highest level of patient care and response standards by ensuring North Port ambulances respond to all ambulance calls for service.
- EMS average response time of six (6) minutes or less for 90% of EMS calls.

### GOAL 2

Enhance training and maintain all certifications.

#### OBJECTIVES:

- Maintain records of training related to EMS and EMT/Paramedic certification.
- All Paramedics and EMTs will participate in at least one (1) annual mandatory skills evaluation.
- Provide an education incentive program to send employees to Paramedic school to receive certification.



## Key Performance Measures

### CUSTOMER SATISFACTION OF QUALITY OF CARE PROVIDED

<b>Goal</b>	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
<b>Objective</b>	Ensure consistent medical care in both Advanced and Basic Life Support (ALD/BLS) to the North Port community.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain a percentage rate of 95% of persons requiring medical treatment that feel the quality of care was satisfactory	100%	99.3%	95%	99.5%	95%
<b>Description</b>	The department conducts surveys to obtain feedback on the customer satisfaction of the quality of care provided.				
<b>Purpose</b>	This feedback assists the department in determining our effectiveness and improves communication with the community.				
<b>Status</b>	The department consistently provides surveys to persons treated and billed for feedback on service provided.				

### COMPLIANCE RATE AS OUTLINED IN EMS PROTOCOLS

<b>Goal</b>	Enhance training and compliance.				
<b>Objective</b>	Promote timely adherence to North Port's Emergency Medical Services (EMS) protocols.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain 97% compliance rate as outlined in current EMS protocols	99.9%	99.7%	97%	99.8%	97%
<b>Description</b>	The department utilizes established protocols to effectively provide EMS services.				
<b>Purpose</b>	This measure is used to reflect the effectiveness of meeting all established protocols.				
<b>Status</b>	The department consistently exceeds the required minimum.				

### EMERGENCY MEDICAL SERVICE RESPONSE TIMES

<b>Goal</b>	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
<b>Objective</b>	EMS average response time of six (6) minutes or less for 90% of EMS calls.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
EMS average response time of six (6) minutes or less for 90% of EMS calls	90.4%	90.5%	90%	87.2%	90%
<b>Description</b>	This measure tracks the percentage of calls for service that are within established response times' percentiles.				
<b>Purpose</b>	Quick response times can mean the difference between short and long-term recovery, the extent and severity of injury, and most importantly, the difference between life and death.				
<b>Status</b>	In fiscal years 2013 and 2014, the department met the 90% goal measurement.				



## Output Measures

Quality Care-Provide surveys to persons treated and billed for feedback on service provided.

Compliance Rates-Review 100% of all EMS Patient Care reports each month; all paramedics and EMTs will complete annual field coaching ride-along with and EMS Field Training Officer; all line paramedics & EMTs will participate in at least one (1) annual mandatory skills evaluation including a written evaluation summary for documentation purposes.

Response Times-Review maps of response areas a minimum of two (2) hours per month.

## Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 2,408,594	\$ 2,421,357	\$ 2,391,829	\$ 2,420,950	\$ 2,571,900
Employee Benefits	1,072,930	1,060,789	1,053,782	1,133,270	1,191,620
<b>PERSONNEL EXPENDITURES</b>	<b>3,481,524</b>	<b>3,482,146</b>	<b>3,445,611</b>	<b>3,554,220</b>	<b>3,763,520</b>
Professional/Contracted Services	108,879	116,694	118,291	121,880	122,520
Current Operating Charges	125,863	154,658	165,048	182,420	181,880
Operating Supplies	244,396	232,560	179,591	205,390	220,130
<b>OPERATING EXPENDITURES</b>	<b>479,138</b>	<b>503,912</b>	<b>462,930</b>	<b>509,690</b>	<b>524,530</b>
<b>CAPITAL EXPENDITURES</b>	<b>3,952</b>	-	-	-	-
<b>OTHER USES</b>	-	-	<b>67,000</b>	<b>67,000</b>	<b>27,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,964,614</b>	<b>\$ 3,986,058</b>	<b>\$ 3,975,541</b>	<b>\$ 4,130,910</b>	<b>\$ 4,315,050</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Tax Revenues	\$ (157,391)	\$ (149,178)	\$ (143,307)	\$ (183,210)	\$ (145,000)
Grant Revenues	(91,015)	(10,971)	(4,185)	(5,000)	(4,500)
Charges for Service	(1,048,946)	(1,207,303)	(1,206,768)	(1,378,630)	(1,377,730)
Bay Flight Lease	-	(15,765)	(17,904)	(17,900)	(17,900)
Other Miscellaneous	-	-	(48)	(30)	(30)
<b>TOTAL GENERATED REVENUES</b>	<b>(1,297,352)</b>	<b>(1,383,217)</b>	<b>(1,372,212)</b>	<b>(1,584,770)</b>	<b>(1,545,160)</b>
<b>NET EXPENDITURES</b>	<b>\$ 2,667,262</b>	<b>\$ 2,602,841</b>	<b>\$ 2,603,329</b>	<b>\$ 2,546,140</b>	<b>\$ 2,769,890</b>



**Staffing – Authorized Budget Positions**

<b>DESCRIPTION</b>	<b>FY 2012 ADOPTED</b>	<b>FY 2013 ADOPTED</b>	<b>FY 2014 ADOPTED</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Fire Chief	1	1	1	1	1
Deputy Fire Chief	1	1	1	1	1
Fire Marshal	1	1	1	1	1
Emergency Management Coordinator	1	1	1	1	-
Division Chief of Emergency Medical Services	-	-	-	-	1
Captain	4	4	-	-	-
Division Chief of Administration	-	-	-	-	1
Battalion Chief	-	-	4	4	3
Lieutenant	15	15	15	15	15
Fire/Medics	63	63	63	63	63
Fire Inspector	2	2	-	-	-
Logistics & Safety Officer	-	-	-	-	1
<b>DESCRIPTION</b>	<b>FY 2012 ADOPTED</b>	<b>FY 2013 ADOPTED</b>	<b>FY 2014 ADOPTED</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Life Safety Officers	-	-	2	2	2
Trade Worker Journeyman	1	1	1	1	1
Business Services Coordinator	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Staff Assistant	1	1	1	1	1
<b>TOTAL</b>	<b>92</b>	<b>92</b>	<b>92</b>	<b>92</b>	<b>93</b>



# Public Works – Road & Drainage District

## Fund




107-Road & Drainage District Fund

## Department/Division

5000-Road & Drainage District

## Mission

The mission of the Road & Drainage Department is to achieve community outcomes by providing for transportation through safe infrastructure by:

-  providing on-going public infrastructure maintenance to create a sustainable, aesthetically pleasing and safe environment;
-  ensuring structurally sound roadways to promote vehicular safety;
-  maintaining and providing reliable public water structures.

In order to accomplish this mission, the Road & Drainage Department is responsible for road and rights-of-way maintenance including pothole repair, mowing and trash pickup, road signage, street lighting, sidewalk construction, water control structure maintenance and overall drainage within the City.

## Core Services and Outputs

### Road Infrastructure

**Primary Customer Group:** North Port residents and businesses

**Customer Requirements:** Cost-effectiveness and timeliness

**Definition Statement:** To construct and maintain city roads for the safe and efficient movement of people and goods using a cost-effective and timely approach for the North Port residents and businesses.

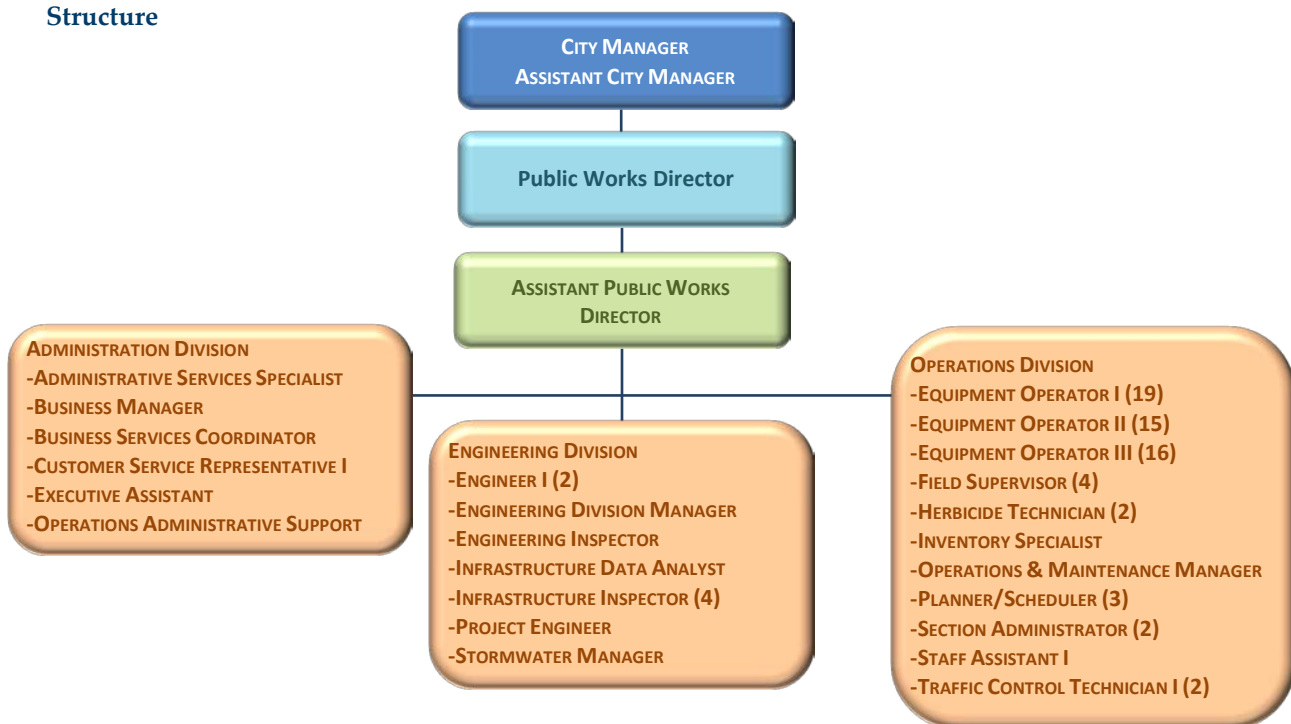
### Stormwater Control

**Primary Customer Group:** North Port residents and businesses

**Customer Requirements:** Stormwater conveyance

**Definition Statement:** To manage stormwater conveyance systems to prevent flooding and improve water quality for North Port residents and businesses.

## Structure





## Accomplishments

- Completed Phases 1 & 2 of the Road Reconstruction bond project and began Phase 3
- Completed the widening of Sumter Boulevard to four lanes from Heron Creek to City Center Boulevard
- Completed the rehabilitation construction of Water Control Structure #133 and began the design to reconstruct Water Control Structure #115
- Completed the construction of sidewalks at various locations along Price Boulevard and completed the design of sidewalks along Hillsborough Boulevard
- Began the design for the four-lane widening of Price Boulevard between Sumter and Toledo Blade Boulevards
- Began the design of the extension of Spring Haven Drive from Pan American Boulevard to Butler Park
- Began the structural inspection of pedestrian bridges within the City
- Completed repairs to several bridges based on the annual assessment report provided by the Florida Department of Transportation (FDOT)

## Initiatives

- Begin the final phases of the Road Reconstruction bond project
- Complete the construction of sidewalks along Hillsborough Boulevard
- Complete the design for the widening of Price Boulevard and begin land acquisition for retention areas
- Continue with the annual structural inspection of pedestrian bridges in the City along with repairs based upon the annual assessment report from FDOT
- Reconstruct Water Control Structure #115
- Finish the construction of the roadway improvements along U.S. 41 near Biscayne Drive and North Port Boulevard
- Coordinate the regional stormwater study project
- Institute a traffic signal maintenance program

## Goals and Objectives

### GOAL 1

Ensure the City's infrastructure inventory is updated and well-maintained.

#### OBJECTIVES:

- Maintain and enhance the overall condition of the City's streets while effectively communicating the program's accomplishments to the public.
- Complete work orders for pothole and asphalt patching within seven (7) days of request.
- Ensure the work management system supports planning, budgeting, and accountability for the City's assets.

### GOAL 2

Provide high quality, cost-effective oversight of the department's capital improvement and maintenance programs.

#### OBJECTIVES:

- Complete the Road Reconstruction bond project.
- Continue with the Sidewalk Construction Program.
- Provide oversight to the city roadway widening projects and extensions of roadways.
- Provide cost-effective maintenance services for roadways, sidewalks, street lights, and rights-of-way.

### GOAL 3

Effectively manage the storm drainage system to ensure adequate local drainage.

#### OBJECTIVES:

- Maintain and enhance the City's drainage system.
- Continue the Water Control Structure Rehabilitation Program.
- Provide cost-effective maintenance services for drainage systems and water control structures.



## Key Performance Measures

### RESPONSE TO POTHOLE NOTIFICATION PROGRAM

<b>Goal</b>	Ensure the City's infrastructure inventory is updated and well-maintained.				
<b>Objective</b>	Complete work orders for pothole and asphalt patching within seven (7) days of request.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Complete work orders for pothole and asphalt patching within an average of seven (7) days	3.35 days	5.65 days	7 days	5.2 days	7 days
<b>Description</b>	This measure records the average number of days to complete work orders for pothole and asphalt patching.				
<b>Purpose</b>	The Department has set a goal of repairing potholes within seven (7) days in order to ensure streets are maintained and repaired in a timely manner.				
<b>Status</b>	The department consistently meets the set performance measure.				

### COMPLETION OF ANNUAL ROAD REHABILITATION AND MAINTENANCE PROGRAM

<b>Goal</b>	Ensure the City's infrastructure inventory is updated and well-maintained.				
<b>Objective</b>	Maintain and enhance the overall condition of the City's streets while effectively communicating the program's accomplishments to the public.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Complete annual road rehabilitation and maintenance projects on schedule	Yes	Yes	Yes	Yes	Yes
<b>Description</b>	This measure assesses the Department's ability to complete scheduled projects.				
<b>Purpose</b>	The Department has a goal to maintain and enhance the overall condition of the City's streets to prevent future road failures.				
<b>Status</b>	The department consistently meets the set performance measure.				

## Output Measures

Complete thirty (30) tons of asphalt pothole repair each month.

Complete 75,000 square feet of road remediation and large patching each month.

### CORRECTIVE DRAINAGE ISSUES

<b>Goal</b>	Effectively manage the storm drainage system to ensure adequate local drainage.				
<b>Objective</b>	Maintain and enhance the City's drainage system.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Complete 90% of customer orders for corrective drainage issues at the same location without repeating the service in a 3-year period.	94.5%	92.8%	90%	93%	90%
<b>Description</b>	This measure assesses the Department's effectiveness in maintaining the drainage system.				
<b>Purpose</b>	The drainage system must be improved and maintained on a regular basis so that it will continue to provide service to the community.				
<b>Status</b>	The department consistently meets or exceeds the set performance measure.				



## Output Measures

Complete four (4) miles of swale regrading per month.

Hydro-seed 3,000 square yards of swales per month.

Complete 25,000 linear feet of line and grade per month.

## Operating Budget Summary

DESCRIPTION	FY 2012 <u>Actual</u>	FY 2013 <u>Actual</u>	FY 2014 <u>Actual</u>	FY 2015 <u>Adopted</u>	FY 2016 <u>Adopted</u>
Salaries & Wages	\$ 3,821,113	\$ 3,730,599	\$ 3,644,430	\$ 3,924,030	\$ 3,761,860
Employee Benefits	982,142	1,031,650	1,190,777	1,365,210	1,357,820
<b>PERSONNEL EXPENDITURES</b>	<b>4,803,255</b>	<b>4,762,249</b>	<b>4,835,207</b>	<b>5,289,240</b>	<b>5,119,680</b>
Professional/Contracted Services	756,772	986,843	456,317	473,770	144,520
Current Operating Charges	3,805,224	5,728,656	3,999,079	5,873,720	8,116,100
Operating Supplies	1,287,732	1,097,986	1,069,942	1,133,340	1,060,740
<b>OPERATING EXPENDITURES</b>	<b>5,849,728</b>	<b>7,813,485</b>	<b>5,525,338</b>	<b>7,480,830</b>	<b>9,321,360</b>
<b>CAPITAL EXPENDITURES</b>	<b>1,364,066</b>	<b>1,512,463</b>	<b>2,482,057</b>	<b>737,660</b>	<b>1,219,160</b>
<b>DEBT SERVICE</b>	<b>371,658</b>	<b>192,268</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OTHER USES</b>	<b>1,200,000</b>	<b>-</b>	<b>400,000</b>	<b>850,000</b>	<b>450,000</b>
<b>TOTALS</b>	<b>\$ 13,588,707</b>	<b>\$ 14,280,465</b>	<b>\$ 13,242,602</b>	<b>\$ 14,357,730</b>	<b>\$ 16,110,200</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 <u>ADOPTED</u>	FY 2013 <u>ADOPTED</u>	FY 2014 <u>ADOPTED</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Public Works Director	1	1	1	1	1
Business Manager	1	1	1	1	1
Operations & Maintenance Manager	1	1	1	1	1
Project Engineer	1	1	1	1	1
Stormwater Manager	1	1	1	1	1
Engineering Manager	1	1	1	1	1
Project Administrator	1	1	1	1	-
Assistant Public Works Director	-	-	-	-	1
Administrative Services Coordinator	1	1	1	1	1
Road Section Administrator	1	1	1	1	1
Drainage Section Administrator	-	-	1	1	1
Drainage Superintendent	1	1	-	-	-
Waterways & Structures Superintendent	1	1	1	1	-
Operations Support Administrator	1	1	1	1	1



Engineer	1	1	1	1	2
Engineering Inspector	1	1	1	1	1
Field Supervisor	6	6	5	5	4
Equipment Operator III	17	17	16	16	16
Equipment Operator II	15	15	15	15	15
Herbicide Technician	2	2	2	2	2
Traffic Control Technician	2	2	2	2	2
Inventory Specialist	-	-	-	-	1
Equipment Operator I	21	21	20	20	19
Infrastructure Inspector	6	6	5	5	4
Planner Scheduler	-	-	3	3	3
Infrastructure Data Analyst	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Business Services Coordinator (shared w/ SW and Fleet)	-	-	-	1	1
Customer Service Rep I (shared with Solid Waste)	1	1	1	1	1
Staff Assistant I	-	-	1	1	1
<b>TOTAL</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>87</b>	<b>85</b>

## Capital Projects

### Major Initiatives

- **Road Reconstruction Bond Project** – The rehabilitation of approximately 266 miles of sub-standard public roads within three calendar years. Improvements to stormwater drainage are part of the road project.
- **Price Boulevard Widening Phase 1** – Price Boulevard is the main east-west road through the City. The project began in fiscal year 2015 with the design. In fiscal year 2016, the City will begin the process of acquiring land primarily for stormwater retention. The project will be completed in two segments: 1) the section from Sumter Boulevard to Cranberry Boulevard; 2) Cranberry Boulevard to Toledo Blade Boulevard. The widening of Price Boulevard is critical to the emergency evacuation of the City because it connects the two major evacuation routes.
- **Rehabilitation of Water Control Structures** – Water Control Structures reduce the changes of flooding in the City. The structures give the City the ability to control water levels, minimize adverse impacts from a storm and supplement the City's potable water supply. The City has over 100 water control structures. The rehabilitation program helps to mitigate any failures.
- **Spring Haven Drive Extension** – The project completes the connection of the roadway from Pan American Boulevard to Price Boulevard. The project includes bicycle lanes, sidewalks, roadway lighting, irrigation and landscaping. Spring Haven Drive is a collector road, so the completion of this segment improves the connectivity in the City and alleviates traffic flow in more residential areas.
- **Sidewalks & Pedestrian Bridges** – Construction of sidewalks and pedestrian bridges is a priority of the City Commission and residents. The program provides safe pedestrian travel to schools and all arterial and collector roads.
- **Big Slough Watershed Project** – Recently, the Big Slough Watershed Study was completed providing the hydraulic model of the entire system. In fiscal year 2016 the City is procuring consultant services to further define feasible solutions to reduce flooding in the city and surrounding areas.



## Public Works – Solid Waste District

### Fund

120-Solid Waste District Fund

### Department/Division

3032-Solid Waste District

### Mission

The mission of the Solid Waste Department is to achieve community outcomes by promoting clean and healthy neighborhoods through solid waste management by:

- ensuring the safety and health of citizens through the proper and efficient collection and disposal of solid waste;
- exploring viable options to improve solid waste collection;
- ensuring environmental sustainability through the proper disposal of solid waste; and
- encouraging citizens to be environmentally responsible to aid in creating an aesthetically pleasing community.

In order to accomplish this mission, the Solid Waste Department is responsible for providing residents and commercial customers with trash, recycling and yard waste collection and disposal.

### Core Services and Outputs

#### Solid Waste Collection

**Primary Customer Group:** North Port residents and businesses

**Customer Requirements:** Reliability

**Definition Statement:** To provide reliable solid waste collection that will enhance the public health and environment for North Port residents and businesses.

### Structure



### Accomplishments

- Commercial Accounts – A commercial account audit was done to ensure appropriate fees are charged for services rendered
- Collection – A reroute of four (4) residential areas was completed which aligned growth over the last several years into more efficient collection routes



- Recycling – A targeted recycling campaign was initiated to educate residents who were either not recycling or trashing materials that are accepted in the recycling program. An additional 115 tons of traditional recyclables and 187 tons of yard waste were collected in fiscal year 2015 over the same period in fiscal year 2014 which increased recycling revenue
- Equipment Replacement – Two pickup trucks, one lift-gate truck, one specialty truck and two Curotto Cans were replaced helping to maintain efficient, cost effective service
- Service Efficiencies – To increase efficiency by eliminating steps in the work management process, Solid Waste expanded its mobile work system processing

### Initiatives

- Increase diversion of recyclables and organics by 5%
- Review fee schedule and consider monetary incentives for recycling
- Maintain effectual fleet with the replacement of four (4) garbage trucks and two Curotto Cans, and the purchase of one (1) yard waste truck, one bulk waste truck and one administrative vehicle

### Goals and Objectives

#### GOAL 1

Minimize waste generation and maximize recycling and reuse programs

##### OBJECTIVES:

- Promote recycling, composting, and reuse programs through educational programs and outreach.
- Increase waste diversion from landfills through recycling, composting, and reuse.

#### GOAL 2

Effectively manage the City's solid waste, hazardous waste, and yard waste.

##### OBJECTIVES:

- Promote increased participation with the City's household hazardous waste programs through education programs and outreach.
- Promote the reuse of goods and materials.
- Implement efficiencies and cost-saving measures to reduce costs to the Solid Waste District.

### Key Performance Measures

#### PROTECT THE COMMUNITY CHARACTER BY LIMITED MISSED COLLECTIONS

<b>Goal</b>	Effectively manage the City's solid waste, hazardous waste, and yard waste.				
<b>Objective</b>	Implement efficiencies and cost-saving measures to reduce costs to the Solid Waste District.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Limit Solid Waste missed collections to five (5) per week	2.98/week	2.5/week	5/week	2.5/week	5/week
<b>Description</b>	This measure records the average number of missed collections.				
<b>Purpose</b>	The Department has set a goal of limiting missed collections to five (5) per week.				
<b>Status</b>	The department consistently meets the set performance measure.				

### Output Measures

Collect 375 tons of recycling material per month.

Conduct one (1) safety meeting per month.

Grease all utilized collection equipment weekly.





## Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 1,480,906	\$ 1,516,504	\$ 1,533,997	\$ 1,685,640	\$ 1,694,840
Employee Benefits	414,277	499,327	549,505	634,400	626,330
<b>PERSONNEL EXPENDITURES</b>	<b>1,895,183</b>	<b>2,015,831</b>	<b>2,083,502</b>	<b>2,320,040</b>	<b>2,321,170</b>
Professional/Contracted Services	1,264,560	1,386,277	1,511,827	1,593,270	1,669,230
Current Operating Charges	1,646,525	1,585,072	1,649,450	1,638,760	1,575,910
Operating Supplies	695,716	701,498	796,403	821,010	764,520
<b>OPERATING EXPENDITURES</b>	<b>3,606,801</b>	<b>3,672,847</b>	<b>3,957,680</b>	<b>4,053,040</b>	<b>4,009,660</b>
<b>CAPITAL EXPENDITURES</b>	<b>150,245</b>	<b>207,312</b>	<b>2,329,333</b>	<b>-</b>	<b>485,500</b>
<b>DEBT SERVICE</b>	<b>505,638</b>	<b>505,638</b>	<b>372,916</b>	<b>120,100</b>	<b>-</b>
<b>OTHER USES</b>	<b>3,756,338</b>	<b>-</b>	<b>1,390,350</b>	<b>1,440,030</b>	<b>1,485,030</b>
<b>TOTALS</b>	<b>\$ 9,914,205</b>	<b>\$ 6,401,628</b>	<b>\$ 10,133,781</b>	<b>\$ 7,933,210</b>	<b>\$ 8,301,360</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 ADOPTED	FY 2013 ADOPTED	FY 2014 ADOPTED	FY 2015 ADOPTED	FY 2016 ADOPTED
Solid Waste Manager	1	1	1	1	1
Solid Waste Superintendent	1	1	1	1	1
Solid Waste Field Supervisor	1	2	2	2	2
Solid Waste Equipment Operator	27	29	29	29	30
Solid Waste Helper	2	1	1	1	1
Executive Assistant	1	1	1	-	-
Customer Account Specialist	-	-	-	1	1
Customer Service Coordinator	-	-	-	1	1
Customer Service Representative I ( & one position shared with Road & Drainage)	1	1	1	1	1
<b>TOTAL</b>	<b>34</b>	<b>36</b>	<b>36</b>	<b>37</b>	<b>38</b>

## Capital Projects

### Major Initiatives

- Capital Replacement Program** – The Solid Waste District has an extensive capital replacement program. The City established a Capital Acquisition Fund in fiscal year 2013 to provide a mechanism for departments to reserve funding for future acquisitions.



# Public Works – Fleet Management

## Fund




520-Fleet Management Fund

## Department/Division

3035-Fleet Maintenance

## Mission

The mission of the Fleet Maintenance Department is to achieve community outcomes by ensuring city services are delivered using safe and reliable equipment by:

-  providing cost-effective fleet services;
-  effectively and efficiently maintaining the City’s vehicles and equipment; and
-  providing reliable and financially responsible fleet services.

In order to accomplish this mission, the Fleet Maintenance Department is responsible to maintain and repair all city vehicles and equipment to provide safe operating conditions and to ensure the safety of all employees, residents and the public.

## Core Services and Outputs

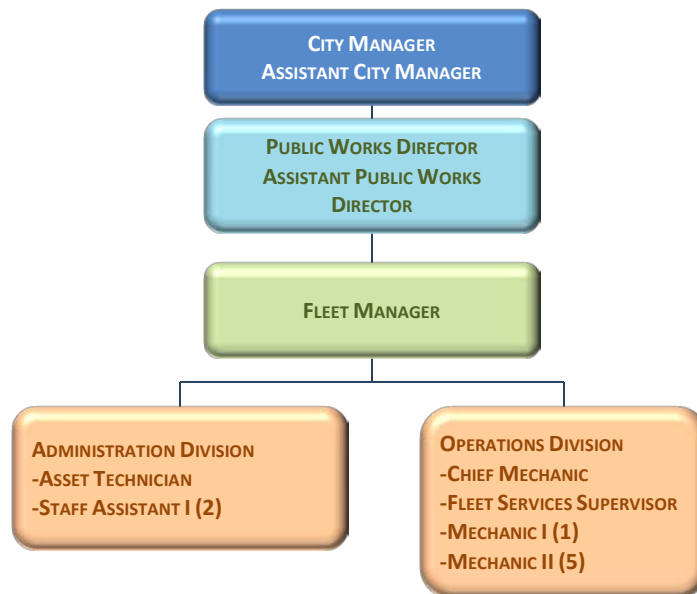
### Fleet Maintenance

**Primary Customer Group:** City Employees

**Customer Requirements:** Availability

**Definition Statement:** To maximize the availability and safety of the City’s vehicles and equipment by providing maintenance and repair services for employees.

## Structure



## Accomplishments

- Administration of in-house fueling program
- Reviewed the vehicle replacement program and established a city-wide acquisition program
- Identify improvements needed to provide the most effective vehicles and equipment needed at the lowest prices
- Broaden the department’s role from Fleet Maintenance to Fleet Management providing analytics, specifications writing, coordinating, monitoring, purchasing, distributing and decommissioning or disposing of city assets



### Initiatives

- Continue to explore efficiencies in fleet maintenance and the work management system
- Develop the fleet management process and organization
- Initiate cost saving methods through benchmarking and flat rate measures
- Explore alternatives to the vehicle and equipment disposal process
- Participate in the national 100 Best Fleet programs to promote increased level of productivity and operational effectiveness
- Eliminate one (1) mechanic position and add a new Fleet Asset Technician

### Goals and Objectives

#### GOAL 1

Ensure the safety and reliability of City vehicles and equipment.

##### OBJECTIVES:

- Provide operational training to staff that will allow continued safe operations and maintenance for enhanced reliability and public safety.
- Participate in the national 100 Best Fleet programs to promote increased level of productivity and operational effectiveness
- Continue to explore efficiencies in fleet maintenance and the work management system.

#### GOAL 2

Provide cost-effective preventative maintenance and repair services.

##### OBJECTIVES:

- Routinely review and update the vehicle and replacement plan to achieve maximum cost-effectiveness.
- Initiate cost saving methods through benchmarking and flat rate measures.
- Develop the fleet management process and organization.

### Key Performance Measures

#### AVAILABILITY OF VEHICLES AND EQUIPMENT TO CUSTOMER

<b>Goal</b>	Provide cost-effective preventative maintenance and repair services.				
<b>Objective</b>	Maintain availability of vehicles and equipment at a 90% monthly rate.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain availability of vehicles and equipment at a 90% rate	93%	95%	90%	96%	90%
<b>Description</b>	This measure records the effectiveness of Fleet Services.				
<b>Purpose</b>	The Division has set a goal to maintain the availability of vehicles and equipment at a minimum of 90% of the time.				
<b>Status</b>	The department consistently meets the set performance measure.				

### Output Measures

Complete 400 jobs per month.

Complete forty (4) preventative maintenance services per month.



## Operating Budget Summary

DESCRIPTION	FY 2012 <u>Actual</u>	FY 2013 <u>Actual</u>	FY 2014 <u>Actual</u>	FY 2015 <u>Adopted</u>	FY 2016 <u>Adopted</u>
Salaries & Wages	\$ 620,911	\$ 656,663	\$ 648,120	\$ 666,910	\$ 644,480
Employee Benefits	157,855	175,658	194,959	200,150	201,010
<b>PERSONNEL EXPENDITURES</b>	<b>778,766</b>	<b>832,321</b>	<b>843,079</b>	<b>867,060</b>	<b>845,490</b>
Professional/Contracted Services	180,936	193,702	190,783	187,100	222,150
Current Operating Charges	1,546,511	1,723,413	1,643,015	1,520,605	1,458,570
Operating Supplies	8,137	310,224	1,526,765	1,676,905	1,413,900
<b>OPERATING EXPENDITURES</b>	<b>1,735,584</b>	<b>2,227,339</b>	<b>3,360,563</b>	<b>3,384,610</b>	<b>3,094,620</b>
<b>CAPITAL EXPENDITURES</b>	<b>31,080</b>	<b>75,395</b>	<b>-</b>	<b>6,400</b>	<b>-</b>
<b>OTHER USES</b>	<b>-</b>	<b>-</b>	<b>349,500</b>	<b>137,000</b>	<b>137,000</b>
<b>TOTALS</b>	<b>\$ 2,545,430</b>	<b>\$ 3,135,055</b>	<b>\$ 4,553,142</b>	<b>\$ 4,395,070</b>	<b>\$ 4,077,110</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 <u>ADOPTED</u>	FY 2013 <u>ADOPTED</u>	FY 2014 <u>ADOPTED</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Fleet Manager	1	1	1	1	1
Superintendent	-	-	1	-	-
Supervisor	-	-	-	1	1
Chief Mechanic	2	2	-	1	1
Technician III	-	-	1	-	-
Technician II	-	-	5	-	-
Technician I	-	-	2	-	-
Mechanic II	5	5	-	5	5
Mechanic I	2	2	-	2	1
Asset Technician	-	-	-	-	1
Staff Assistant I	2	2	2	2	2
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>





# Public Safety – Fire Rescue

## Fund

110-Fire Rescue District

## Department/Division

2222-Fire Rescue

## Mission

The mission of the Fire Rescue Department is to achieve community outcomes by preserving life and property by:

- enhancing sustainability by providing fire protection services for the community;
- providing community education to improve the quality of life;
- ensuring public safety and health; and
- providing risk reduction, preparation for and recovery assistance from major events affecting the community's quality of life.

In order to accomplish this mission, the Fire Rescue division is responsible for protecting public safety and limiting economic loss.

## Core Services and Outputs

### Life Safety/Fire Prevention Services

**Primary Customer Group:** Residents and businesses

**Customer Requirements:** Safe, correct, prompt, value, knowledge, and courteous

**Definition Statement:** To provide life safety and fire prevention services.

### Emergency Services

**Primary Customer Group:** Direct caller

**Customer Requirements:** Reliable, safe, prompt, resolution, courteous, and knowledgeable.

**Definition Statement:** To provide emergency services that will respond to and mitigate emergencies within the City of North Port for individuals requesting fire rescue services.

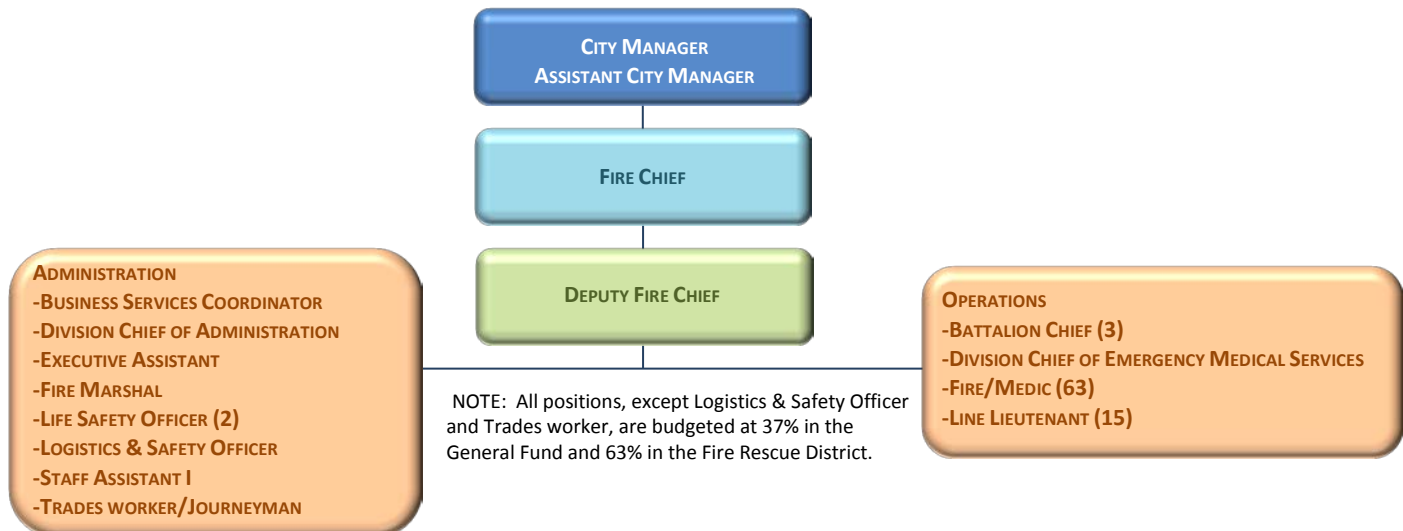
### Public Education

**Primary Customer Group:** Residents and businesses

**Customer Requirements:** Knowledgeable, reliable, safe, and courteous

**Definition Statement:** To provide information to assist with the preparation, prevention, and management of a fire, emergency medical services, and disaster.

## Structure





## Accomplishments

- Completed Insurance Services Office (ISO) re-evaluation
- Received a Class 1 rating from the ISO, becoming one of only 70 departments in the United States to receive this distinction. This allows North Port residents and businesses to purchase low cost fire insurance.
- Replaced all Self-Contained Breathing Apparatus (SCBA) for firefighters to safely work in smoke and toxic atmospheres, a multi-year funded program at \$521,000
- Received and placed in service a new fire truck and equipment
- Emergency Management guided the City through a storm readiness program and North Port became only the third City in Florida to receive the National Weather Service – Storm Ready Community designation.
- Received two newer model military surplus vehicles for use as brush fire trucks, a savings of over \$200,000

## Initiatives

- Increase operations safety and logistics support through the addition of one staff position and the internal realignment of current staff
- Provide an educational incentive program to send existing employees to Paramedic school
- Enter into a collaborative arrangement with Suncoast Technical College to locate the Fire/Police training tower at the new college campus
- Replace a Ladder Truck and Fire Engine
- Remain a fiscally sustainable department by continuing with the Commission adopted rate study recommendations
- Complete the construction of Fire Station 85

## Goals and Objectives

### GOAL 1

Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.

#### OBJECTIVES:

- Protect the community by promptly responding to calls for service.
- Ensure preparedness for all emergency situations.
- Fire average response time of seven (7) minutes or less for 90% of fire service calls.

### GOAL 2

Ensure reasonable life safety conditions through inspection programs.

#### OBJECTIVES:

- Perform periodic inspections of all facilities within Department's designated target cycle time.
- Ensure regulatory compliance to protect property, the environment and the lives of the residents and visitors.
- Identify and direct abatement of conditions or operating procedures which could cause an increase in probability or severity of a fire or hazardous materials release.

### GOAL 3

Develop, maintain, and sustain a comprehensive community risk reduction program that engages the whole community.

#### OBJECTIVES:

- Offer a variety of safe activities and safety education.
- Conduct community educational classes

### GOAL 4

Enhance training and maintain all certifications required.

#### OBJECTIVES:

- Line personnel will complete a minimum of one (1) fire related training evolution per month.
- Fire certified personnel will complete a minimum of one (1) live fire training evolution per year.
- Maintain records of training related to all fire personnel.



## Key Performance Measures

### FIRE INSPECTION SERVICES

<b>Goal</b>	Ensure reasonable life safety conditions through inspection programs.				
<b>Objective</b>	Ensure regulatory compliance to protect property, the environment and the lives of the residents and visitors.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Inspection 100% of all businesses located with the City of North Port annually.	87%	100%	100%	97.5%	100%
<b>Description</b>	The department conducts inspections of all businesses within the City.				
<b>Purpose</b>	This measure identifies and directs abatement of conditions or operating procedures which could cause an increase in probability or severity of a fire or hazardous materials release.				
<b>Status</b>	In fiscal year 2013 the Fire Inspection Division was short one person due to retirement.				

### FIRE INSPECTION SERVICES COMPLIANCE

<b>Goal</b>	Ensure reasonable life safety conditions through inspection programs.				
<b>Objective</b>	Ensure regulatory compliance to protect property, the environment and the lives of the residents and visitors.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Within forty-five (45) days of initial fire safety inspection, have 100% compliance when applicable	100%	100%	100%	77%	100%
<b>Description</b>	The department conducts follow-up inspections of all businesses not in compliance with fire codes.				
<b>Purpose</b>	This measure identifies and directs abatement of conditions or operating procedures which could cause an increase in probability or severity of a fire or hazardous materials release.				
<b>Status</b>	In fiscal year 2015 the Fire Inspection Division experienced an unusual increase in volume due to the increase in new construction inspections requests and plans review.				

## Output Measures

Conduct approximately fifty (50) annual fire safety inspections per month.

Conduct fire safety re-inspections on all businesses with violations within forty-five (45) days of initial inspection.

### FIRE SERVICE RESPONSE TIMES

<b>Goal</b>	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
<b>Objective</b>	Fire average response time of seven (7) minutes or less for 90% of fire service calls.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Average fire response time of seven (7) minutes or less for 90% of fire service calls	91.2%	93.8%	90%	92.7%	90%
<b>Description</b>	This measure tracks the percentage of fire service calls that are within established response times' percentiles.				
<b>Purpose</b>	Quick response times can mean the difference between short and long-term recovery, the extent and severity of injury, and most importantly, the difference between life and death.				
<b>Status</b>	The department consistently meets the measurement requirement.				



**FIRE ATTACK ACTIONS**

<b>Goal</b>	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
<b>Objective</b>	Protect the community by promptly responding to calls for service.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Upon arrival of the first fire apparatus, apply water to the fire in under three (3) minutes 90% of the time	84.5%	90.6%	90%	91%	90%
<b>Description</b>	This measure tracks the percentage of fire service calls that are within established response times' percentiles.				
<b>Purpose</b>	Quick response times can mean the difference between short and long-term recovery, the extent and severity of injury, and most importantly, the difference between life and death.				
<b>Status</b>	Since fiscal year 2013, the Fire Department has consistency met the measurement requirement.				

**FIRE CONTAINMENT ACTIONS**

<b>Goal</b>	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
<b>Objective</b>	Protect the community by promptly responding to calls for service.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Contain the fire to area of involvement for 90% of fires	97.7%	91.5%	90%	91.4%	90%
<b>Description</b>	This measure tracks the percentage of fire service calls that are within established response times' percentiles.				
<b>Purpose</b>	Quick response times can mean the difference between short and long-term recovery, the extent and severity of injury, and most importantly, the difference between life and death.				
<b>Status</b>	The department consistently meets or exceeds the measurement requirement.				

**Output Measures**

Response Times-Review maps of response areas a minimum of two (2) hours per month.

Effective Water Supply-Review water supply standard operating guidelines (SOG) at a minimum of one (1) time per month. Conduct training on water supply operations a minimum of one (1) time per month.

Effective Fire Attack-Review all actions taken during: structure fire incident, vehicle fire incident, outside fire incident.

Effective Fire Ground Training Evolutions-Line personnel will complete a minimum of one (1) fire related training evolution per month. Fire certified personnel will complete a minimum of one (1) live fire training evolution per year.

**CUSTOMER SATISFACTION OF QUALITY OF COMMUNITY EMERGENCY PREPAREDNESS EDUCATION**

<b>Goal</b>	Develop, maintain, and sustain a comprehensive community risk reduction program that engages the whole community.				
<b>Objective</b>	Offer a variety of safe activities and safety education.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Maintain a percentage rate of 95% of residents/business contacts who feel information provided by the Fire Department will help prepare them for an emergency	100%	100%	95%	100%	95%
<b>Description</b>	The department conducts surveys to obtain feedback on the customer satisfaction of the quality of community emergency preparedness education.				
<b>Purpose</b>	This feedback assists the department in determining the effectiveness of community educational classes and community sponsored events.				
<b>Status</b>	The department consistently provides surveys to participants in educational classes and sponsored events.				

**Output Measures**

Conduct forty-eight (48) community educational classes per year.

Participate in eight (8) community sponsored events per year.

**Operating Budget Summary**

<b>DESCRIPTION</b>	<b>FY 2012 ACTUAL</b>	<b>FY 2013 ACTUAL</b>	<b>FY 2014 ACTUAL</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Salaries & Wages	\$ 3,956,827	\$ 3,974,769	\$ 3,919,335	\$ 3,990,120	\$ 4,082,400
Employee Benefits	1,883,627	1,873,334	1,880,735	2,020,900	2,110,810
<b>PERSONNEL EXPENDITURES</b>	<b>5,840,454</b>	<b>5,848,103</b>	<b>5,800,070</b>	<b>6,011,020</b>	<b>6,193,210</b>
Professional/Contracted Services	139,267	114,516	57,201	82,730	99,660
Current Operating Charges	1,121,631	1,277,605	1,125,023	1,165,400	1,164,420
Operating Supplies	358,269	225,694	189,464	230,340	258,700
<b>OPERATING EXPENDITURES</b>	<b>1,619,167</b>	<b>1,617,815</b>	<b>1,371,688</b>	<b>1,478,470</b>	<b>1,522,780</b>
<b>CAPITAL EXPENDITURES</b>	<b>6,728</b>	<b>-</b>	<b>-</b>	<b>7,900</b>	<b>3,750</b>
<b>OTHER USES</b>	<b>-</b>	<b>282,000</b>	<b>447,000</b>	<b>597,000</b>	<b>552,000</b>
<b>TOTALS</b>	<b>\$ 7,466,349</b>	<b>\$ 7,747,918</b>	<b>\$ 7,618,758</b>	<b>\$ 8,094,390</b>	<b>\$ 8,271,740</b>



## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 ADOPTED	FY 2013 ADOPTED	FY 2014 ADOPTED	FY 2015 ADOPTED	FY 2016 ADOPTED
Fire Chief	1	1	1	1	1
Deputy Fire Chief	1	1	1	1	1
Fire Marshal	1	1	1	1	1
Emergency Management Coordinator	1	1	1	1	-
Division Chief of Emergency Medical Services	-	-	-	-	1
Battalion Chiefs	-	-	4	4	3
Division Chief of Administration	-	-	-	-	1
Captain	4	4	-	-	-
Lieutenant	15	15	15	15	15
Fire/Medics	63	63	63	63	63
Life Safety Officer	-	-	2	2	2
Fire Inspector	2	2	-	-	-
Logistics & Safety Officer	-	-	-	-	1
Business Services Coordinator	1	1	1	1	1
Trade Worker Journeyman	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Staff Assistant	1	1	1	1	1
<b>TOTAL</b>	<b>92</b>	<b>92</b>	<b>92</b>	<b>92</b>	<b>93</b>

## Capital Projects

### Major Initiatives

- **Fire Station 85 Construction** – The new fire station building is located at the corner of Biscayne and Ponce de Leon Boulevards. The fire station is supported by the Fire Rescue master Plan and provides for maintaining the adopted level of service. The station will be a hardened facility to further strengthen the City’s emergency management plan.
- **Fire/Police Training Tower** – The tower will provide greater training opportunities for both police and fire staff to expand training opportunities within city boundaries.
- **Capital Replacement Program** – The Fire Rescue District has an extensive capital replacement program. The City established a Capital Acquisition Fund in fiscal year 2013 to provide a mechanism for departments to reserve funding for future acquisitions.



# Neighborhood Development Services

## Fund

135-Building Fund

## Department/Division

2700-Building

## Mission

The mission of the Building Division is to assure and maintain a safely built structural environment by:

- monitoring construction to ensure community values are sustained;
- ensuring community property standards are maintained; and
- providing oversight for a safe and aesthetically pleasing built environment.

In order to accomplish this mission, the Building Division is responsible for enforcement of Florida Statutes on construction, permitting, and inspection services; and for the coordination of permits and approvals to ensure every project in the City complies with all applicable code and life safety requirements.

## Core Services and Outputs

### Permitting, Plans Review, and Inspections

**Primary Customer Group:** Licensed Contractors

**Customer Requirements:** Promptness

**Definition Statement:** To promptly regulate and enforce the permitting, plans review, and inspection of the construction of buildings and structures by licensed contractors in accordance with the Florida Building Code and other local, state, and federal laws.

### Contractor and Business Licensing

**Primary Customer Group:** Regulated contractors and businesses

**Customer Requirements:** Promptness

**Definition Statement:** To promptly regulate and administer regulated contractor and business licensing according to local and state laws.

## Structure





### Accomplishments

- Collaborated with the Business Advocate to review permitting and inspection processes to improve customer service
- Reviewed and issued forty-three (43) commercial permits
- Reviewed and issued 758 residential permits
- Reviewed and issued 6,068 miscellaneous permits
- Issued sixty-six (66) commercial certificates of occupancy
- Issued 640 residential certificates of occupancy

### Initiatives

- Full utilization of the OptiView software
- Expand digital plans review training and live plans review for all development review personnel
- Institute mobility application on i-Pads or i-Phone 6+ and real time results of inspections from the field
- Reduce the number of hard copy plans required from contractors

### Goals and Objectives

#### GOAL 1

Ensure a high level of customer service through application review, processing and permit issuance times.

#### OBJECTIVES:

- Interpret and apply the building code through inspection and enforcement.
- Process and review residential applications within ten (10) business days.
- Process and review miscellaneous multi-review applications within five (5) business days.
- Process and review miscellaneous single/double review applications within three (3) business days.

### Key Performance Measures

#### PROCESSING AND REVIEWING OF MISCELLANEOUS SINGLE/DOUBLE REVIEW APPLICATIONS

<b>Goal</b>	Ensure a high level of customer service through application review, processing and permit issuance times.				
<b>Objective</b>	Process and review miscellaneous single/double review applications within three (3) business days				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Process and review 90% of miscellaneous single/double review applications within three (3) business days	N/A	N/A	N/A	95%	90%
<b>Description</b>	This measure tracks the percentage of applications processed and reviewed by the division.				
<b>Purpose</b>	This measure assists the division in developing efficiencies in the processing and reviewing time of applications.				
<b>Status</b>	Fiscal year 2015 was the first year this measure was tracked.				

**PROCESSING AND REVIEWING OF MISCELLANEOUS MULTI-REVIEW REVIEW APPLICATIONS**

<b>Goal</b>	Ensure a high level of customer service through application review, processing and permit issuance times.				
<b>Objective</b>	Process and review miscellaneous multi-review applications within five (5) business days				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Process and review 90% of miscellaneous multi-review applications within five (5) business days	N/A	N/A	N/A	83.6%	90%
<b>Description</b>	This measure tracks the percentage of applications processed and reviewed by the division.				
<b>Purpose</b>	This measure assists the division in developing efficiencies in the processing and reviewing time of applications.				
<b>Status</b>	Fiscal year 2015 was the first year this measure was tracked.				

**PROCESSING AND REVIEWING OF RESIDENTIAL APPLICATIONS**

<b>Goal</b>	Ensure a high level of customer service through application review, processing and permit issuance times.				
<b>Objective</b>	Process and review residential applications within ten (10) business days				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Process and review 90% of residential applications within ten (10) business days	N/A	N/A	N/A	70.6%	90%
<b>Description</b>	This measure tracks the percentage of applications processed and reviewed by the division.				
<b>Purpose</b>	This measure assists the division in developing efficiencies in the processing and reviewing time of applications.				
<b>Status</b>	Fiscal year 2015 was the first year this measure was tracked.				

**Workload Measures**

	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Number of commercial applications reviewed and permits issued	35	51	N/A	43	N/A
Number of residential applications reviewed and permits issued	229	505	N/A	758	N/A
Number of miscellaneous applications reviewed and permits issued	3,606	5,223	N/A	6,065	N/A
Number of commercial certificates of occupancy issued	61	83	N/A	66	N/A
Number of residential certificates of occupancy issued	202	350	N/A	640	N/A



## Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 439,394	\$ 468,293	\$ 603,887	\$ 749,510	\$ 876,570
Employee Benefits	105,989	111,820	159,867	197,220	242,790
<b>PERSONNEL EXPENDITURES</b>	<b>545,383</b>	<b>580,113</b>	<b>763,754</b>	<b>946,730</b>	<b>1,119,360</b>
Professional/Contracted Services	-	-	672	10,820	50,860
Current Operating Charges	341,707	355,288	146,440	203,420	205,320
Operating Supplies	18,662	12,844	28,845	52,940	36,800
<b>OPERATING EXPENDITURES</b>	<b>360,369</b>	<b>368,132</b>	<b>175,957</b>	<b>267,180</b>	<b>292,980</b>
CAPITAL EXPENDITURES	-	-	1,009	40,000	23,000
OTHER USES	-	-	76,000	72,810	40,000
<b>TOTALS</b>	<b>\$ 905,752</b>	<b>\$ 948,245</b>	<b>\$ 1,016,720</b>	<b>\$ 1,326,720</b>	<b>\$ 1,475,340</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 ADOPTED	FY 2013 ADOPTED	FY 2014 ADOPTED	FY 2015 ADOPTED	FY 2016 ADOPTED
Building Director (split between four divisions)	1	1	1	1	1
Building Division Manager	1	1	1	1	1
Building Official	-	1	1	1	1
Chief Building Inspector	1	-	-	-	-
Administrative Manager	-	-	-	-	1
Admin Services Coordinator	-	-	1	1	1
Chief Plans Examiner	1	1	1	1	1
Development Tech I	-	1	1	1	1
Development Tech II	-	1	1	1	1
Standard Inspector	3	3	4	3	3
Plans Examiner/Inspector	3	3	3	5	6
Permit Technician	2	-	-	-	-
Executive Assistant	-	-	-	-	-
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>14</b>	<b>15</b>	<b>17</b>







# North Port Utilities - Administration

**Fund**  
420-Utilities Fund

**Department/Division**  
6060-Administration

**Mission**  
The mission of North Port Utilities - Administration is to achieve community outcomes by providing safe, high quality drinking water and environmentally sound wastewater services by:

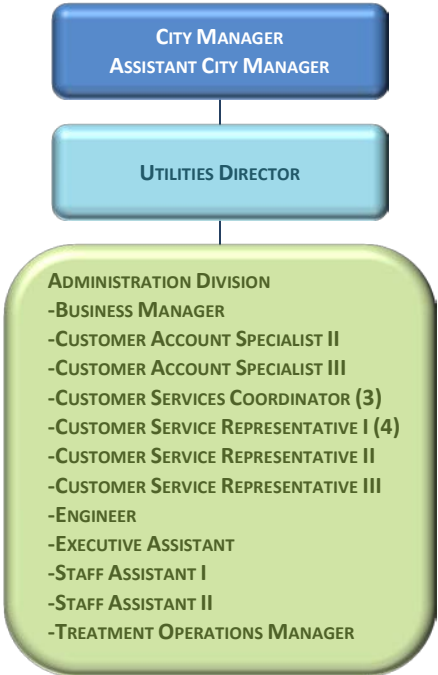
-  providing safe drinking water;
-  exploring viable options to improve water quality;
-  disposing of wastewater in a sound and environmentally approved method; and
-  increasing the capacity of the water and wastewater treatment to enhance community sustainability.

In order to accomplish this mission, the North Port Utilities – Administration is responsible for providing safe drinking water and environmentally sound wastewater and reuse services to the community.

## Core Services and Outputs

*Utility Billing/Quality Customer Service*  
**Primary Customer Group:** Utility customers  
**Customer Requirements:** courtesy  
**Definition Statement:** To provide prompt service and accurate billing information to utility customers in a courteous manner.

## Structure







Accomplishments

- Coordinated the finalization of the Demand and Rate studies for water and wastewater utility services
Continued training and education program to enhance customer service, support educational opportunities to staff, and provide opportunities to receive certifications
Purchased replacement computers based upon Information Technology (IT) replacement schedule
Provided utility billing and cashiering services

Initiatives

- Add one (1) staff assistant to meet increased customer service demands
Implement the newly adopted demand and rate studies
Purchase one (1) Surface Pro 4 tablet to assist staff in meeting current time demands
Continue with the computer replacement program as recommended by IT
Support staff with various training and education opportunities

Goals and Objectives

GOAL 1

Provide effective and excellent customer service.

OBJECTIVES:

- Maintain a high level of customer satisfaction.
Continue annual training of customer service staff.

GOAL 2

Ensure fiscally sound and cost-effective services.

OBJECTIVES:

- Review staffing needs department wide to ensure the best possible utilization of human capital resources.
Analyze the cost of delivering services through best management practices.

Key Performance Measures – Accounting Services

CUSTOMER SATISFACTION

Table with 6 columns: Goal, Objective, FY 2013 Actual, FY 2014 Actual, FY 2015 Adopted, FY 2015 Estimated, FY 2016 Projected. Row 1: Goal: Provide effective and excellent customer service. Row 2: Objective: Maintain a high level of customer satisfaction. Row 3: Maintain an 80% satisfaction rating for utility billing customers based on promptness, accuracy of information, and courteous behavior. Row 4: Description: This measure provides feedback on customer service satisfaction. Row 5: Purpose: This measure supports the division's goal of providing effective and excellent customer service. Row 6: Status: The division continues to meet or exceed the requirement measure.

Output Measures

- Answer phones within three (3) rings 95% of the time to address customer requests.
Address customer requests verbally or issue a work order within one (1) hour to the appropriate division/department.
Collect previous day's phone log and randomly select two (2) customers to call back and survey how satisfied they were with the service provided.
Enter all data collected from surveys by the close of the work day onto a spreadsheet.



## Operating Budget Summary

DESCRIPTION	FY 2012 <u>ACTUAL</u>	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ACTUAL</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Salaries & Wages	\$ 964,529	\$ 923,831	\$ 889,781	\$ 916,140	\$ 918,800
Employee Benefits	238,891	234,236	236,254	268,300	295,410
<b>PERSONNEL EXPENSES</b>	<b>1,203,420</b>	<b>1,158,067</b>	<b>1,126,035</b>	<b>1,184,440</b>	<b>1,214,210</b>
Professional/Contracted Services	21,901	53,770	179,671	124,660	31,370
Current Operating Charges	1,783,141	2,172,335	2,470,387	2,542,150	2,593,560
Operating Supplies	48,354	32,415	27,936	37,680	39,640
<b>OPERATING EXPENSES</b>	<b>1,853,396</b>	<b>2,258,520</b>	<b>2,677,994</b>	<b>2,704,490</b>	<b>2,664,570</b>
<b>DEBT SERVICE</b>	<b>1,863,232</b>	<b>1,583,531</b>	<b>1,390,032</b>	<b>3,673,980</b>	<b>3,651,480</b>
<b>TOTALS</b>	<b>\$ 4,920,048</b>	<b>\$ 5,000,118</b>	<b>\$ 5,194,061</b>	<b>\$ 7,562,910</b>	<b>\$ 7,530,260</b>

## Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 <u>ADOPTED</u>	FY 2013 <u>ADOPTED</u>	FY 2014 <u>ADOPTED</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Utilities Director	1	1	1	1	1
Assistant Utilities Director	-	-	1	-	-
Business Manager	1	1	1	1	1
Engineer	1	1	1	1	1
Water & Wastewater Treatment Plant Manager	1	1	1	1	1
Public Relations Supervisor	1	1	-	-	-
Customer Service Coordinator Outreach	-	-	1	1	1
Executive Assistant	2	2	1	1	1
Staff Assistant II	1	1	1	1	1
Staff Assistant I	-	-	-	-	1
Business Services Coordinator	-	-	1	1	1
Customer Service Coordinator Operations	1	1	1	1	1
Customer Account Specialist III	1	1	1	1	1
Customer Account Specialist II	1	1	1	1	1
Customer Service Rep III	1	1	1	1	1
Customer Service Rep II	1	1	1	1	1
Customer Service Rep I	4	4	4	4	4
<b>TOTAL</b>	<b>17</b>	<b>17</b>	<b>18</b>	<b>17</b>	<b>18</b>



## Capital Projects

### Major Initiatives

- **Residential Neighborhood Expansion** – The pilot project includes two small neighborhood zones, determined by the Water Demand Analysis to be in the top eleven (11) neighborhood zones for demand. The engineering, permitting, and bidding for the two small zones were completed in fiscal year 2015. Construction will begin early in fiscal year 2016.
- **Reclaimed Water Transmission Expansion** – The next phase of reclaimed water expansion will continue through fiscal year 2016. One segment was redesigned to go along the existing right-of-way on Spring Haven Boulevard instead of along the Myakkahatchee Creek, thereby protecting the existing natural flora and fauna along the bank of the creek. In addition to improving the reliability of the reclaim water system for existing and future development, this phase will also allow an existing city park to become a new reclaimed water irrigation user, protecting our water resources by reducing the demand on potable water sources.
- **Completing the final portions of the Myakkahatchee Creek Water Treatment Plant Reliability Project** – Two projects remain to be completed at the conventional surface water plant including the Train 2 clarifier and transfer pump. These projects are anticipated to be completed in fiscal year 2016.
- **Complete upgrades to the Reverse Osmosis (RO) System** – Increasing conductivity in the Myakkahatchee Creek wellfield has created treatment challenges with the existing RO process. Short-term solutions will be implemented in fiscal year 2016.
- **Deep Injection Well Pumps** – The deep injection well pumps have reached the end of useful life and will be replaced in-kind. In addition, associated soft start and electrical panel are at the end of useful life and will be replaced before the end of fiscal year 2016.
- **Dewatering System** – The aerated sludge storage system will be expanded in fiscal year 2016 by modifying the existing tankage and aeration system.
- **Price Boulevard Widening** – During this road project, one existing water line will need to be upsized and relocated; two existing wastewater lines will need to be deflected/relocated as necessary for stormwater piping; and one new reclaimed water line will need to be installed. The design of this project will be completed during 2016.
- **Aquifer, Storage & Recovery (ASR)** – With changes to the regulatory position on using partially treated surface water, we anticipate completing the improvements necessary to connect the conventional water plant at the Myakkahatchee Creek to the ASR system over the next couple of years.
- **Hydraulic Modeling System Reliability** – A complete hydraulic model of the current potable water supply system will be created and field calibrated, with respect to pressures, in fiscal year 2015. This will allow for analysis of the system in determining recommendations for pipeline connections, upsizing, or other options for meeting existing and projected water demands and fire flows.
- **Water Transmission Improvements** – The water line on the bridge over Cocoplum Canal at Cranberry Boulevard and the lines along North Port Boulevard are being designed in fiscal year 2015 and will be constructed in fiscal year 2016. The lines along Chesebro/Italy will be designed and constructed in fiscal year 2016. The department has received preliminary approval from the Southwest Florida Water Management District (SWFWMD) for cooperative funding.



# North Port Utilities – Water Systems

## Fund




420-Utilities Fund

## Department/Division

6061-Water Systems

## Mission

The mission of North Port Utilities – Water Systems is to achieve community outcomes by providing safe, high quality drinking water and environmentally sound wastewater services by:

-  providing safe drinking water;
-  exploring viable options to improve water quality; and
-  increasing the capacity of the water and wastewater treatment to enhance community sustainability.

In order to accomplish this mission, the North Port Utilities – Water Systems is responsible for providing safe drinking water.

## Core Services and Outputs

*Water Treatment/Distribution*

**Primary Customer Group:** Regulatory agencies

**Customer Requirements:** compliance

**Definition Statement:** To provide safe, reliable and quality water that meets all State and Federal guidelines to utility customers.

## Structure



## Accomplishments

- Hired one (1) water plant trainee to continue the division’s staffing and training plan
- Completed annual repair and maintenance of all specialized equipment
- Replaced CL17 chlorine analyzers and components
- Replaced booster station chemical pump



**Initiatives**

- Promote a water plant operator C to operator B and promote a water plant trainee to a water plant operator C based upon meeting all testing and hours requirements
- Coordinate annual compliance reporting
- Begin the Hydraulic Modeling project
- Replace railing at surface water plant

**Goals and Objectives**

**GOAL 1**

Provide safe and clean drinking water for our customers.

**OBJECTIVES:**

- Ensure drinking water meets all regulatory standards.
- Ensure adequate water supplies are available to meeting existing and future water demands.

**GOAL 2**

Increase environmental sustainability of water supply system.

**OBJECTIVES:**

- Increase water conservation and efficiency participation.
- Continue to evaluate and expand water delivery system.

**Key Performance Measures – Accounting Services**

**QUALITY CONTROL REGULATIONS**

<b>Goal</b>	Provide safe and clean drinking water for our customers.				
<b>Objective</b>	Ensure drinking water meets all regulatory standards.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Meet daily, monthly, and quarterly compliance testing in accordance with all State and Federal regulation 100% of the time	100%	100%	100%	100%	100%
<b>Description</b>	The City Water Utility regularly collects and tests water samples to be in compliance with state and federal regulations.				
<b>Purpose</b>	Complying with regulations guarantees the City maintains its high standards of water quality and avoids fines.				
<b>Status</b>	The city drinking water continues to be in complete compliance with all existing standards for water quality.				

**QUALITY CONTROL REGULATIONS**

<b>Goal</b>	Provide safe and clean drinking water for our customers.				
<b>Objective</b>	Ensure drinking water meets all regulatory standards.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Monitor PH and alkalinity every two (2) hours, seven (7) days a week according to the langelier index in order to reduce calcium build up in water mains	100%	100%	100%	100%	100%
<b>Description</b>	The City Water Utility regularly monitors water samples to be in compliance with state and federal regulations.				
<b>Purpose</b>	Complying with regulations guarantees the City maintains its high standards of water quality and avoids fines.				
<b>Status</b>	The city drinking water continues to be in complete compliance with all existing standards for water quality.				

**Output Measures**

Perform one thousand (1,000) water quality tests per month as required by State and Federal guidelines.

Complete operational process testing, flushing and calibration of infrastructure equipment.

Operate fire hydrant valves twice annually and perform quarterly flushing of all dead end mains.

**Operating Budget Summary**

<b>DESCRIPTION</b>	<b>FY 2012 ACTUAL</b>	<b>FY 2013 ACTUAL</b>	<b>FY 2014 ACTUAL</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Salaries & Wages	\$ 398,828	\$ 419,152	\$ 436,686	\$ 521,100	\$ 500,670
Employee Benefits	101,143	114,098	134,296	130,850	143,740
<b>PERSONNEL EXPENSES</b>	<b>499,971</b>	<b>533,250</b>	<b>570,982</b>	<b>651,950</b>	<b>644,410</b>
Professional/Contracted Services	154,414	154,620	186,347	273,760	345,580
Current Operating Charges	2,657,484	3,059,871	3,169,802	3,343,960	3,327,970
Operating Supplies	1,275,340	1,350,641	1,459,652	1,563,440	1,764,870
<b>OPERATING EXPENSES</b>	<b>4,087,238</b>	<b>4,565,132</b>	<b>4,815,801</b>	<b>5,181,160</b>	<b>5,438,420</b>
<b>CAPITAL EXPENSES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,076,370</b>	<b>410,350</b>
<b>TOTALS</b>	<b>\$ 4,587,209</b>	<b>\$ 5,098,382</b>	<b>\$ 5,386,783</b>	<b>\$ 6,909,480</b>	<b>\$ 6,493,180</b>

**Staffing – Authorized Budget Positions**

<b>DESCRIPTION</b>	<b>FY 2012 ADOPTED</b>	<b>FY 2013 ADOPTED</b>	<b>FY 2014 ADOPTED</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Water Superintendent	1	1	1	1	1
Chief Operator	1	1	1	1	1
Instrument Plant Control Technician	1	1	1	1	1
Operators	4	4	4	5	6
Trainee	-	1	1	1	-
<b>TOTAL</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>9</b>	<b>9</b>



# North Port Utilities – Wastewater Systems

## Fund

420-Utilities Fund

## Department/Division

6062-Wastewater Systems

## Mission

The mission of North Port Utilities – Wastewater Systems is to achieve community outcomes by providing safe, high quality drinking water and environmentally sound wastewater services by:

- disposing of wastewater in a sound and environmentally approved method; and
- increasing the capacity of the water and wastewater treatment to enhance community sustainability.

In order to accomplish this mission, the North Port Utilities – Wastewater Systems is responsible for providing environmentally sound wastewater and reuse services to the community.

## Core Services and Outputs

### Wastewater Collection and Treatment

**Primary Customer Group:** Regulatory agencies

**Customer Requirements:** compliance

**Definition Statement:** To provide a safe and environmentally sound wastewater collection and treatment process that meets all State and Federal guidelines for the community.

## Structure



## Accomplishments

- Promoted one (1) Wastewater Plant Operator A to Chief Operator
- Advanced one (1) Wastewater Plant Operator B to Operator A and one (1) Wastewater Plant Trainee to Operator C
- Added and hired one (1) Instrument Control Technician
- Coordinated Annual Summary report for two Deep Injection Wells
- Maintained and repaired special equipment including sandblasting and painting of yard piping and equipment



- Continued with the Lift Station Rehabilitation Program

**Initiatives**

- Add budget funding for two (2) additional Wastewater Plant Operator A and one (1) additional Operator C
- Complete all annual inspections and reporting requirements
- Replace computers based upon Information Technology replacement schedule
- Continue with the Lift Station Rehabilitation Program
- Purchase one (1) replacement vehicle based upon Fleet Management recommendation
- Replace the SCADA service at the wastewater treatment plant

**Goals and Objectives**

**GOAL 1**

Protect the environment and public’s health.

**OBJECTIVES:**

- Conduct regular inspections of commercial permits to ensure compliance with all regulations.
- Ensure compliance with all state and federal regulations.

**GOAL 2**

Operate high quality, cost-effective facilities.

**OBJECTIVES:**

- Mitigate cost increase through effective maintenance of equipment and analysis of potential operational efficiencies.

**Key Performance Measures – Accounting Services**

**QUALITY CONTROL REGULATIONS**

<b>Goal</b>	Protect the environment and public’s health.				
<b>Objective</b>	Ensure compliance with all state and federal regulations.				
	<b>FY 2013 Actual</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Projected</b>
Meet daily, monthly, and quarterly compliance testing in accordance with all State and Federal regulation 100% of the time	100%	100%	100%	100%	100%
<b>Description</b>	The plant has numerous effluent limits and requirements to meet state and federal compliance levels.				
<b>Purpose</b>	Complying with regulations guarantees the City maintains its high standards of quality control and avoids fines.				
<b>Status</b>	The city continues to be in complete compliance with all existing standards for quality control.				

**Output Measures**

Perform eight (8) wastewater quality tests per month as required by State and Federal guidelines.

Perform process tests to produce a safe wastewater effluent that can be used as an alternative for potable water for irrigation.

Perform ninety-nine (99) inspections five (5) days a week on lift stations.





### Operating Budget Summary

DESCRIPTION	FY 2012 <u>ACTUAL</u>	FY 2013 <u>ACTUAL</u>	FY 2014 <u>ACTUAL</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Salaries & Wages	\$ 366,172	\$ 349,044	\$ 369,123	\$ 476,350	\$ 507,730
Employee Benefits	89,857	83,114	97,460	113,020	147,380
<b>PERSONNEL EXPENSES</b>	<b>456,029</b>	<b>432,158</b>	<b>466,583</b>	<b>589,370</b>	<b>655,110</b>
Professional/Contracted Services	419,500	409,138	413,597	375,380	221,160
Current Operating Charges	360,640	354,307	403,647	436,340	484,260
Operating Supplies	2,255,864	2,282,864	2,313,817	2,467,630	2,425,540
<b>OPERATING EXPENSES</b>	<b>3,036,004</b>	<b>3,046,309</b>	<b>3,131,061</b>	<b>3,279,350</b>	<b>3,130,960</b>
CAPITAL EXPENSES	-	-	-	470,820	346,670
<b>TOTALS</b>	<b>\$ 3,492,033</b>	<b>\$ 3,478,467</b>	<b>\$ 3,597,644</b>	<b>\$ 4,339,540</b>	<b>\$ 4,132,740</b>

### Staffing – Authorized Budget Positions

DESCRIPTION	FY 2012 <u>ADOPTED</u>	FY 2013 <u>ADOPTED</u>	FY 2014 <u>ADOPTED</u>	FY 2015 <u>ADOPTED</u>	FY 2016 <u>ADOPTED</u>
Wastewater Superintendent	1	1	1	1	1
Instrument Control Tech	-	-	-	1	1
Chief Operator	-	-	-	1	1
Operators	5	5	5	5	8
Trainee	-	-	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>9</b>	<b>12</b>



## North Port Utilities – Field Operations

### Fund

420-Utilities Fund

### Department/Division

6063-Field Operations

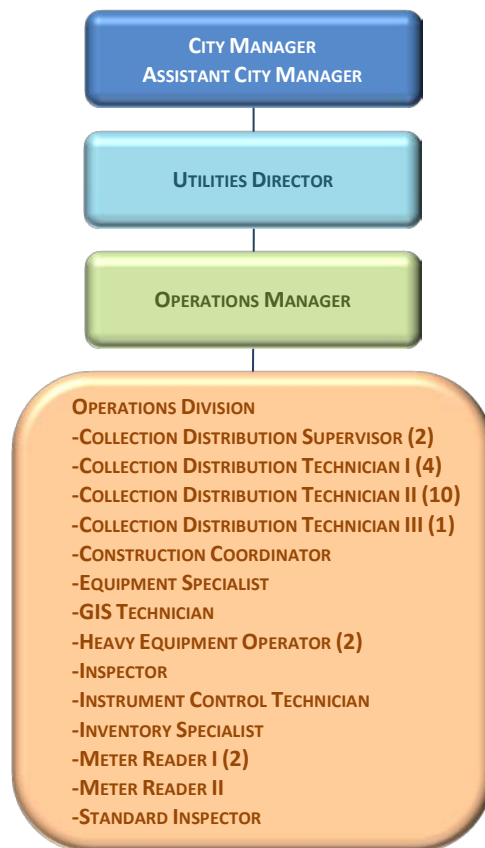
### Mission

The mission of North Port Utilities – Field Operations is to achieve community outcomes by providing safe, high quality drinking water and environmentally sound wastewater services by:

- providing safe drinking water;
- exploring viable options to improve water quality; and
- disposing of wastewater in a sound and environmentally approved method.

In order to accomplish this mission, the North Port Utilities – Field Operations is responsible for providing safe drinking water and environmentally sound wastewater and reuse services to the community.

### Structure





## Accomplishments

- Hired one (1) Collection & Distribution Technician
- Continued with the Backflow Cross Connection Installations
- Coordinate Backflow Cross Connection Testing
- Perform annual maintenance and repair of specialized equipment
- Ensure all licenses, fees, and permits are current
- Continued with the Meter Change Out Program
- Provided training for staff to maintain certifications and increase knowledge of operations
- Replaced vehicles and equipment based upon Fleet Management recommendations
- Continued with the Inflow & Infiltration Program

## Initiatives

- Add and hire one (1) Collection & Distribution (C&D) Technician II and one (1) C&D Technician III
- Educate customers about backflow preventions as part of the City's Backflow Cross Connection Program
- Perform annual maintenance of specialized equipment
- Ensure all software maintenance is up-to-date
- Develop and train staff to achieve division's goals
- Continue with the Meter Change Out and the Inflow & Infiltration Programs

## Goals and Objectives

### GOAL 1

Provide safe and clean drinking water for our customers.

#### OBJECTIVES:

- Educate customers about backflow prevention as part of the City's Backflow Cross Connection Program.
- Maintain and update water infrastructure to ensure reliable service.
- Ensure adequate water supplies are available to meeting existing and future water demands.

### GOAL 2

Maintain and provide reliable wastewater services to City customers.

#### OBJECTIVES:

- Maintain a low level of inflow and infiltration into the City's wastewater system.
- Conduct ongoing operation and maintenance.

## Operating Budget Summary

DESCRIPTION	FY 2012 ACTUAL	FY 2013 ACTUAL	FY 2014 ACTUAL	FY 2015 ADOPTED	FY 2016 ADOPTED
Salaries & Wages	\$ 1,460,989	\$ 1,475,067	\$ 1,432,923	\$ 1,515,640	\$ 1,538,890
Employee Benefits	397,895	407,805	445,084	493,520	473,200
<b>PERSONNEL EXPENSES</b>	<b>1,858,884</b>	<b>1,882,872</b>	<b>1,878,007</b>	<b>2,009,160</b>	<b>2,012,090</b>
Professional/Contracted Services	282,032	183,292	160,613	156,720	211,910
Current Operating Charges	360,464	405,469	570,146	535,410	603,770
Operating Supplies	548,309	508,288	661,910	692,360	756,820
<b>OPERATING EXPENSES</b>	<b>1,190,805</b>	<b>1,097,049</b>	<b>1,392,669</b>	<b>1,384,490</b>	<b>1,572,500</b>
CAPITAL EXPENSES	-	-	-	925,380	664,770
<b>TOTALS</b>	<b>\$ 3,049,689</b>	<b>\$ 2,979,921</b>	<b>\$ 3,270,676</b>	<b>\$ 4,319,030</b>	<b>\$ 4,249,360</b>

**Staffing – Authorized Budget Positions**

<b>DESCRIPTION</b>	<b>FY 2012 ADOPTED</b>	<b>FY 2013 ADOPTED</b>	<b>FY 2014 ADOPTED</b>	<b>FY 2015 ADOPTED</b>	<b>FY 2016 ADOPTED</b>
Field Operations Manager	1	1	1	1	1
Warehouse Controller	-	-	-	-	-
GIS Technician	1	1	1	1	1
Field C & D Supervisor	2	2	2	2	2
Heavy Equipment Operator	2	2	2	2	2
C & D Technician III	-	-	-	-	1
C & D Technician II	8	8	8	8	9
C & D Technician I	5	5	5	5	5
Utility Equipment Specialist	1	1	1	1	1
Plant Control Technician	1	1	1	1	1
Meter Reader Supervisor	-	-	-	-	-
Meter Reader II	1	1	1	1	1
Meter Reader I	2	2	2	2	2
Construction Coordinator	1	1	1	1	1
Inspector	1	1	1	2	2
Inventory Specialist	1	1	1	1	1
<b>TOTAL</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>28</b>	<b>30</b>













## CAPITAL IMPROVEMENT PROGRAM

### WHAT ARE CAPITAL IMPROVEMENTS?

The Capital Improvement Plan (CIP) is a ten-year roadmap for creating, maintaining and paying for North Port’s present and future infrastructure needs. The CIP outlines project costs, funding sources and estimated future operating costs associated with each capital improvement. The plan is designed to ensure that capital improvements will be made when and where they are needed, and that the City will have the funds to pay for and maintain them.

Capital improvement projects are non-routine capital expenditures that generally cost more than \$25,000 and result in the purchase of equipment, acquisition of land, design and construction of new assets or the renovation, rehabilitation or expansion of existing capital assets. Capital projects usually have an expected useful life of at least five years.

Capital improvements make up the bricks and mortar, or infrastructure that all cities must have in place to provide essential services to current residents and support new growth and development. They also are designed to prevent the deterioration of the city’s existing infrastructure, and respond to and anticipate the future growth of the city. A wide range of projects comprise capital improvements as illustrated by the examples below:

-  fire and police stations;
-  parks, trails, open space, recreation centers and other related facilities;
-  water and wastewater treatment plants, transmission pipes, storage facilities and pump stations;
-  roads, bridges, traffic signals and other traffic control devices;
-  landscape beautification projects;
-  computer software and hardware systems other than personal computers and printers;
-  water control structures, stormwater retention ponds;
-  and major equipment purchases such as police and fire vehicles, sanitation trucks and heavy road equipment.

Growing municipalities such as North Port face a special set of complex problems. These cities need to build new roads, add public amenities such as parks and expand public safety service to accommodate new residential and non-residential development. They also must simultaneously maintain, replace, rehabilitate and/or upgrade existing capital assets such as roads, parks, buildings and underground pipes for the water and sewer system.

North Port has completed many capital projects that involved renovating, rehabilitating or expanding existing infrastructure or buildings. Notable projects completed since 2005 include the following:







2015	Playground Equipment – Hope and LaBrea Parks
2015	Road Bond Phase One and Two
2015	Atwater Park – Splash Pad
2015	Oaks Park and Myakkahatchee Creek Trail
2015	Sumter Boulevard Widening – Heron Creek to City Center Boulevard
2015	Biscayne Boulevard Intersection Improvements
2014	Reclaimed Water Expansion
2014	Rehabilitation of Water Control Structure WCS 101
2014	Price/Haberland Intersection
2014	Forcemain Master Pumping
2014	Forcemain Spring Haven
2014	Police Replacement Vehicles
2013	Neighborhood Park Renovations
2013	Reverse Osmosis Plant
2012	Fire Station #84
2012	Fleet Maintenance Facility
2011	Sumter Blvd Widening - Phase III - City Hall Blvd to Hansard
2011	Toledo Blade Widening
2011	Atwater Park
2011	Purchase of Warm Mineral Springs



2011	Helipad
2010	Intersection Improvement - Price & Cranberry
2010	Freestyle Bike Park
2010	Canine Club
2010	Fire Station #82
2010	Morgan Community Center
2010	Wastewater Treatment Plant Expansion
2010	Family Services Center
2009	Sumter Blvd Widening - Phase II
2009	Intersection Improvement - Price & Chamberlain
2009	Fire Station #83
2008	Garden of the Five Senses
2008	Narramore Sports Park Expansion & Improvements
2007	Intersection Improvement - Price & Salford
2006	Traffic Signal - Sumter & City Hall Boulevard
2006	Narramore Sports Park - Soccer Fields
2006	Water Treatment Plant Upgrades
2006	City Hall
2006	Police Station
2006	Sumter Blvd Widening - Phase I
2005	Salford and US41 Turn Lane
2005	Wastewater Treatment Plant Expansion

#### ***PAYING FOR CAPITAL IMPROVEMENTS***

In many respects, the city planning process for selecting, scheduling and financing capital improvements parallels the way an individual might plan for buying a new house or car. This process entails an assessment of many valid competing needs, a determination of priorities, an evaluation of costs and financing options and an establishment of realistic completion timeframes. The analysis process involves many familiar questions.




-  Do I need a new home or car or just “want” one?
-  Can I wait another year or two?
-  Are there other alternatives such as remodeling, using public transit or carpooling?
-  What other purchases will I need to forego?
-  What can I afford and how can I pay for it?
-  Do I need outside financing and what will it cost?

If the purchase plan moves forward, a decision must be made about the down payment. A good planner might have started a replacement fund a few years ago in anticipation of the need. Other cash sources might include a savings account or a rainy day emergency fund. The city, just like most families, needs to find longer-term financing to cover certain costs for capital improvements. Repayment of the loan might require cutting other expenses like eating at restaurants or increasing income by taking a second part-time job. An unanticipated inheritance may speed up the timetable; a negative event, such as a flood or unanticipated medical expense, might delay the plan.





Similarly, most large capital improvements cannot be financed solely from a single year’s revenue stream or by simply increasing income or decreasing expenses.

#### ***GUIDELINES AND POLICIES USED IN DEVELOPING THE CIP***

Strategic goals and key objectives and the city’s financial policies provide the broad parameters for development of the annual capital plan. Additional considerations include the following:

-  Does a project support City Commission’s strategic goals?
-  Does a project qualify as a capital project, i.e., costs more than \$25,000 and has an expected useful life of at least five years?
-  Does a project support the city’s favorable investment ratings and financial integrity?



-  Does a project prevent the deterioration of the city's existing infrastructure, and respond to and anticipate future growth in the city?
-  Does a project encourage and sustain quality economic development?
-  Can a project be financed through growth in the tax base or development fees, when possible, if constructed in response to residential or commercial development?
-  Is a project responsive to the needs of residents and businesses within the constraints or reasonable taxes and fees?

Master plans also help determine which projects should be included in the CIP and the timeframes in which the projects should be completed. The Water and Sewer Master Plan and the Fire Rescue Master Plan provide valuable guidance in preparation of the CIP.

Economic forecasts also are a critical source of information and guidance throughout the capital planning process. The forecasts assess external factors such as whether the local economy is growing or contracting, population growth, inflation for construction materials, the value of land, and other variables that may affect the city's ability to finance needed services and capital projects.

#### ***NORTH PORT'S ANNUAL CIP DEVELOPMENT PROCESS***

In conjunction with the annual budgeting process, the Finance department coordinates the city-wide process of revising and updating the city's capital plan. City staff members from all departments participate in an extensive review of projects in the existing plan and the identification of new projects for inclusion in the CIP. The City Commission's commitment to the needs and desires of North Port's citizens is a critical factor considered during the capital planning process, as well as compliance with legal limits and financial resources.

The first year of the plan is the only year appropriated by Commission. The remaining nine years are for planning purposes and funding is not guaranteed to occur in the year planned. City Commission makes the final decision about whether and when to fund a project.

Once projects are selected for inclusion in the capital plan, decisions must be made about which projects should be recommended for inclusion in the first five years of the plan. Determining how and when to schedule projects is a complicated process. It must take into account City Commission's strategic goals as well as all of the variables that affect the city's ability to generate the funds to pay for these projects without jeopardizing its ability to provide routine, ongoing services and one-time emergency services when needed.

The City Commission reviews the recommended CIP during the summer budget workshops. Commission also considers citizen requests and considers the recommendations of staff before making the final decision about which projects should be included in which years of the CIP.

#### **CAPITAL PROGRAM LONG-RANGE FINANCIAL PLAN**

North Port primarily uses the "pay as you go" philosophy to construct governmental capital projects. Two exceptions to this philosophy are the Road Reconstruction Bond project and the widening of the final section of Sumter Boulevard. The City secured bond proceeds when the citizens passed a bond referendum brought to them November, 2012. In 2013, the City secured funding from the State of Florida through its State Infrastructure Bank program to complete the widening of Sumter Boulevard.

The majority of capital projects are funded from impact fees and the county infrastructure surtax program. Impact fees are an imposed fee on new development as a total or partial reimbursement for the cost of additional facilities made necessary for growth. Impact fees are restricted to use on capital projects which are necessary to add infrastructure capacity. Currently, the city imposes six impact fees: 1) Law Enforcement; 2) Fire; 3) Transportation; 4) Parks; 5) Solid Waste; and 6) General Government.

The City is reviewing the possibility of a mobility fee to replace transportation impact fees. A mobility fee is similar to the existing impact fee with the exception of focusing on a total transportation system. For example, a mobility fee plans for multi-modal types (sidewalks, bike lanes, roadways, rail systems, trolley systems) of transportation rather than an impact fee which only regulates road capacity.

The Infrastructure Surtax is a "penny tax" applied to the first \$5,000 of any single taxable item when sold to the same purchaser at the same time. The tax is restricted to capital improvements and cannot be used for operating expenditures. The most recent surtax program was adopted in 2009 and is a fifteen (15) year program ending in 2024. The City receives a portion of the tax proceeds based upon a distribution formula developed by the Florida Department of Revenue. Population is the key component to the calculation.

Following is a chart of impact fee projections for fiscal year 2016 – 2020 to be used for city projects. The projections are conservative and staff estimates funding to remain stable in the following five (5) years 2021 – 2025.





City Projections	Transportation	Parks	Law Enforcement	Fire	General Government	Solid Waste	Total
FY 2016	\$ 950,169.91	\$125,748.00	\$ 81,583.30	\$ 92,441.48	\$ 64,267.97	\$ 50,154.30	\$1,364,364.96
FY 2017	\$ 740,415.66	\$125,748.00	\$ 66,218.60	\$ 73,767.09	\$ 51,289.62	\$ 43,444.35	\$1,100,883.31
FY 2018	\$ 820,891.29	\$139,720.00	\$ 73,444.90	\$ 81,803.82	\$ 56,877.54	\$ 48,214.15	\$1,220,951.70
FY 2019	\$ 958,069.05	\$161,873.47	\$ 84,691.10	\$ 94,287.75	\$ 65,555.17	\$ 55,716.60	\$1,420,193.13
FY 2020	\$ 923,995.67	\$150,897.60	\$ 82,062.50	\$ 91,680.79	\$ 63,743.88	\$ 53,268.75	\$1,365,649.18
<b>Total</b>	<b>\$4,393,541.58</b>	<b>\$703,987.07</b>	<b>\$388,000.40</b>	<b>\$433,980.92</b>	<b>\$301,734.16</b>	<b>\$250,798.15</b>	<b>\$6,472,042.28</b>

The state provides an annual estimate of proceeds from infrastructure surtax to the city. Future year projections are developed by city staff based upon historical trends and estimated growth in population. Following is a chart of the projected proceeds from infrastructure surtax through the end of the program in 2024. City staff projects an annual average increase of 7.5%.

FY 16-17 Projections	FY 17-18 Projections	FY 18-19 Projections	FY 19-20 Projections	FY 20-21 Projections	FY 21-22 Projections	FY 22-23 Projections	FY 23-24 Projections	Total
8,750,113	9,406,371	10,111,849	10,617,442	11,148,314	11,705,730	12,291,016	12,905,567	<b>95,076,042</b>

During the 2015 Strategic Planning session, City Commission developed the following list of major capital projects as top or high priority in reaching the 2030 Vision for the City. The funding for these projects will be solidified at a future date.

#### Major Projects

- Blueways – phases 3-5
- Atwater Park – continue development of park site
- Butler Park – continue development of park site
- Regional Community Park
- Sidewalk Program – sidewalk expansion to improve connectivity
- Price Boulevard Widening – complete phase one (1) and continue with the widening of the entire roadway. This project may meet the requirements to receive state funding through the State Infrastructure Bank (SIB).
- Intersection Improvements along US 41
- Information Technology Infrastructure
- Emergency Operations Center – utilize an existing facility or construct a stand-alone building
- Water Control Structure rehabilitation
- Police Sub-Stations at Fire Station Sites
- Implementation of the Big Slough Watershed Study – reduce effects of regional flooding
- Water & Wastewater Treatment

#### IMPACT OF THE CIP ON THE OPERATING BUDGET

North Port's operating budget is directly affected by the CIP. Almost every new capital improvement entails ongoing expenses for routine operation, repair and maintenance upon completion or acquisition. Also, many new capital facilities require the addition of new positions. Existing city facilities and equipment that were once considered state-of-the-art will require rehabilitation, renovation or upgrades to accommodate new uses and/or address safety and structural improvements. Older facilities usually involve higher maintenance and repair costs as well. Pay-as-you-go capital projects, grant-matching funds and lease/purchase capital expense also come directly from the operating budget. The costs of future operations and maintenance for new CIP projects are estimated by each department.

Operating costs are carefully considered in deciding which projects move forward in the CIP because it is not possible for the city to fund concurrently several large-scale projects that have significant operating budget impacts. Therefore, implementation timetables are established that stagger projects over time.

Commission reviews operating and maintenance costs associated with capital projects scheduled to come on-line in the upcoming fiscal year during the annual summer budget workshops. The following chart reflects those anticipated operating costs.



The following chart reflects those anticipated operating impact costs for all projects in the FY 2016-2020 CIP.

Project Type	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Total
City Facility Projects	\$ -	\$ 8,000	\$ 8,150	\$ 8,310	\$ 8,475	\$ 32,935
Fire Rescue Projects	6,920	49,975	642,805	2,503,605	4,366,855	7,570,160
Information Technology Projects	-	-	-	-	45,000	45,000
Park Projects	25,015	33,710	34,631	35,151	35,678	164,185
Police Projects	-	-	46,000	67,600	63,650	177,250
Transportation Projects	2,978,515	2,997,070	3,023,370	3,026,033	3,023,916	15,048,904
Water & Sewer Projects	(91,550)	(58,808)	(51,997)	6,724	68,247	(127,384)
<b>TOTAL OPERATING IMPACT</b>	<b>\$ 2,918,900</b>	<b>\$ 3,029,947</b>	<b>\$ 3,702,959</b>	<b>\$ 5,647,423</b>	<b>\$ 7,611,821</b>	<b>\$22,911,050</b>

The Capital Improvement Program (CIP) is a five-year plan for major capital additions or replacements within the City of North Port. The City Commission adopts the first year of the multi-year plan as an integral part of the budget; those projects are presented in detail in the following pages. A grand summary of the five-year program is presented below.

**FISCAL YEAR 2016  
CAPITAL IMPROVEMENT PROGRAM  
FIVE-YEAR BUDGET SUMMARY**

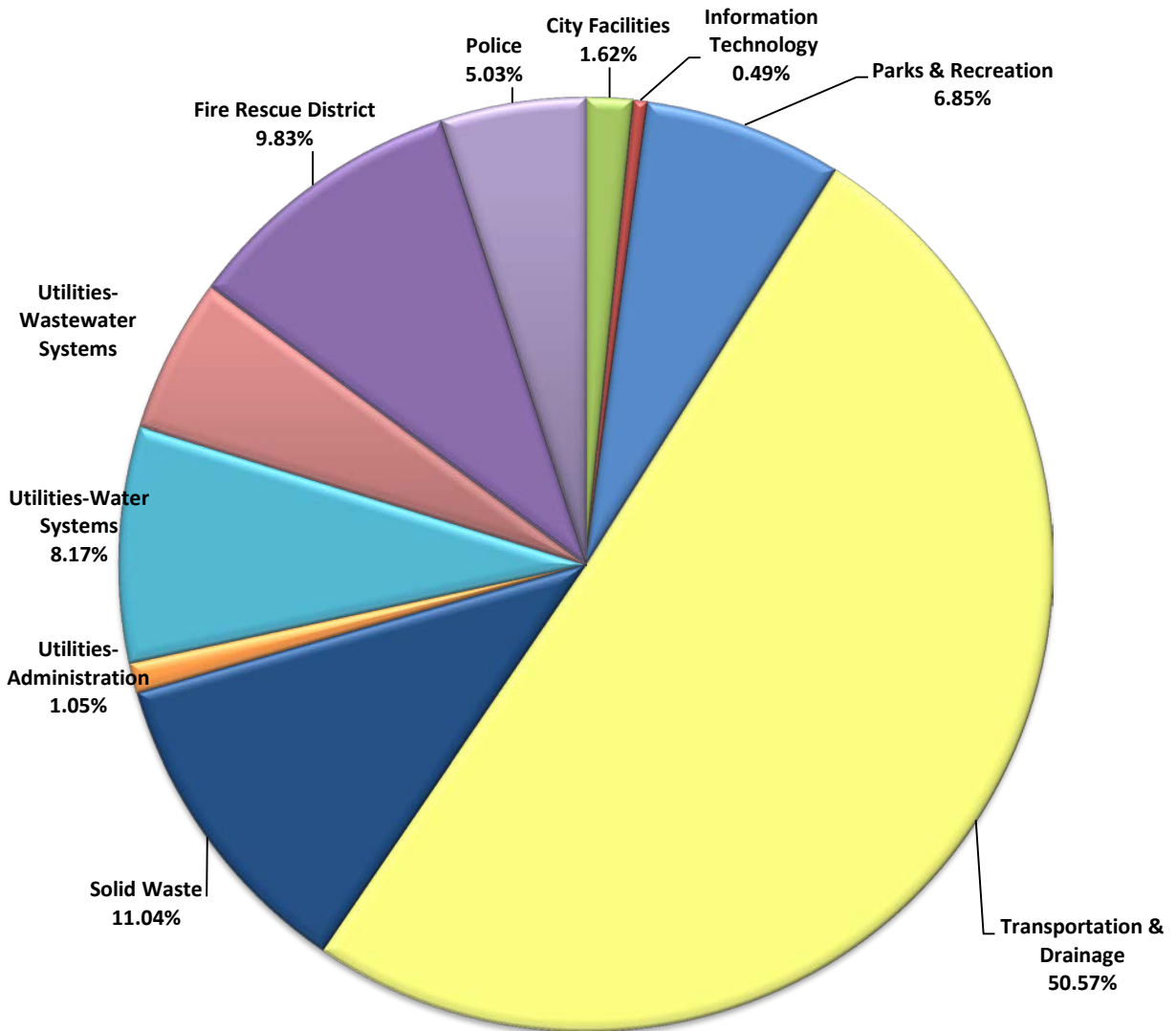
Project Costs	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Fiscal Year 2019-20	Five-Year Total
City Facilities	\$ 262,500	\$ 970,000	\$ -	\$ -	\$ -	\$ 1,232,500
Information & Technology	80,000	80,000	-	-	-	160,000
Parks & Recreation	1,109,000	1,335,000	1,000,000	650,000	50,000	4,144,000
Transportation & Drainage	8,190,660	6,590,260	17,810,010	4,310,690	5,249,410	42,151,030
Solid Waste	1,787,920	2,256,480	2,221,454	1,040,019	3,128,500	10,434,373
Utilities-Administration	170,000	616,000	3,334,795	600,000	-	4,720,795
Utilities-Water Systems	1,324,060	382,840	3,532,840	3,677,310	2,918,970	11,836,020
Utilities-Wastewater Systems	866,860	587,140	593,110	2,273,000	6,165,000	10,485,110
Fire Rescue District	1,592,000	1,104,060	1,952,510	4,342,270	525,000	9,515,840
Police	815,120	893,820	858,600	706,500	735,540	4,009,580
<b>Total Project Costs</b>	<b>\$ 16,198,120</b>	<b>\$ 14,815,600</b>	<b>\$ 31,303,319</b>	<b>\$ 17,599,789</b>	<b>\$ 18,772,420</b>	<b>\$ 98,689,248</b>

Financing Sources						
Impact Fees - Law Enforcement	\$ 78,180	\$ -	\$ 159,950	\$ -	\$ -	\$ 238,130
Impact Fees - Fire	30,000	268,020	-	-	-	298,020
Impact Fees - West Villages - Fire	-	-	75,000	75,000	75,000	225,000
Impact Fees - Parks & Recreation	-	150,000	350,000	250,000	-	750,000
Impact Fees - West Villages - Parks & Recreation	-	-	100,000	50,000	50,000	200,000
Impact Fees - Solid Waste	100,000	-	-	-	-	100,000
Capacity Fees - Water	150,000	50,000	200,000	2,164,200	1,050,000	3,614,200
Capacity Fees - Wastewater	766,860	587,140	593,110	2,273,000	6,165,000	10,385,110
Escheated Lots - Land	1,850,000	-	-	-	-	1,850,000
Escheated Lots - Parks	-	75,000	-	-	-	75,000
One Cent Sales Surtax-II	27,000	-	-	-	-	27,000
One Cent Sales Surtax-III	5,347,240	7,345,240	18,636,870	6,753,150	3,422,050	41,504,550
Capital Acquisition	2,547,620	3,096,480	4,449,664	2,790,289	4,428,500	17,312,553



<b>Operating Funds - General Fund</b>	80,000	80,000	-	-	-	<b>160,000</b>
<b>Operating Funds - Road &amp; Drainage District</b>	4,371,720	2,573,720	3,403,930	2,644,150	3,581,870	<b>16,575,390</b>
<b>Operating Funds - Tree Fund</b>	-	90,000	100,000	-	-	<b>190,000</b>
<b>Operating Funds - Solid Waste District</b>	460,500	-	-	-	-	<b>460,500</b>
<b>Operating Funds - Utilities</b>	170,000	500,000	1,000,000	600,000	-	<b>2,270,000</b>
<b>Utilities - Construction Fund</b>	100,000	-	2,234,795	-	-	<b>2,334,795</b>
<b>Department of Environmental Protection Management Fund</b>	119,000	-	-	-	-	<b>119,000</b>
<b>Total Financing Sources</b>	<b>\$ 16,198,120</b>	<b>\$ 14,815,600</b>	<b>\$ 31,303,319</b>	<b>\$ 17,599,789</b>	<b>\$ 18,772,420</b>	<b>\$ 98,689,248</b>

The following graph illustrates the Capital Projects for FY 2016 by function type.



**PROJECT INFORMATION**

Information on projects with fiscal 2016 appropriations is presented by function type and includes the following:

- ✓ Project number, name, and description.
- ✓ City goals the project supports.
- ✓ Summary of budget costs and estimated annual maintenance costs when available.
- ✓ Available financing sources.
- ✓ Detail project sheets which include total estimated project cost; completion dates; and a more detailed description of the project.

**CITY FACILITIES - FIRE**

The City Facilities - Fire category includes one new project.

**CF16EO - EMERGENCY OPERATIONS CENTER IN CITY HALL**

This project provides for the procurement and installation of an emergency generator for City Hall and the build-out of vacant second floor space to support the Emergency Operations Center. FY 2016 is appropriated for design.

**Project supports these City goals:**

- Good Governance – Provides effective and superior customer service in all city business.

**Impact on operating budget:**

Repairs and maintenance costs are anticipated to be \$3,000 in fiscal year 2017 and increase annually approximately 5%.

**CITY FACILITIES - FIRE  
PROJECT SUMMARY**

PROJECT NUMBER	PROJECT NAME	APPROVED BUDGET	ESTIMATED ANNUAL MAINTENANCE COST
<b>PROJECT COSTS</b>			
CF16EO	Emergency Operations Center in City Hall	\$ 50,000	\$ 3,000
	<b>Total Cost</b>	<b>\$ 50,000</b>	<b>\$ 3,000</b>
<b>PROJECT FINANCING</b>			
<b>Fund #</b>	<b>Fund Name</b>		
306	One Cent Sales Surtax III	\$ 50,000	
	<b>Total Financing Sources</b>	<b>\$ 50,000</b>	

NOTE: Asterisk (\*) indicates new project.

**INFORMATION AND TECHNOLOGY PROJECTS**

The Information and Technology category includes one new project and one existing project.

**IT15PS – VOIP PHONE SYSTEM**

This project provides for the replacement of the City's current Siemens phone system with a Voice over IP phone system which will be completed in FY 2016.

**Project supports these City goals:**

- Good Governance – Models stewardship & sustainability of the city's assets and resources.

**Impact on operating budget:**

The City is projected to incur estimated maintenance and repairs costs of \$45,000 in FY 2020.

**IT16SR – STORAGE RECOVERY SITE**

This project provides for the addition of one storage area network (SAN) in the City's Disaster Recovery site to provide for server and data replication in the event of a disaster.

**Project supports these City goals:**

- Good Governance – Provides effective and superior customer service in all city business.

**Impact on operating budget:**

The purchase of the server includes a five year service contract.

**INFORMATION TECHNOLOGY  
PROJECT SUMMARY**

PROJECT NUMBER	PROJECT NAME	APPROVED BUDGET	ESTIMATED ANNUAL MAINTENANCE COST
<b>PROJECT COSTS</b>			
IT15PS	VoIP Phone System	\$ 212,500	\$ 45,000
IT16SR	Storage Recovery Site	80,000	-
	<b>Total Cost</b>	<b>\$ 292,500</b>	<b>\$ 45,000</b>
<b>PROJECT FINANCING</b>			
Fund #	Fund Name		
001	Operating Funds - General Fund	\$ 80,000	
306	One Cent Sales Surtax III	212,500	
	<b>Total Financing Sources</b>	<b>\$ 292,500</b>	

NOTE: Asterisk (\*) indicates new project.

**FIRE PROJECTS**

The Fire category includes funding for two new projects and one on-going project.

**F16RVH – FIRE APPARATUS REPLACEMENT**

This project provides for the replacement of large fire vehicles. The project will be funded through Surtax III and the District contributions to the Capital Acquisitions Fund.

**Project supports these City goals:**

- Good Governance – Models stewardship & sustainability of the city's assets and resources.
- Ensures a Safe Community – Protects the community by promptly responding to calls for service and being prepared for all emergency situations.

**Impact on operating budget:**

The Fire Department continues to replace its fleet based upon the established acquisition plan. The department anticipates a reduction in repairs and maintenance costs as the new fire apparatus will be under warranty for the first two years. However, the savings is offset by increased maintenance costs on older vehicles and equipment.

**F16VEH – FIRE STATION VEHICLE**

This project provides for a new staff vehicle for the Logistics and Safety Officer, a new position to be added in FY 2016.

**Project supports these City goals:**

- Good Governance – Models stewardship & sustainability of the city's assets and resources.
- Ensures a Safe Community – Protects the community by promptly responding to calls for service and being prepared for all emergency situations.

**Impact on operating budget:**

Repairs and maintenance costs and supplies are anticipated to be \$2,000 in fiscal year 2016 and increase annually approximately 2.25%.

**F1683S – FIRE STATION 83 SEWER IMPROVEMENTS**

This project provides for the connection of Fire Station 83 to the available central sewer system.

**Project supports these City goals:**

- Good Governance – Models stewardship & sustainability of the city's assets and resources.

**Impact on operating budget:**

Utilities costs are anticipated to be \$4,920 in fiscal year 2016 and increase annually approximately 3%.

**FIRE  
PROJECT SUMMARY**

PROJECT NUMBER	PROJECT NAME	APPROVED BUDGET	ESTIMATED ANNUAL MAINTENANCE COST
<b>PROJECT COSTS</b>			
<b>F16RVH</b>	Fire Apparatus Replacement	\$ 1,535,000	\$ -
<b>F16VEH</b>	Fire Station Vehicle	30,000	2,000
<b>F1683S</b>	Fire Station 83 Sewer Improvements	27,000	4,920
	<b>Total Cost</b>	<b>\$ 1,592,000</b>	<b>\$ 6,920</b>
<b>PROJECT FINANCING</b>			
<b>Fund #</b>	Fund Name		
<b>151</b>	Fire Impact Fees	\$ 30,000	
<b>306</b>	One Cent Sales Surtax III	602,000	
<b>325</b>	Capital Acquisition	960,000	
	<b>Total Financing Sources</b>	<b>\$ 1,592,000</b>	

NOTE: Asterisk (\*) indicates new project.

**POLICE PROJECTS**

The Police category includes funding for one new and one on-going project.

**PD16RV - POLICE VEHICLE REPLACEMENT**

This project provides for police vehicles scheduled for replacement. Funding will be through Surtax contributions for the specific purchase of replacement police vehicles.

**Project supports these City goals:**

- Good Governance – Models stewardship & sustainability of the city’s assets and resources.
- Ensures a Safe Community – Protects the community by promptly responding to calls for service and being prepared for all emergency situations.

**Impact on operating budget:**

The Police Department’s fleet of police pursuit vehicles is significantly overdue for replacement. The department anticipates a reduction in repairs and maintenance costs as it begins the complete turnover of its fleet. The department negotiated base maintenance services including oil changes and tire rotation in the purchase price of the vehicles for the first 24 months. In fiscal years 2018 through 2020, the department estimates annual maintenance costs for each vehicle at \$2,000.

**PD16VH – ADDITIONAL FULLY EQUIPPED VEHICLES**

This project provides for two new fully equipped vehicles for two additional Commanders, positions to be added in FY 2016.

**Project supports these City goals:**

- Good Governance – Models stewardship & sustainability of the city’s assets and resources.
- Ensures a Safe Community – Protects the community by promptly responding to calls for service and being prepared for all emergency situations.

**Impact on operating budget:**

The department negotiated base maintenance services including oil changes and tire rotation in the purchase price of the vehicles for the first 24 months. Repairs and maintenance costs for both vehicles are anticipated to be \$4,000 in fiscal years 2018 through 2020.



**POLICE  
PROJECT SUMMARY**

PROJECT NUMBER	PROJECT NAME	APPROVED BUDGET	ESTIMATED ANNUAL MAINTENANCE COST
<b>PROJECT COSTS</b>			
PD16RV	Police Vehicle Replacement	\$ 736,940	\$ -
PD16VH	Additional Fully Equipped Vehicles	78,180	4,000
	<b>Total Cost</b>	<b>\$ 815,120</b>	<b>\$ 4,000</b>
<b>PROJECT FINANCING</b>			
Fund #	Fund Name		
150	Law Enforcement Impact Fees	\$ 78,180	
306	One Cent Sales Surtax III	736,940	
	<b>Total Financing Sources</b>	<b>\$ 815,120</b>	

NOTE: Asterisk (\*) indicates new project.

### PARKS AND RECREATION PROJECTS

The Parks and Recreation category includes continued funding of three existing projects and two new projects.

#### P07MCC – MYAKKAHATCHEE CREEK CORRIDOR – LAND ACQUISITION

This project provides for the purchase of properties along the creek corridor originally identified as desirous to the City.

##### Project supports these City goals:

- Good Governance – Models stewardship & sustainability of the city's assets and resources.
- Enhanced Quality of Life – Promotes and sustains a safe, clean & attractive place to live, work & play.
- Excellent Stewardship of the Natural & Built Environment – Preserves natural resource, parks, creeks, canals & open spaces.

##### Impact on operating budget:

Repairs and maintenance costs on the land after acquisition will be minimal due to the environmental sensitivity of the area.

#### P14BMF – BUTLER PARK MULTI-PURPOSE FIELDS

This project includes drainage improvements to the site, along with the installation of three new multi-purpose fields, ADA enhancements (including sidewalks and parking) and a restroom building.

##### Project supports these City goals:

- Good Governance – Provides effective and superior customer service.
- Enhanced Quality of Life – Aids in the development of quality of life opportunities. Provides for multi-generational community enrichment & community engagement.

##### Impact on operating budget:

Repairs and maintenance costs, supplies and utilities are anticipated to be \$11,500 in fiscal year 2016 and increase annually approximately 1.5%.

#### P16PLA – PARK LAND ACQUISITION

This project provides for the strategic acquisition of additional park lands.

##### Project supports these City goals:

- Good Governance – Models stewardship & sustainability of the city's assets and resources.
- Enhanced Quality of Life – Promotes and sustains a safe, clean & attractive place to live, work & play.
- Excellent Stewardship of the Natural & Built Environment – Preserves natural resource, parks, creeks, canals & open spaces.

##### Impact on operating budget:

Any impact on the operating budget would not be determined until property is actually purchased due to the many different variables that contribute to the maintenance of greenspace areas.

**P16HRP –PLAYGROUND EQUIPMENT – HIGHLAND RIDGE PARK**

This project provides for the replacement of playground equipment at Highland Ridge Park.

**Project supports these City goals:**

- Enhanced Quality of Life – Promotes & sustains a safe, clean & attractive place to live, work & play. Provides for multi-generational community enrichment & community engagement.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community. Maintains facilities and other infrastructure.

**Impact on operating budget:**

The estimated operating impact for repairs and maintenance on this project is unknown at this time.

**N/A – PARKS MASTER PLAN IMPLEMENTATION**

This project’s purpose is to set aside funding for design and construction of the Parks Master Plan recommended projects. In FY 2015, the City started updating the Master Plan; it is expected to be complete in early FY 2016.

**Project supports these City goals:**

- Good Governance – Models stewardship & sustainability of the city’s assets and resources.
- Enhanced Quality of Life – Promotes and sustains a safe, clean & attractive place to live, work & play.
- Excellent Stewardship of the Natural & Built Environment – Preserves natural resource, parks, creeks, canals & open spaces.

**Impact on operating budget:**

The Parks Master Plan will provide the necessary information to the City Commission to determine which park projects will provide the services the community desires.

**PARKS AND RECREATION  
PROJECT SUMMARY**

PROJECT NUMBER	PROJECT NAME	APPROVED BUDGET	ESTIMATED ANNUAL MAINTENANCE COST
<b>PROJECT COSTS</b>			
P07MCC	Myakkahatchee Creek Corridor – Land Acquisition	\$ 119,000	\$ -
P14BMF	Butler Park Multi-Purpose Fields	750,000	11,500
P16PLA	Park Land Acquisition	50,000	-
P16HRP	Highland Ridge Park Playground	130,000	-
N/A	Parks Master Plan Implementation	60,000	320
	<b>Total Cost</b>	<b>\$ 1,109,000</b>	<b>\$ 11,820</b>
<b>PROJECT FINANCING</b>			
170	Department of Environmental Protection Management Fund	\$ 119,000	
306	One Cent Surtax III	990,000	
	<b>Total Financing Sources</b>	<b>\$ 1,109,000</b>	

NOTE: Asterisk (\*) indicates new project.

**TRANSPORTATION AND DRAINAGE PROJECTS**

The Road and Drainage category includes five on-going projects, two existing projects and two new projects to the Capital Improvement Program.

**R15S15 – REHABILITATION OF WATER CONTROL STRUCTURES**

This is an on-going project to rehabilitate/repair water control structures throughout the City. The FY 14-15 allotment was for the design of the reconstruction of Water Control Structure 115 located on Snover Waterway just west of Chamberlain Boulevard. Reconstruction of the structure is scheduled for fiscal year 2016.

**Project supports these City goals:**

- Ensures a Safe Community – Ensures regulatory compliance to protect property, the environment & the lives of its residents & visitors.





- Excellent Stewardship of the Natural & Built Environment – Maintains facilities, streets & other infrastructure.

**Impact on operating budget:**

The estimated annual operating impact for utilities on this project is \$440 beginning in fiscal year 2017. An increase of 1.15% is calculated on each future year.

**R15PW1 – PRICE BOULEVARD WIDENING PHASE I**

Phase I of this multi-year project provides for the design and construction of the expansion of Price Boulevard to four lanes within the existing 100-foot right-of-way of the boulevard between Sumter Boulevard and Toledo Blade Boulevard.

**Project supports these City goals:**

- Ensure a Safe Community – Provides safe traffic flow, safe roads & a well-maintained transportation system.
- Excellent Stewardship of the Natural & Built Environment – Promotes a responsible development and environmentally sound transportation system.

**Impact on operating budget:**

The project is in the earliest phases of planning and design and there is little data to support an estimated impact on the operating budget. Staff projects the project will include impacts on utilities and repairs and maintenance. The City is currently planning on a pay-as-you-go funding, however, it may be necessary to take on debt in order to complete all of the phases of the project.

**R15BRR – BRIDGE REHABILITATION**

This project is a multi-year endeavor to provide needed maintenance and repair of City bridges.

**Project supports these City goals:**

- Good Governance – Models stewardship & sustainability of the city's assets and resources.
- Ensure a Safe Community – Provides safe traffic flow, safe roads & a well-maintained transportation system.
- Excellent Stewardship of the Natural & Built Environment – Maintains facilities, streets & other infrastructure.

**Impact on operating budget:**

Repairs and maintenance costs for bridges are currently included in the operating budget. The estimated operating impact include for this project reflects an anticipated increase of for all bridges based on an inflationary projection of 1.5% annually.

**R16RRM – ROUTINE ROAD MAINTENANCE**

This project is a multi-year project that focuses on routine repaving and micro-surfacing/chip sealing of those streets that are not required to be completely rehabilitated.

**Project supports these City goals:**

- Good Governance – Models stewardship & sustainability of the city's assets and resources.
- Ensures a Safe Community – Provides safe traffic flow, safe roads & a well-maintained transportation system.
- Excellent Stewardship of the Natural & Built Environment – Maintains facilities, streets & other infrastructure.

**Impact on operating budget:**

The routine maintenance of the city's roadway system will provide long-term savings by reducing the need of future road reconstruction. An estimate of the savings is unavailable at this time. Further data must be collected and analyzed.

**R15SWC – SIDEWALKS AND PEDESTRIAN BRIDGES**

This project provides for the construction of sidewalks, pedestrian bridges and overpasses based on the sidewalk master plan. Funding for these improvements will continue for several more years. The FY 2016 plan is to construct sidewalks along Haberland Boulevard from Jeanin Drive to Hillsborough Boulevard and a small section along San Mateo Drive from Skyway Avenue to Price Boulevard.

**Project supports these City goals:**

- Enhanced Quality of Life – Supports an aesthetically pleasing community. Promotes & sustains a safe, clean & attractive place to live, work & play.
- Encourages Economic Growth & Community Prosperity – Provides maintains & invest in a well-planned public infrastructure network.
- Ensure a Safe Community – Fosters a feeling of personal safety.

**Impact on operating budget:**

Repairs and maintenance costs for sidewalks average approximately \$1,000 annually.

**R16SEL – SIDEWALKS AND PEDESTRIAN BRIDGES**

This project provides for the construction of sidewalks, pedestrian bridges and overpasses based on the sidewalk master plan. Funding for these improvements will continue for several more years. The FY 2016 plan is to design sidewalks along Eldron Avenue from Crittendon Street to Salford Boulevard.

**Project supports these City goals:**

- Enhanced Quality of Life – Supports an aesthetically pleasing community. Promotes & sustains a safe, clean & attractive place to live, work & play.
- Encourages Economic Growth & Community Prosperity – Provides maintains & invest in a well-planned public infrastructure network.
- Ensure a Safe Community – Fosters a feeling of personal safety.

**Impact on operating budget:**

Repairs and maintenance costs for sidewalks average approximately \$1,000 annually.

**R16VER - CAPITAL EQUIPMENT OVER \$50,000**

This project provides for the replacement of capital equipment over \$50,000 per the City-wide replacement program.

**Project supports these City goals:**

- Good Governance – Models stewardship & sustainability of the city's assets and resources. Supports strategic decision making with timely, reliable and accurate data and analysis.

**Impact on operating budget:**

The District estimates a savings in operations of \$21,485 in fiscal year 2016 with the replacement of capital equipment. The District projects additional savings each year in operations for repairs and maintenance as new equipment is purchased.

**R16RSS – BIG SLOUGH WATERSHED IMPLEMENTATION STUDY**

With the completion of the Big Slough Watershed Study, the hydraulic model of the entire system is now available for additional studies to further define feasible solutions to reduce flooding in portions of the City. The project will fine tune regional solutions and will identify the costs and benefits of alternatives to advance the best solution to a preliminary design, permitting requirements and exploration of funding sources.

**Project supports these City goals:**

- Excellent Stewardship of the Natural & Built Environment – Promotes a responsible development and environmentally sound transportation system.

**Impact on operating budget:**

The project is a study which has no annual impact on operating costs.

**R16TTP – TAMIAMI TRAIL PARKING AREAS**

This project is for the construction of a series of linear parking spaces along the Tamiami Trail frontage road south of US 41 between Bolander Terrace and North Port Boulevard, and between Landover Terrace and Almonte Terrace.

**Project supports these City goals:**

- Ensure a Safe Community – Provides safe traffic flow, safe roads & a well-maintained transportation system.
- Excellent Stewardship of the Natural & Built Environment – Promotes a responsible development and environmentally sound transportation system.

**Impact on operating budget:**

The estimated annual operating impact for repairs and maintenance on this project is \$970 for a partial in fiscal year 2018. Beginning in fiscal year 2019 estimated repairs and maintenance is \$10,000 with an annual increase of 1.5% is calculated on each future year.



**ROAD AND DRAINAGE  
PROJECT SUMMARY**

PROJECT NUMBER	PROJECT NAME	APPROVED BUDGET	ESTIMATED ANNUAL MAINTENANCE COST
<b>PROJECT COSTS</b>			
R15SWC	Sidewalks and Pedestrian Bridges	\$ 540,000	\$ -
R15S15	Rehabilitation of Water Control Structure 115	815,000	440
R15PW1	Price Boulevard Widening Phase I	2,000,000	-
R16RRM	Routine Road Maintenance	3,500,440	-
R16BRR	Bridge Rehabilitation	213,820	-
R16SEL	Sidewalks and Pedestrian Bridges	120,000	-
R16VER	Capital Equipment over \$50,000	360,200	(21,485)
R16RSS	Big Slough Watershed Implementation Study	300,000	-
R16TTP	Tamiami Trail Parking Areas	341,200	970
	<b>Total Cost</b>	<b>\$ 8,190,660</b>	<b>\$ (18,075)</b>
<b>PROJECT FINANCING</b>			
<b>Fund #</b>			
107	Operating Funds - Road & Drainage District	\$ 4,371,720	
144	Escheated Lots – Land/Future Projects	1,850,000	
306	One Cent Surtax III	1,608,740	
325	Capital Acquisition	360,200	
	<b>Total Financing Sources</b>	<b>\$ 8,190,660</b>	

NOTE: Asterisk (\*) indicates new project.

### SOLID WASTE PROJECT

The Solid Waste category includes continued funding of one on-going project.

#### SW16TE - SOLID WASTE TRUCKS AND EQUIPMENT

This project provides for the on-going funding of new solid waste trucks. The project contributes to establishing a sufficient fleet of trucks for the collection and disposal of solid waste within the City.

#### Project supports these City goals:

- Good Governance – Models stewardship & sustainability of the city's assets and resources.
- Ensures a Safe Community – Ensures regulatory compliance to protect property, the environment & the lives of its residents & visitors.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community. Protects community character.

#### Impact on operating budget:

The District estimates a savings in operations of \$5,000 in fiscal year 2017 with the replacement of capital equipment. The District projects any future savings will be offset by the demand for more repairs and maintenance on existing equipment due to aging.



**SOLID WASTE  
PROJECT SUMMARY**

PROJECT NUMBER	PROJECT NAME	APPROVED BUDGET	ESTIMATED ANNUAL MAINTENANCE COST
<b>PROJECT COSTS</b>			
SW16TE	Solid Waste Trucks and Equipment	\$ 1,787,920	\$ (5,000)
	<b>Total Cost</b>	<b>\$ 1,787,920</b>	<b>\$ (5,000)</b>
<b>PROJECT FINANCING</b>			
Fund #	Fund Name		
120	Operating Funds – Solid Waste District	\$ 460,500	
156	Solid Waste Impact Fees	100,000	
325	Capital Acquisition	1,227,420	
	<b>Total Financing Sources</b>	<b>\$ 1,787,920</b>	

**UTILITIES – ADMINISTRATION**

The Utilities – Administration category includes funding of one on-going project.

**U15WT2 – WATER TRANSMISSION SERVICE IMPROVEMENTS**

This multi-year project includes the improvement of the potable water distribution system, fire flow, water quality and pressure to the residents of the City as well as reduces the amount of flushing necessary to maintain water quality.

**Project supports these City goals:**

- Good Governance – Supports strategic decision making with timely, reliable and accurate data and analysis.
- Ensure a Safe Community – Ensures regulatory compliance to protect the environment & the lives of its residents & visitors.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community.

**Impact on operating budget:**

The project is expected to reduce the amount of flushing to maintain water quality. The reduction of the amount of flushing provides an opportunity to increase revenues since there will be less potable water lost due to flushing of the water lines and more potable water available for customer consumption. The project is classified more as a cost avoidance opportunity. The Utility Department estimates a \$50 operating impact to the budget beginning in fiscal year 2017 for utilities and an increase of 10% annually.

**UTILITIES - ADMINISTRATION  
PROJECT SUMMARY**

PROJECT NUMBER	PROJECT NAME	APPROVED BUDGET	ESTIMATED ANNUAL MAINTENANCE COST
<b>PROJECT COSTS</b>			
U15WT2	Water Transmission Service Improvements	\$ 60,360	\$ 50
	<b>Total Cost</b>	<b>\$ 60,360</b>	<b>\$ 50</b>
<b>PROJECT FINANCING</b>			
Fund #	Fund Name		
306	One Cent Surtax III	\$ 60,360	
	<b>Total Financing Sources</b>	<b>\$ 60,360</b>	

**UTILITIES – WATER SYSTEMS**

The Utilities – Water Systems category includes funding of five existing projects and one new project.

**U08PEI – MCWTP RELIABILITY PROJECT**

This project provides for upgrades to the current conventional plant, a new well field system and a reverse osmosis system for sustainability, reliability and in order to meet water quality standards. This is a multi-year project.

**Project supports these City goals:**

- Good Governance – Supports strategic decision making with timely, reliable and accurate data and analysis.
- Ensure a Safe Community – Ensures regulatory compliance to protect the environment & the lives of its residents & visitors.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community.

**Impact on operating budget:**

Utility Department estimates a \$200 operating impact to the budget beginning in fiscal year 2016 for repairs and maintenance with annual increases of approximately 5% each year thereafter.

**U11NEP – NEIGHBORHOOD WATER LINE EXTENSIONS**

This project is for the extension of water to residents throughout the City in a methodical, economical manner to maximize efficiency and minimize costs.

**Project supports these City goals:**

- Good Governance – Supports strategic decision making with timely, reliable and accurate data and analysis.
- Ensure a Safe Community – Ensures regulatory compliance to protect the environment & the lives of its residents & visitors.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community.

**Impact on operating budget:**

The Utility Department estimates a \$400 operating impact to the budget beginning in fiscal year 2017 for repairs and maintenance, with an increase of 2% annually.

**U13WPP – PIPELINE COMING FROM THE MCWTP**

This project provides for the addition of a 24" water main besides the existing 16" water main at the Myakkahatchee Creek Water Treatment Plant on North Port Boulevard.

**Project supports these City goals:**

- Good Governance – Supports strategic decision making with timely, reliable and accurate data and analysis.
- Ensure a Safe Community – Ensures regulatory compliance to protect the environment & the lives of its residents & visitors.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community.

**Impact on operating budget:**

The project allows the City to improve the rated capacity in distributing water to its customers. As customers are added to the water utility, the department will recognize an increase in revenue. The project provides for future development, so estimated data for projecting revenues is not available at this time. The Utility Department estimates a \$100 operating impact to the budget beginning in fiscal year 2016 for repairs and maintenance, with an increase of 5% annually.

**U16WTI – WATER TRANSMISSION SERVICE IMPROVEMENTS**

This is a multi-year project that is budgeted to improve the potable water distribution system reliability, fire flow, water quality and pressure to the residents of the City as well as reduce the amount of flushing necessary to maintain water quality.

**Project supports these City goals:**

- Good Governance – Supports strategic decision making with timely, reliable and accurate data and analysis.
- Encourages Economic Growth and Community Prosperity – Provides, maintains & invest in a well-planned public infrastructure network.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community.

**Impact on operating budget:**

The Utility Department estimates a \$100 operating impact to the budget beginning in fiscal year 2017 for repairs and maintenance, with an increase of 10% annually.

**U16WTO – WATER TRANSMISSION OVERSIZING**

This is a multi-year project that is budgeted annually to provide for the required need to oversize water transmission pipes as a result of developer construction.

**Project supports these City goals:**

- Good Governance – Supports strategic decision making with timely, reliable and accurate data and analysis.
- Encourages Economic Growth and Community Prosperity – Provides, maintains & invest in a well-planned public infrastructure network.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community.

**Impact on operating budget:**

The project does not impact the operating budget because it is only adding capacity and not additional piping.

**U16WRO –RO PRODUCTION TDS ENHANCEMENTS**

This project, located at the Myakkahatchee Creek Water Treatment Plant, is intended to upgrade the Reverse Osmosis (RO) system in order to treat the increasing levels of wellfield conductivity and total dissolved solids (TDS).

**Project supports these City goals:**

- Good Governance – Supports strategic decision making with timely, reliable and accurate data and analysis.
- Encourages Economic Growth and Community Prosperity – Provides, maintains & invest in a well-planned public infrastructure network.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community.

**Impact on operating budget:**

The Utility Department estimates an operating impact to the budget beginning in fiscal year 2016 of \$50,000 for utilities and \$12,000 for repairs and maintenance, with an increase of 5% annually for utilities for the next two years. As the long-term solution is implemented the cost of repairs and maintenance will increase dramatically due to the full functioning of the system. In fiscal year 2018 the estimated impact is over \$121,000 with nearly a 50% increase in the following fiscal year.

**UTILITIES – WATER SYSTEMS  
PROJECT SUMMARY**

PROJECT NUMBER	PROJECT NAME	APPROVED BUDGET	ESTIMATED ANNUAL MAINTENANCE COST
<b>PROJECT COSTS</b>			
U08PEI	MCWTP Reliability Project	\$ 150,000	\$ 200
U11NEP	Neighborhood Water Line Extensions	737,700	400
U13WPP	Pipeline Coming from the MCWTP	100,000	100
U16WTO	Water Transmission Oversizing	50,000	-
U16WTI	Water Transmission Service Improvements	376,000	100
U16WRO	RO Production TDS Enhancements	20,000	62,000
	<b>Total Cost</b>	<b>\$ 1,433,700</b>	<b>\$ 62,800</b>
<b>PROJECT FINANCING</b>			
<b>Fund #</b>	<b>Fund Name</b>		
306	One Cent Surtax III	\$ 1,113,700	
420	Operating Funds - Utilities	170,000	
423	Impact Fees - Water	150,000	
	<b>Total Financing Sources</b>	<b>\$ 1,433,700</b>	

NOTE: Asterisk (\*) indicates new project.

**UTILITIES – WASTEWATER SYSTEMS**

The Utilities – Wastewater Systems category includes continued funding for three existing projects.

**U11DIW – DEEP INJECTION WELL (PUMP REPLACEMENT)**

The new deep injection well was completed in 2013. Existing pumps are at end of life and need to be replaced in-kind.

**Project supports these City goals:**

- Good Governance – Supports strategic decision making with timely, reliable and accurate data and analysis.
- Encourages Economic Growth and Community Prosperity – Provides, maintains & invest in a well-planned public infrastructure network.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community.

**Impact on operating budget:**

The final phase of the project is estimated to have no further impacts on operating costs.

**U15RW3 – RECLAIMED WATER EXPANSION-PHASE III**

This project provides for the design, permit and expansion of the reclaimed water system in various locations throughout the City. Phase III includes expansion from Pan American to Appomattox to Price just west of the Myakkahatchee Creek.

**Project supports these City goals:**

- Good Governance – Supports strategic decision making with timely, reliable and accurate data and analysis.
- Encourages Economic Growth and Community Prosperity – Provides, maintains & invest in a well-planned public infrastructure network.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community.

**Impact on operating budget:**

The operating impact to the department estimates a \$50 operating impact to the budget in fiscal year 2017 and a \$100 operating impact in fiscal year 2018 for utilities, and then annual increases each year thereafter based on a 5% increase.

**U16STO – WASTEWATER TRANSMISSION OVERSIZING**

This is a multi-year project that is budgeted annually to provide for the required need to oversize sewer transmission pipes as a result of developer construction.

**Project supports these City goals:**

- Good Governance – Supports strategic decision making with timely, reliable and accurate data and analysis.
- Encourages Economic Growth and Community Prosperity – Provides, maintains & invest in a well-planned public infrastructure network.
- Excellent Stewardship of the Natural & Built Environment – Fosters a sustainable community.

**Impact on operating budget:**

The project does not impact the operating budget because it is only adding capacity and not additional piping.

**UTILITIES – WASTEWATER SYSTEMS  
PROJECT SUMMARY**

PROJECT NUMBER	PROJECT NAME	APPROVED BUDGET	ESTIMATED ANNUAL MAINTENANCE COST
<b>PROJECT COSTS</b>			
<b>U11DIW</b>	Deep Injection Well (Pump Replacement)	\$ 100,000	\$ -
<b>U15RW3</b>	Reclaimed Water Expansion Phase III	716,860	50
	Wastewater Transmission Oversizing	50,000	-
	<b>Total Cost</b>	<b>\$ 866,860</b>	<b>\$ 50</b>
<b>PROJECT FINANCING</b>			
<b>Fund #</b>	<b>Fund Name</b>		
<b>424</b>	Impact Fees - Wastewater	\$ 375,430	
<b>431</b>	Utilities – Construction Fund	100,000	
	Utilities – Grants	391,430	
	<b>Total Financing Sources</b>	<b>\$ 866,860</b>	



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

001 - General Fund		Category: Other					
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25
CAPITAL PROJECT EXPENSES	Carryover	New Funding					
<b>New Assets</b>							
	-	-	-	-	-	-	-
<b>Improvement of Existing Assets</b>							
NEW Storage Recovery Site (I)	-	80,000	80,000	-	-	-	-
<b>Replacement of Existing Assets</b>							
	-	-	-	-	-	-	-
<b>Sub-total - New, Existing, Replacement Assets</b>	-	80,000	80,000	-	-	-	-
<b>Total Capital Project Expenses:</b>	-	80,000	80,000	-	-	-	-
<b>Total FY 15-16 Funding:</b>		80,000					-





FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

107 - Road & Drainage District		Category: Other						
			FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25
CAPITAL PROJECT EXPENSES		Carryover	New Funding					
<b>New Assets</b>								
R15SWC	Sidewalks and Pedestrian Bridges (N)	486,216	284,160	-	-	-	-	-
NEW	Tamiami Trail Parking Areas (N)	-	-	-	-	-	-	-
NEW	Sidewalks and Pedestrian Bridges (N)	-	120,000	284,160	204,160	-	-	-
	Sidewalks and Pedestrian Bridges Program (N)	-	-	-	80,000	344,160	344,160	2,109,915
<b>Improvement of Existing Assets</b>								
R15RRM	Routine Road Maintenance (I)	1,994,314	-	-	-	-	-	-
NEW	Routine Road Maintenance (I)	-	3,152,560	-	-	-	-	-
NEW	Biscayne Boulevard Bike Lanes (I)*	-	-	-	-	-	57,500	600,000
	Bridge Rehabilitation Program (I)	-	-	7,000	7,210	7,430	7,650	41,810
	Routine Road Maintenance Program (I)	-	-	2,162,560	2,162,560	2,162,560	2,162,560	10,812,800
<b>Replacement of Existing Assets</b>								
R15S15	Rehabilitation of Water Control Structure 115 (R)	90,000	815,000	-	-	-	-	-
NEW	Rehabilitation of Water Control Structure 124 (R)	-	-	120,000	950,000	-	-	-
NEW	Rehabilitation of Water Control Structure 125 (R)	-	-	-	-	130,000	1,010,000	-
<b>Sub-total - New, Existing, Replacement Assets</b>		<b>2,570,530</b>	<b>4,371,720</b>	<b>2,573,720</b>	<b>3,403,930</b>	<b>2,644,150</b>	<b>3,581,870</b>	<b>13,564,525</b>
<b>Total Capital Project Expenses:</b>		<b>2,570,530</b>	<b>4,371,720</b>	<b>2,573,720</b>	<b>3,403,930</b>	<b>2,644,150</b>	<b>3,581,870</b>	<b>13,564,525</b>
<b>Total FY 15-16 Funding:</b>			<b>6,942,250</b>					

\* Construction grant funded



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

115 - Tree Fund		Category: Other						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
CAPITAL PROJECT EXPENSES		Carryover	New Funding					
<b>New Assets</b>								
R15SHD	Spring Haven Drive Extension (N)	-	-	90,000	-	-	-	
<b>Improvement of Existing Assets</b>								
R13NHI	Neighborhood Improvements (I)	50,000	-	-	-	-	-	
R15PW1	Price Boulevard Widening Phase I (I)	-	-	-	100,000	-	100,000	
<b>Replacement of Existing Assets</b>								
		-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>		50,000	-	90,000	100,000	-	100,000	
<b>Total Capital &amp; Operating Project Expenses:</b>		50,000	-	90,000	100,000	-	100,000	
<b>Total FY 15-16 Funding:</b>		\$ 50,000	\$ 90,000	\$ 100,000	\$ -	\$ -	\$ 100,000	



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

120 - Solid Waste District		Category: Other						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
CAPITAL PROJECT EXPENSES		Carryover	New Funding					
<b>New Assets</b>								
		-	-	-	-	-	-	
<b>Improvement of Existing Assets</b>								
NEW	Solid Waste Trucks and Equipment (N,R)	-	460,500	-	-	-	-	
<b>Replacement of Existing Assets</b>								
		-	-	-	-	-	-	
<b>Sub-total - New &amp; Replacement Assets</b>		-	460,500	-	-	-	-	
<b>Total Capital Project Expenses:</b>		-	460,500	-	-	-	-	
<b>Total FY 15-16 Funding:</b>			460,500					



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

144 - Escheated Lots-Land & Future Projects		Category: Other						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance		\$ 1,887,415	\$ 37,415	\$ 37,415	\$ 37,415	\$ 37,415	\$ 37,415	
<b>CAPITAL PROJECT EXPENSES</b>		<b>Carryover</b>	<b>New Funding</b>					
<i>New Assets</i>								
		-	-	-	-	-	-	
<i>Improvement of Existing Assets</i>								
R15PW1	Price Boulevard Widening Phase I (I)	-	1,850,000	-	-	-	-	
<i>Replacement of Existing Assets</i>								
		-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>		-	1,850,000	-	-	-	-	
<b>Total Capital &amp; Operating Project Expenses:</b>		-	1,850,000	-	-	-	-	
<b>Estimated Ending Balance:</b>		\$ 37,415	\$ 37,415	\$ 37,415	\$ 37,415	\$ 37,415	\$ 37,415	



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

146 - Escheated Lots-Parks		Category: Other						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance		\$ 132,260	\$ 132,260	\$ 57,260	\$ 57,260	\$ 57,260	\$ 57,260	
<b>CAPITAL PROJECT EXPENSES</b>		<b>Carryover</b>	<b>New Funding</b>					
<i>New Assets</i>								
NEW	Parks Master Plan Implementation Project (N)	-	75,000	-	-	-	-	
<i>Improvement of Existing Assets</i>		-	-	-	-	-	-	
<i>Replacement of Existing Assets</i>		-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>		-	75,000	-	-	-	-	
<b>Total Capital Project Expenses:</b>		-	75,000	-	-	-	-	
<b>Estimated Ending Balance:</b>		\$ 132,260	\$ 57,260	\$ 57,260	\$ 57,260	\$ 57,260	\$ 57,260	



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

150 - Impact Fees - Law Enforcement		Category: Impact Fees					
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25
Estimated Available Beginning Balance		\$ 106,170	\$ 110,570	\$ 177,790	\$ 92,280	\$ 177,970	\$ 261,030
<b>REVENUE</b>							
Impact Fees		81,580	66,220	73,440	84,690	82,060	375,000
Investment Income		1,000	1,000	1,000	1,000	1,000	5,000
<b>Total Revenue &amp; Balances:</b>		<b>188,750</b>	<b>177,790</b>	<b>252,230</b>	<b>177,970</b>	<b>261,030</b>	<b>641,030</b>
<b>CAPITAL PROJECT EXPENSES</b>							
	Carryover	New Funding					
<i>New Assets</i>							
NEW	Additional Fully Equipped Vehicles (N)	-	78,180	-	-	-	-
NEW	Mobile Citation Project (N)	-	-	159,950	-	-	-
<i>Improvement of Existing Assets</i>							
		-	-	-	-	-	-
<i>Replacement of Existing Assets</i>							
		-	-	-	-	-	-
<b>Sub-total - New, Existing, Replacement Assets</b>		<b>-</b>	<b>78,180</b>	<b>159,950</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Capital Project Expenses:</b>		<b>-</b>	<b>78,180</b>	<b>159,950</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Estimated Ending Balance:</b>		<b>\$ 110,570</b>	<b>\$ 177,790</b>	<b>\$ 92,280</b>	<b>\$ 177,970</b>	<b>\$ 261,030</b>	<b>\$ 641,030</b>



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

150 - Impact Fees - Law Enforcement-WVID		Category: Impact Fees					
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25
Estimated Available Beginning Balance		\$ 191,330	\$ 244,820	\$ 288,580	\$ 337,210	\$ 383,290	\$ 418,300
<b>REVENUE</b>							
Impact Fees		53,490	43,760	48,630	46,080	35,010	200,000
		-	-	-	-	-	-
<b>Total Revenue &amp; Balances:</b>		<b>244,820</b>	<b>288,580</b>	<b>337,210</b>	<b>383,290</b>	<b>418,300</b>	<b>618,300</b>
<b>CAPITAL PROJECT EXPENSES</b>	<b>Carryover</b>	<b>New Funding</b>					
<i>New Assets</i>							
	-	-	-	-	-	-	-
<i>Improvement of Existing Assets</i>							
	-	-	-	-	-	-	-
<i>Replacement of Existing Assets</i>							
	-	-	-	-	-	-	-
<b>Sub-total - New, Existing, Replacement Assets</b>	-	-	-	-	-	-	-
<b>Total Capital Project Expenses:</b>	-	-	-	-	-	-	-
<b>Estimated Ending Balance:</b>		<b>\$ 244,820</b>	<b>\$ 288,580</b>	<b>\$ 337,210</b>	<b>\$ 383,290</b>	<b>\$ 418,300</b>	<b>\$ 618,300</b>



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

151 - Impact Fees - Fire Rescue		Category: Impact Fees						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance		\$ 184,840	\$ 249,280	\$ 57,030	\$ 140,830	\$ 237,120	\$ 330,800	
<b>REVENUE</b>								
Impact Fees		92,440	73,770	81,800	94,290	91,680	403,170	
Investment Income		2,000	2,000	2,000	2,000	2,000	7,500	
<b>Total Revenue &amp; Balances:</b>		<b>279,280</b>	<b>325,050</b>	<b>140,830</b>	<b>237,120</b>	<b>330,800</b>	<b>741,470</b>	
<b>CAPITAL PROJECT EXPENSES</b>								
		<b>Carryover</b>	<b>New Funding</b>					
<i>New Assets</i>								
F06F55	Fire Station 85 (N)	540,276	-	-	-	-	-	
NEW	New Rescue (Ambulance)-Station 83 (N)	-	-	268,020	-	-	-	
NEW	Fire Staff Vehicle (N)	-	30,000	-	-	-	-	
<i>Improvement of Existing Assets</i>								
		-	-	-	-	-	-	
<i>Replacement of Existing Assets</i>								
		-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>		<b>540,276</b>	<b>30,000</b>	<b>268,020</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Capital Project Expenses:</b>		<b>540,276</b>	<b>30,000</b>	<b>268,020</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Estimated Ending Balance:</b>								
		<b>\$ 249,280</b>	<b>\$ 57,030</b>	<b>\$ 140,830</b>	<b>\$ 237,120</b>	<b>\$ 330,800</b>	<b>\$ 741,470</b>	





FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

151 - Impact Fees - Fire Rescue-WVID		Category: Impact Fees						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance		\$ 311,400	\$ 368,200	\$ 414,670	\$ 391,310	\$ 365,250	\$ 327,430	
<b>REVENUE</b>								
Impact Fees		56,800	46,470	51,640	48,940	37,180	200,000	
<b>Total Revenue &amp; Balance:</b>		<b>56,800</b>	<b>46,470</b>	<b>51,640</b>	<b>48,940</b>	<b>37,180</b>	<b>200,000</b>	
<b>CAPITAL PROJECT EXPENSES</b>		<b>Carryover</b>	<b>New Funding</b>					
<i>New Assets</i>								
NEW	New Engine-Fire Station 86 (N)	-	-	25,000	25,000	25,000	125,000	
NEW	Fire Station 86 - West Village Independent District (N)	-	-	25,000	25,000	25,000	125,000	
NEW	New Rescue (Ambulance)-Station 86 (N)	-	-	25,000	25,000	25,000	125,000	
<i>Improvement of Existing Assets</i>								
		-	-	-	-	-	-	
<i>Replacement of Existing Assets</i>								
		-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>		<b>-</b>	<b>-</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>375,000</b>	
<b>Total Capital Project Expenses:</b>		<b>-</b>	<b>-</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>375,000</b>	
<b>Estimated Ending Balance:</b>		<b>\$ 368,200</b>	<b>\$ 414,670</b>	<b>\$ 391,310</b>	<b>\$ 365,250</b>	<b>\$ 327,430</b>	<b>\$ 152,430</b>	



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

152 - Impact Fees - Parks & Recreation		Category: Impact Fees					
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25
<b>Estimated Available Beginning Balance</b>		\$ 336,320	\$ 464,070	\$ 441,820	\$ 233,540	\$ 147,410	\$ 300,310
<b>REVENUE</b>							
	Impact Fees	125,750	125,750	139,720	161,870	150,900	675,000
	Investment Income	2,000	2,000	2,000	2,000	2,000	7,500
<b>Total Revenue &amp; Balances:</b>		<b>464,070</b>	<b>591,820</b>	<b>583,540</b>	<b>397,410</b>	<b>300,310</b>	<b>982,810</b>
<b>CAPITAL PROJECT EXPENSES</b>		<b>Carryover</b>	<b>New Funding</b>				
<b>New Assets</b>							
NEW	Parks Master Plan Implementation Project (N)	-	150,000	350,000	250,000	-	-
<b>Improvement of Existing Assets</b>							
P15BW2	Blueways-Phase 2 (I)	200,000	-	-	-	-	-
<b>Replacement of Existing Assets</b>							
		-	-	-	-	-	-
<b>Sub-total - New, Existing, Replacement Assets</b>		<b>200,000</b>	<b>150,000</b>	<b>350,000</b>	<b>250,000</b>	<b>-</b>	<b>-</b>
<b>Total Capital Project Expenses:</b>		<b>200,000</b>	<b>150,000</b>	<b>350,000</b>	<b>250,000</b>	<b>-</b>	<b>-</b>
<b>Estimated Ending Balance:</b>		<b>\$ 464,070</b>	<b>\$ 441,820</b>	<b>\$ 233,540</b>	<b>\$ 147,410</b>	<b>\$ 300,310</b>	<b>\$ 982,810</b>



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

152 - Impact Fees - Parks & Recreation-WVID		Category: Impact Fees						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance		\$ 845,530	\$ 999,220	\$ 1,124,970	\$ 1,164,690	\$ 1,247,130	\$ 1,297,730	
<b>REVENUE</b>								
Impact Fees		153,690	125,750	139,720	132,440	100,600	600,000	
<b>Total Revenue &amp; Balance:</b>		\$ -	153,690	125,750	139,720	132,440	100,600	
<b>CAPITAL PROJECT EXPENSES</b>		<b>Carryover</b>	<b>New Funding</b>					
<b>New Assets</b>								
NEW	63 Acre Park West Villages (N)	-	-	-	100,000	50,000	50,000	
<b>Improvement of Existing Assets</b>								
		-	-	-	-	-	-	
<b>Replacement of Existing Assets</b>								
		-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>		-	-	-	100,000	50,000	50,000	
<b>Total Capital Project Expenses:</b>		-	-	-	100,000	50,000	50,000	
<b>Estimated Ending Balance:</b>		\$ -	\$ 999,220	\$ 1,124,970	\$ 1,164,690	\$ 1,247,130	\$ 1,297,730	



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

153 - Impact Fees - Transportation		Category: Impact Fees						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance		\$ 3,033,280	\$ 2,707,450	\$ 2,070,460	\$ 1,562,150	\$ 1,176,000	\$ 635,820	
<b>REVENUE</b>								
Impact Fees		1,480,430	1,174,270	1,302,950	1,425,110	1,271,080	5,500,000	
Investment Income		15,000	10,000	10,000	10,000	10,000	25,000	
<b>Total Revenue &amp; Balances:</b>		<b>4,528,710</b>	<b>3,891,720</b>	<b>3,383,410</b>	<b>2,997,260</b>	<b>2,457,080</b>	<b>6,160,820</b>	
<b>CAPITAL PROJECT EXPENSES</b>								
	<b>Carryover</b>	<b>New Funding</b>						
<i>New Assets</i>								
	-	-	-	-	-	-	-	
<i>Improvement of Existing Assets</i>								
R15PW1 Price Boulevard Widening Phase I (I)	-	-	-	-	-	-	3,457,240	
	-	-	-	-	-	-	-	
<i>Replacement of Existing Assets</i>								
	-	-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>	-	-	-	-	-	-	<b>3,457,240</b>	
<b>Total Capital Project Expenses:</b>	-	-	-	-	-	-	<b>3,457,240</b>	
<b>DEBT SERVICE</b>								
State Infrastructure Bank Loan-Reimbursement		1,821,260	1,821,260	1,821,260	1,821,260	1,821,260	-	
<b>Total Debt Service:</b>	-	<b>1,821,260</b>	<b>1,821,260</b>	<b>1,821,260</b>	<b>1,821,260</b>	<b>1,821,260</b>	-	
<b>Estimated Ending Balance:</b>		<b>\$ 2,707,450</b>	<b>\$ 2,070,460</b>	<b>\$ 1,562,150</b>	<b>\$ 1,176,000</b>	<b>\$ 635,820</b>	<b>\$ 2,703,580</b>	



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

156 - Impact Fees - Solid Waste		Category: Impact Fees						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance:		\$ 91,440	\$ 82,900	\$ 160,480	\$ 246,580	\$ 338,250	\$ 418,930	
<b>REVENUE</b>								
Impact Fees		91,260	77,080	85,600	91,170	80,180	350,000	
Investment Income		200	500	500	500	500	2,000	
<b>Total Revenue &amp; Balances:</b>		<b>182,900</b>	<b>160,480</b>	<b>246,580</b>	<b>338,250</b>	<b>418,930</b>	<b>770,930</b>	
<b>CAPITAL PROJECT EXPENSES</b>								
	<b>Carryover</b>	<b>New Funding</b>						
<b>New Assets</b>								
NEW	Solid Waste Trucks and Equipment (N,R)	-	100,000	-	-	-	-	
<b>Improvement of Existing Assets</b>								
		-	-	-	-	-	-	
<b>Replacement of Existing Assets</b>								
		-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>		-	100,000	-	-	-	-	
<b>Total Capital Project Expenses:</b>		-	100,000	-	-	-	-	
<b>Estimated Ending Balance:</b>	\$ -	\$ 82,900	\$ 160,480	\$ 246,580	\$ 338,250	\$ 418,930	\$ 770,930	



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Fund and Project Summary

157 - Impact Fees - General Government		Category: Impact Fees					
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25
Estimated Available Beginning Balance		\$ 26,600	\$ 91,670	\$ 143,760	\$ 201,440	\$ 267,790	\$ 332,330
<b>REVENUE</b>							
Impact Fees		64,270	51,290	56,880	65,550	63,740	275,000
Investment Income		800	800	800	800	800	3,000
<b>Total Revenue &amp; Balances:</b>		<b>91,670</b>	<b>143,760</b>	<b>201,440</b>	<b>267,790</b>	<b>332,330</b>	<b>610,330</b>
<b>CAPITAL PROJECT EXPENSES</b>	<b>Carryover</b>	<b>New Funding</b>					
<i>New Assets</i>							
	-	-	-	-	-	-	-
<i>Improvement of Existing Assets</i>							
	-	-	-	-	-	-	-
<i>Replacement of Existing Assets</i>							
	-	-	-	-	-	-	-
<i>Sub-total - New, Existing, Replacement Assets</i>	-	-	-	-	-	-	-
<b>Total Capital Project Expenses:</b>	-	-	-	-	-	-	-
<b>Estimated Ending Balance:</b>		<b>\$ 91,670</b>	<b>\$ 143,760</b>	<b>\$ 201,440</b>	<b>\$ 267,790</b>	<b>\$ 332,330</b>	<b>\$ 610,330</b>



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Fund and Project Summary

157 - Impact Fees - General Government-WVID		Category: Impact Fees						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance		\$ 125,070	\$ 125,070	\$ 125,070	\$ 125,070	\$ 125,070	\$ 125,070	
<b>REVENUE</b>								
Impact Fees		-	-	-	-	-	-	
		-	-	-	-	-	-	
<b>Total Revenue &amp; Balances:</b>	\$ -	-	-	-	-	-	-	
<b>CAPITAL PROJECT EXPENSES</b>	<b>Carryover</b>	<b>New Funding</b>						
<i>New Assets</i>								
	-	-	-	-	-	-	-	
<i>Improvement of Existing Assets</i>								
	-	-	-	-	-	-	-	
<i>Replacement of Existing Assets</i>								
	-	-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>	-	-	-	-	-	-	-	
<b>Total Capital Project Expenses:</b>	-	-	-	-	-	-	-	
<b>Estimated Ending Balance:</b>	\$ -	\$ 125,070	\$ 125,070	\$ 125,070	\$ 125,070	\$ 125,070	\$ 125,070	



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Fund and Project Summary

170 - Department of Environmental Protection (DEP)		Category: Grant						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance		\$ 119,210	\$ 310	\$ 310	\$ 310	\$ 310	\$ 310	
<b>REVENUE</b>								
Investment Income		100	-	-	-	-	-	
<b>Total Revenue &amp; Balances:</b>		<b>119,310</b>	<b>310</b>	<b>310</b>	<b>310</b>	<b>310</b>	<b>310</b>	
<b>CAPITAL PROJECT EXPENSES</b>								
	<b>Carryover</b>	<b>New Funding</b>						
<b>New Assets</b>								
P07MCC	Myakkahatchee Creek Corridor-Land Acquisition (N)	434,416	119,000	-	-	-	-	
<b>Improvement of Existing Assets</b>								
		-	-	-	-	-	-	
<b>Replacement of Existing Assets</b>								
		-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>		<b>434,416</b>	<b>119,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Capital Project Expenses:</b>		<b>434,416</b>	<b>119,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Estimated Ending Balance:</b>								
		\$ 310	\$ 310	\$ 310	\$ 310	\$ 310	\$ 310	





FY 2016 - 2025 Capital Improvement Plan  
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305 - Surtax II		Category: Infrastructure Surtax						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance		\$ 40,460	\$ 23,460	\$ 23,460	\$ 23,460	\$ 23,460	\$ 23,460	
<b>REVENUE</b>								
Investment Income		10,000	-	-	-	-	-	
<b>Total Revenue &amp; Balances:</b>		<b>50,460</b>	<b>23,460</b>	<b>23,460</b>	<b>23,460</b>	<b>23,460</b>	<b>23,460</b>	
<b>CAPITAL PROJECT EXPENSES</b>		<b>Carryover</b>	<b>New Funding</b>					
<i>New Assets</i>								
F06FS5	Fire Station 85 (N)	1,750,000	-	-	-	-	-	
F11FPT	Fire/Police Training Tower (N)	755,000	-	-	-	-	-	
CF15ST	Suncoast Technical College Conference Center (N)	665,000	-	-	-	-	-	
<i>Improvement of Existing Assets</i>								
NEW	Fire Station 83 Sewer Improvements (I)	-	27,000	-	-	-	-	
<b>Sub-total - New Assets, Improvement</b>		<b>3,170,000</b>	<b>27,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Capital Project Expenses:</b>		<b>3,170,000</b>	<b>27,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Estimated Ending Balance:</b>		<b>\$ 23,460</b>	<b>\$ 23,460</b>	<b>\$ 23,460</b>	<b>\$ 23,460</b>	<b>\$ 23,460</b>	<b>\$ 23,460</b>	



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306 - Surtax III		Category: Infrastructure Surtax						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance		\$ 14,084,020	\$16,992,510	\$ 16,705,706	\$ 6,140,652	\$ 7,352,588	\$ 10,552,826	
<b>REVENUE</b>								
	Taxes	8,205,730	8,821,160	9,482,750	10,193,950	10,703,650	48,440,790	
	Investment Income	50,000	40,000	30,000	20,000	10,000	40,000	
	Future Projects Designations	-	(1,802,724)	(1,440,934)	(2,248,864)	(4,091,362)	(22,270,261)	
<b>Total Revenue &amp; Balances:</b>		<b>22,339,750</b>	<b>24,050,946</b>	<b>24,777,522</b>	<b>14,105,738</b>	<b>13,974,876</b>	<b>36,763,355</b>	
<b>CAPITAL PROJECT EXPENSES</b>		<b>Carryover</b>	<b>New Funding</b>					
<b>New Assets</b>								
<i>City Facilities</i>								
CF14CB	Connector Bridge Project (N)	200,000	-	-	-	-	-	
CF15ST	Suncoast Technical College Conference Center (N)	50,000	-	-	-	-	-	
NEW	EOC in City Hall (N)	-	50,000	970,000	-	-	-	
<i>Fire</i>								
NEW	Fire Station 87 - (N)	-	-	-	2,775,000	-	-	
<i>Parks</i>								
P10MCG	Myakkahatchee Creek Greenway (N)	1,382,468	-	-	-	-	-	
NEW	Park Land Acquisition (N)	-	50,000	-	-	-	-	
NEW	Parks Master Plan Implementation Project (N)	-	60,000	130,000	300,000	100,000	-	
<i>Road and Drainage</i>								
R15SHD	Spring Haven Drive Extension (N)	135,000	-	2,269,000	-	-	-	
R15SWC	Sidewalks and Pedestrian Bridges (N)	142,056	255,840	-	-	-	-	
NEW	Tamiami Trail Parking Areas (N)	-	341,200	-	-	-	-	
NEW	Big Slough Watershed Implementation Study (N)	-	300,000	-	-	-	-	
NEW	Sidewalks and Pedestrian Bridges (N)	-	-	255,840	255,840	-	-	
	Sidewalks and Pedestrian Bridges Program (N)	-	-	-	-	255,840	255,840	
							1,062,560	
<i>Utilities</i>								
U11NEP	Neighborhood Water Line Extensions (N)	1,483,335	737,700	-	-	-	-	
U12WT1	Water Transmission Service Improvements (N)	15,000	-	-	-	-	-	
U15PW1	Price Blvd. Widening Utilities Transmission-Phase I (N)	-	-	-	100,000	-	100,000	
U15WSH	Spring Haven Drive Transmission Extension (N)	20,000	-	116,000	-	-	-	
U15WT2	Water Transmission Service Improvements (N)	332,840	60,360	-	-	-	-	
NEW	Water Transmission Service Improvements (N)	-	376,000	-	-	-	-	
NEW	Neighborhood Water Line Extensions (N)	-	-	-	3,000,000	1,180,270	1,536,130	
	Water Transmission Service Improvements (N)	-	-	332,840	332,840	332,840	332,840	
							6,710,977	
							987,897	



			FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25
<b>Improvement of Existing Assets</b>								
<i>City Facilities</i>								
IT15PS	VoIP Phone System (I)	212,500	212,500	-	-	-	-	-
<i>Parks</i>								
P12BWI	Blueways-Phase 1 (I)	337,365	-	-	-	-	-	-
P12PPE	Pine Park-Amenities (I)	61,220	-	230,000	-	-	-	-
P14BMF	Butler Park Multi-Purpose Fields (I)	378,624	750,000	750,000	250,000	250,000	-	-
P15GMC	George Mullen Center Sidewalks/Lighting-Phase III (I)	262,515	-	-	-	-	-	-
<i>Road and Drainage</i>								
R13NHI	Neighborhood Improvements (I)	320,323	-	-	-	-	-	-
R15PW1	Price Boulevard Widening Phase I (I)	2,200,000	150,000	-	12,575,000	-	-	8,796,760
NEW	Bridge Rehabilitation (I)	-	213,820	-	-	-	-	-
NEW	Routine Road Maintenance (I)	-	347,880	-	-	-	-	-
	Bridge Rehabilitation Program (I)	-	-	213,820	213,820	213,820	213,820	641,460
	Routine Road Maintenance Program (I)	-	-	347,880	347,880	347,880	347,880	1,391,449
<b>Replacement of Existing Assets</b>								
<i>Fire</i>								
NEW	Fire Apparatus Replacement (R)	-	575,000	-	-	-	-	-
	Ambulance Replacement Program (R)	-	-	536,040	562,840	591,000	-	2,054,061
	Fire Apparatus Replacement Program (R)	-	-	-	-	-	-	1,420,000
	Public Safety Communications (R)	-	-	300,000	-	-	-	2,206,300
<i>Parks</i>								
NEW	Highland Ridge Park Playground (R)	-	130,000	-	-	-	-	-
<i>Police</i>								
PD16RV	Replace Fully Equipped Vehicles (R)	-	736,940	-	-	-	-	-
NEW	Replace Telecommunications Consoles (R)	-	-	179,560	-	-	-	-
	Replace Fully Equipped Vehicles (R)	-	-	714,260	698,650	706,500	735,540	-
<b>Sub-total - New, Existing, Replacement Assets</b>		<b>7,533,245</b>	<b>5,347,240</b>	<b>7,345,240</b>	<b>18,636,870</b>	<b>6,753,150</b>	<b>3,422,050</b>	<b>25,371,464</b>
<b>Total Capital Project Expenses:</b>		<b>7,533,245</b>	<b>5,347,240</b>	<b>7,345,240</b>	<b>18,636,870</b>	<b>6,753,150</b>	<b>3,422,050</b>	<b>25,371,464</b>
<b>Estimated Ending Balance:</b>			<b>\$ 16,992,510</b>	<b>\$16,705,706</b>	<b>\$ 6,140,652</b>	<b>\$ 7,352,588</b>	<b>\$ 10,552,826</b>	<b>\$ 11,391,891</b>



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325 - Capital Acquisition			Category: Capital Acquisition						
			FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25
<b>Estimated Available Beginning Balance:</b>			\$ 7,788,480	\$ 7,918,890	\$ 7,428,110	\$ 5,984,146	\$ 6,199,557	\$ 4,709,807	
<b>REVENUE</b>	Estimated Fund Balance @ 09/30/15	Information Purposes							
Transfer In - Building Fund	89,910	72,810	27,000	16,500	16,500	16,500	19,750	101,750	
Transfer In - Fleet Fund	470,420	137,000	137,000	50,000	50,000	50,000	50,000	250,000	
Transfer In - Surtax 3-Police	3,230	-	-	-	-	-	-	-	
Transfer In - Road & Drainage District	1,075,810	850,000	450,000	450,000	850,000	850,000	850,000	4,250,000	
Transfer In - Solid Waste District	4,952,070	1,440,030	1,485,030	1,689,200	1,689,200	1,689,200	1,619,000	7,583,920	
Transfer In - Fire Rescue District & EMS	1,738,410	664,000	579,000	400,000	400,000	400,000	400,000	2,000,000	
Investment Income	-	-	-	-	-	-	-	-	
<b>Total Revenue &amp; Balances:</b>	<b>1,738,410</b>	<b>\$ -</b>	<b>10,466,510</b>	<b>10,524,590</b>	<b>10,433,810</b>	<b>8,989,846</b>	<b>9,138,307</b>	<b>18,895,477</b>	
<b>CAPITAL PROJECT EXPENSES</b>	<b>Carryover</b>	<b>New Funding</b>							
<i>Fire</i>									
NEW	Fire Apparatus Replacement (R)	-	960,000	-	-	-	-	-	-
	Fire Apparatus Replacement Program (R)	-	-	-	1,314,670	901,270	450,000	463,490	
<i>Road and Drainage</i>									
NEW	Capital Equipment over \$50,000 (R)	-	360,200	-	-	-	-	-	-
	Capital Equipment over \$50,000 (R)	-	-	840,000	913,540	849,000	850,000	4,201,590	
<i>Solid Waste</i>									
NEW	Solid Waste Trucks and Equipment (N,R)	-	1,227,420	-	-	-	-	-	-
	Solid Waste Trucks and Equipment (N,R)	-	-	2,256,480	2,221,454	1,040,019	3,128,500	11,582,808	
<i>Building</i>									
<i>Fleet</i>									
<i>Police</i>									
<b>Sub-total - New, Existing, Replacement Assets</b>			-	2,547,620	3,096,480	4,449,664	2,790,289	4,428,500	16,247,888
<b>Debt Service</b>									
<b>Total Capital Project Expenses:</b>			-	2,547,620	3,096,480	4,449,664	2,790,289	4,428,500	16,247,888
<b>Estimated Ending Balance:</b>			\$ -	\$ 7,918,890	\$ 7,428,110	\$ 5,984,146	\$ 6,199,557	\$ 4,709,807	\$ 2,647,589

\* Departments may have capital and equipment expenditures that do not meet CIP document threshold of \$50,000.  
See the detailed budget for additional information.



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

330 - Bond Proceeds		Category: Bonds					
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25
<b>Estimated Available Beginning Balance:</b>		\$ 70,540	\$ 101,540	\$ 106,540	\$ 106,540	\$ 106,540	\$ 106,540
<b>REVENUE</b>							
Bond Proceeds		-	-	-	-	-	-
Investment Income		31,000	5,000	-	-	-	-
<b>Total Revenue:</b>		<b>31,000</b>	<b>5,000</b>	-	-	-	-
<b>CAPITAL PROJECT EXPENSES</b>		<b>Estimated Annual Expenditures</b>	<b>New Funding</b>				
<b><i>New Assets</i></b>							
		-	-	-	-	-	-
<b><i>Improvement of Existing Assets</i></b>							
R14RRC	Bond Road Rehabilitation (I)	6,206,145	-	-	-	-	-
R14RRC	Bond Road Rehabilitation (I) - FY 2015	12,074,000	-	-	-	-	-
R14RRC	Bond Road Rehabilitation (I) - FY 2016	13,876,000	-	-	-	-	-
<b><i>Replacement of Existing Assets</i></b>							
		-	-	-	-	-	-
<b><i>Sub-total - New, Existing, Replacement Assets</i></b>		<b>32,156,145</b>	-	-	-	-	-
<b>Total Capital Project Expenses:</b>		<b>32,156,145</b>	-	-	-	-	-
<b>Estimated Ending Balance:</b>		\$ 101,540	\$ 106,540	\$ 106,540	\$ 106,540	\$ 106,540	\$ 106,540



City Facilities-Neighborhood Dev. Svcs.

Connector Bridge Project (N)

CF14CB

**PROJECT INFORMATION**

**PROJECT RANKING**

1

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

The project provides for a pedestrian/equine connector bridge between the city's Environmental Park and the Carlton Reserve. The project cost of \$200,000 represents approximately 50% of the total cost of the project. Sarasota County is expected to fund the other 50%.



For illustrative purposes only

**PROJECT JUSTIFICATION**

The project expands the access of trails for both pedestrian and equestrian recreational enjoyment.

**TOTAL ESTIMATED COST: \$ 200,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)

Level of Service (LOS) Restored

Project to go to DEO

Consistent with MPO long-range plan

Proportionate Fair Share shown

Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 200,000	\$ -	\$ (117,585)	\$ 82,415	\$ 200,000

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
306-Surtax III	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
Improvements, Repairs & Maint.	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL COST</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 20,000	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



City Facilities

Suncoast Technical College Conference Center (N)

CF15ST

**PROJECT INFORMATION**

**PROJECT RANKING**

1

**STRATEGIC GOAL(S)** Toledo Blade & Sumter Interchanges as Major Destinations

**PROJECT DESCRIPTION**

Design and construction of a conference center at the new Suncoast Technical College (STC) south campus.

**PROJECT JUSTIFICATION**

Commission approved on 6/8/15 to allocate funding for a new conference center at the new STC complex.



**TOTAL ESTIMATED COST: \$ 715,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)

Level of Service (LOS) Restored

Project to go to DEO

Consistent with MPO long-range plan

Proportionate Fair Share shown

Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 715,000	\$ -	\$ -	\$ 715,000	\$ 715,000

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
305-Surtax II	\$ 665,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
306-Surtax III	50,000	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 715,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
Planning & Design	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	650,000	-	-	-	-	-	-	-
<b>TOTAL COST</b>	<b>\$ 715,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



City Facilities - Fire

EOC in City Hall (N)

NEW

**PROJECT INFORMATION**

**PROJECT RANKING**

**1**

**STRATEGIC GOAL(S)** Financially Responsible City Providing Quality Municipal Services

**PROJECT DESCRIPTION**

Procurement and installation of emergency generator for City Hall and build-out of vacant 2nd floor space for EOC support. City Hall serves as the center of government daily operations and during disasters, as the center location for the coordination of decision-making and emergency operations.



**PROJECT JUSTIFICATION**

Required to provide emergency backup electrical power to City Hall for the continuity of mission critical operations during "blue sky" or disaster response. Existing 2nd floor shell space would be built-out to accommodate shower facilities to support personnel engaged in EOC operations.

**TOTAL ESTIMATED COST: \$ 1,020,000 For illustrative purposes only**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE) Level of Service (LOS) Restored  
 Project to go to DEO Consistent with MPO long-range plan  
 Proportionate Fair Share shown Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ 50,000	\$ 970,000	\$ -	\$ -	\$ -	\$ 1,020,000	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ 50,000	\$ 970,000	\$ -	\$ -	\$ -	\$ 1,020,000	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -
Construction	-	-	100,000	-	-	-	100,000	-
Equipment, Materials, Furniture	-	-	870,000	-	-	-	870,000	-
<b>TOTAL COST</b>	\$ -	\$ 50,000	\$ 970,000	\$ -	\$ -	\$ -	\$ 1,020,000	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ 3,000	\$ 3,150	\$ 3,310	\$ 3,475	\$ 12,935	\$ 13,600
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ 3,000	\$ 3,150	\$ 3,310	\$ 3,475	\$ 12,935	\$ 13,600

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset





Fire Rescue

Fire Station 85 (N)

F06F55

**PROJECT INFORMATION**

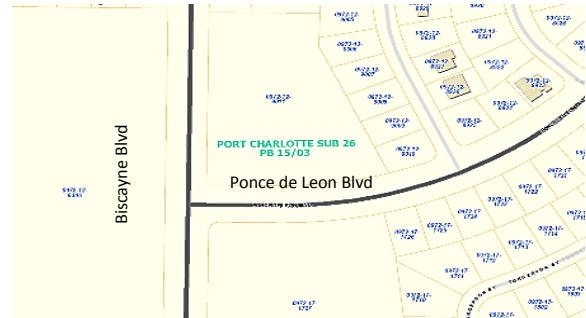
**PROJECT RANKING**

1

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Fire Station 85 will be located on the southeast corner of Biscayne and Ponce de Leon Boulevards and is planned to be completed in September 2016.



**PROJECT JUSTIFICATION**

Required to provide and maintain an adopted level of service from a hardened facility; the project is supported by the Fire Rescue Master Plan.

**TOTAL ESTIMATED COST: \$ 2,520,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE) Level of Service (LOS) Restored  
 Project to go to DEO Consistent with MPO long-range plan  
 Proportionate Fair Share shown Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 2,520,000	\$ (229,724)	\$ -	\$ 2,290,276	\$ 2,290,276

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
305-Surtax II	\$ 1,750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
151-Fire Impact Fees	770,000	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 2,520,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
Land	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	2,220,000	-	-	-	-	-	-	-
<b>TOTAL COST</b>	<b>\$ 2,520,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
Repairs & Maintenance	\$ -	\$ 4,830	\$ 4,910	\$ 4,990	\$ 5,070	\$ 19,800	\$ 27,560
Supplies	-	9,020	9,160	9,300	9,440	36,920	51,585
Utilities	-	15,410	15,650	15,890	16,130	63,080	83,015
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 29,260</b>	<b>\$ 29,720</b>	<b>\$ 30,180</b>	<b>\$ 30,640</b>	<b>\$ 119,800</b>	<b>\$ 162,160</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Fire Rescue

Fire/Police Training Tower (N)

F11FPT

**PROJECT INFORMATION**

**PROJECT RANKING**

1

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

An interlocal agreement is being developed to potentially locate the Fire and Police Training Tower at the new Suncoast Technical College campus at I-75 and Toledo Blade Boulevard. Planning meetings are in process to determine specifics for features, placement, access, etc.



For illustrative purposes only

**PROJECT JUSTIFICATION**

The project is necessary to provide training for Fire/EMS/Police to meet adopted level of service in accordance with the Fire Rescue Master Plan.

**TOTAL ESTIMATED COST: \$ 755,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored
Project to go to DEO	Consistent with MPO long-range plan
Proportionate Fair Share shown	Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 755,000	\$ -	\$ -	\$ 755,000	\$ 755,000

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
305-Surtax II	\$ 755,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 755,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Construction	\$ 755,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL COST</b>	<b>\$ 755,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ 3,600	\$ 3,660	\$ 3,710	\$ 3,770	\$ 14,740	\$ 19,690
Supplies	-	4,000	4,161	4,230	4,290	16,681	22,420
Utilities	-	6,000	6,090	6,180	6,280	24,550	32,810
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 13,600</b>	<b>\$ 13,911</b>	<b>\$ 14,120</b>	<b>\$ 14,340</b>	<b>\$ 55,971</b>	<b>\$ 74,920</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Fire Rescue

Fire Apparatus Replacement (R)

NEW

PROJECT INFORMATION

PROJECT RANKING

2

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

The vehicle replacement program is designed to support scheduled replacement of large fire vehicles. The program is intended to be funded through Surtax III and District contributions to the capital acquisition fund. FY 2016 expenditures are for the replacement of an engine and an aerial truck with some equipment. Tentatively, CID 71148 and 70427 will move to reserve and 70016 and 70426 will be removed from service.



PROJECT JUSTIFICATION

Vehicle and capital equipment replacement is determined through a combination of mileage, age, hours and efficiency, as well as changing industry standards.

TOTAL ESTIMATED COST: \$1,535,000

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE) Level of Service (LOS) Restored  
 Project to go to DEO Consistent with MPO long-range plan  
 Proportionate Fair Share shown Meets FS 163.3164

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
325-Capital Acquisition	\$ -	\$ 960,000	\$ -	\$ -	\$ -	\$ -	\$ 960,000	\$ -
306-Surtax III	-	575,000	-	-	-	-	\$ 575,000	-
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 1,535,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,535,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Vehicles and Equipment	\$ -	\$ 1,535,000	\$ -	\$ -	\$ -	\$ -	\$ 1,535,000	\$ -
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 1,535,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,535,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Fire Rescue

Fire Station 83 Sewer Improvements (I)

NEW

**PROJECT INFORMATION**

**PROJECT RANKING**

1

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

This project is to connect Fire Station 83 to the available central sewer system. The project costs include the a pump system and new connection as well as capacity fees.

**PROJECT JUSTIFICATION**

Fire Station 83 is currently on a temporary septic system located offsite and owned by Utilities. The connection is required by the ULDC within 365 days of notification of availability for commercial occupancies.



**TOTAL ESTIMATED COST: \$ 27,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE) Level of Service (LOS) Restored  
 Project to go to DEO Consistent with MPO long-range plan  
 Proportionate Fair Share shown Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
305-Surtax II	\$ -	\$ 27,000	\$ -	\$ -	\$ -	\$ -	\$ 27,000	\$ -
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 27,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
Construction	\$ -	\$ 27,000	\$ -	\$ -	\$ -	\$ -	\$ 27,000	\$ -
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 27,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
Utilities	\$ 4,920	\$ 5,070	\$ 5,220	\$ 5,375	\$ 5,535	\$ 26,120	\$ 36,900
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ 4,920</b>	<b>\$ 5,070</b>	<b>\$ 5,220</b>	<b>\$ 5,375</b>	<b>\$ 5,535</b>	<b>\$ 26,120</b>	<b>\$ 36,900</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Fire Rescue

Fire Staff Vehicle (N)

NEW

**PROJECT INFORMATION**

**PROJECT RANKING**

1

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

New staff vehicle for the Logistics and Safety Officer position.

**PROJECT JUSTIFICATION**

This vehicle is for the proposed Logistics and Safety Officer position. The vehicle is necessary to facilitate emergency responses when needed and for equipment transport to and from the storage facility at Fire Station 84.



**TOTAL ESTIMATED COST: \$ 30,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored
Project to go to DEO	Consistent with MPO long-range plan
Proportionate Fair Share shown	Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
151-Fire Impact Fees	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
Equipment, Materials, Furniture	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ -
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 20-25
Repairs & Maintenance	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 2,500	\$ 5,000
Supplies	1,500	1,545	1,590	1,640	1,690	\$ 7,965	\$ 9,240
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ 2,000</b>	<b>\$ 2,045</b>	<b>\$ 2,090</b>	<b>\$ 2,140</b>	<b>\$ 2,190</b>	<b>\$ 10,465</b>	<b>\$ 14,240</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Fire Rescue

New Rescue (Ambulance)-Station 83 (N)

NEW

**PROJECT INFORMATION**

**PROJECT RANKING**

**3**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

New Rescue (ambulance) - Station 83. This would require two additional personnel per shift which is a total of six.



For illustrative purposes only

**PROJECT JUSTIFICATION**

Required to provide continued level of service with increased calls for service. This will be a new ambulance for Station 83. Currently the station is serviced by an ALS Engine and backed-up with an ambulance from another station.

**TOTAL ESTIMATED COST: \$ 268,020**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored	Yes
Project to go to DEO	Consistent with MPO long-range plan	
Proportionate Fair Share shown	Meets FS 163.3164	

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-24
151-Fire Impact Fees	\$ -	\$ -	\$ 268,020	\$ -	\$ -	\$ -	\$ 268,020	\$ -
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 268,020</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 268,020</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-24
Equipment, Materials, Furniture	\$ -	\$ -	\$ 268,020	\$ -	\$ -	\$ -	\$ 268,020	\$ -
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 268,020</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 268,020</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-24
Repairs & Maintenance	\$ -	\$ -	\$ 5,500	\$ 5,590	\$ 5,680	\$ 16,770	\$ 29,750
Supplies			9,000	9,140	9,280	27,420	48,560
Personnel			577,364	595,000	612,850	1,785,214	3,351,314
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 591,864</b>	<b>\$ 609,730</b>	<b>\$ 627,810</b>	<b>\$ 1,829,404</b>	<b>\$ 3,429,624</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Fire Rescue

Fire Station 86 - West Village Independent District (N)

NEW

**PROJECT INFORMATION**

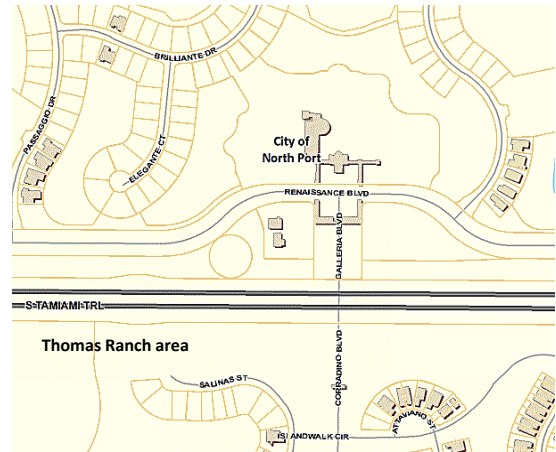
**PROJECT RANKING**

3

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Fire Station 86, West Village (WVID) area, is funded by the developer according to the Principles of Agreement. The developer will build the facility and dedicate it to the city. The debt is repaid by the district with impact fees collected from West Villages development at a variable rate determined by collections currently estimated at \$25,000 per year after completion. There is a significant operational impact with the opening of this station.



**PROJECT JUSTIFICATION**

Required to provide adopted level of service and in accordance with the Fire Rescue Master Plan. Based on the Principles of Agreement, the city will pay the developer an amount not to exceed the developer investment and shall only be obligated as collected.

**TOTAL ESTIMATED COST: \$ 2,520,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored	Yes
Project to go to DEO	Consistent with MPO long-range plan	
Proportionate Fair Share shown	Meets FS 163.3164	

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
151-Fire Impact Fees-WVID	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000	\$ 125,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 75,000</b>	<b>\$ 125,000</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Developer Reimbursement	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000	\$ 125,000
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 75,000</b>	<b>\$ 125,000</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Personnel	\$ -	\$ -	\$ -	\$ 1,756,880	\$ 1,783,240	\$ 3,540,120	\$ 9,187,715
Repairs & Maintenance	-	-	-	5,840	5,930	11,770	31,750
Supplies	-	-	-	10,050	10,200	20,250	54,670
Utilities	-	-	-	17,000	17,260	34,260	85,990
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,789,770</b>	<b>\$ 1,816,630</b>	<b>\$ 3,606,400</b>	<b>\$ 9,360,125</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Fire Rescue

New Engine-Fire Station 86 (N)

NEW

**PROJECT INFORMATION**

**PROJECT RANKING**

**3**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Purchase of a new engine for Fire Station 86 - West Villages Independent District (WVID). This is included in part of the Principles of Agreement with WVID. WVID purchases the engine, dedicates the asset to the city and the city pays back the cost of the engine from impact fees collected from West Villages.



**PROJECT JUSTIFICATION**

Required to provide adopted level of service in accordance with the Fire Rescue Master Plan. The purchase of the engine is included in the WVID Principles of Agreement. The project date is dependent on growth conditions.

**TOTAL ESTIMATED COST: \$ 650,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored	Yes
Project to go to DEO	Consistent with MPO long-range plan	
Proportionate Fair Share shown	Meets FS 163.3164	

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
151-Fire Impact Fees-WVID	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000	\$ 125,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 75,000</b>	<b>\$ 125,000</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Developer Reimbursement	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000	\$ 125,000
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 75,000</b>	<b>\$ 125,000</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 25,380	\$ 25,760	\$ 51,140	\$ 134,720
Supplies	\$ -	\$ -	\$ -	12,180	12,370	24,550	64,730
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 37,560</b>	<b>\$ 38,130</b>	<b>\$ 75,690</b>	<b>\$ 199,450</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset





Fire Rescue

New Rescue (Ambulance)-Station 86 (N)

NEW

PROJECT INFORMATION

PROJECT RANKING

3

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Purchase new rescue unit for Fire Station 86, West Villages Independent District (WVID) area, as part of the Principles of Agreement with WVID. WVID purchases the unit, dedicates the asset to the city, and the city pays back the cost of the unit from impact fees collected from West Villages.



For illustrative purposes only

PROJECT JUSTIFICATION

Required to provide adopted level of service in accordance with the Fire Rescue Master Plan adopted level of service.

TOTAL ESTIMATED COST: \$ 280,000

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored	Yes
Project to go to DEO	Consistent with MPO long-range plan	
Proportionate Fair Share shown	Meets FS 163.3164	

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
151-Fire Impact Fees-WVID	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000	\$ 125,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 75,000</b>	<b>\$ 125,000</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Developer Reimbursement	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000	\$ 125,000
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 75,000</b>	<b>\$ 125,000</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 5,590	\$ 5,680	\$ 11,270	\$ 29,710
Supplies				9,140	9,270	18,410	48,500
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,730</b>	<b>\$ 14,950</b>	<b>\$ 29,680</b>	<b>\$ 78,210</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Fire Rescue

Fire Station 87 - (N)

NEW

**PROJECT INFORMATION**

**PROJECT RANKING**

**3**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Fire Station 87 located in the area of I-75 and Toledo Blade (Panacea) is intended to be funded through Surtax III contributions. We will attempt to obtain assistance through developer contributions if available in the development area. There is a significant operational impact with the opening of this station.



**PROJECT JUSTIFICATION**

Required to provide adopted level of service and in accordance with the Fire Rescue Master Plan.

**TOTAL ESTIMATED COST: \$ 2,775,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored	Yes
Project to go to DEO	Consistent with MPO long-range plan	
Proportionate Fair Share shown	Meets FS 163.3164	

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ -	\$ -	\$ -	\$ 2,775,000	\$ -	\$ 2,775,000	\$ -
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,775,000</b>	<b>\$ -</b>	<b>\$ 2,775,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ 277,500	\$ -	\$ 277,500	\$ -
Construction	-	-	-	-	2,497,500	-	2,497,500	-
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,775,000</b>	<b>\$ -</b>	<b>\$ 2,775,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 1,783,240	\$ 1,783,240	\$ 9,187,715
Repairs & Maintenance	-	-	-	-	5,930	5,930	31,750
Supplies	-	-	-	-	10,200	10,200	54,670
Utilities	-	-	-	-	17,260	17,260	85,990
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,816,630</b>	<b>\$ 1,816,630</b>	<b>\$ 9,360,125</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Fire Rescue

Ambulance Replacement Program (R)

PROGRAM

**PROJECT INFORMATION**

**PROJECT RANKING**

**1**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

The vehicle replacement program is designed to support scheduled replacement of ambulance vehicles. The program is intended to be funded through Surtax III and/or General Fund direct purchases or appropriations to the Capital Acquisition Fund.

**PROJECT JUSTIFICATION**

Vehicle and capital equipment replacement is determined through a combination of mileage, age, hours and efficiency, as well as changing industry standards.



**TOTAL ESTIMATED COST:** Continuous

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored
Project to go to DEO	Consistent with MPO long-range plan
Proportionate Fair Share shown	Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ -	\$ 536,040	\$ 562,840	\$ 591,000	\$ -	\$ 1,689,880	\$ 2,054,061
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ 536,040	\$ 562,840	\$ 591,000	\$ -	\$ 1,689,880	\$ 2,054,061

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Equipment, Materials, Furniture	\$ -	\$ -	\$ 536,040	\$ 562,840	\$ 591,000	\$ -	\$ 1,689,880	\$ 2,054,061
<b>TOTAL COST</b>	\$ -	\$ -	\$ 536,040	\$ 562,840	\$ 591,000	\$ -	\$ 1,689,880	\$ 2,054,061

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Fire Rescue

Fire Apparatus Replacement Program (R)

PROGRAM

**PROJECT INFORMATION**

**PROJECT RANKING**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

The vehicle replacement program is designed to support scheduled replacement of large fire vehicles. The program is intended to be funded through Surtax III and District contributions to the capital acquisition fund.



**PROJECT JUSTIFICATION**

Vehicle and capital equipment replacement is determined through a combination of mileage, age, hours and efficiency, as well as changing industry standards.

**TOTAL ESTIMATED COST:** Continuous

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored
Project to go to DEO	Consistent with MPO long-range plan
Proportionate Fair Share shown	Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
325-Capital Acquisition	\$ -	\$ -	\$ -	\$ 1,314,670	\$ 901,270	\$ 450,000	\$ 2,665,940	\$ 463,490
306-Surtax III	-	-	-	-	-	-	\$ -	1,420,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,314,670</b>	<b>\$ 901,270</b>	<b>\$ 450,000</b>	<b>\$ 2,665,940</b>	<b>\$ 1,883,490</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Vehicles and Equipment	\$ -	\$ -	\$ -	\$ 1,314,670	\$ 901,270	\$ 450,000	\$ 2,665,940	\$ 1,883,490
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,314,670</b>	<b>\$ 901,270</b>	<b>\$ 450,000</b>	<b>\$ 2,665,940</b>	<b>\$ 1,883,490</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Fire Rescue

Public Safety Communications (R)

PROGRAM

**PROJECT INFORMATION**

PROJECT RANKING

2

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Fire Rescue will have retrofit installation costs for new, advanced Station Alerting systems that will occur in FY 2017. The radio system purchased in FY 2014 will need to be replaced in FY 2024. This project is essential to maintaining multi-jurisdictional communications.



For illustrative purposes only

**PROJECT JUSTIFICATION**

Sarasota County is replacing the entire county-wide radio system infrastructure. There will be varied levels of cost associated for North Port Police Dept. and North Port Fire Rescue to continue to use the county system.

**TOTAL ESTIMATED COST: \$ 2,506,300**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE) Level of Service (LOS) Restored  
 Project to go to DCA Consistent with MPO long-range plan  
 Proportionate Fair Share shown Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000	\$ 2,206,300
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 2,206,300</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Equipment, Materials, Furniture	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000	\$ 2,206,300
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 2,206,300</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



**PROJECT INFORMATION**

**PROJECT RANKING**

**1**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Replace current Siemens phone system at City Hall and all outlying facilities with a Voice over IP phone system.

**PROJECT JUSTIFICATION**

There are several factors that drive our need to upgrade and consolidate our phone systems:

- Features/functionality - modernize our phones to allow us to work better
- Interoperability between systems and end-user equipment
- Consolidate overall cost, including annual maintenance, end-user devices, networking, system maintenance and trunking
- System administration: Simplify telephony infrastructure, combining systems and having expertise on one system
- Trunking flexibility: Consolidate voice trunks, and change them to a newer IP-based technology. This will reduce cost, simplify and diversify our connections to the carriers, and provide more redundancy
- Increased redundancy/fault tolerance



**TOTAL ESTIMATED COST: \$ 425,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored
Project to go to DEO	Consistent with MPO long-range plan
Proportionate Fair Share shown	Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 212,500	\$ -	\$ -	\$ 212,500	\$ 212,500

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 212,500	\$ 212,500	\$ -	\$ -	\$ -	\$ -	\$ 212,500	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 212,500</b>	<b>\$ 212,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212,500</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Equipment, Materials, Furniture	\$ 212,500	\$ 212,500	\$ -	\$ -	\$ -	\$ -	\$ 212,500	\$ -
<b>TOTAL COST</b>	<b>\$ 212,500</b>	<b>\$ 212,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212,500</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ 236,250
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 45,000</b>	<b>\$ 236,250</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



City Facilities-Information & Technology

Storage Recovery Site (I)

NEW

**PROJECT INFORMATION**

**PROJECT RANKING**

**2**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Add one storage area network (SAN) in our Disaster Recovery site to provide for server and data replication in the event of a disaster.



**PROJECT JUSTIFICATION**

In FY2016, it is proposed that the city purchase a new Storage Area Network (SAN) unit for our Disaster Recovery site, so that city data can be replicated at a remote, secure location.

**TOTAL ESTIMATED COST: \$ 160,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)

Level of Service (LOS) Restored

Project to go to DEO

Consistent with MPO long-range plan

Proportionate Fair Share shown

Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
001-General Fund	\$ -	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ 160,000	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ 160,000	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Equipment, Materials, Furniture	\$ -	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ 160,000	\$ -
<b>TOTAL COST</b>	\$ -	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ 160,000	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Parks & Recreation

Myakkahatchee Creek Corridor-Land Acquisition (N)

P07MCC

**PROJECT INFORMATION**

**PROJECT RANKING**

1

**STRATEGIC GOAL(S)** Preservation of Environment and Natural Resources

**PROJECT DESCRIPTION**

Myakkahatchee Creek Corridor has 71 properties remaining along the creek corridor originally identified as desirous to the City, which includes three (3) improved lots in tier one properties; and 69 tier two properties (11 improved, 57 vacant).



**PROJECT JUSTIFICATION**

This project will protect and preserve the natural beauty of the creek and mitigate the effects of flooding. This project maintains and enhances the city's adopted level of service.

**TOTAL ESTIMATED COST: \$ 4,094,283**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored
Project to go to DEO	Yes	Consistent with MPO long-range plan
Proportionate Fair Share shown		Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 3,975,283	\$ (3,540,867)	\$ -	\$ 434,416	\$ 434,416

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
144-Escheated Lots	\$ 2,416,062	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
152-Parks Impact Fees	501,315	-	-	-	-	-	-	-
170-DEP	598,187	119,000	-	-	-	-	119,000	-
305-Surtax II	459,719	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 3,975,283</b>	<b>\$ 119,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 119,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Land	\$ 3,915,653	\$ 119,000	\$ -	\$ -	\$ -	\$ -	\$ 119,000	\$ -
Planning & Design	6,459	-	-	-	-	-	-	-
Improvements, Repairs & Maint.	7,575	-	-	-	-	-	-	-
<b>TOTAL COST</b>	<b>\$ 3,929,687</b>	<b>\$ 119,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 119,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset





Parks & Recreation

Myakkahatchee Creek Greenway (N)

P10MCG

PROJECT INFORMATION

PROJECT RANKING

1

**STRATEGIC GOAL(S)** Preservation of Environment and Natural Resources

**PROJECT DESCRIPTION**

One phase of this project, is a one mile trail section between Price and Appomattox Drive on North Port Blvd. The design is part of the Myakkahatchee Creek Greenway supporting the linear park concept. Design and permitting are complete. Upon receipt of developer contribution for construction, the request for bid will be issued.

**PROJECT JUSTIFICATION**

Further development increases recreational opportunities for citizens. The project maintains and enhances the city's adopted level of service. Anticipated developer contribution is \$258,005.

Estimated Cost:

- Phase I design \$43,287
- Phase I construction \$1,381,718



**TOTAL ESTIMATED COST: \$ 1,425,005**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored
Project to go to DEO	Yes	Consistent with MPO long-range plan
Proportionate Fair Share shown		Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 1,425,005	\$ (42,537)	\$ (2,260)	\$ 1,380,208	\$ 1,382,468

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 1,167,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Anticipated Developer Contribution	258,005	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 1,425,005</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 43,287	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	1,381,718	-	-	-	-	-	-	-
<b>TOTAL COST</b>	<b>\$ 1,425,005</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ 6,000	\$ 6,090	\$ 6,181	\$ 6,274	\$ 24,545	\$ 31,370
Supplies	-	2,000	2,030	2,060	2,091	8,182	10,457
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 8,000</b>	<b>\$ 8,120</b>	<b>\$ 8,242</b>	<b>\$ 8,365</b>	<b>\$ 32,727</b>	<b>\$ 41,827</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Parks & Recreation

Blueways-Phase 1 (I)

P12BW1

**PROJECT INFORMATION**

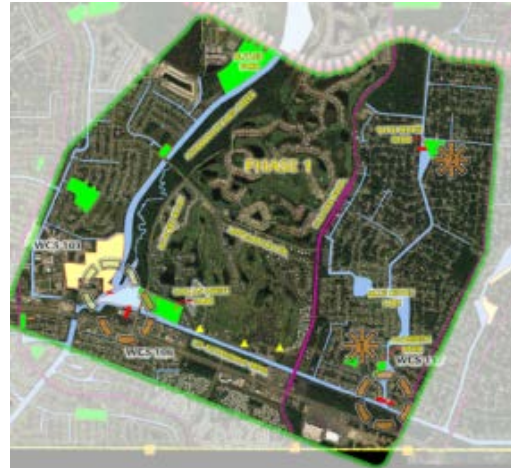
**PROJECT RANKING**

**1**

**STRATEGIC GOAL(S)** Preservation of Environment and Natural Resources

**PROJECT DESCRIPTION**

Blueways-Phase I development of canal and creek system linking water-based recreation at Blue Ridge Park, McKibben Park, and Dallas White Park. Includes improvements to existing launch sites, canoe/kayak launches, addition of docks, portal access points at two water control structures, a fishing pier, bank improvements, ADA accessibility, landscaping and signage. Construction is expected to be complete by summer 2015.



**PROJECT JUSTIFICATION**

To create connectivity to various parks and points of interest and to promote water based recreation using the canal and creek system prevalent in North Port as identified in the Canal & Creek Master Plan. A total of five phases are identified in the plan.

Design \$62,456

Construction \$387,544

**TOTAL ESTIMATED COST: \$ 450,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored
Project to go to DEO	Yes	Consistent with MPO long-range plan
Proportionate Fair Share shown		Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 450,000	\$ (112,636)	\$ (335,470)	\$ 1,894	\$ 337,365

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 62,456	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	387,544	-	-	-	-	-	-	-
<b>TOTAL COST</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ 9,000	\$ 9,135	\$ 9,272	\$ 9,411	\$ 9,552	\$ 46,370	\$ 47,761
Supplies	3,000	\$ 3,045	\$ 3,091	\$ 3,137	\$ 3,184	15,457	15,920
Utilities	500	\$ 508	\$ 515	\$ 523	\$ 531	2,576	2,653
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ 12,500</b>	<b>\$ 12,688</b>	<b>\$ 12,878</b>	<b>\$ 13,071</b>	<b>\$ 13,267</b>	<b>\$ 64,403</b>	<b>\$ 66,335</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Parks & Recreation

Pine Park-Amenities (I)

P12PPE

**PROJECT INFORMATION**

**PROJECT RANKING**

**3**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Construction of additional enhancements to Pine Park to include sidewalks and lighting.

**PROJECT JUSTIFICATION**

Meet needs of neighborhood and safety requirements. This project is to construct the designed sidewalks and lighting. The project was bid in 2014 and construction estimates exceeded budget. This project is being re-budgeted through the CIP for construction. Estimated cost:

Phase I playground equipment: \$25,935 (complete)

Phase II design: \$27,745

Phase II construction: \$291,320



**TOTAL ESTIMATED COST: \$ 115,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)

Level of Service (LOS) Restored

Project to go to DEO

Consistent with MPO long-range plan

Proportionate Fair Share shown

Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 115,000	\$ (53,780)	\$ (4,350)	\$ 56,870	\$ 61,220

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 115,000	\$ -	\$ 230,000	\$ -	\$ -	\$ -	\$ 230,000	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 115,000</b>	<b>\$ -</b>	<b>\$ 230,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 230,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 27,740	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	61,320	-	230,000	-	-	-	230,000	-
Improvements, Repairs & Maint.	25,940	-	-	-	-	-	-	-
<b>TOTAL COST</b>	<b>\$ 115,000</b>	<b>\$ -</b>	<b>\$ 230,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 230,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Utilities	\$ -	\$ 320	\$ 740	\$ 751	\$ 762	\$ 2,573	\$ 3,812
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 320</b>	<b>\$ 740</b>	<b>\$ 751</b>	<b>\$ 762</b>	<b>\$ 2,573</b>	<b>\$ 3,812</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Parks & Recreation

Butler Park Multi-Purpose Fields (I)

P14BMF

PROJECT INFORMATION

PROJECT RANKING

7

**STRATEGIC GOAL(S)** Financially Responsible City Providing Quality Municipal Services

**PROJECT DESCRIPTION**

Butler Park Multi-Purpose Fields include drainage improvements to the site, along with the installation of three new multipurpose fields, ADA enhancements (including sidewalks and parking) and a restroom building. FY14/15 demolition of concession building and relocation of electric panel; FY15/16 drainage improvements; FY16/17 construction of new multipurpose fields, small concession/restroom building; FY17/18 installation of field lighting, potential large concession/restroom building; additional sidewalks.



**PROJECT JUSTIFICATION**

As reviewed and approved by Commission, the demolition phase began in March 2015. This project expands athletic opportunities by providing much needed additional multipurpose fields.

**TOTAL ESTIMATED COST: \$ 2,440,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored
Project to go to DEO	Yes	Consistent with MPO long-range plan
Proportionate Fair Share shown		Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 440,000	\$ (61,376)	\$ (19,000)	\$ 359,624	\$ 378,624

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 440,000	\$ 750,000	\$ 750,000	\$ 250,000	\$ 250,000	\$ -	\$ 2,000,000	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 440,000</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 80,000	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000	\$ -
Construction	360,000	750,000	750,000	175,000	250,000	-	1,925,000	-
<b>TOTAL COST</b>	<b>\$ 440,000</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ 5,000	\$ 5,075	\$ 5,151	\$ 5,228	\$ 5,307	\$ 25,761	\$ 26,534
Supplies	2,500	2,538	2,576	2,614	2,653	12,881	\$ 13,267
Utilities	4,000	4,060	4,121	4,183	4,245	20,609	\$ 21,227
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ 11,500</b>	<b>\$ 11,673</b>	<b>\$ 11,848</b>	<b>\$ 12,025</b>	<b>\$ 12,206</b>	<b>\$ 59,251</b>	<b>\$ 61,028</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Parks & Recreation

Blueways-Phase 2 (I)

P15BW2

PROJECT INFORMATION

PROJECT RANKING

1

STRATEGIC GOAL(S) Preservation of Environment and Natural Resources

PROJECT DESCRIPTION

Blueways-Phase 2 will complete the connectivity between Dallas White Park and Butler Park, and will include water access near a water control structure and removal of invasive trees. Upon completion, staff will determine and implement additional amenities as identified in the Canal & Creek Master Plan, which may include launch sites, canoe/kayak launches, addition of docks, portal access points at water control structures, bank improvements, ADA accessibility, landscaping and signage.



PROJECT JUSTIFICATION

To create connectivity to various parks and points of interest and to promote water based recreation using the canal and creek system prevalent in North Port as identified in the Canal & Creek Master Plan. A total of five phases were identified in the plan. Continued improvements will be addressed with the master plan update.

TOTAL ESTIMATED COST: \$ 200,000

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored
Project to go to DEO	Yes	Consistent with MPO long-range plan
Proportionate Fair Share shown		Meets FS 163.3164

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 200,000	\$ -	\$ (180,873)	\$ 19,127	\$ 200,000

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
152-Parks Impact Fees	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	200,000	-	-	-	-	-	-	-
<b>TOTAL COST</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies							
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Parks & Recreation

George Mullen Center Sidewalks/Lighting-Phase III (I)

P15GMC

**PROJECT INFORMATION**

PROJECT RANKING

1

**STRATEGIC GOAL(S)** Financially Responsible City Providing Quality Municipal Services

**PROJECT DESCRIPTION**

This phase includes sidewalks, lighting, and dark-fiber connectivity between City Hall and GMAC.

**PROJECT JUSTIFICATION**

Community interest and enhancement to all activities hosted at the George Mullen Activity Center and City Hall front lawn.

Estimated Cost:

Phase III construction (sidewalks/electrical/fiber connectivity) \$272,000



**TOTAL ESTIMATED COST: \$ 272,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored
Project to go to DEO	Consistent with MPO long-range plan
Proportionate Fair Share shown	Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 272,000	\$ (9,485)	\$ (254,715)	\$ 7,800	\$ 262,515

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 272,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 272,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Construction	\$ 272,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL COST</b>	<b>\$ 272,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Utilities	\$ 1,015	\$ 1,030	\$ 1,046	\$ 1,061	\$ 1,077	\$ 5,230	\$ 5,386
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ 1,015</b>	<b>\$ 1,030</b>	<b>\$ 1,046</b>	<b>\$ 1,061</b>	<b>\$ 1,077</b>	<b>\$ 5,230</b>	<b>\$ 5,386</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Parks & Recreation

Parks Master Plan Implementation Project (N)

NEW

**PROJECT INFORMATION**

PROJECT RANKING

6

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

This project is to set aside funding for design and construction of the Parks Master Plan recommended projects.



**PROJECT JUSTIFICATION**

In FY 15, the city started updating the Parks & Recreation Master Plan. The plan is expected to be complete in early FY 16. Operating impacts will be determined as projects are developed.



**TOTAL ESTIMATED COST: \$ 1,415,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored
Project to go to DEO	Consistent with MPO long-range plan
Proportionate Fair Share shown	Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 20-21	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ 60,000	\$ 130,000	\$ 300,000	\$ 100,000	\$ -	\$ 590,000	\$ -
152-Parks Impact Fees	-	-	150,000	350,000	250,000	-	750,000	-
146-Escheated Lots-Parks	-	-	75,000	-	-	-	75,000	-
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 355,000</b>	<b>\$ 650,000</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 1,415,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 20-21	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ 50,000	\$ 190,000	\$ 85,000	\$ -	\$ -	\$ 325,000	\$ -
Construction	-	10,000	165,000	565,000	350,000	-	1,090,000	-
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 355,000</b>	<b>\$ 650,000</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 1,415,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 20-21	5 Yr Total	FY 21-25
Utilities	\$ -	\$ 320	\$ 740	\$ 751	\$ 762	\$ 2,573	\$ 3,812
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 320</b>	<b>\$ 740</b>	<b>\$ 751</b>	<b>\$ 762</b>	<b>\$ 2,573</b>	<b>\$ 3,812</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Parks & Recreation

Highland Ridge Park Playground (R)

NEW

**PROJECT INFORMATION**

**PROJECT RANKING**

**1**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Replacement of playground equipment at Highland Ridge Park.

**PROJECT JUSTIFICATION**

The playground equipment at Highland Ridge Park is experiencing wear issues, and replacement parts (due to the manufacturer) have limited availability and are cost prohibitive. Replacement of the equipment addresses the safety and aesthetic concerns. No additional impact on operating is anticipated.



**TOTAL ESTIMATED COST: \$ 130,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE) Level of Service (LOS) Restored  
 Project to go to DEO Consistent with MPO long-range plan  
 Proportionate Fair Share shown Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 20-21	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 20-21	5 Yr Total	FY 21-25
Construction	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$ -
<b>TOTAL COST</b>	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 20-21	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset





Parks & Recreation

Park Land Acquisition (N)

NEW

PROJECT INFORMATION

PROJECT RANKING

1

**STRATEGIC GOAL(S)** Preservation of Environment and Natural Resources

**PROJECT DESCRIPTION**

Strategic acquisition of additional park lands.

**PROJECT JUSTIFICATION**

Community demand for enhanced park system and recommendations from Parks and Recreation Advisory Board (PRAB).

Additional properties to purchase for future neighborhood or community parks may be identified through the master plan update.



**TOTAL ESTIMATED COST: \$ 50,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Land	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Parks & Recreation

63 Acre Park West Villages (N)

NEW

**PROJECT INFORMATION**

**PROJECT RANKING**

**8**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

This project will start the design development and will continue through the construction and build out of the 63 acre parcel in conjunction with the West Villages Improvement District.

**PROJECT JUSTIFICATION**

This property was donated to the City in conjunction with the West Villages Improvement District. Upon the terms of this agreement, this park will be developed when 2,000 homes are permitted.



**TOTAL ESTIMATED COST: \$ 200,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE) Level of Service (LOS) Restored  
 Project to go to DEO Consistent with MPO long-range plan  
 Proportionate Fair Share shown Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
152-Parks Impact Fees-WVID	\$ -	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 50,000	\$ 200,000	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 50,000	\$ 200,000	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Developer Reimbursement	\$ -	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 50,000	\$ 200,000	\$ -
<b>TOTAL COST</b>	\$ -	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 50,000	\$ 200,000	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Police

Additional Fully Equipped Vehicles (N)

NEW

**PROJECT INFORMATION**

**PROJECT RANKING**

**1**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Purchase fully equipped police vehicles for two additional Commander positions.

**PROJECT JUSTIFICATION**

These will be two fully equipped vehicles to be utilized by additional sworn Commanders.



**TOTAL ESTIMATED COST: \$ 78,180**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored
Project to go to DEO	Consistent with MPO long-range plan
Proportionate Fair Share shown	Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
150-Law Enforcement Impact Fees	\$ -	\$ 78,180	\$ -	\$ -	\$ -	\$ -	\$ 78,180	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ 78,180	\$ -	\$ -	\$ -	\$ -	\$ 78,180	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Equipment, Materials, Furniture	\$ -	\$ 78,180	\$ -	\$ -	\$ -	\$ -	\$ 78,180	\$ -
<b>TOTAL COST</b>	\$ -	\$ 78,180	\$ -	\$ -	\$ -	\$ -	\$ 78,180	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ 12,000	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ 12,000	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Police

Replace Fully Equipped Vehicles (R)

PD16RV

**PROJECT INFORMATION**

**PROJECT RANKING**

**1**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Replace 20 fully equipped police vehicles based on vehicle replacement plan criteria. CID #s 70138, 70555, 70691, 71033, 71035, 71038, 71044, 71045, 71047, 71049, 71050, 71052, 71053, 71057, 71058, 71059, 70656, 70633, 70408 and 71164.

**PROJECT JUSTIFICATION**

Replace vehicles that have outlived their usefulness due to excess mileage, maintenance and overall safety issues. Fuel and maintenance costs are already accounted for in the General Fund budget as these are replacements.



**TOTAL ESTIMATED COST: \$ 736,940**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored
Project to go to DEO	Consistent with MPO long-range plan
Proportionate Fair Share shown	Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/15	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/16
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ 736,940	\$ -	\$ -	\$ -	\$ -	\$ 736,940	\$ -
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 736,940</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 736,940</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Equipment, Materials, Furniture	\$ -	\$ 736,940	\$ -	\$ -	\$ -	\$ -	\$ 736,940	\$ -
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 736,940</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 736,940</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ 42,000	\$ 30,000	\$ 28,000	\$ 100,000	\$ 42,000
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 42,000</b>	<b>\$ 30,000</b>	<b>\$ 28,000</b>	<b>\$ 100,000</b>	<b>\$ 42,000</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Police

Replace Telecommunications Consoles (R)

NEW

**PROJECT INFORMATION**

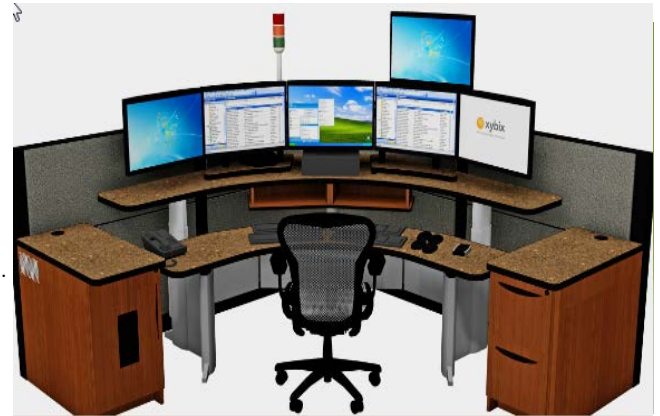
**PROJECT RANKING**

**1**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Replace Telecommunications Consoles to match Sarasota County capabilities.



**PROJECT JUSTIFICATION**

As part of a county-wide initiative and to insure adherence with federal law, the current radio infrastructure is being replaced within the next 22 months. This initiative will allow the current county radio system to be P25 compliant as required. This effort will enhance the safety of our officers by addressing numerous deficiencies that have been identified within our existing system. Without this purchase, our dispatch consoles will no longer be operational.

**TOTAL ESTIMATED COST: \$ 179,560**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)

Level of Service (LOS) Restored

Project to go to DEO

Consistent with MPO long-range plan

Proportionate Fair Share shown

Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ -	\$ 179,560	\$ -	\$ -	\$ -	\$ 179,560	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ 179,560	\$ -	\$ -	\$ -	\$ 179,560	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Equipment, Materials, Furniture	\$ -	\$ -	\$ 179,560	\$ -	\$ -	\$ -	\$ 179,560	\$ -
<b>TOTAL COST</b>	\$ -	\$ -	\$ 179,560	\$ -	\$ -	\$ -	\$ 179,560	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Police

Mobile Citation Project (N)

NEW

PROJECT INFORMATION

PROJECT RANKING

1

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Mobile Citation Project.



PROJECT JUSTIFICATION

Improve quality of service for road patrol officers and streamline ticket processing with the courts and the Department of Highway Safety and Motor Vehicles. Currently, the Records Division and the Clerk of the Court have difficulty reading handwriting. This project would allow for a more legible court document as well as the completion of the documents in a more efficient time. 100 units will be purchased.

TOTAL ESTIMATED COST: \$ 159,950

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)

Level of Service (LOS) Restored

Project to go to DEO

Consistent with MPO long-range plan

Proportionate Fair Share shown

Meets FS 163.3164

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
150-Law Enforcement Impact Fees	\$ -	\$ -	\$ -	\$ 159,950	\$ -	\$ -	\$ 159,950	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ -	\$ 159,950	\$ -	\$ -	\$ 159,950	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Equipment, Materials, Furniture	\$ -	\$ -	\$ -	\$ 159,950	\$ -	\$ -	\$ 159,950	\$ -
<b>TOTAL COST</b>	\$ -	\$ -	\$ -	\$ 159,950	\$ -	\$ -	\$ 159,950	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 3,600	\$ 3,650	\$ 7,250	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ 3,600	\$ 3,650	\$ 7,250	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Police

Replace Fully Equipped Vehicles (R)

PROGRAM

**PROJECT INFORMATION**

**PROJECT RANKING**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Yearly replacement of patrol cars.



**PROJECT JUSTIFICATION**

Replace vehicles that have outlived their usefulness due to excess mileage, maintenance and overall safety issues. Fuel and maintenance costs are already accounted for in the General Fund budget as these are replacements.

**TOTAL ESTIMATED COST:** Continuous

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)

Level of Service (LOS) Restored

Project to go to DEO

Consistent with MPO long-range plan

Proportionate Fair Share shown

Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ -	\$ 714,260	\$ 698,650	\$ 706,500	\$ 735,540	\$ 2,854,950	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ 714,260	\$ 698,650	\$ 706,500	\$ 735,540	\$ 2,854,950	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Equipment, Materials, Furniture	\$ -	\$ -	\$ 714,260	\$ 698,650	\$ 706,500	\$ 735,540	\$ 2,854,950	\$ -
<b>TOTAL COST</b>	\$ -	\$ -	\$ 714,260	\$ 698,650	\$ 706,500	\$ 735,540	\$ 2,854,950	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 30,000	\$ 28,000	\$ 58,000	\$ 42,000
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ 30,000	\$ 28,000	\$ 58,000	\$ 42,000

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



PROJECT INFORMATION

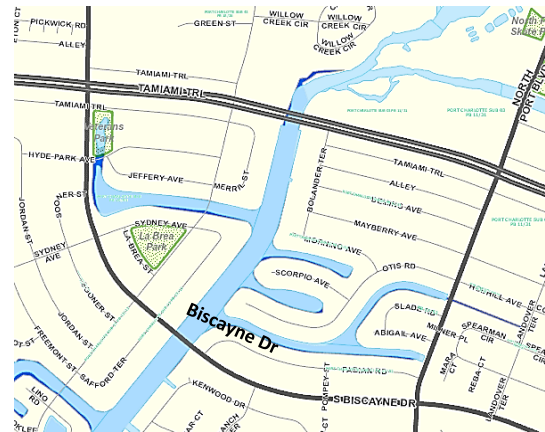
PROJECT RANKING

1

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Neighborhood improvements for FY 2015: To complete the beautification of Biscayne Dr. including median landscaping, trees, and turf with minimal irrigation and Florida native plantings. Design began in FY 2013, with phase one construction to begin in FY 2014 and all phases to be completed in FY 2016.



PROJECT JUSTIFICATION

Neighborhood improvements, beautification and streetscaping.

TOTAL ESTIMATED COST: \$451,236

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)  
Proportionate Fair Share shown

Level of Service (LOS) Restored  
Consistent with MPO long-range plan  
Meets FS 163.3164

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 451,236	\$ (80,913)	\$ (6,940)	\$ 363,383	\$ 370,323

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 401,236	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
115-Tree Fund	50,000	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 451,236</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Improvements, Repairs & Maint.	\$ 451,236	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL COST</b>	<b>\$ 321,836</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ 5,355	\$ 5,490	\$ 5,625	\$ 5,710	\$ 22,180	\$ 30,300
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 5,355</b>	<b>\$ 5,490</b>	<b>\$ 5,625</b>	<b>\$ 5,710</b>	<b>\$ 22,180</b>	<b>\$ 30,300</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset





PROJECT INFORMATION

PROJECT RANKING

1

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Rehabilitation of approximately 266 miles of sub-standard public roads within three calendar years. Of these roads, 89 miles are anticipated to be rehabilitated in calendar year 2014, another 89 miles in calendar year 2015, and 88 miles in calendar year 2016. As with all road rehabilitation work, improvements to road related stormwater drainage will be part of the project.



PROJECT JUSTIFICATION

Rehabilitation of the sub-standard roads would provide for safe roads for the motoring public and allow for the implementation of a viable seven-year road maintenance program to prevent roads from falling into sub-standard conditions. The total project cost was appropriated in prior years, and this CIP reflects how the dollars will be spent in future years:

- FY 2014: \$15,050,000
- FY 2015: \$12,074,000
- FY 2016: \$13,876,000

TOTAL ESTIMATED COST: \$ 41,000,000

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 41,000,000	\$ (8,843,855)	\$ (5,014,945)	\$ 27,141,201	\$ 32,156,145

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Bonds	\$ 15,050,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	12,074,000							
	13,876,000							
<b>TOTAL FUNDING</b>	<b>\$ 41,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Construction	\$ 15,050,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	12,074,000							
Construction	13,876,000							
<b>TOTAL COST</b>	<b>\$ 41,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Debt Service	\$ 6,002,480	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 15,000,000	\$ 15,000,000
<b>TOTAL OPERATING IMPACTS</b>		<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ 15,000,000</b>	<b>\$ 15,000,000</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



PROJECT INFORMATION

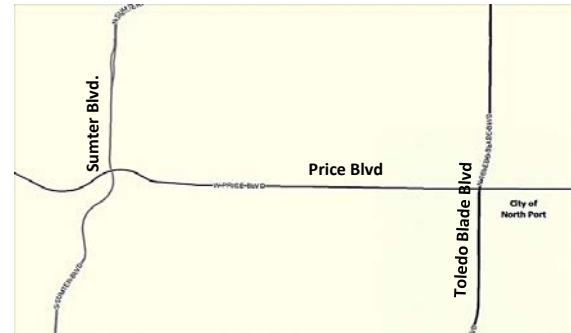
PROJECT RANKING

1

**STRATEGIC GOAL(S)** Toledo Blade & Sumter Interchanges as Major Destinations

**PROJECT DESCRIPTION**

Phase I of this project is to design and prepare engineering plans, specifications and estimates for public bidding to award a contract of the widening, and conduct land acquisition needed to expand Price Blvd. to four lanes within the existing 100-foot right-of-way of Price Boulevard between Sumter Boulevard and Toledo Blade Boulevard. Phase I includes construction of the section of Price from Sumter Blvd. to Cranberry Blvd. The estimated cost in FY 21-25 is for Phase II construction from Cranberry Blvd. to Toledo Blade Blvd.



**PROJECT JUSTIFICATION**

The 2009 Price Boulevard Corridor study was discussed during City Commission Workshop on April 15, 2014. City Commission recommended proceeding with the design for widening to four lanes of the Price Boulevard segment between Sumter Boulevard and Toledo Blade. The project is being split into two phases. Phase I includes design, specifications and land acquisition of Price Blvd. between Sumter Blvd. and Toledo Blade Blvd., and construction of the segment from Sumter Blvd. to Cranberry Blvd. Phase II will be construction of the segment from Cranberry Blvd. to Toledo Blade Blvd. in FY 21-25.

**TOTAL ESTIMATED COST: \$ 16,875,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	Yes
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 2,200,000	\$ -	\$ -	\$ 2,200,000	\$ 2,200,000

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
115-Tree Fund	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ 100,000
144-Escheated Lots	-	1,850,000	-	-	-	-	1,850,000	-
153-Transportation Impact Fees	-	-	-	-	-	-	-	3,457,240
306-Surtax III	2,200,000	150,000	-	12,575,000	-	-	12,725,000	8,796,760
<b>TOTAL FUNDING</b>	<b>\$ 2,200,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 12,675,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,675,000</b>	<b>\$ 12,354,000</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Land	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -
Planning & Design	2,200,000	-	-	-	-	-	-	-
Construction	-	-	-	12,675,000	-	-	12,675,000	12,354,000
<b>TOTAL COST</b>	<b>\$ 2,200,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 12,675,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,675,000</b>	<b>\$ 12,354,000</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Road & Drainage

Routine Road Maintenance (I)

R15RRM

PROJECT INFORMATION

PROJECT RANKING

2

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Resurfacing, surface rejuvenation, micro-surfacing, and crack sealing of at least 30 miles of public roads a year as part of a viable seven year road maintenance program to prevent roads from falling into sub-standard conditions.

PROJECT JUSTIFICATION

Routine maintenance of roads in fair condition will prevent those roads from falling into sub-standard conditions that would later require costly rehabilitation.



TOTAL ESTIMATED COST: \$ 2,500,000

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE) Level of Service (LOS) Restored  
 Proportionate Fair Share shown Consistent with MPO long-range plan  
 Meets FS 163.3164

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 2,500,000	\$ (505,686)	\$ (468,154)	\$ 1,526,160	\$ 1,994,314

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
107-Road & Drainage District	\$ 2,162,560	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
306-Surtax III	337,440	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 2,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Improvements, Repairs & Maint.	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL COST</b>	<b>\$ 2,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Road & Drainage

Rehabilitation of Water Control Structure 115 (R)

R15S15

PROJECT INFORMATION

PROJECT RANKING

1

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Design, permit and reconstruction of Water Control Structure No. 115 located on Snover Waterway just west of Chamberlain Boulevard.



PROJECT JUSTIFICATION

Reconstruction of water control structures are necessary to control potential flooding and maintain water quality.

TOTAL ESTIMATED COST: \$ 900,000

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO		Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 90,000	\$ -	\$ (90,000)	\$ -	\$ 90,000

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
107-Road & Drainage District	\$ 90,000	\$ 815,000	\$ -	\$ -	\$ -	\$ -	\$ 815,000	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 90,000</b>	<b>\$ 815,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 815,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Improvements, Repairs & Maint.	-	815,000	-	-	-	-	815,000	-
<b>TOTAL COST</b>	<b>\$ 90,000</b>	<b>\$ 815,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 815,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Utilities	\$ -	\$ 440	\$ 445	\$ 450	\$ 500	\$ 1,835	\$ 2,250
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 440</b>	<b>\$ 445</b>	<b>\$ 450</b>	<b>\$ 500</b>	<b>\$ 1,835</b>	<b>\$ 2,250</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Road & Drainage

Spring Haven Drive Extension (N)

R15SHD

**PROJECT INFORMATION**

**PROJECT RANKING**

1

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Construct the missing segment of Spring Haven Drive from Pan American Boulevard to Butler Park. This project includes bicycle lanes, sidewalks, roadway lighting, irrigation and landscaping.



**PROJECT JUSTIFICATION**

Construct an approximate 0.61 mile missing segment of a collector road. This project will improve mobility from the Pan American and North Port Boulevard sections of the City to Butler Park, North Port High School and Heron Creek Middle School.

**TOTAL ESTIMATED COST: \$ 2,494,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)

Level of Service (LOS) Restored

Proportionate Fair Share shown

Consistent with MPO long-range plan

Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 135,000	\$ -	\$ -	\$ 135,000	\$ 135,000

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 135,000	\$ -	\$ 2,269,000	\$ -	\$ -	\$ -	\$ 2,269,000	\$ -
115-Tree Fund	-	-	90,000	-	-	-	90,000	-
<b>TOTAL FUNDING</b>	<b>\$ 135,000</b>	<b>\$ -</b>	<b>\$ 2,359,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,359,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 135,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	-	-	2,359,000	-	-	-	2,359,000	-
<b>TOTAL COST</b>	<b>\$ 135,000</b>	<b>\$ -</b>	<b>\$ 2,359,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,359,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ 20,000	\$ 20,300	\$ 20,600	\$ 60,900	\$ -
Utilities	-	-	500	508	516	1,524	-
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,500</b>	<b>\$ 20,808</b>	<b>\$ 21,116</b>	<b>\$ 62,424</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Road & Drainage

Sidewalks and Pedestrian Bridges (N)

R15SWC

PROJECT INFORMATION

PROJECT RANKING

1

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

The FY 2016 plan is to construct sidewalks along Haberland Blvd. from Jeanin Drive to Hillsborough Blvd. and a small section along San Mateo Drive from Skyway Ave. to Price Blvd. Design was completed in FY 2015. FY 2015 construction is for the sidewalk section along Hillborough Blvd. and Norendale.



For illustrative purposes only

**PROJECT JUSTIFICATION**

Construction of sidewalks and pedestrian bridges is a priority of the City Commission and residents. Every year funding is appropriated to design and construct sidewalks and pedestrian bridges to provide safe pedestrian travel primarily within a two mile radius of schools, and secondarily, on all arterial and collector roads.

**TOTAL ESTIMATED COST:** \$ 1,140,000

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored
Project to go to DEO	Consistent with MPO long-range plan
Proportionate Fair Share shown	Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 600,000	\$ (113,784)	\$ (169,793)	\$ 316,423	\$ 486,216

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
107-Road & Drainage District	\$ 344,160	\$ 284,160	\$ -	\$ -	\$ -	\$ -	\$ 284,160	\$ -
306-Surtax III	255,840	255,840	-	-	-	-	255,840	-
<b>TOTAL FUNDING</b>	<b>\$ 600,000</b>	<b>\$ 540,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 540,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	540,000	540,000	-	-	-	-	540,000	-
<b>TOTAL COST</b>	<b>\$ 600,000</b>	<b>\$ 540,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 540,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 800	\$ -	\$ 800	\$ 1,600
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 800</b>	<b>\$ -</b>	<b>\$ 800</b>	<b>\$ 1,600</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset

PROJECT INFORMATION

PROJECT RANKING

2

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

BRIDGE # LOCATION

- 175000 North Port Blvd. over Cocoplum Waterway
- 175005 Cranberry Blvd. over Cocoplum Waterway
- 175008 San Mateo Dr. over Cocoplum Waterway
- 175009 Atwater Dr. over Cocoplum Waterway
- 175011 Chamberlain Blvd. over Snover Waterway
- 175024 Serris Dr. over Cocoplum Waterway
- 175025 Yorkshire St. over Cocoplum Waterway

Once these repairs are made, any remaining funds will be used for bridge painting.



PROJECT JUSTIFICATION

City bridges are inspected annually by the Florida Department of Transportation and a report is provided. Deficiencies identified in the report are reviewed and corrective actions are taken by the city.

**TOTAL ESTIMATED COST: \$ 213,820**

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored	Yes
Project to go to DEO	Consistent with MPO long-range plan	
Proportionate Fair Share shown	Meets FS 163.3164	

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ 213,820	\$ -	\$ -	\$ -	\$ -	\$ 213,820	\$ -
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 213,820</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 213,820</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Improvements, Repairs & Maint.	\$ -	\$ 213,820	\$ -	\$ -	\$ -	\$ -	\$ 213,820	\$ -
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 213,820</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 213,820</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,250
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,250</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset

PROJECT INFORMATION

PROJECT RANKING

2

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

With the completion of the Big Slough Watershed Study, the hydraulic model of the entire system is now available for additional studies to further define feasible solutions to reduce flooding in portions of the city. The project will fine tune regional solutions, such as a large reservoir to hold back the stormwater upstream of the city. The study will identify the costs and benefits of alternatives to advance the best solution to a preliminary design, permitting requirements and exploration of funding sources. Phase I will include the area near the Myakkahatchee Creek just north and south of Interstate I-75, and also the Jockey Club area west of the Myakkahatchee Creek bounded by Appomattox Dr. to the north, Pan American Blvd. to the west and Kappa Place to the south. This will include a survey of the study area and evaluation and recommendations of cost effective solutions to reduce flooding during various storm events.



PROJECT JUSTIFICATION

Reduce flooding in North Port and enhance the availability of water in the city's canals for the potable water supply.

TOTAL ESTIMATED COST: \$ 300,000

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored	Yes
Project to go to DEO	Consistent with MPO long-range plan	
Proportionate Fair Share shown	Meets FS 163.3164	

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -
<b>TOTAL COST</b>	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset





Public Works-Road & Drainage

Tamiami Trail Parking Areas (N)

NEW

PROJECT INFORMATION

PROJECT RANKING

2

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

This project is for the construction of a series of linear parking spaces along the Tamiami Trail frontage Road south of US 41 between Bolander Terrace and North Port Boulevard, and between Landover Terrace and Almonte Terrace. It is anticipated to provide angle parking similar to the angle parking on the north side of US 41, west of Pan American Boulevard.



For illustrative purposes only

**PROJECT JUSTIFICATION**

Business patrons along these portions of the frontage road already use the right of way for parking. This project will provide a hard surface to eliminate rutting of the turf shoulders and reduce subsequent silt erosion into the roadside swale. Striping of parking stalls will also provide for an orderly and uniform parking arrangement to enhance safety along the frontage road.

**TOTAL ESTIMATED COST: \$341,200**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)

Level of Service (LOS) Restored

Project to go to DEO

Consistent with MPO long-range plan

Proportionate Fair Share shown

Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ 341,200	\$ -	\$ -	\$ -	\$ -	\$ 341,200	\$ -
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 341,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 341,200</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ 35,700	\$ -	\$ -	\$ -	\$ -	\$ 35,700	\$ -
Construction	\$ -	\$ 305,500	\$ -	\$ -	\$ -	\$ -	\$ 305,500	\$ -
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 341,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 341,200</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ 970	\$ 10,000	\$ 10,290	\$ 10,590	\$ 33,100
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 970</b>	<b>\$ 10,000</b>	<b>\$ 10,290</b>	<b>\$ 10,590</b>	<b>\$ 33,100</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Road & Drainage

Routine Road Maintenance (I)

NEW

PROJECT INFORMATION

PROJECT RANKING

1

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Resurfacing, surface rejuvenation, micro-surfacing, and crack sealing of public roads as part of a viable seven year road maintenance program to prevent roads from falling into sub-standard conditions. The resurfacing of Sumter Blvd from Sylvania Ave. to Tropicaire Blvd. will be part of the FY16 program.



**PROJECT JUSTIFICATION**

Routine maintenance of roads in fair condition will prevent those roads from falling into sub-standard conditions that would later require costly rehabilitation.

**TOTAL ESTIMATED COST: \$ 3,500,440**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)

Level of Service (LOS) Restored

Project to go to DEO

Consistent with MPO long-range plan

Proportionate Fair Share shown

Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
107-Road & Drainage District	\$ -	\$ 3,152,560	\$ -	\$ -	\$ -	\$ -	\$ 3,152,560	\$ -
306-Surtax III	-	347,880					347,880	-
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 3,500,440</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,500,440</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Improvements, Repairs & Maint.	\$ -	\$ 3,500,440	\$ -	\$ -	\$ -	\$ -	\$ 3,500,440	\$ -
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 3,500,440</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,500,440</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Road & Drainage

Sidewalks and Pedestrian Bridges (N)

NEW

PROJECT INFORMATION

PROJECT RANKING

1

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Design of sidewalks for FY 2016 will be along Eldron Ave. from Crittendon St. to Salford Blvd. Construction will be phased in FY 2017 and FY 2018.



For illustrative purposes only

**PROJECT JUSTIFICATION**

Construction of sidewalks and pedestrian bridges is a priority of the City Commission and residents. Every year funding is appropriated to design and construct sidewalks and pedestrian bridges to provide safe pedestrian travel primarily within a two mile radius of schools, and secondarily, on all arterial and collector roads.

**TOTAL ESTIMATED COST:** \$1,120,000

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)

Level of Service (LOS) Restored

Project to go to DEO

Consistent with MPO long-range plan

Proportionate Fair Share shown

Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
107-Road & Drainage District	\$ -	\$ 120,000	\$ 284,160	\$ 204,160	\$ -	\$ -	\$ 608,320	\$ -
306-Surtax III	-	-	255,840	255,840	-	-	511,680	-
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ 540,000</b>	<b>\$ 460,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,120,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000	\$ -
Construction	-	-	540,000	460,000	-	-	1,000,000	-
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ 540,000</b>	<b>\$ 460,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,120,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 800	\$ -	\$ 800	\$ 1,600
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 800</b>	<b>\$ -</b>	<b>\$ 800</b>	<b>\$ 1,600</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Road & Drainage

Capital Equipment over \$50,000 (R)

NEW

**PROJECT INFORMATION**

**PROJECT RANKING**

1

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Replacement of equipment in accordance with the city-wide Fleet Equipment Replacement Program: CID 70540 - Kobelco Excavator, CID 71390 - Dump Truck will be replaced in FY 2016.



For illustrative purposes only

**PROJECT JUSTIFICATION**

Replacement of capital equipment over \$50,000 as recommended by the Fleet Maintenance Replacement Schedule for FY 2016.

**TOTAL ESTIMATED COST: \$ 360,200**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE) Level of Service (LOS) Restored  
 Project to go to DEO Consistent with MPO long-range plan  
 Proportionate Fair Share shown Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
325-Capital Acquisition	\$ -	\$ 360,200	\$ -	\$ -	\$ -	\$ -	\$ 360,200	\$ -
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 360,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 360,200</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Vehicles & Equipment	\$ -	\$ 360,200	\$ -	\$ -	\$ -	\$ -	\$ 360,200	\$ -
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 360,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 360,200</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ (21,485)	\$ -	\$ -	\$ -	\$ -	\$ (21,485)	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ (21,485)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (21,485)</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset

**PROJECT INFORMATION**

**PROJECT RANKING**

1

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Design, permit and reconstruction of Water Control Structure No. 124 located on Lagoon Waterway north of Cocoplum Waterway.



**PROJECT JUSTIFICATION**

Reconstruction of deteriorated water control structures are necessary to control potential flooding and maintain water quality.

**TOTAL ESTIMATED COST: \$1,070,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored	Yes
Project to go to DEO	Consistent with MPO long-range plan	
Proportionate Fair Share shown	Meets FS 163.3164	

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
107-Road & Drainage District	\$ -	-	\$ 120,000	\$ 950,000	\$ -	\$ -	\$ 1,070,000	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ 120,000	\$ 950,000	\$ -	\$ -	\$ 1,070,000	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	-	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000	\$ -
Construction	-	-	-	950,000	-	-	950,000	-
<b>TOTAL COST</b>	\$ -	\$ -	\$ 120,000	\$ 950,000	\$ -	\$ -	\$ 1,070,000	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Utilities	\$ -	\$ -	\$ -	\$ 450	\$ 500	\$ 1,420	\$ 2,250
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ 450	\$ 500	\$ 1,420	\$ 2,250

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Road & Drainage

Biscayne Boulevard Bike Lanes (I)

NEW

PROJECT INFORMATION

PROJECT RANKING

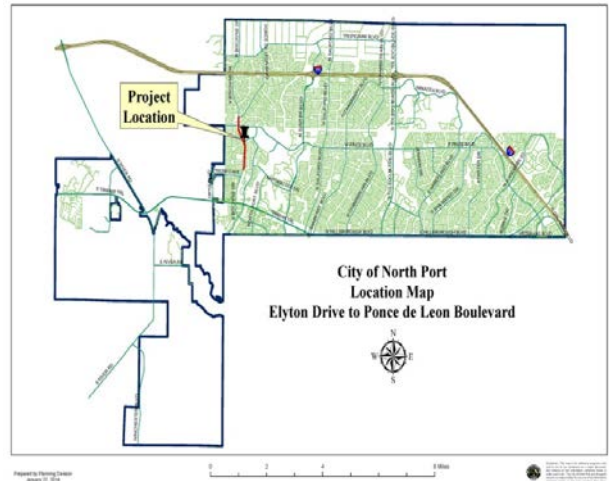
STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Construct five feet wide asphalt paved bicycle lanes abutting the travel lanes on each side of Biscayne Drive, from Elyton Drive to Ponce de Leon Boulevard, including pavement markings and signage. This is a Transportation Alternatives Program project with construction to be fully funded by the Federal Highway Administration in FY 20-21. Design is the responsibility of the city and will be performed in FY 19-20.

PROJECT JUSTIFICATION

Bicycle lanes exist on Biscayne Drive from US41 north to Elyton Drive. This project will extend the bicycle lanes to Ponce de Leon, with future phases extending bicycle lanes on Ponce de Leon from Biscayne Drive to Tropicaire Boulevard, on Tropicaire Boulevard to Toledo Blade Boulevard, with connections to existing bicycle lanes or paved shoulders on these two arterial roadways.



TOTAL ESTIMATED COST: \$ 657,500

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO		Consistent with MPO long-range plan	Yes
Proportionate Fair Share shown		Meets FS 163.3164	Yes

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600,000
107-Road & Drainage District	-	-	-	-	-	57,500	57,500	-
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 57,500</b>	<b>\$ 57,500</b>	<b>\$ 600,000</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	-	\$ -	\$ -	\$ -	\$ -	\$ 57,500	\$ 57,500	-
Construction	-	-	-	-	-	-	-	600,000
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 57,500</b>	<b>\$ 57,500</b>	<b>\$ 600,000</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset

**PROJECT INFORMATION**

**PROJECT RANKING**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Design, permit and reconstruction of Water Control Structure No. 125 located on Lagoon Waterway south of Snover Waterway.

**PROJECT JUSTIFICATION**

Reconstruction of deteriorated water control structures are necessary to control potential flooding and maintain water quality.



**TOTAL ESTIMATED COST: \$1,140,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored	Yes
Project to go to DEO	Consistent with MPO long-range plan	
Proportionate Fair Share shown	Meets FS 163.3164	

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
107-Road & Drainage District	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$ 1,010,000	\$ 1,140,000	\$ -
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ 1,010,000</b>	<b>\$ 1,140,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$ -	\$ 130,000	\$ -
Construction	-	-	-	-	-	1,010,000	1,010,000	-
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ 1,010,000</b>	<b>\$ 1,140,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,250
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,250</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset

**PROJECT INFORMATION**

**PROJECT RANKING**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Annual project for rehabilitation of city bridges.



**PROJECT JUSTIFICATION**

City bridges are inspected annually by the Florida Department of Transportation and a report is provided. Deficiencies identified in the report are reviewed and corrective actions are taken by the city.

**TOTAL ESTIMATED COST:** Continuous

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored	Yes
Project to go to DEO	Consistent with MPO long-range plan	
Proportionate Fair Share shown	Meets FS 163.3164	

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ -	\$ 213,820	\$ 213,820	\$ 213,820	\$ 213,820	\$ 855,280	\$ 641,460
107-Road & Drainage District	-	-	7,000	7,210	7,430	7,650	29,290	41,810
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 220,820</b>	<b>\$ 221,030</b>	<b>\$ 221,250</b>	<b>\$ 221,470</b>	<b>\$ 884,570</b>	<b>\$ 683,270</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Improvements, Repairs & Maint.	\$ -	\$ -	\$ 220,820	\$ 221,030	\$ 221,250	\$ 221,470	\$ 884,570	\$ 683,270
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 220,820</b>	<b>\$ 221,030</b>	<b>\$ 221,250</b>	<b>\$ 221,470</b>	<b>\$ 884,570</b>	<b>\$ 683,270</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset





Public Works-Road & Drainage

Routine Road Maintenance Program (I)

PROGRAM

PROJECT INFORMATION

PROJECT RANKING

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Resurfacing, surface rejuvenation, micro-surfacing, and crack sealing of public roads annually as part of a viable seven year road maintenance program to prevent roads from falling into sub-standard conditions.

**PROJECT JUSTIFICATION**

Routine maintenance of roads in fair condition will prevent those roads from falling into sub-standard conditions that would later require costly rehabilitation.



**TOTAL ESTIMATED COST:** Continuous

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE) Level of Service (LOS) Restored  
 Project to go to DEO Consistent with MPO long-range plan  
 Proportionate Fair Share shown Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
107-Road & Drainage District	\$ -	\$ -	\$ 2,162,560	\$ 2,162,560	\$ 2,162,560	\$ 2,162,560	\$ 8,650,240	\$ 10,812,800
306-Surtax III	-	-	347,880	347,880	347,880	347,880	1,391,520	1,391,449
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ 2,510,440	\$ 2,510,440	\$ 2,510,440	\$ 2,510,440	\$ 10,041,760	\$ 12,204,249

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Improvements, Repairs & Maint.	\$ -	\$ -	\$ 2,510,440	\$ 2,510,440	\$ 2,510,440	\$ 2,510,440	\$ 10,041,760	\$ 12,204,249
<b>TOTAL COST</b>	\$ -	\$ -	\$ 2,510,440	\$ 2,510,440	\$ 2,510,440	\$ 2,510,440	\$ 10,041,760	\$ 12,204,249

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Road & Drainage

Sidewalks and Pedestrian Bridges Program (N)

PROGRAM

**PROJECT INFORMATION**

**PROJECT RANKING**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Design and construction of future sidewalks and sidewalk connections as part of the city's sidewalk construction program.



For illustrative purposes only

**PROJECT JUSTIFICATION**

Construction of sidewalks and pedestrian bridges is a priority of the City Commission and residents. Every year funding is appropriated to design and construct sidewalks and pedestrian bridges to provide safe pedestrian travel primarily within a two mile radius of schools, and secondarily, on all arterial and collector roads.

**TOTAL ESTIMATED COST:** Continuous

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE) Level of Service (LOS) Restored  
 Project to go to DEO Consistent with MPO long-range plan  
 Proportionate Fair Share shown Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
107-Road & Drainage District	\$ -	\$ -	\$ -	\$ 80,000	\$ 344,160	\$ 344,160	\$ 768,320	\$ 2,109,915
306-Surtax III	-	-	-	-	255,840	255,840	511,680	1,062,560
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 1,280,000</b>	<b>\$ 3,172,475</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ -	\$ -	\$ 80,000	\$ 80,000	\$ 80,000	\$ 240,000	\$ 400,000
Construction	-	-	-	-	520,000	520,000	1,040,000	2,772,475
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 1,280,000</b>	<b>\$ 3,172,475</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 800	\$ 800	\$ 1,600	\$ 1,600
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 800</b>	<b>\$ 800</b>	<b>\$ 1,600</b>	<b>\$ 1,600</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Road & Drainage

Capital Equipment over \$50,000 (R)

PROGRAM

PROJECT INFORMATION

PROJECT RANKING

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Replacement of equipment in accordance with the city-wide Fleet Equipment Replacement Program.

**PROJECT JUSTIFICATION**

Replacement of capital equipment over \$50,000 as recommended by the Fleet Maintenance Replacement Schedule.



For illustrative purposes only

**TOTAL ESTIMATED COST:** Continuous

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Level of Service (LOS) Restored
Project to go to DEO	Consistent with MPO long-range plan
Proportionate Fair Share shown	Meets FS 163.3164

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
325-Capital Acquisition	\$ -	\$ -	\$ 840,000	\$ 913,540	\$ 849,000	\$ 850,000	\$ 3,452,540	\$ 4,201,590
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ 840,000	\$ 913,540	\$ 849,000	\$ 850,000	\$ 3,452,540	\$ 4,201,590

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Vehicles & Equipment	\$ -	\$ -	\$ 840,000	\$ 913,540	\$ 849,000	\$ 850,000	\$ 3,452,540	\$ 4,201,590
<b>TOTAL COST</b>	\$ -	\$ -	\$ 840,000	\$ 913,540	\$ 849,000	\$ 850,000	\$ 3,452,540	\$ 4,201,590

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ (8,725)	\$ (4,035)	\$ (13,700)	\$ (15,000)	\$ (41,460)	\$ (63,025)
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ (8,725)	\$ (4,035)	\$ (13,700)	\$ (15,000)	\$ (41,460)	\$ (63,025)

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Solid Waste

Solid Waste Trucks and Equipment (N,R)

NEW

PROJECT INFORMATION

PROJECT RANKING

1

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Replace four (4) front load garbage trucks; purchase (1) new rear load truck, and one (1) new grapple truck.



PROJECT JUSTIFICATION

Replace: Asset# 71519, 2009 Autocar garbage truck, 89,338 miles; Asset# 71520, 2009 Autocar garbage truck, 106,639 miles; Asset# 71521, 2009 Autocar garbage truck, 88,971 miles; and Asset# 71522, 2009 Autocar garbage truck, 91,573 miles. It is anticipated that the old trucks would be traded in. The new rear load and grapple truck are needed to keep up with growth in customer base and tonnages collected.

TOTAL ESTIMATED COST: \$ 1,787,920

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO		Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
325-Capital Acquisition	\$ -	\$ 1,227,420	\$ -	\$ -	\$ -	\$ -	\$ 1,227,420	\$ -
156-Solid Waste Impact Fees	-	100,000	-	-	-	-	100,000	-
120-Solid Waste District	-	460,500	-	-	-	-	460,500	-
<b>TOTAL FUNDING</b>		<b>\$ 1,787,920</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,787,920</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Vehicles & Equipment	\$ -	\$ 1,787,920	\$ -	\$ -	\$ -	\$ -	\$ 1,787,920	\$ -
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 1,787,920</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,787,920</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Public Works-Solid Waste

Solid Waste Trucks and Equipment (N,R)

PROGRAM

**PROJECT INFORMATION**

**PROJECT RANKING**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Replacement of Solid Waste fleet as per the replacement schedule.



**PROJECT JUSTIFICATION**

Replacement of capital equipment as recommended by the Fleet Maintenance Replacement Schedule.

**TOTAL ESTIMATED COST:** Continuous

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO		Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
325-Capital Acquisition	\$ -	\$ -	\$ 2,256,480	\$ 2,221,454	\$ 1,040,019	\$ 3,128,500	\$ 8,646,453	\$ 11,582,808
<b>TOTAL FUNDING</b>		\$ -	\$ 2,256,480	\$ 2,221,454	\$ 1,040,019	\$ 3,128,500	\$ 8,646,453	\$ 11,582,808

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Vehicles & Equipment	\$ -	\$ -	\$ 2,256,480	\$ 2,221,454	\$ 1,040,019	\$ 3,128,500	\$ 8,646,453	\$ 11,582,808
<b>TOTAL COST</b>	\$ -	\$ -	\$ 2,256,480	\$ 2,221,454	\$ 1,040,019	\$ 3,128,500	\$ 8,646,453	\$ 11,582,808

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

420 - Utility Revenue Fund		Category: Other						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
CAPITAL PROJECT EXPENSES		Carryover	New Funding					
<b>New Assets</b>								
U15PW1	Price Blvd. Widening Utilities Transmission-Phase I (N)	767,890	-	-	-	-	-	
<b>Improvement of Existing Assets</b>								
U08PEI	MCWTP Reliability Project (I)	1,185,969	150,000	-	-	-	-	
NEW	RO Production TDS Enhancements (I)	-	20,000	500,000	1,000,000	600,000	1,000,000	
<b>Replacement of Existing Assets</b>								
		-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>		<b>1,953,859</b>	<b>170,000</b>	<b>500,000</b>	<b>1,000,000</b>	<b>600,000</b>	<b>1,000,000</b>	
		-	-	-	-	-	-	
<b>Total Capital Project Expenses:</b>		<b>1,953,859</b>	<b>170,000</b>	<b>500,000</b>	<b>1,000,000</b>	<b>600,000</b>	<b>1,000,000</b>	
<b>Total FY 15-16 Funding:</b>			<b>2,123,859</b>					



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

423 - Capacity Fees - Utility Water Systems		Category: Utility					
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25
Estimated Available Beginning Balanc		\$ 1,564,390	\$ 2,130,740	\$ 2,567,840	\$ 2,854,940	\$ 2,177,840	\$ 2,614,940
<b>REVENUE</b>							
	Capacity Fees	472,100	472,100	472,100	472,100	472,100	2,360,500
	Investment Income	15,000	15,000	15,000	15,000	15,000	75,000
	Developer Agreement	-	-	-	1,000,000	1,000,000	38,000,000
	Grants	229,250	-	-	-	-	-
<b>Total Revenue:</b>		\$ -	<b>716,350</b>	<b>487,100</b>	<b>487,100</b>	<b>1,487,100</b>	<b>1,487,100</b>
<b>CAPITAL PROJECT EXPENSES</b>		<b>Carryover</b>	<b>New Funding</b>				
<i>New Assets</i>							
U15ASR	Aquifer, Storage and Recovery - Partially Treated (N)	785,342	-	-	-	-	-
NEW	Southwest Water Treatment Plant (N)	-	-	-	1,000,000	1,000,000	38,000,000
<i>Improvement of Existing Assets</i>							
U13WPP	Pipeline coming from the MCWTP (I)	211,297	100,000	-	-	-	-
NEW	Water Transmission Oversizing (I)	-	50,000	50,000	50,000	50,000	250,000
NEW	Water Transmission from Ortiz to MCWTP (I)	-	-	-	150,000	1,114,200	-
<i>Replacement of Existing Assets</i>							
		-	-	-	-	-	-
<b>Sub-total - New, Existing, Replacement Assets</b>		<b>996,639</b>	<b>150,000</b>	<b>50,000</b>	<b>200,000</b>	<b>2,164,200</b>	<b>1,050,000</b>
<b>Total Capital Project Expenses:</b>			<b>150,000</b>	<b>50,000</b>	<b>200,000</b>	<b>2,164,200</b>	<b>1,050,000</b>
<b>Estimated Ending Balance:</b>		\$ -	\$ 2,130,740	\$ 2,567,840	\$ 2,854,940	\$ 2,177,840	\$ 4,800,440



FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

424 - Capacity Fees - Utility Wastewater Systems		Category: Utility						
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25	
Estimated Available Beginning Balance		\$ 1,015,750	\$ 1,000,700	\$ 999,150	\$ 723,060	\$(1,232,920)	\$(1,270,900)	
<b>REVENUE</b>								
Capacity Fees		530,380	502,020	502,020	502,020	502,020	2,510,100	
Investment Income		30,000	15,000	15,000	15,000	15,000	75,000	
Grant		391,430	268,570	-	-	610,000	7,050,000	
Developer Agreement		-	-	-	-	5,200,000	30,500,000	
<b>Total Revenue:</b>	<b>\$ -</b>	<b>951,810</b>	<b>785,590</b>	<b>517,020</b>	<b>517,020</b>	<b>6,327,020</b>	<b>40,135,100</b>	
<b>CAPITAL PROJECT EXPENSES</b>								
	<b>Carryover</b>	<b>New Funding</b>						
<i>New Assets</i>								
U15PW1	Price Blvd. Widening Utilities Transmission-Phase I (N)	383,380	-	-	543,110	-	543,110	
U15RW3	Reclaimed Water Expansion Ph 3 (N)	66,000	716,860	537,140	-	-	-	
NEW	Master Pumping Station and Forcemain (N)	-	-	-	1,918,000	-	-	
NEW	Reclaimed Water Expansion Ph 4 (N)	-	-	-	305,000	915,000	14,100,000	
NEW	Southwest Wastewater Treatment Plant (N)	-	-	-	-	5,200,000	30,500,000	
<i>Improvement of Existing Assets</i>								
U11DMS	Dewatering System at Wastewater Treatment Plant (I)	1,376,073	-	-	-	-	-	
NEW	Wastewater Transmission Oversizing (I)	-	50,000	50,000	50,000	50,000	250,000	
<i>Replacement of Existing Assets</i>								
		-	-	-	-	-	-	
<b>Sub-total - New, Existing, Replacement Assets</b>	<b>1,825,453</b>	<b>766,860</b>	<b>587,140</b>	<b>593,110</b>	<b>2,273,000</b>	<b>6,165,000</b>	<b>45,393,110</b>	
<b>Total Capital Project Expenses:</b>	<b>1,825,453</b>	<b>766,860</b>	<b>587,140</b>	<b>593,110</b>	<b>2,273,000</b>	<b>6,165,000</b>	<b>45,393,110</b>	
<b>DEBT SERVICE</b>								
Debt Service		200,000	200,000	200,000	200,000	200,000	1,000,000	
<b>Estimated Ending Balance:</b>	<b>\$ -</b>	<b>\$ 1,000,700</b>	<b>\$ 999,150</b>	<b>\$ 723,060</b>	<b>\$(1,232,920)</b>	<b>\$(1,270,900)</b>	<b>\$(7,528,910)</b>	





FY 2016 - 2025 Capital Improvement Plan  
Fund and Project Summary

431 - Utility Construction Fund		Category: Utility					
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FYs 21-25
Estimated Available Beginning Balanc		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>REVENUE</b>							
Loan Proceeds (reimbursement)		100,000	-	1,500,000	-	-	1,500,000
Investment Income		-	-	-	-	-	-
Grants		-	-	734,795	-	-	734,795
<b>Total Revenue:</b>		<b>100,000</b>	<b>-</b>	<b>2,234,795</b>	<b>-</b>	<b>-</b>	<b>2,234,795</b>
<b>CAPITAL PROJECT EXPENSES</b>	<b>Carryover</b>	<b>New Funding</b>					
<b>New Assets</b>							
U15PW1 Price Blvd. Widening Utilities Transmission-Phase I (N)	-	-	-	2,234,795	-	-	2,234,795
<b>Improvement of Existing Assets</b>							
	-	-	-	-	-	-	-
<b>Replacement of Existing Assets</b>							
U11DIW Deep Injection Well (Pump Replacement) (R)	564,709	100,000	-	-	-	-	-
<b>Sub-total - New &amp; Existing Assets</b>	<b>564,709</b>	<b>100,000</b>	<b>-</b>	<b>2,234,795</b>	<b>-</b>	<b>-</b>	<b>2,234,795</b>
<b>Total Capital Project Expenses:</b>	<b>564,709</b>	<b>100,000</b>	<b>-</b>	<b>2,234,795</b>	<b>-</b>	<b>-</b>	<b>2,234,795</b>
<b>Estimated Ending Balance:</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



PROJECT INFORMATION

PROJECT RANKING

1

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

The project consists of upgrades to the WTP surface water treatment system, a new wellfield system, and a Reverse Osmosis (RO) system for sustainability, reliability, and to meet water quality standards. Grant funding was reduced; therefore, funds were moved from other projects to complete this project. The RO system was installed in 2013 and the surface water plant upgrades are in progress. The conventional plant upgrades include chemical tank replacement, addition of transfer pump for Train 2, and rebuild of Train 2 clarifier. The project is being done in phases and will be completed by the end of FY15/16.

PROJECT JUSTIFICATION

The city has a surface water system that is highly seasonal. In order to meet increased demands, reliably and consistently, changes to the WTP are required. During design of Train 2 clarifier rehab, it was found that the center support column has a hole extending the full width of the column. For safety reasons, the clarifier has been shut-down. The original scope/budget for the project did not include replacement of center support column.



TOTAL ESTIMATED COST: \$ 13,398,539

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 13,270,045	\$ (12,084,076)	\$ (705,420)	\$ 480,550	\$ 1,185,969

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
420-Utilities-Water	\$ 1,324,923	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -
423-Water Capacity Fees	10,523,616	-	-	-	-	-	-	-
Grants	1,400,000	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 13,248,539</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 2,661,208	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	10,587,331	150,000	-	-	-	-	150,000	-
<b>TOTAL COST</b>	<b>\$ 13,248,539</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	200	210	221	232	243	1,105	1,160
Utilities							
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ 200</b>	<b>\$ 210</b>	<b>\$ 221</b>	<b>\$ 232</b>	<b>\$ 243</b>	<b>\$ 1,105</b>	<b>\$ 1,160</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Wastewater Systems

Deep Injection Well (Pump Replacement) (R)

U11DIW

PROJECT INFORMATION

PROJECT RANKING

1

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

The new Deep Injection Well was completed in 2013. Existing pumps are at end of life and need to be replaced in-kind. Cost-benefit analysis indicated pump upsizing is not needed until the future. Under the pump replacement approach, the existing hydroneumatic tank needs to be inspected and any necessary repairs made. The existing starters and control panel, all at end of life, need to be replaced with soft-starts and a new panel, respectively. Additional budget requested to cover these costs is within SRF available funding. The pumps are located at the Wastewater Treatment Plant on Pan American Blvd.



PROJECT JUSTIFICATION

This portion of the project was not originally covered by SRF funding, so it was to be completed over a four year funding plan. In 2013, SRF expressed they would cover this portion of the project so the remaining funds on the project were rolled into this project to purchase and install all three replacement pumps at one time. As noted above, existing pumps are at end of life and need to be replaced in-kind. Cost-benefit analysis indicated pump upsizing is not needed until future. This is the only remaining item under this project number.

TOTAL ESTIMATED COST: \$ 3,520,014

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 3,419,756	\$ (2,855,047)	\$ (46,201)	\$ 518,508	\$ 564,709

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
431-Utilities-Construction Fund	\$ 2,928,673	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -
420-Utilities-Wastewater	491,341	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 3,420,014</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 408,963	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	3,011,051	100,000	-	-	-	-	100,000	-
<b>TOTAL COST</b>	<b>\$ 3,420,014</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



**PROJECT INFORMATION**

**PROJECT RANKING**

2

**STRATEGIC GOAL(S)** Financially Responsible City Providing Quality Municipal Services

**PROJECT DESCRIPTION**

Construction of the first phase of the project was completed in 2014. The second phase of the project includes design and construction of a system that will increase aerated sludge storage volume by modifying existing tankage and aeration system, and increasing the withdrawal of supernatant back to the headworks at the Wastewater Treatment Plant (WWTP) on Pan American Blvd.



Sludge Hauling

**PROJECT JUSTIFICATION**

The first phase of the project has significantly reduced sludge hauling costs. The second phase of the project will increase the capacity of the aerated sludge storage volume at the plant. As inflows to the WWTP continue to increase, this additional sludge storage volume is required and increases efficiency of dewatering. Construction of the final phase of the project is anticipated to be complete in 2016.

**TOTAL ESTIMATED COST: \$ 2,500,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 2,500,000	\$ (1,123,927)	\$ (28,630)	\$ 1,347,443	\$ 1,376,073

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
424-Sewer Capacity Fees	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 2,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Construction	\$ 2,200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Planning & Design	300,000	-	-	-	-	-	-	-
<b>TOTAL COST</b>	<b>\$ 2,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Supplies	\$ 40,000	\$ 41,000	\$ 42,025	\$ 43,075	\$ 44,150	\$ 210,250	\$ 237,865
Utilities	6,000	6,090	6,180	6,275	6,370	30,915	33,310
Supplies	(200,000)	(222,500)	(222,500)	(222,500)	(222,500)	(1,090,000)	(1,112,500)
Repairs & Maintenance	-	5,000	5,125	5,255	5,385	20,765	29,010
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ (154,000)</b>	<b>\$ (170,410)</b>	<b>\$ (169,170)</b>	<b>\$ (167,895)</b>	<b>\$ (166,595)</b>	<b>\$ (828,070)</b>	<b>\$ (812,315)</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Water

Neighborhood Water Line Extensions (N)

U11NEP

PROJECT INFORMATION

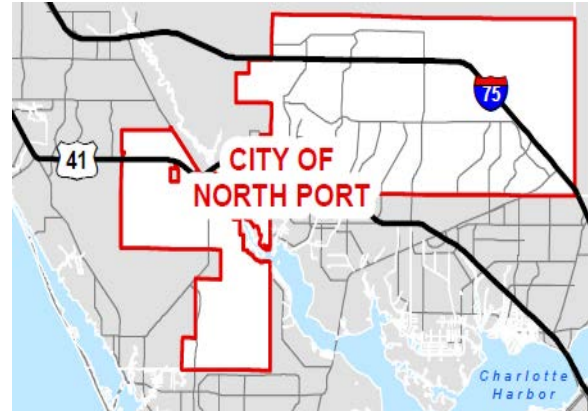
PROJECT RANKING

1

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

The project is to extend water to residents throughout the city in a methodical, economical manner to maximize efficiency and minimize costs. Design/permitting of water & wastewater lines to I-75 on Sumter and Toledo Blade were completed in January 2015. A Water Demand Analysis was completed in 2014. The Demand Analysis assumed fire hydrants for neighborhood projects (i.e. ~\$165,000 for the first two areas) will be paid for by other funding. The first two areas (Madagascar 28.2 & 28.3) are being designed in 2015 for construction in 2016. As customers connect, payments toward the line extension will go back to the Surtax III fund, serving as a revolving fund for future expansions.



PROJECT JUSTIFICATION

The residents showed their commitment to the environment and this project with their approval of the Infrastructure Surtax III referendum. Areas recommended for expansion are prioritized based on population and demographic forecasts, community questionnaire, and financial evaluation.

TOTAL ESTIMATED COST: \$ 2,490,764

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 1,753,064	\$ (269,729)	\$ (94,743)	\$ 1,388,592	\$ 1,483,335

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 1,753,064	\$ 737,700	\$ -	\$ -	\$ -	\$ -	\$ 737,700	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 1,753,064</b>	<b>\$ 737,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 737,700</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 360,706	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	1,392,358	737,700	-	-	-	-	737,700	-
<b>TOTAL COST</b>	<b>\$ 1,753,064</b>	<b>\$ 737,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 737,700</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ 400	\$ 410	\$ 420	\$ 431	\$ 1,661	\$ 8,554
Personnel	-	-	-	-	-	-	-
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 400</b>	<b>\$ 410</b>	<b>\$ 420</b>	<b>\$ 431</b>	<b>\$ 1,661</b>	<b>\$ 8,554</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Water

Water Transmission Service Improvements (N)

U12WTI

**PROJECT INFORMATION**

**PROJECT RANKING**

**3**

**STRATEGIC GOAL(S)** Financially Responsible City Providing Quality Municipal Services

**PROJECT DESCRIPTION**

To improve the potable water distribution system reliability, fire flow, water quality and pressure to the residents of the city as well as reduce the amount of flushing necessary to maintain water quality. The project is in various locations throughout the city. The most recent Glenallen water line project is complete. Replacement of the aged water line on the Cocoplum Canal bridge at Cranberry is being designed and will be constructed. The Cranberry line completes this project.



**PROJECT JUSTIFICATION**

Some of the existing potable water system exceeds 40 years of age. The scattered design of water "distribution" lines, many being less than 6" in diameter, is detrimental to the overall system. Staff has prioritized locations throughout the city where we intend to install improvements to replace old A/C lines; and, improve system reliability, fire flow, water quality and pressure. In addition, the community as a whole benefits from these water supply projects since the water system supplies water to institutional/commercial/industrial developments.

**TOTAL ESTIMATED COST: \$ 1,013,106**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 1,013,106	\$ (809,892)	\$ (21,233)	\$ 181,980	\$ 15,000

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 1,013,106	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 1,013,106</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	838,106	-	-	-	-	-	-	-
<b>TOTAL COST</b>	<b>\$ 1,013,106</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ 150	\$ 158	\$ 165	\$ 174	\$ 182	\$ 829	\$ 854
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ 150</b>	<b>\$ 158</b>	<b>\$ 165</b>	<b>\$ 174</b>	<b>\$ 182</b>	<b>\$ 829</b>	<b>\$ 854</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Water Systems

Pipeline coming from the MCWTP (I)

U13WPP

**PROJECT INFORMATION**

**PROJECT RANKING**

**2**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

The project will add a 24" water main parallel to the existing 16" water main at the Myakkahatchee Creek Water Treatment Plant on North Port Blvd. It is anticipated that this project will be completed by Summer 2016.



**PROJECT JUSTIFICATION**

The Myakkahatchee Creek Water Treatment Plant (MCWTP) is currently limited in delivering its rated capacity due to the size of the water main leaving the facility to North Port Blvd. Parallel lines from the MCWTP significantly increase system reliability and capacity for providing potable water to the distribution system.

**TOTAL ESTIMATED COST: \$ 350,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 250,000	\$ (38,703)	\$ (2,037)	\$ 209,260	\$ 211,297

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
423-Water Capacity Fees	\$ 250,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 250,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 40,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	209,500	100,000	-	-	-	-	100,000	-
<b>TOTAL COST</b>	<b>\$ 250,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ 100	\$ 315	\$ 331	\$ 347	\$ 365	\$ 1,458	\$ 8,703
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ 100</b>	<b>\$ 315</b>	<b>\$ 331</b>	<b>\$ 347</b>	<b>\$ 365</b>	<b>\$ 1,458</b>	<b>\$ 8,703</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Water

Aquifer, Storage and Recovery - Partially Treated (N)

U15ASR

**PROJECT INFORMATION**

**PROJECT RANKING**

3

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

A new approach of using partially-treated surface water is being examined to determine ASR feasibility. SWFWMD and the city negotiated a new funding contract to finalize the design/construction for using partially treated surface water source. Previous project U08ASR was closed after the approval of the SWFWMD grant 7/13/15. Project U15ASR will examine the new approach of using partially-treated surface water for ASR.



Aquifer Storage & Recovery Piping

**PROJECT JUSTIFICATION**

Diversifying raw water sources is important for water supply reliability. With respect to costs of treatment, the treatment of brackish groundwater sources is more costly than for surface water. With respect to availability, surface waters are more readily available during the summer rainy season as opposed to the winter dry season when seasonal populations and water demands are at their highest. An aquifer storage and recovery (ASR) system allows for the storage of surface water during the rainy season, when it's more readily available, and recovery of that water during the dry season, when demands are at their highest. An ASR system allows for resting of groundwater sources, which is important for their stability. The city continues to perform monitoring and testing on the ASR system as required by the permit in the meantime.

**TOTAL ESTIMATED COST: \$ 785,342**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 785,342	\$ -	\$ -	\$ 785,342	\$ 785,342

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
423-Water Capacity Fees	\$ 556,092	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	229,250	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 785,342</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	685,342	-	-	-	-	-	-	-
<b>TOTAL COST</b>	<b>\$ 785,342</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance		\$ 25,000	\$ 26,250	\$ 27,563	\$ 28,941	\$ 107,753	\$ 145,100.00
Supplies		5,100	5,150	5,200	5,225	20,675	\$ 27,500.00
Utilities		15,120	15,876	16,670	17,503	65,169	\$ 87,800.00
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 45,220</b>	<b>\$ 47,276</b>	<b>\$ 49,432</b>	<b>\$ 51,669</b>	<b>\$ 193,597</b>	<b>\$ 260,400</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset





PROJECT INFORMATION

PROJECT RANKING

1

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Water & wastewater lines will need to be deflected, relocated and/or upsized as necessary for the entire length of the Price Blvd road project. Reclaimed water lines will be installed as part of the project. The reclaimed water line along Price Blvd. is part of the City's Reuse Master Plan. 1/3 to 1/4 of the cost for the potable water portion could be funded by capacity fees for upsizing of the line; however, with the timing, funds may not be available. Grant funding will be sought for reclaimed water portion of the project. Construction costs presented represent Phase 1 (Sumter to Cranberry) of road construction. Project does not include installation of wastewater collection system for homes along Price Blvd. The estimated cost in FY 21-25 is for Phase II construction from Cranberry to Toledo Blade Blvd. Hydrants budgeted separately (~100,000 in first phase).



PROJECT JUSTIFICATION

The only direct east-west throughways to get from one end of the City to the other are either via Price Blvd. or US41. Coordination of utility relocation, oversizing, and installation with the roadway widening project eliminates going back into a newly paved road for planned near-future upsizing and reclaim water lines.

TOTAL ESTIMATED COST: \$ 4,029,175

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 1,151,270	\$ -	\$ -	\$ 1,151,270	\$ 1,151,270

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
420-Utilities-Water	\$ 494,870	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -
420-Utilities-Wastewater	273,020	-	-	-	-	-	-	-
424-Sewer Capacity Fees	383,380	-	-	543,110	-	-	543,110	543,110
431-Utilities-Construction Fund	-	-	-	1,500,000	-	-	1,500,000	1,500,000
306-Surtax III	-	-	-	100,000	-	-	100,000	100,000
Grants	-	-	-	734,795	-	-	734,795	734,795
<b>TOTAL FUNDING</b>	<b>\$ 1,151,270</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,877,905</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,877,905</b>	<b>\$ 2,877,905</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 1,151,270	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	-	-	-	2,877,905	-	-	2,877,905	2,877,905
<b>TOTAL COST</b>	<b>\$ 1,151,270</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,877,905</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,877,905</b>	<b>\$ 2,877,905</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 200	\$ 210	\$ 410	\$ 2,153
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200</b>	<b>\$ 210</b>	<b>\$ 410</b>	<b>\$ 2,153</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Wastewater Systems

Reclaimed Water Expansion Ph 3 (N)

U15RW3

PROJECT INFORMATION

PROJECT RANKING

1

**STRATEGIC GOAL(S)** Preservation of Environment and Natural Resources

**PROJECT DESCRIPTION**

Design, permit and construct the expansion of the reclaimed water system in various locations throughout the city. This will be for the third phase of the Reuse Master Plan expansion, which includes going from Pan American via Appomattox to North Port Blvd. and from Pan American to Price via Spring Haven.

**PROJECT JUSTIFICATION**

The project was submitted to SWFWMD for cooperative funding to improve reliability of reclaimed water system and expand the customer base of the reclaimed water system in order to preserve potable water for potable purposes.



**TOTAL ESTIMATED COST: \$ 1,320,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 66,000	\$ -	\$ (57,084)	\$ 8,916	\$ 66,000

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
424-Sewer Capacity Fees	\$ 66,000	\$ 325,430	\$ 268,570	\$ -	\$ -	\$ -	\$ 594,000	\$ -
Grants		391,430	268,570	-	-	-	660,000	-
<b>TOTAL FUNDING</b>	<b>\$ 66,000</b>	<b>\$ 716,860</b>	<b>\$ 537,140</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,254,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 66,000	\$ 66,000	\$ -	\$ -	\$ -	\$ -	\$ 66,000	\$ -
Construction	-	650,860	537,140	-	-	-	1,188,000	-
<b>TOTAL COST</b>	<b>\$ 66,000</b>	<b>\$ 716,860</b>	<b>\$ 537,140</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,254,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Utilities	\$ -	\$ 50	\$ 100	\$ 105	\$ 110	\$ 365	\$ 2,894
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 50</b>	<b>\$ 100</b>	<b>\$ 105</b>	<b>\$ 110</b>	<b>\$ 365</b>	<b>\$ 2,894</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



**PROJECT INFORMATION**

**PROJECT RANKING**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

The city intends to construct the missing segment of Spring Haven Drive from Pan American Boulevard to Butler Park. The wastewater lines may need to be deflected. A new 8-inch water main from existing 8-inch water main west of Butler Park to existing 8-inch water main at Pan American Blvd is planned as part of the roadway project (R15SHD). A reclaimed water line will be installed in conjunction with this project but under project U15WR3. This project includes addition of 2 new hydrants (~\$10,000).



**PROJECT JUSTIFICATION**

Coordination of utility installation with the roadway project eliminates going back into a newly paved road for planned water line. This water line will provide a significant looping connection to improve water quality, fire flows, and reliability in the distribution system. NPU will request funding through SWFWMD for construction of this looping pipe.

**TOTAL ESTIMATED COST: \$ 136,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 20,000	\$ -	\$ -	\$ 20,000	\$ 20,000

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 20,000	\$ -	\$ 116,000	\$ -	\$ -	\$ -	\$ 116,000	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 116,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 116,000</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	-	-	116,000	-	-	-	116,000	-
<b>TOTAL COST</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 116,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 116,000</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ 50	\$ 55	\$ 61	\$ 166	\$ 333
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50</b>	<b>\$ 55</b>	<b>\$ 61</b>	<b>\$ 166</b>	<b>\$ 333</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Administration

Water Transmission Service Improvements (N)

U15WT2

**PROJECT INFORMATION**

PROJECT RANKING

4

**STRATEGIC GOAL(S)** Financially Responsible City Providing Quality Municipal Services

**PROJECT DESCRIPTION**

To improve the potable water distribution system reliability, fire flow, water quality and pressure to the residents of the city as well as reduce the amount of flushing necessary to maintain water quality. This project consists of design and construction of 16-inch water lines from the new 24-inch line at the WTP to the north and south along North Port Blvd.



**PROJECT JUSTIFICATION**

This project is critical to realizing the benefits of the new 24-inch finished water line from the WTP. The project accomplishes the following: 1) removes a segment of old AC pipe and two AC/steel pipe adaptors; 2) removes a segment of old steel pipe at the bridge crossing; 3) eliminates existing constriction in pipe heading south from the WTP; and, 4) increases volume of flow to north of WTP.

**TOTAL ESTIMATED COST: \$ 393,200**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ 332,840	\$ -	\$ (72,513)	\$ 260,327	\$ 332,840

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ 332,840	\$ 60,360	\$ -	\$ -	\$ -	\$ -	\$ 60,360	\$ -
<b>TOTAL FUNDING</b>	<b>\$ 332,840</b>	<b>\$ 60,360</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,360</b>	<b>\$ -</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ 73,193	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	259,647	60,360	-	-	-	-	60,360	-
<b>TOTAL COST</b>	<b>\$ 332,840</b>	<b>\$ 60,360</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,360</b>	<b>\$ -</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Utilities	\$ -	\$ 50	\$ 55	\$ 61	\$ 67	\$ 232	\$ 366
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ 50</b>	<b>\$ 55</b>	<b>\$ 61</b>	<b>\$ 67</b>	<b>\$ 232</b>	<b>\$ 366</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Wastewater Systems

Wastewater Transmission Oversizing (I)

NEW

PROJECT INFORMATION

PROJECT RANKING

5

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure



**PROJECT DESCRIPTION**

Construction cost of oversizing of wastewater mains in various locations throughout the city due to development. Specific locations of project are unknown at this time.

**PROJECT JUSTIFICATION**

As developers install the necessary mains and lift stations to serve the development, the city will oversize these lines if needed to serve future growth/connections. This could include new schools, assisted living facilities, strip malls, or could include development of one of the Activity Centers not currently served or underserved by utilities.

**TOTAL ESTIMATED COST:** Continuous

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
424-Sewer Capacity Fees	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	\$ 250,000
<b>TOTAL FUNDING</b>	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	\$ 250,000

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Construction	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	\$ 250,000
<b>TOTAL COST</b>	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	\$ 250,000

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Water

RO Production TDS Enhancements (I)

NEW

PROJECT INFORMATION

PROJECT RANKING

1

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

The project, located at the Myakkahatchee Creek Water Treatment Plant, is intended to upgrade the Reverse Osmosis (RO) system in order to treat the increasing levels of wellfield conductivity and total dissolved solids (TDS). Short-term solution will be implemented in 2015. Long-term solution is planned for implementation beginning FY17-18.

PROJECT JUSTIFICATION

The total RO nameplate production capacity is 1.5-million gallons per day (MGD). Due to the wellfield conductivity and TDS increasing to levels higher than anticipated, the RO plant is not currently able to produce its nameplate capacity. Evaluation of wellfield indicates conductivity and TDS is anticipated to continue increasing. Current RO system not able to treat projected increases and will need to be modified. Potential solutions and plan of implementation will be evaluated and developed in 2015. This project will implement a developed plan.



TOTAL ESTIMATED COST: \$ 3,120,000

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
420-Utilities-Water	\$ -	\$ 20,000	\$ 500,000	\$ 1,000,000	\$ 600,000	\$ -	\$ 2,120,000	\$ 1,000,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 500,000</b>	<b>\$ 1,000,000</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ 2,120,000</b>	<b>\$ 1,000,000</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	\$ 150,000
Construction	-	20,000	-	1,000,000	600,000	-	\$ 1,620,000	850,000
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 500,000</b>	<b>\$ 1,000,000</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ 2,120,000</b>	<b>\$ 1,000,000</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Utilities	\$ 50,000	\$ 52,500	\$ 55,125	\$ 107,881	\$ 163,275	\$ 428,782	\$ 832,704
Repairs & Maintenance	12,000	12,600	13,230	13,892	14,586	\$ 66,308	\$ 74,389
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ 62,000</b>	<b>\$ 65,100</b>	<b>\$ 68,355</b>	<b>\$ 121,773</b>	<b>\$ 177,861</b>	<b>\$ 495,089</b>	<b>\$ 907,093</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Water

Water Transmission Service Improvements (N)

NEW

PROJECT INFORMATION

PROJECT RANKING

2

**STRATEGIC GOAL(S)** Financially Responsible City Providing Quality Municipal Services

**PROJECT DESCRIPTION**

To improve the potable water distribution system reliability, fire flow, water quality and pressure to the residents of the city as well as reduce the amount of flushing necessary to maintain water quality. This project includes the Chesebro/Italy Looping Project, which will be designed and constructed in FY15/16. SWFWMD has preliminarily approved funding for the Chesebro/Italy Looping Project. Reimbursements from SWFWMD can be used to continue to fund these important looping projects. This project includes addition of 8 hydrants (~\$40,000).



**PROJECT JUSTIFICATION**

The goal of water main looping in the Chesebro and Italy areas is to eliminate a total of four (4) dead ends and three (3) existing auto flushers. NPU anticipates this project will greatly reduce required system flushing in these areas.

**TOTAL ESTIMATED COST: \$ 376,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ 376,000	\$ -	\$ -	\$ -	\$ -	\$ 376,000	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ 376,000	\$ -	\$ -	\$ -	\$ -	\$ 376,000	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ -
Construction	\$ -	306,000	-	-	-	-	306,000	-
<b>TOTAL COST</b>	\$ -	\$ 376,000	\$ -	\$ -	\$ -	\$ -	\$ 376,000	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ 100	\$ 110	\$ 121	\$ 133	\$ 464	\$ 2,437
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ 100	\$ 110	\$ 121	\$ 133	\$ 464	\$ 2,437

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Water Systems

Water Transmission Oversizing (I)

NEW

PROJECT INFORMATION

PROJECT RANKING

4

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Construction cost of oversized water mains in various locations throughout the city due to development. Specific locations of project are unknown at this time.



PROJECT JUSTIFICATION

As developers install the necessary mains to serve the development, the city will oversize these lines if needed to serve future growth/connections.

TOTAL ESTIMATED COST: Continuous

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -		\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
423-Water Capacity Fees	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	\$ 250,000
<b>TOTAL FUNDING</b>	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	\$ 250,000

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Construction	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	\$ 250,000
<b>TOTAL COST</b>	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	\$ 250,000

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset





Utilities - Wastewater Systems

Master Pumping Station and Forcemain (N)

NEW

PROJECT INFORMATION

PROJECT RANKING

**STRATEGIC GOAL(S)** Toledo Blade & Sumter Interchanges as Major Destinations

**PROJECT DESCRIPTION**

Construct a master pumping station in the vicinity of Toledo Blade and Price Blvds., and a forcemain in the same vicinity.

**PROJECT JUSTIFICATION**

The project was designed and permitted under project U11MSF, however, due to construction delays, the actual construction portion of the project was moved out in the CIP. Site specific design may change due to further changes in location of the facility. Construction of the pumping station will begin when growth from the Toledo Blade/Price area requires it. Current plans reflect construction beginning in FY 2018-19.



**TOTAL ESTIMATED COST: \$ 1,918,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
424-Sewer Capacity Fees	\$ -	\$ -	\$ -	\$ -	\$ 1,918,000	\$ -	\$ 1,918,000	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ -	\$ -	\$ 1,918,000	\$ -	\$ 1,918,000	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,918,000	\$ -	\$ 1,918,000	\$ -
<b>TOTAL COST</b>	\$ -	\$ -	\$ -	\$ -	\$ 1,918,000	\$ -	\$ 1,918,000	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Utilities	\$ -	\$ -	\$ -	\$ 600	\$ 1,300	\$ 1,900	\$ 9,690.00
Repairs & Maintenance				100	210	310	1,581.00
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ 700	\$ 1,510	\$ 2,210	\$ 11,271

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Water

Neighborhood Water Line Extensions (N)

NEW

PROJECT INFORMATION

PROJECT RANKING

1

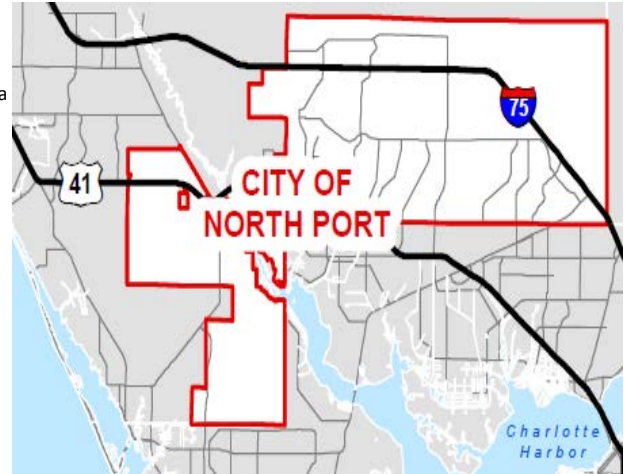
STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

The project is to extend water to residents throughout the city in a methodical, economical manner to maximize efficiency and minimize costs. If the pilot plan (U11NEP) is successful, the City Commission may direct staff to pursue the next area identified in the Demand Analysis for expansion and to use the same assumptions regarding fire hydrant funding, revolving fund, etc. To maximize efficiency, design/permitting may be combined for multiple areas. In addition, areas will be selected to minimize mobilization/demobilization costs for greatest economic benefit.

PROJECT JUSTIFICATION

Adding customers throughout the service area will help reduce overall costs to customers sparsely spread throughout the city. The residents showed their commitment to the environment and this project with their approval of the Infrastructure Surtax III referendum. The city completed a Water Demand Analysis in 2014 that will help dictate the proper order for improvements to occur. Areas recommended for expansion are prioritized based on population and demographic forecasts, community questionnaire, and financial evaluation.



TOTAL ESTIMATED COST: Continuous

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 1,180,270	\$ 1,536,130	\$ 5,716,400	\$ 6,710,977
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>	<b>\$ 1,180,270</b>	<b>\$ 1,536,130</b>	<b>\$ 5,716,400</b>	<b>\$ 6,710,977</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ 400,000	\$ 1,006,647
Construction	-	-	-	2,600,000	1,180,270	1,536,130	5,316,400	5,704,330
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>	<b>\$ 1,180,270</b>	<b>\$ 1,536,130</b>	<b>\$ 5,716,400</b>	<b>\$ 6,710,977</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 800	\$ 1,600	\$ 2,400	\$ 12,600
Personnel	-	-	-	-	-	-	50,000
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 800</b>	<b>\$ 1,600</b>	<b>\$ 2,400</b>	<b>\$ 62,600</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



PROJECT INFORMATION

PROJECT RANKING

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Design, permit and construct a pipeline from the Myakkahatchee Creek Water Treatment Plant to Ortiz Blvd.



PROJECT JUSTIFICATION

The US41 Corridor Study dictated the projects necessary to serve the commercial properties along US41. The project will be constructed in accordance with the analysis.

TOTAL ESTIMATED COST: \$ 1,264,200

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
423-Water Capacity Fees	\$ -	\$ -	\$ -	\$ 150,000	\$ 1,114,200	\$ -	\$ 1,264,200	\$ -
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ -	\$ 150,000	\$ 1,114,200	\$ -	\$ 1,264,200	\$ -

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,114,200	\$ -	\$ 1,114,200	\$ -
<b>TOTAL COST</b>	\$ -	\$ -	\$ -	\$ 150,000	\$ 1,114,200	\$ -	\$ 1,264,200	\$ -

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 100	\$ 515
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 100	\$ 515

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



PROJECT INFORMATION

PROJECT RANKING

**STRATEGIC GOAL(S)** Preservation of Environment and Natural Resources

**PROJECT DESCRIPTION**

Design, permit and construct the expansion of the reclaimed water system in various locations throughout the city. This will be for the fourth phase of the Reuse Master Plan expansion, which includes a tank and repumping facilities in the Price/Sumter vicinity for future customers in the eastern portion of the city.

**PROJECT JUSTIFICATION**

The project will be submitted to SWFWMD for cooperative funding to expand the customer base of the reclaimed water system in order to preserve potable water for potable purposes. This phase is necessary to connect existing golf courses, major activity centers and gated communities in the eastern portion of the city.



**TOTAL ESTIMATED COST: \$ 15,320,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
424-Sewer Capacity Fees	\$ -	\$ -	\$ -	\$ -	\$ 305,000	\$ 305,000	\$ 610,000	\$ 7,050,000
Grants	-	-	-	-	-	610,000	610,000	7,050,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 305,000</b>	<b>\$ 915,000</b>	<b>\$ 1,220,000</b>	<b>\$ 14,100,000</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ 305,000	\$ -	\$ 305,000	\$ 1,227,000
Construction	-	-	-	-	-	915,000	915,000	12,873,000
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 305,000</b>	<b>\$ 915,000</b>	<b>\$ 1,220,000</b>	<b>\$ 14,100,000</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Water Systems

Southwest Water Treatment Plant (N)

NEW

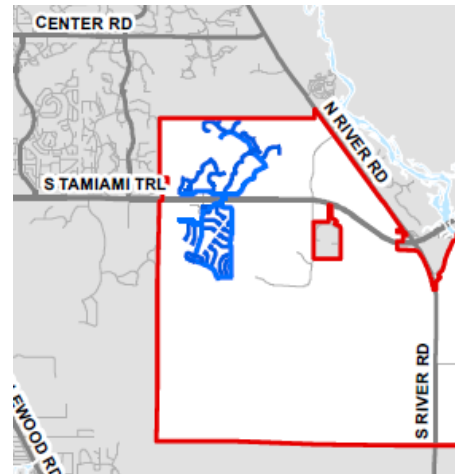
PROJECT INFORMATION

PROJECT RANKING

STRATEGIC GOAL(S) Maintained/Upgraded/Expanded City Infrastructure

PROJECT DESCRIPTION

Ground water supply study and construction of the Southwest Water Treatment Plant in West Villages Improvement District.



PROJECT JUSTIFICATION

The developer in WVID is required to design, permit, construct and dedicate to the city a water treatment plant. The developer's agreement requires construction of the plant to begin when the annual test for either available system transmission capacity or available water treatment plant supply capacity requires it.

TOTAL ESTIMATED COST: \$ 40,000,000

Capital Improvement Element of Comprehensive Plan

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

Carryover

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Developer Agreement	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 2,000,000	\$ 38,000,000
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 2,000,000	\$ 38,000,000

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 2,000,000	\$ 38,000,000
<b>TOTAL COST</b>	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 2,000,000	\$ 38,000,000

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,600,000
Repairs & Maintenance	-	-	-	-	-	-	400,000
Supplies	-	-	-	-	-	-	80,000
Utilities	-	-	-	-	-	-	600,000
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,680,000

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Wastewater Systems

Southwest Wastewater Treatment Plant (N)

NEW

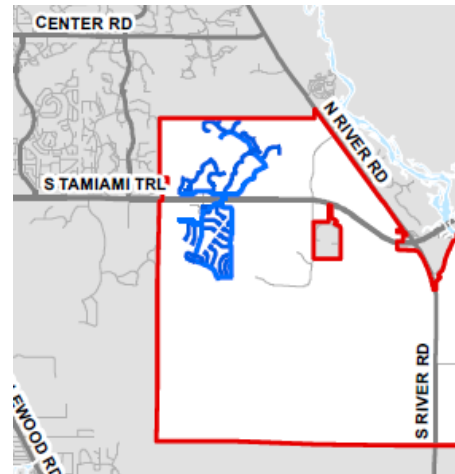
**PROJECT INFORMATION**

**PROJECT RANKING**

**STRATEGIC GOAL(S)** Maintained/Upgraded/Expanded City Infrastructure

**PROJECT DESCRIPTION**

Construction of the Southwest Wastewater Treatment Plant in West Villages Improvement District.



**PROJECT JUSTIFICATION**

The developer in WVID is required to design, permit, construct and dedicate to the city a wastewater treatment plant. The developer's agreement requires construction of the plant to begin when the annual test for either available system transmission capacity or available wastewater treatment plant supply capacity requires it.

**TOTAL ESTIMATED COST: \$ 35,700,000**

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
\$ -	\$ -	\$ -	\$ -	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Developer Agreement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,200,000	\$ 5,200,000	\$ 30,500,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,200,000</b>	<b>\$ 5,200,000</b>	<b>\$ 30,500,000</b>

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,200,000	\$ 5,200,000	\$ 30,500,000
<b>TOTAL COST</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,200,000</b>	<b>\$ 5,200,000</b>	<b>\$ 30,500,000</b>

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,600,000
Repairs & Maintenance	-	-	-	-	-	-	400,000
Supplies	-	-	-	-	-	-	80,000
Utilities	-	-	-	-	-	-	600,000
<b>TOTAL OPERATING IMPACTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,680,000</b>

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset



Utilities - Water

Water Transmission Service Improvements (N)

PROGRAM

PROJECT INFORMATION

PROJECT RANKING

**STRATEGIC GOAL(S)** Financially Responsible City Providing Quality Municipal Services

**PROJECT DESCRIPTION**

To improve the potable water distribution system reliability, fire flow, water quality and pressure to the residents of the city as well as reduce the amount of flushing necessary to maintain water quality. The project is in various locations throughout the city. Project locations to be determined and prioritized based on results of fire flow and water quality dynamic hydraulic modeling. A five year plan will be planned/designed/permited at one time, in FY16/17, to maximize efficiency, and construction will continue over a five year period. The following five years will be a new project.



**PROJECT JUSTIFICATION**

Some of the existing potable water system exceeds 40 years of age, the scattered design of water "distribution" lines, many being less than 6" in diameter, is detrimental to the overall system. Throughout the city improvements are needed to replace old A/C lines, increase system reliability and fire flow, water quality and pressure, and reduce flushing. The community as a whole benefits from these water supply projects since the water system supplies water to institutional/commercial/industrial developments.

**TOTAL ESTIMATED COST:** Continuous

**Capital Improvement Element of Comprehensive Plan**

Part of Capital Improvement Element (CIE)	Yes	Level of Service (LOS) Restored	Yes
Project to go to DEO	Yes	Consistent with MPO long-range plan	
Proportionate Fair Share shown		Meets FS 163.3164	Yes

**Carryover**

Cumulative Project Budget at 10/01/14	Cumulative Project Expenditures	Current YTD Encumbrances	Current Remaining Balance	Estimated Carryover at 09/30/15
		\$	-	\$ -

Funding Source	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
306-Surtax III	\$ -	\$ -	\$ 332,840	\$ 332,840	\$ 332,840	\$ 332,840	\$ 1,331,360	\$ 987,897
<b>TOTAL FUNDING</b>	\$ -	\$ -	\$ 332,840	\$ 332,840	\$ 332,840	\$ 332,840	\$ 1,331,360	\$ 987,897

Expenditure Type	Prior Years	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Planning & Design	\$ -	\$ -	\$ 332,840	\$ -	\$ -	\$ -	\$ 332,840	\$ 150,000
Construction	-	-	-	332,840	332,840	332,840	998,520	837,897
<b>TOTAL COST</b>	\$ -	\$ -	\$ 332,840	\$ 332,840	\$ 332,840	\$ 332,840	\$ 1,331,360	\$ 987,897

OPERATING IMPACTS	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	5 Yr Total	FY 21-25
Repairs & Maintenance	\$ -	\$ -	\$ 100	\$ 200	\$ 300	\$ 600	\$ 1,100
<b>TOTAL OPERATING IMPACTS</b>	\$ -	\$ -	\$ 100	\$ 200	\$ 300	\$ 600	\$ 1,100

N=New Asset, R=Replacement of Existing Asset, I=Improvement of Existing Asset

**-A-**

Account Number - In accordance with the state chart of accounts, each class of expenditures and revenues is assigned a specific account number for use within the City's accounting system.

Accrual Basis of Accounting – The “basis of accounting” in which revenues are recorded when earned and expenses are recorded at the time they are incurred; instead of when cash is actually received or disbursed.

Ad Valorem Tax – Late for “value-based” tax and commonly referred to as “property tax.” This is the tax levied on both real and personal property. The tax is calculated by multiplying the millage rate (set by the taxing authority) by the taxable value of the property.

Adopted Budget – Revenues and appropriations approved by the City Commissions for the next fiscal year.

AFSCME – American Federation of State, County and Municipal Employees. The union and bargaining unit for certain city employees.

Allocate – To divide a lump-sum appropriation that is designated for expenditure by specific organizational units and/or specific purposes or activities.

Amended Budget – The Adopted Budget that has been formally amended by the City Commission.

Appropriated Fund Balance – A budgetary use of prior year cash reserves.

Appropriation – An authorization granted by the City Commission to make expenditures and to incur obligations for purposes specified in the Budget ordinance.

ASR – Aquifer, Storage and Recovery. An underground water storage system where water reserves are stored in a “bubble” to be used during times of low water availability.

Assessed Valuation – A valuation set upon property by the County Property appraiser as a basis for levying taxes.

Asset – Resources owned or held by a government that possesses monetary value.

Assigned Fund Balance – A portion of fund balance that reflects a government's *intended* use of resources. Such *intent* would have to be established at either the highest level of decision making, or by a body or an official designated for that purpose.

Authorized Positions – Number of positions authorized by the City Commissions in the annual operating budget.

Available Fund Balance – Funds remaining from the prior year and available for appropriation and expenditure in the current year.

**-B-**

Balanced Budget – For the budget cycle and by fund, the total revenue sources equals the total appropriations for expenditures and reserves.

BEA – Bureau of Economic Analysis - A division of the United States Federal Government's Department of Commerce that is responsible for the analysis and reporting of economic data used to confirm and predict economic trends and business cycles.

Bond - A written promise to pay a sum of money on a specific date at a specific interest rate. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects such as buildings, streets and water and sewer systems.

Bond Rating – A rating from a schedule of grades issued by a bond rating agency indicating the probability of timely repayment of principal and interest on bonds issued by a municipality.



Budget – A plan of financial activity for a specified period of time that indicates all planned revenues and expenditures for the specified period.

Budget Amendment – A procedure allows for revising a budget appropriation.

Budget Calendar – The schedule of key dates or milestones the City follows in the preparation, adoption and administration of the budget.

Budgetary Control – The control mechanism used by a government or enterprise to keep expenditures, in accordance with an approved budget, within the limitations of available appropriations and available revenues.

Budget Document – The official written statement prepared in order to present a comprehensive financial program of an organization. A budget document serves as 1) a policy document; 2) an operations guide; 3) a financial plan; and 4) as a communications device.

Budget Hearing – As required by law, the City Commission conducts two public hearings to receive and consider input from the public and to propose and adopt a millage rate and the annual budget.

Budget Message – A general discussion by the City Manager to the City Commissioners and the citizens describing the government's fiscal and management plan for the upcoming fiscal year.

-C-

CAFR – Comprehensive Annual Financial Report – A complete set of financial statements published soon after the close of each fiscal year by each general-purpose local government in conformity with GAAP and audited in accordance with generally accepted auditing standards.

Capital Asset – Acquired asset having a unit cost of at least \$1,000 and a useful life of more than one year.

Capital Expenditure – A category of budgetary appropriation that includes expenses related to buildings, machinery and equipment and results in additions to a fixed asset inventory.

CDBG – Community Development Block Grant – A general purpose federal grant primarily used to facilitate the production and preservation of low and moderate income housing.

Charges for Service – Revenue derived from charging fees for providing certain government services. These revenues can be received from private individuals or entities, or other governmental units. Charges for Service – Charges for service include water/sewer fees, solid waste fees, and recreation and cultural activity admissions.

CIP – Capital Improvement Program – A five-year financial plan for construction of physical assets such as buildings, streets, sewers and recreation facilities. The plan extends over several future years indicating the beginning and ending date of each project, the amount to be expended in each year and the method of financing those expenditures.

Click2Gov – Software that facilitates on-line payments for customers of the City.

COLA – Cost Of Living Adjustment – An upward adjustment in salary levels to offset the adverse effect of inflation on employee compensation.

Collective Bargaining Agreement – A legal contract between an employer and a verified representative of a recognized bargaining unit that states specific terms and conditions of employment (e.g., working hours and conditions, salaries, fringe benefits and matters affecting health and safety of employees).

Comprehensive Plan – A comprehensive plan is an official public document which is adopted by a local government. The contents of the plan are comprehensive, general, and long range. "Comprehensive" means that the plan addresses all geographical parts of the community and all functional elements that can affect physical development. "General" means that the plan includes general policies and designations, not detailed regulations. "Long Range" means that the plan looks beyond pressing current issues to problems and possibilities years in the future.

Commercial Paper – An unsecured, short-term debt instrument issued by a corporation whose maturities rarely range any longer than 270 days. The debt is usually issued at a discount, reflecting prevailing market interest rates.

Committed Fund Balance – A portion of fund balance that represents resources whose use is constrained by limitations that the government imposes upon itself at its highest level of decision making (normally the governing body) and that remain binding unless removed in the same manner. The underlying action that imposed the limitation would need to occur no later than the close of the reporting period.

Contingency – An appropriation of funds to cover unforeseen events that may occur throughout the fiscal year.

Continuation Budget – The base proposed budget that reflects all costs necessary to maintain City services at the same level as adopted in the prior fiscal year, including additional costs or personnel necessary to maintain that level of service.

Cost Allocation – A method used to distribute the costs of central administrative functions such as accounting and personnel to non-general government funds.

CPI – Consumer Price Index – A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

**-D-**

Debt Service – The payment of principal and interest on borrowed funds such as bonds.

Deficit – The excess of the liabilities of a fund over its assets or the amount by which expenditures exceed revenues in an accounting period.

DEP – Department of Environmental Protection. The state governmental agency with oversight responsibility for regulations of environmental issues, including storm water, wastewater, beaches, wetlands, and hazardous materials. The DEP is the result of a merger of the old Department of Natural Resources and the Department of Environmental Regulations.

Department – A major work unit or functional unit having related activities aimed at accomplishing a major service or regulatory program for which the City is responsible.

Depreciation – The decrease in value of physical assets due to use and the passage of time.

Distinguished Budget Presentation Awards Program – A voluntary awards program administered by the Government Finance officers Association to encourage governments to prepare effective budget documents.

Division – A unit of organization that is comprised of a specific operation within a functional area. City departments may contain one or more divisions.

Dependent Special District – A special taxing district whose governing body and budget is established by the City Commissioners.

**-E-**

Encumbrance – An amount of money committed for the payment of goods and services not yet received or paid for, usually supported by an outstanding purchase order.

Enterprise Fund – Activities of government that are operated and accounted for as businesses. Enterprises rely principally on revenue derived from user fees to fund operations. In the City of North Port, the North Port Utilities is the sole enterprise operation.

Expenditure – Decrease in net financial resources. Expenditures include operating expenses, capital expenditures and debt service payments that require current or future use of current assets.

**-F-**

**FDIC** – **Federal Deposit Insurance Corporation** – The United States corporation originated in 1933 to insure deposits in the United States against bank failure. The FDIC was created to maintain public confidence and encourage stability in the financial system through the promotion of sound banking practices. The FDIC will insure deposits of up to US\$250,000 per institution as long as the bank is a member firm.

**FEMA** – **Federal Emergency Management Agency**. The federal agency providing assistance during emergencies, and provides grant funding for emergencies, including emergency food and shelter.

**Fines and Forfeits** – Fines and forfeits are derived from penalties imposed for the commission of statutory offenses, violation or lawful administrative rules and regulations and for neglect of official duty. These revenues include court fines, confiscated property and parking violations.

**Fiscal Year** – Any period of 12 consecutive months designated as the budget year. The City's fiscal year begins October 1 and ends September 30, the same as the Federal Government.

**Fixed Asset** – Assets of a long-term character that are intended to continue to be held or used, such as land, buildings, machinery, equipment and improvements.

**Franchise Fee** – A fee assessed on a business, usually a public utility, in return for granting the business the exclusive right to operate in public rights of way inside the city limits.

**Fringe Benefits** – For budgeting purposes, fringe benefits are employer payments for social security, retirement, group health and life insurance.

**FTE** – **Full-Time Equivalent** – A measurement of positions in the City. Two part-time positions may equal one FTE.

**Fund** – An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. Much like corporations have subsidiary companies, governments have funds.

**Fund Balance** – The difference between the assets and liabilities of a governmental fund and is the cumulative difference between all revenues and expenditures.

**Fund Type** – Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service and trust and agency.

**-G-**

**GAAP** – **Generally Accepted Accounting Principles** – The Uniform standards and guidelines used for financial accounting and reporting. These standards govern the form and content of the basic financial statements of an entity. These acceptable practices are modified from time to time. GAAP guidance is provided from various sources. The Governmental Accounting Standards Board issues authoritative statements, interpretations of statements, technical bulletins, implementation guides and concept statements of position. The American Institute of CPA's issues the audit and accounting guides and statements of position.

**GASB** – **Governmental Accounting Standards Board** – Organized in 1984 by the Financial Accounting Foundation, the Board was created to establish standards of financial accounting and reporting for state and local governmental entities. Its standards guide the preparation of external financial reports of those entities.

**GDP** – **Gross Domestic Product** – The monetary value of all the finished goods and services produced within a country's borders in a specific time period, though GDP is usually calculated on an annual basis. It includes all of private and public consumption, government outlays, investments and exports less imports that occur within a defined territory. GDP is commonly used as an indicator of the economic health of a country, as well as to gauge a country's standard of living.

General Fund – Used to account for all governmental functions not required to be separately recorded by laws or governmental policy. Most of the essential governmental services such as police protection, landscape maintenance, neighborhood services and general administration are provided by the General Fund.

GFOA – Government Finance Officers Association. GFOA is the professional association of state/provincial and local finance officers in the United States and Canada; and has served the public finance profession since 1906.

Goal – A broad statement of intended accomplishments or a description of a general condition deemed desirable.

Governmental Fund – A generic classification used by the Governmental Accounting Standards Board to refer to all funds other than proprietary and fiduciary funds. The General Fund, special revenue funds, capital projects funds and debt service funds are the types of funds referred to as governmental funds.

Grant – Contribution or gift of cash or other asset from another government or agency to be used or expended for a specified purpose, activity or facility.

GIS – Geographic Information System. A computer program that uses specific data points to locate infrastructure and structures within the City.

-H-

Half-Cent Sales Tax – A tax collected by the State of Florida and distributed to local governments based on the amount of taxable sales within each county.

Homestead Exemption – A deduction from the taxable value of property occupied by the owner in the State of Florida. The exemption is currently \$25,000 for all property owners who qualify.

Human Services – A major category of services provided by a government for the care, treatment and control of human illness, injury or handicap, for the welfare of the community as a whole, or for the housing and education of individuals.

-I-

IAFF – International Association of Fire Fighters - This is the union and bargaining unit for the fire fighters and paramedics.

Impact Fee – A fee imposed on new development as a total or partial reimbursement for the cost of additional facilities made necessary by the growth.

Indirect Cost – A cost that is necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

Infrastructure – The basic installations and facilities on which the continuance and growth of the City depends, such as roads, schools and water and sewer systems.

Infrastructure Surtax – A penny tax applied to the first \$5,000 of any single taxable item when sold to the same purchaser at the same time. The tax is restricted to capital improvements and cannot be used for operating expenditures.

Interest Earnings – Revenue earned on invested and idle funds. The City pools its cash and invests it in accordance with its adopted investment policy. Interest earnings are then allocated to the individual funds based upon their average daily balance in the cash pool.

Interfund Charges – These are transactions between funds which would be accounted for as revenue or expense if they involved an outside entity. Examples are Fleet Service Charges and administrative charges from the General Fund to other operating funds.

Interfund Transfer – Transfer of resources from one fund to another fund in the same governmental entity. Transfers are not repayable and do not constitute payment or reimbursement of goods provided or services performed.

Intergovernmental Revenue – Revenue received from Federal, State and other government sources including grants, and shared revenues.

Inter-local Agreement – A written agreement between the City and other units of government to share in similar services, projects, emergency assistance, support, funding, etc., to the mutual benefit of all parties.

Internal Service Fund – A type of fund designed to account for the financing of goods, or services provided by one department for other departments within the city. Goods and services furnished are billed at cost plus an overhead factor designed to cover the indirect expenses of the fund.

-L-

Letter of Credit (LOC) – A letter from a bank guaranteeing that a buyer's payment to a seller will be received on time and for the correct amount. In the event that the buyer is unable to make payment on the purchase, the bank will be required to cover the full or remaining amount of the purchase.

Letter of Transmittal – A general discussion of the proposed budget as presented in writing by the City Manager to the City Commission.

Levy – The act of imposing taxes, special assessments or service charges for the support of city activities.

Licenses and Permits – Revenues derived from the issuance of local licenses and permits including professional and occupational licenses, building permits and other miscellaneous permits.

Line Items – the classification of objects of expenditure (object codes) by major expense category.

Local Option Gas Tax – The Local Option Gas Tax is a 30 year tax, begun in 1983 to fund transportation related improvements in the City.

-M-

Major Fund – A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Otherwise, major funds are determined by a mathematical calculation. Any other government or enterprise fund may be reported a major fund if the government's officials believe that fund is particularly important to financial statement users.

Mill – The monetary unit equal to of one-thousandth of a U.S. dollar or \$1 per \$1,000 of taxable property value.

Millage Rate – A rate expressed in thousands. As used with ad valorem (property) taxes, the rate expresses the dollars of tax per one thousand dollars (\$1,000) of taxable property values.

Miscellaneous Revenue – Revenue not otherwise specified under Taxes, Licenses and Permits, Intergovernmental, Charges for Services or Fines and Forfeits. They include investment earnings, rents, royalties, and proceeds from asset sales.

Mobility Fee – A fee imposed on new development based upon a long-range transportation plan to provide multi-modal forms of transit.

Modified Accrual Basis of Accounting – The "basis of accounting" refers to *when* a transaction is recognized. In the modified accrual basis of accounting, revenues are recorded when measurable and available, and expenditures are recorded when the services or goods are received and the liabilities are incurred.

Moody's – A credit rating agency that ranks the creditworthiness of borrowers using a standardized ratings scale which measures expected investor loss in the event of default. Securities are assigned a rating from Aaa to C, with Aaa being the highest quality and C the lowest quality.

MPO – Metropolitan Planning Organization - A regional transportation planning agency, which provides a forum for cooperative decision-making concerning regional and local transportation issues.

MSA – Metropolitan Statistical Area – A geographical region with a relatively high population density at its core and close economic ties throughout the area. MSAs are established by the Office of Management and Budget, a division of the United States Government, and serve to group counties and cities into specific geographic areas for the purposes of a population census and the compilation of related statistical data.

Multi-modal Transportation – A description of a transportation system having multiple or many modes of travel. Example: sidewalks, bike lanes, roadways, railways.

Municipal Revenue Sharing Program – The State Shared Revenue program that provides municipalities with revenues based on an allocation formula developed by the State of Florida.

**-N-**

Non Ad Valorem Assessments – Assessments for Special Districts that are not based on property value. The basis for this charge is some other measurable criteria such as per lot, per acre or per residence.

Non-major Fund – A governmental fund or enterprise fund reported in the aggregate in a separate column in the basic fund financial statements. If a governmental or enterprise fund does not qualify as a major fund either through the mathematical calculation or due to the government's officials decision to include the fund as a major fund, it is considered a nonmajor fund.

Non-Recurring Revenues – One-time or intermittent revenues received, often from short-term grants, insurance recoveries, donations, etc.

Non-spendable Fund Balance – A portion of fund balance that is inherently non-spendable from the vantage point of the current period. Examples of non-spendable fund balance include: 1) assets that will never convert to cash such as inventories of supplies; 2) assets that will not convert to cash soon enough to affect the current period such as long-term portion of loans receivable or foreclosed properties; and 3) resources that must be maintained intact pursuant to legal or contractual requirements such as the principal of an endowment or capital of a revolving loan fund.

**-O-**

Object Code – Account to which an expense or expenditure is recorded in order to accumulate and categorize the various types of payments that are made. These are normally grouped into Personal Services, Operating Supplies, Capital Outlay, and Other for budgetary analysis and financial reporting purposes.

Objective – Desired output-oriented accomplishments that can be measured and achieved within a given time frame.

Object of Expenditures – Expenditures are classified based upon the type of goods or services incurred. Such classifications include:

- Personal Services
- Materials and Supplies
- Contractual Services
- Contractual Maintenance
- Capital Outlay
- Debt Service

One-Time Cost – Non-recurring costs budgeted for one year then removed.

Open-end, no-load Mutual Funds – A type of mutual fund that does not have restrictions on the amount of shares the fund will issue (open-end) and in which the shares are sold without a commission or sales charge (no-load). Open-end funds also buy back shares when investors wish to sell.

Operating Budget – Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending and service delivery activities of a government are controlled.

Operating Costs – Expenses for such items as expendable supplies, contractual services, and utilities.

Ordinance – A formal legislative enactment by the City Commission or governing body of a municipality. If it is not in conflict with any higher form of law such as a statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Outcome – A condition that exists as the result of either an action taken or of a failure to act. Generally it is quantifiable.

Outcome Measure – Specific measures that allow an organization to assess its success in achieving or moving towards its goals.

**-P-**

Percent Change – The percentage change between two consecutive fiscal years. If there is no sign at the beginning of the number, this indicates an increase, whereas a minus sign indicates a decrease.

Performance Measurement – A managerial process for determining how a program is accomplishing its mission, goals, and objectives through the delivery of products, services, or processes. Performance measurement is a systematic process of evaluating outcomes of specific government programs and services that are delivered to customers with respect to efficiency and effectiveness.

Personal Services – Expenditures for Salaries/Wages and Benefits (Social Security, Medical/Dental/Life/Workers' Compensation Insurance and Retirement, etc.) provided for employees by the City.

Physical Environment – A major government services category that exist for the purpose of achieving a satisfactory living environment by controlling and utilizing elements of the environment. Included in this category are water/sewer services and solid waste services.

Prior Year Encumbrance – Obligation from a previous year in the form of a purchase order or contract which is chargeable to an appropriation, and for which a part of the current year appropriation is reserved. It ceases to be an encumbrance when the obligation is paid or otherwise terminated.

Proprietary Fund – A group of funds in which the services provided are financed and operated similar to those of a private business. Proprietary fund types used by the City include the Enterprise and Internal Services Funds.

Public Safety – A major government services category that provides for the security of persons and property. This includes Police Services and Building, Zoning and Code Enforcement.

**-R-**

Real Gross Domestic Product – An inflation-adjusted measure that reflects the value of all goods and services produced in a given year, expressed in base-year prices. Real GDP accounts for changes in the price level and provides a more accurate figure.

Re-appropriation of Funds – The transfer of funds appropriated in one year for projects/programs performed in a subsequent year.

Reclassification – The moving of an existing position from one personnel classification (title) to another.

Recommended Budget – The budget proposed by the City Manager to the City Commission for adoption.

Recurring Costs – Costs incurred on a recurring and generally regular basis throughout a facility's economic life, typically for operation, normal maintenance and anticipated repair or replacement of components or subsystems.

Recurring Revenues – Revenues that can be expected to be received each year unless specific action is taken to eliminate the source.

Referendum – A vote by the people.

Refunding Bond – A bond issued to pay off another bond to obtain better interest rates and/or bond conditions.

Repurchase Agreement – A form of short-term borrowing for dealers in government securities where the dealer sells the government securities to investors, usually on an overnight basis, and buys them back the following day.

Resolution – A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources – Total amounts available for appropriation, including estimated revenue, fund transfers and beginning fund balances.

Restricted Fund Balance – A portion of fund balance that reflects resources that are subject to *externally enforceable* legal restrictions. Such restrictions typically are imposed by parties altogether outside the government such as creditors (through debt covenants), grantors, contributors, and other governments (through laws and regulations).

Retained Earnings – An equity account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

Revenue Bonds – A bond backed by a specific or guaranteed revenue stream. The City of North Port has revenue bonds that are backed by the revenues of the Water and Sewer Utility.

Rolled-Back Rate – Under Florida law as property values are increased each year by the property appraiser due to inflation, the City property tax rate is automatically reduced proportionately so that the City does not automatically derive additional revenue. All property tax rate changes are calculated using the rolled-back rate as the base.

-S-

SBA – State Board of Administration – The agency responsible for investing, managing and safeguarding the assets of the Florida Retirement System Trust Fund as well as the assets of a variety of other funds.

Special Assessment – A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund – A fund to account for revenue derived from specific sources that are restricted by law or policy to finance specific activities.

Standard & Poor's – An American financial services company that publishes financial research and analysis on stocks and bonds. The company issues credit ratings for the debt of public and private corporations and is considered one of the Big Three credit-rating agencies, along with Moody's and Fitch Ratings.

State Shared Revenues – Revenues collected by the State and proportionately shared with counties and/or municipalities on the basis of specific formulas.

State Infrastructure Bank (SIB) – A revolving loan and credit enhancement program through the Florida Department of Transportation used to leverage funds to improve project feasibility. The SIB can provide loans and other financial assistance to public or private entities. As existing loans are repaid, those repayments are revolved and available for future lending on other eligible SIB projects.

Statute – A written law enacted by a duly organized and constituted legislative body.

-T-

Tax Base – Taxable property value from which the City receives tax dollars.

Taxable Valuation – The value used for computing the ad valorem taxes levied against property. The taxable value is the assessed value less any exemptions allowed by law. The most common exemption is the \$25,000 homestead exemption allowed if the owner uses the property as his/her principal residence. There are also exemptions for disability, government owned and non-profit property.



Tipping Fees – The landfill charges collected for solid waste and yard waste disposal.

Transfers In/Out - Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

TRIM – Truth in Millage – One of many provisions of state legislation enacted in 1980 to direct taxpayer concerns regarding taxes to the appropriate public bodies. The County property appraiser is required annually to prepare and deliver to each taxpayer a notice of proposed property taxes, known as a TRIM Notice, for the upcoming year.

Transportation – The cost of services provided for the safe and adequate flow of vehicles, travelers and pedestrians including the provision and maintenance of roads and streets, transit systems and parking facilities.

**-U-**

Unassigned Fund Balance – The general fund, as the principal operating fund of the government, often will have net resources in excess of what can properly be classified in one of the four fund balance categories. If so, that surplus is presented as unassigned fund balance. If resources were not at least assigned, they could not properly be reported in a fund other than the general fund, therefore, only the general fund can report a positive amount of unassigned fund balance. Any governmental fund in a deficit position could report a negative amount of unassigned fund balance.

Unencumbered Balance – The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

User Fees – The payment of a fee for direct receipt of a public service by the party benefiting from the service.

**-V-**

Valuation – The dollar value of property assigned by the County Property Appraiser.

Vision – A description of the desired future, providing a basis for formulating strategies and objectives.

**-W-**

Working Capital – Current assets minus current liabilities. Working capital indicates whether the government has enough short term assets to cover its short term debt. It is a measure of both the government's efficiency and its short-term financial health.

Workload Indicator – A statistical parameter used to indicate the demand for service within a given department or division. Workload indicator is a type of performance measure utilized by departments or divisions to assess its level of service.



## City of North Port

ORDINANCE NO. 2015-32  
(FY 2015-16 Tax Millage)

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, PROVIDING FOR ADOPTION AND CERTIFICATION OF AN AD VALOREM MILLAGE RATE FOR THE 2015-16 FISCAL YEAR; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA:

SECTION 1 – CERTIFICATION AND ADOPTION

1.01– The City Commission hereby certifies and adopts a tax millage of 3.5974 for the purpose of providing sufficient ad valorem taxes required for the operation of the General Government for Fiscal Year 2015-16. Fiscal Year 2015-16 begins October 1, 2015 and ends September 30, 2016.

SECTION 2 – LEVYING AND ASSESSMENT

2.01 – There is hereby levied and assessed a tax on all taxable property, real and personal, within the corporate limits of the City of North Port, Florida, except homestead exemptions as defined in Article 10 of the Constitution of the State of Florida as amended. It is now or shall be provided for by general law, as follows:

FOR THE GENERAL GOVERNMENT APPROPRIATION FOR OPERATING EXPENSES AND EXPENDITURES CONTAINED IN ORDINANCE 2015-33 A TAX MILLAGE OF 3.5974, WHICH REPRESENTS A 6.47% INCREASE OVER THE ROLLED BACK MILLAGE RATE OF 3.3787.

SECTION 3 – CONFLICTS

3.01 – If there is any conflict between the provisions of this Ordinance and any other resolution or ordinance or portions thereof, the provisions of this Ordinance shall prevail to the extent of such conflict.

SECTION 4 – SEVERABILITY

4.01 – If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions.

SECTION 5 – EFFECTIVE DATE

5.01 – This Ordinance shall become effective October 1, 2015.

Read in public session this 14 day of September, 2015.

PASSED AND ADOPTED on the second and final reading in public session this 14 day of September, 2015.

CITY OF NORTH PORT, FLORIDA

Rydl Franco

RHONDA Y. DIFRANCO  
MAYOR

ATTEST:

Helen Raimbeau

HELEN RAIMBEAU, MMC  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

Mark Moriarty

MARK MORIARTY  
CITY ATTORNEY



## City of North Port

ORDINANCE NO. 2015-33

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, ADOPTING A NON-DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING ON SEPTEMBER 30, 2016, ADOPTING THE CAPITAL IMPROVEMENT BUDGET AND PROGRAM; PRESCRIBING THE TERMS, CONDITIONS AND PROVISIONS WITH RESPECT TO THE ITEMS OF APPROPRIATION AND THEIR PAYMENT; PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS AND RE-APPROPRIATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE PEOPLE OF THE CITY OF NORTH PORT, FLORIDA:

SECTION 1 – This Ordinance shall be known as the "Non-District Budget Ordinance of the City of North Port" for its fiscal year 2015-16 and shall serve to appropriate the sums provided for herein. When read in conjunction with Appendix A and Appendix B collectively, shall provide for the revenues and expenditures of each fund excluding the Districts.

SECTION 2 – Appendix A is deemed the Non-District Budget of the City of North Port in compliance with the requirements of State law, and the following shall be the appropriations from anticipated revenues and unappropriated balances.

2.01 – For the General Fund, the following amounts shall be appropriated:

<u>GENERAL FUND</u>	
Legislative/Commission	\$ 393,190
Legal/Attorney	647,860
City Clerk	576,210
Finance	1,258,140
Planning & Zoning	1,126,230
General Services	2,226,250
Human Resources	631,040
Property Maintenance	2,736,930
City Manager	1,286,630
Police	14,734,020
Emergency Medical Services	4,315,050
Property Standards	619,350
Parks & Recreation	1,058,380
Non-Departmental	540,510
TOTAL GENERAL FUND	\$ 32,149,790

2.02 – For the Special Revenue, Debt Service, and Internal Service Funds, the following amounts shall be appropriated.

<u>SPECIAL REVENUE FUNDS</u>	
Inspector Education	\$ 27,000
Law Enforcement Trust	18,740
Police Education	11,560
Tree Fund	151,900
Warm Mineral Springs	779,700
Building Fund	1,475,340
Escheated Lots Fund	1,850,000
Escheated Lots Fund-Parks	120,000
Law Enforcement Impact Fee	78,180
Fire Impact Fee	30,000
Parks and Recreation Impact Fee	-
Transportation Impact Fee	1,821,270
Solid Waste Impact Fee	100,000
General Government Impact Fee	-
DEP Environmental Management	119,000
Fleet Maintenance	4,077,110
Self-Insurance Trust	1,351,200
TOTAL SPECIAL REVENUE FUNDS	\$ 12,011,000

<u>DEBT SERVICE FUND</u>	
Road Reconstruction Debt Service Fund	\$ 2,682,500
TOTAL DEBT SERVICE FUND	\$ 2,682,500

INTERNAL SERVICE FUND

Employee Benefit Fund	\$ 6,095,680
<b>TOTAL INTERNAL SERVICE FUND</b>	<b>\$ 6,095,680</b>

2.03 – For the Water and Sewer Utility Revenue Fund, the Water Impact Fee and Sewer Impact Fee Funds, and the Utility Construction Fund, the following amounts shall be appropriated:

UTILITY FUNDS

Utility Revenue Fund	\$ 22,405,540
Water Capacity Fee	150,000
Sewer Capacity Fee	966,860
Utility Construction	100,000
<b>TOTAL UTILITY FUNDS</b>	<b>\$ 23,622,400</b>

2.04 – For the Capital Funds the following amount shall be appropriated:

CAPITAL FUNDS

One Cent Sales Tax-Surtax II	\$ 27,000
One Cent Sales Tax-Surtax III	5,347,240
Capital Acquisition	2,727,620
Road Reconstruction-Bonds	16,500
<b>TOTAL CAPITAL FUNDS</b>	<b>\$ 8,118,360</b>

SECTION 3 – Florida Statutes, the City Charter and generally accepted accounting principles do not require budgets for grants and trust/agency funds that are governed by the terms of the source. City Commission acceptance of such terms shall be deemed to constitute a budget adjustment, including appropriation of such funds.

SECTION 4 – Budget adjustments that would increase total expenditures of a budgetary fund or would transfer money between funds require City Commission approval. Transfers of appropriated moneys between departments and/or functions within an individual fund may be authorized by the City Manager only, excluding

4.01 – The authorization of additional regular positions

4.02 – Capital Improvements as defined in Section 5

SECTION 5 – Appendix B represents the City of North Port’s Five Year Capital Improvement Program. The projects were reviewed by the Planning and Zoning Advisory Board to ensure compliance with the Comprehensive Plan. The Five Year Capital Improvement Program is called the Capital Improvement Budget. Budget adjustments which would modify the intent of the Capital Improvement Budget for Fiscal Year 2015-16 require City Commission approval.

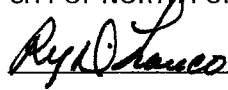
- SECTION 6 – At the direction of the City Manager, the Finance Director is authorized to reserve at September 30, 2015 the unpaid purchase orders, outstanding contracts and other commitments from Fiscal Year 2014-15. Said amounts reserved shall be designated as reservations of fund balance for encumbrances under fund equity and shall be carried forward into the next fiscal year as additions to the respective budgets.
- SECTION 7 – Certain unencumbered appropriations may exist at September 30, 2015, that will require re-appropriation in the 2015-2016 Fiscal Year. At the direction of the City Manager, the Finance Director is authorized to automatically re-appropriate any unencumbered appropriations that relate to grants and capital projects. Other unencumbered appropriations, such as expenses and capital necessary to maintain operations, must be approved by the City Commission through the adoption of a re-appropriation ordinance.
- SECTION 8 – At the direction of the City Manager, the Finance Director, is hereby authorized and directed to receipt all revenues listed herein for the purpose of which said revenues are designated and appropriated. In so doing, the City Manager, through the Finance Director, shall accurately account and record said receipts in the ledgers and financial records in each respective designated account. Such ledgers and records shall be subjected to audit.
- SECTION 9 – With respect to any fund balances, not specifically appropriated by the terms hereof, the City Commission may, during the fiscal year, appropriate all or part of said fund balances by adopting an Ordinance for that purpose.
- SECTION 10 – At the direction of the City Manager, the Finance Director, is hereby authorized and directed to disburse moneys for the purpose of meeting the expenses and expenditures as appropriated. In so doing, the City Manager, through the Finance Director, shall cause each disbursement to be made upon a city warrant signed by the City Manager and countersigned by the City Clerk. In the absence thereof, the city warrant may be signed by the Finance Director and countersigned by the City Clerk or Deputy City Clerk.
- SECTION 11 – If any section, paragraph, or part of this Ordinance shall be declared unconstitutional or invalid, then the remainder of this Ordinance shall not be affected thereby and shall remain in full force and effect. All ordinances or parts of ordinances or resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 12 – This Ordinance, which includes the City of North Port's Five-Year Capital Improvement Program, shall take effect on October 1, 2015.

Read in public session this 10~~th~~ day of September, 2015.

PASSED AND ADOPTED on the second and final reading in public session this 2~~nd~~ day of September, 2015.

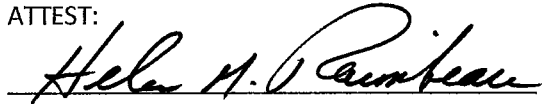
CITY OF NORTH PORT, FLORIDA



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RHONDA Y. DIFRANCO  
MAYOR

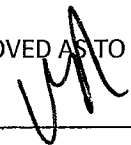
ATTEST:



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HELEN RAIMBEAU, MMC  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:



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MARK MORIARTY  
CITY ATTORNEY



Appendix A Ordinance No 2015-33

City of North Port - Fiscal Year 2015-16

Millage per \$1,000 General Fund 3.5974	General Fund	Other Special Revenue	Debt Service	Capital Projects	Utilities	Total (Memo Only)
<b>Estimated Cash Balance Brought Forward</b>	10,832,340	17,357,990	672,070	65,227,480	21,760,900	115,850,780
<b>Estimated Revenue</b>						
Ad Valorem Taxes	10,108,770	0	0	0	0	10,108,770
Millage per \$1,000 3.5974						
Other Taxes	3,265,740	0	0	8,139,640	0	11,405,380
Permits and Fees	3,366,400	4,424,020	3,002,480	0	1,002,480	11,795,380
Intergovernmental	6,952,940	0	0	0	0	6,952,940
Assessments	0	0	0	0	0	0
Charges for Service	7,094,570	6,612,770	0	0	19,011,260	32,718,600
Fines and Forfeits	149,270	138,970	0	0	100	288,340
Miscellaneous	850,980	6,051,280	5,000	116,000	170,300	7,193,560
Other Sources	361,120	879,640	(324,980)	(137,280)	3,438,260	4,216,760
<b>Total Estimated Revenues and Other Financing Sources</b>	32,149,790	18,106,680	2,682,500	8,118,360	23,622,400	84,679,730
Fund Balance Used (memo only)	351,120	879,640	(324,980)	(2,828,310)	3,238,260	1,315,730
<b>Total Estimated Revenues and Balances</b>	42,631,010	34,585,030	3,679,550	76,174,150	42,145,040	199,214,780
<b>Estimated Expenditure/Expenses</b>						
General Government	10,737,600	11,386,990	0	0	0	22,124,590
Public Safety	19,569,360	1,469,640	0	0	0	21,039,000
Physical Environment	0	151,900	0	0	17,332,270	17,484,170
Transportation	0	0	46,900	913,900	0	960,800
Economic Environment	323,870	0	0	0	0	323,870
Human Services	183,890	0	0	0	0	183,890
Culture/Recreation	1,058,380	789,700	0	0	0	1,848,080
Capital	208,230	2,310,180	0	7,204,460	2,438,650	12,161,520
Debt and Lease	41,460	1,821,270	2,635,600	0	3,651,480	8,149,810
Other Uses	27,000	177,000	0	0	200,000	404,000
<b>Total Expenditures &amp; Uses Reserves</b>	32,149,790 10,481,220	18,106,680 16,478,350	2,682,500 997,050	8,118,360 68,055,790	23,622,400 18,522,640	84,679,730 114,535,050
<b>Total Expenditures, Uses and Reserves</b>	42,631,010	34,585,030	3,679,550	76,174,150	42,145,040	199,214,780

Appendix B Ordinance 2015-33

FY 2016 - 2025 Capital Improvement Plan  
Summary of ALL Capital Projects by Funding Type

Fund # Name	Carryover	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FYs 21-25
<b>IMPACT FEE FUNDS</b>							
150 Law Enforcement	\$ -	\$ 78,180	\$ -	\$ 159,950	\$ -	\$ -	\$ -
Law Enforcement-WVID	-	-	-	-	-	-	-
151 Fire Rescue	540,276	30,000	268,020	-	-	-	-
Fire Rescue-WVID	-	-	-	75,000	75,000	75,000	375,000
152 Parks & Recreation	200,000	-	150,000	350,000	250,000	-	-
Parks & Recreation-WVID	-	-	-	100,000	50,000	50,000	-
153 Transportation	-	-	-	-	-	-	3,457,240
156 Solid Waste	-	100,000	-	-	-	-	-
157 General Government	-	-	-	-	-	-	-
General Government-WVID	-	-	-	-	-	-	-
<b>Sub-total</b>	<b>\$ 740,276</b>	<b>\$ 208,180</b>	<b>\$ 418,020</b>	<b>\$ 684,950</b>	<b>\$ 375,000</b>	<b>\$ 125,000</b>	<b>\$ 3,832,240</b>
<b>CAPITAL FUNDS</b>							
305 Surtax II	\$ 3,170,000	\$ 27,000	\$ -	\$ -	\$ -	\$ -	\$ -
306 Surtax III	7,533,245	5,347,240	7,345,240	18,636,870	6,753,150	3,422,050	25,371,464
325 Capital Acquisition	-	2,547,620	3,096,480	4,449,664	2,790,289	4,428,500	16,247,888
330 Bond-Road Reconstruction	32,156,145	-	-	-	-	-	-
<b>Sub-total</b>	<b>\$ 42,859,390</b>	<b>\$ 7,921,860</b>	<b>\$ 10,441,720</b>	<b>\$ 23,086,534</b>	<b>\$ 9,543,439</b>	<b>\$ 7,850,550</b>	<b>\$ 41,619,352</b>
<b>ENTERPRISE FUNDS</b>							
420 Utility Revenue Fund	\$ 1,953,859	\$ 170,000	\$ 500,000	\$ 1,000,000	\$ 600,000	\$ -	\$ 1,000,000
423 Water Capacity Fees	996,639	150,000	50,000	200,000	2,164,200	1,050,000	38,250,000
424 Sewer Capacity Fees	1,825,453	766,860	587,140	593,110	2,273,000	6,165,000	45,393,110
431 Utility Construction Fund	564,709	100,000	-	2,234,795	-	-	2,234,795
<b>Sub-total</b>	<b>\$ 5,340,660</b>	<b>\$ 1,186,860</b>	<b>\$ 1,137,140</b>	<b>\$ 4,027,905</b>	<b>\$ 5,037,200</b>	<b>\$ 7,215,000</b>	<b>\$ 86,877,905</b>
<b>OTHER FUNDS</b>							
001 General Fund	\$ -	\$ 80,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -
107 Road & Drainage District	2,570,530	4,371,720	2,573,720	3,403,930	2,644,150	3,581,870	13,564,525
115 Tree Fund	50,000	-	90,000	100,000	-	-	100,000
120 Solid Waste District	-	460,500	-	-	-	-	-
144 Escheated Lots	-	1,850,000	-	-	-	-	-
146 Escheated Lots-Parks	-	-	75,000	-	-	-	-
170 DEP	434,416	119,000	-	-	-	-	-
<b>Sub-total</b>	<b>\$ 3,054,946</b>	<b>\$ 6,881,220</b>	<b>\$ 2,818,720</b>	<b>\$ 3,503,930</b>	<b>\$ 2,644,150</b>	<b>\$ 3,581,870</b>	<b>\$ 13,664,525</b>
<b>Grand Total</b>	<b>\$ 51,995,272</b>	<b>\$ 16,198,120</b>	<b>\$ 14,815,600</b>	<b>\$ 31,303,319</b>	<b>\$ 17,599,789</b>	<b>\$ 18,772,420</b>	<b>\$ 145,994,022</b>
<b>Total FY 2016 Funding</b>		<b>\$ 68,193,392</b>					



## City of North Port

### ORDINANCE NO. 2015-34

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, ADOPTING A FIRE RESCUE DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING ON SEPTEMBER 30, 2016; PRESCRIBING THE TERMS, CONDITIONS AND PROVISIONS WITH RESPECT TO THE ITEMS OF APPROPRIATION AND THEIR PAYMENT; PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS AND RE-APPROPRIATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE PEOPLE OF THE CITY OF NORTH PORT, FLORIDA:

SECTION 1 – This Ordinance shall be known as the "Fire Rescue District Budget Ordinance of the City of North Port" for its fiscal year 2015-16 and shall serve to appropriate the sums provided for herein. When read in conjunction with Appendix A, shall provide for the revenues and expenditures of the Fire Rescue District Fund.

SECTION 2 – Appendix A is deemed the Fire Rescue District Budget of the City of North Port in compliance with the requirements of State law, and the following shall be the appropriations from anticipated revenues and unappropriated balances.

2.01 – For the Fire Rescue District Fund, the following amounts shall be appropriated:

<u>SPECIAL REVENUE FUND</u>	
Fire Rescue District	\$ 8,271,740
<b>TOTAL SPECIAL REVENUE FUND</b>	<b>\$ 8,271,740</b>

SECTION 3 – Florida Statutes, the City Charter and generally accepted accounting principles do not require budgets for grants and trust/agency funds that are governed by the terms of the source. City Commission acceptance of such terms shall be deemed to constitute a budget adjustment, including appropriation of such funds.

SECTION 4 – Budget adjustments that would increase total expenditures of a budgetary fund or would transfer money between funds require City Commission approval. Transfers of appropriated moneys between departments and/or functions within an individual fund may be authorized by the City Manager only, excluding

4.01 – The authorization of additional regular positions

SECTION 5 – At the direction of the City Manager, the Finance Director is authorized to reserve at September 30, 2015 the unpaid purchase orders, outstanding contracts and other commitments from Fiscal Year 2014-15. Said amounts reserved shall be designated as reservations of fund balance for encumbrances under fund equity and shall be carried forward into the next fiscal year as additions to the respective budgets.

SECTION 6 – Certain unencumbered appropriations may exist at September 30, 2015, that will require re-appropriation in the 2015-2016 Fiscal Year. At the direction of the City Manager, the Finance Director is authorized to automatically re-appropriate any unencumbered appropriations that relate to grants and capital projects. Other unencumbered appropriations, such as expenses and capital necessary to maintain operations, must be approved by the City Commission through the adoption of a re-appropriation ordinance.

SECTION 7 – At the direction of the City Manager, the Finance Director, is hereby authorized and directed to receipt all revenues listed herein for the purpose of which said revenues are designated and appropriated. In so doing, the City Manager, through the Finance Director, shall accurately account and record said receipts in the ledgers and financial records in each respective designated account. Such ledgers and records shall be subjected to audit.

SECTION 8 – With respect to any fund balances, not specifically appropriated by the terms hereof, the City Commission may, during the fiscal year, appropriate all or part of said fund balances by adopting an Ordinance for that purpose.

SECTION 9 – At the direction of the City Manager, the Finance Director, is hereby authorized and directed to disburse moneys for the purpose of meeting the expenses and expenditures as appropriated. In so doing, the City Manager, through the Finance Director, shall cause each disbursement to be made upon a city warrant signed by the City Manager and countersigned by the City Clerk. In the absence thereof, the city warrant may be signed by the Finance Director and countersigned by the City Clerk or Deputy City Clerk.

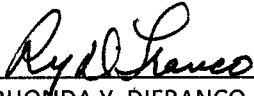
SECTION 10 – If any section, paragraph, or part of this Ordinance shall be declared unconstitutional or invalid, then the remainder of this Ordinance shall not be affected thereby and shall remain in full force and effect. All ordinances or parts of ordinances or resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 11 – This Ordinance shall take effect on October 1, 2015.

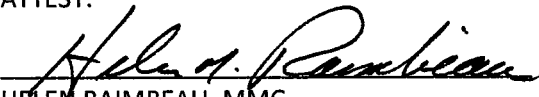
Read in public session this 10<sup>th</sup> day of September, 2015.

PASSED AND ADOPTED on the second and final reading in public session this 24<sup>th</sup> day of September, 2015.

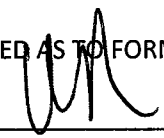
CITY OF NORTH PORT, FLORIDA  
AS THE GOVERNING BODY OF  
THE FIRE RESCUE DISTRICT

  
\_\_\_\_\_  
RHONDA Y. DIFRANCO  
MAYOR

ATTEST:

  
\_\_\_\_\_  
HELEN RAIMBEAU, MMC  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

  
\_\_\_\_\_  
MARK MORIARTY  
CITY ATTORNEY

**City of North Port - Fiscal Year 2015-16**

Millage per \$1,000 General Fund 3.5974	Fire Rescue
<hr/>	
<b>Estimated Cash Balance Brought Forward</b>	3,872,490
<b>Estimated Revenue</b>	
Ad Valorem Taxes	0
Millage per \$1,000 3.5974	
Other Taxes	246,000
Permits and Fees	22,100
Intergovernmental	34,680
Assessments	8,278,640
Charges for Service	27,700
Fines and Forfeits	0
Miscellaneous	31,900
Other Sources	<u>(369,280)</u>
Total Estimated Revenues and Other Financing Sources	8,271,740
Fund Balance Used <i>(memo only)</i>	(369,280)
Total Estimated Revenues and Balances	<u><u>12,513,510</u></u>
<b>Estimated Expenditure/Expenses</b>	
General Government	0
Public Safety	7,715,990
Physical Environment	0
Transportation	0
Economic Environment	0
Human Services	0
Culture/Recreation	0
Capital	3,750
Debt and Lease	0
Other Uses	<u>552,000</u>
Total Expenditures and Uses	8,271,740
Reserves	<u>4,241,770</u>
Total Expenditures, Uses, and Reserves	<u><u>12,513,510</u></u>



## City of North Port

ORDINANCE NO. 2015-35

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, ADOPTING A ROAD AND DRAINAGE DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING ON SEPTEMBER 30, 2016; PRESCRIBING THE TERMS, CONDITIONS AND PROVISIONS WITH RESPECT TO THE ITEMS OF APPROPRIATION AND THEIR PAYMENT; PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS AND RE-APPROPRIATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE PEOPLE OF THE CITY OF NORTH PORT, FLORIDA:

SECTION 1 – This Ordinance shall be known as the "Road and Drainage District Budget Ordinance of the City of North Port" for its fiscal year 2015-16 and shall serve to appropriate the sums provided for herein. When read in conjunction with Appendix A, shall provide for the revenues and expenditures of the Road and Drainage District Fund.

SECTION 2 – Appendix A is deemed the Road and Drainage District Budget of the City of North Port in compliance with the requirements of State law, and the following shall be the appropriations from anticipated revenues and unappropriated balances.

2.01 – For the Road and Drainage District Fund, the following amounts shall be appropriated:

<u>SPECIAL REVENUE FUND</u>	
Road and Drainage District	\$ 16,110,200
<b>TOTAL SPECIAL REVENUE FUND:</b>	<b>\$ 16,110,200</b>

SECTION 3 – Florida Statutes, the City Charter and generally accepted accounting principles do not require budgets for grants and trust/agency funds that are governed by the terms of the source. City Commission acceptance of such terms shall be deemed to constitute a budget adjustment, including appropriation of such funds.

- SECTION 4 – Budget adjustments that would increase total expenditures of a budgetary fund or would transfer money between funds require City Commission approval. Transfers of appropriated moneys between departments and/or functions within an individual fund may be authorized by the City Manager only, excluding
- 4.01 – The authorization of additional regular positions
- SECTION 5 – At the direction of the City Manager, the Finance Director is authorized to reserve at September 30, 2015 the unpaid purchase orders, outstanding contracts and other commitments from Fiscal Year 2014-15. Said amounts reserved shall be designated as reservations of fund balance for encumbrances under fund equity and shall be carried forward into the next fiscal year as additions to the respective budgets.
- SECTION 6 – Certain unencumbered appropriations may exist at September 30, 2015, that will require re-appropriation in the 2015-2016 Fiscal Year. At the direction of the City Manager, the Finance Director is authorized to automatically re-appropriate any unencumbered appropriations that relate to grants and capital projects. Other unencumbered appropriations, such as expenses and capital necessary to maintain operations, must be approved by the City Commission through the adoption of a re-appropriation ordinance.
- SECTION 7 – At the direction of the City Manager, the Finance Director, is hereby authorized and directed to receipt all revenues listed herein for the purpose of which said revenues are designated and appropriated. In so doing, the City Manager, through the Finance Director, shall accurately account and record said receipts in the ledgers and financial records in each respective designated account. Such ledgers and records shall be subjected to audit.
- SECTION 8 – With respect to any fund balances, not specifically appropriated by the terms hereof, the City Commission may, during the fiscal year, appropriate all or part of said fund balances by adopting an Ordinance for that purpose.
- SECTION 9 – At the direction of the City Manager, the Finance Director, is hereby authorized and directed to disburse moneys for the purpose of meeting the expenses and expenditures as appropriated. In so doing, the City Manager, through the Finance Director, shall cause each disbursement to be made upon a city warrant signed by the City Manager and countersigned by the City Clerk. In the absence thereof, the city warrant may be signed by the Finance Director and countersigned by the City Clerk or Deputy City Clerk.
- SECTION 10 – If any section, paragraph, or part of this Ordinance shall be declared unconstitutional or invalid, then the remainder of this Ordinance shall not be affected thereby and shall remain in full force and effect. All ordinances or parts of ordinances or resolutions in conflict herewith are hereby repealed to the extent of such conflict.



SECTION 11 – This Ordinance shall take effect on October 1, 2015.

Read in public session this 10~~th~~ day of September, 2015.

PASSED AND ADOPTED on the second and final reading in public session this 24~~th~~ day of September, 2015.

CITY OF NORTH PORT, FLORIDA  
AS THE GOVERNING BODY OF  
THE ROAD AND DRAINAGE DISTRICT



\_\_\_\_\_  
RHONDA Y. DIFRANCO  
MAYOR

ATTEST:



\_\_\_\_\_  
HELEN RAIMBEAU, MMC  
CITY CLERK

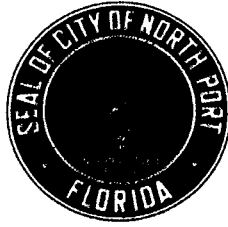
APPROVED AS TO FORM AND CORRECTNESS:



\_\_\_\_\_  
MARK MORIARTY  
CITY ATTORNEY

## City of North Port - Fiscal Year 2015-16

Millage per \$1,000 General Fund 3.5974	Road and Drainage
<b>Estimated Cash Balance</b>	
<b>Brought Forward</b>	12,743,480
<b>Estimated Revenue</b>	
Ad Valorem Taxes	0
Millage per \$1,000 3.5974	
Other Taxes	2,781,870
Licenses and Permits	0
Intergovernmental	465,280
Assessments	10,773,130
Charges for Service	959,930
Fines and Forfeits	0
Miscellaneous	86,960
Other Sources	1,043,030
Total Estimated Revenues and Other Financing Sources	16,110,200
Fund Balance Used (memo only)	1,028,080
Total Estimated Revenues and Balances	<u>27,825,600</u>
<b>Estimated Expenditure/Expenses</b>	
General Government	0
Public Safety	0
Physical Environment	0
Transportation	14,441,040
Economic Environment	0
Human Services	0
Culture/Recreation	0
Capital	1,219,160
Debt and Lease	0
Other Uses	450,000
Total Expenditures and Uses	16,110,200
Reserves	11,715,400
Total Expenditures, Uses, and Reserves	<u>27,825,600</u>



## City of North Port

ORDINANCE NO. 2015-36

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, ADOPTING A SOLID WASTE DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING ON SEPTEMBER 30, 2016; PRESCRIBING THE TERMS, CONDITIONS AND PROVISIONS WITH RESPECT TO THE ITEMS OF APPROPRIATION AND THEIR PAYMENT; PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS AND RE-APPROPRIATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE PEOPLE OF THE CITY OF NORTH PORT, FLORIDA:

SECTION 1 – This Ordinance shall be known as the "Solid Waste District Budget Ordinance of the City of North Port" for its fiscal year 2015-16 and shall serve to appropriate the sums provided for herein. When read in conjunction with Appendix A, shall provide for the revenues and expenditures of the Solid Waste District Fund.

SECTION 2 – Appendix A is deemed the Solid Waste District Budget of the City of North Port in compliance with the requirements of State law, and the following shall be the appropriations from anticipated revenues and unappropriated balances.

2.01 – For the Solid Waste District Fund, the following amounts shall be appropriated:

SPECIAL REVENUE FUND

Solid Waste District	\$	8,301,360
TOTAL SPECIAL REVENUE FUND	\$	8,301,360

SECTION 3 – Florida Statutes, the City Charter and generally accepted accounting principles do not require budgets for grants and trust/agency funds that are governed by the terms of the source. City Commission acceptance of such terms shall be deemed to constitute a budget adjustment, including appropriation of such funds.

SECTION 4 – Budget adjustments that would increase total expenditures of a budgetary fund or would transfer money between funds require City Commission approval. Transfers of appropriated moneys between departments and/or functions within an individual fund may be authorized by the City Manager only, excluding


- 4.01 – The authorization of additional regular positions
- SECTION 5 – At the direction of the City Manager, the Finance Director is authorized to reserve at September 30, 2015 the unpaid purchase orders, outstanding contracts and other commitments from Fiscal Year 2014-15. Said amounts reserved shall be designated as reservations of fund balance for encumbrances under fund equity and shall be carried forward into the next fiscal year as additions to the respective budgets.
- SECTION 6 – Certain unencumbered appropriations may exist at September 30, 2015, that will require re-appropriation in the 2015-2016 Fiscal Year. At the direction of the City Manager, the Finance Director is authorized to automatically re-appropriate any unencumbered appropriations that relate to grants and capital projects. Other unencumbered appropriations, such as expenses and capital necessary to maintain operations, must be approved by the City Commission through the adoption of a re-appropriation ordinance.
- SECTION 7 – At the direction of the City Manager, the Finance Director, is hereby authorized and directed to receipt all revenues listed herein for the purpose of which said revenues are designated and appropriated. In so doing, the City Manager, through the Finance Director, shall accurately account and record said receipts in the ledgers and financial records in each respective designated account. Such ledgers and records shall be subjected to audit.
- SECTION 8 – With respect to any fund balances, not specifically appropriated by the terms hereof, the City Commission may, during the fiscal year, appropriate all or part of said fund balances by adopting an Ordinance for that purpose.
- SECTION 9 – At the direction of the City Manager, the Finance Director, is hereby authorized and directed to disburse moneys for the purpose of meeting the expenses and expenditures as appropriated. In so doing, the City Manager, through the Finance Director, shall cause each disbursement to be made upon a city warrant signed by the City Manager and countersigned by the City Clerk. In the absence thereof, the city warrant may be signed by the Finance Director and countersigned by the City Clerk or Deputy City Clerk.
- SECTION 10 – If any section, paragraph, or part of this Ordinance shall be declared unconstitutional or invalid, then the remainder of this Ordinance shall not be affected thereby and shall remain in full force and effect. All ordinances or parts of ordinances or resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 11 – This Ordinance shall take effect on October 1, 2015.

Read in public session this 10<sup>th</sup> day of September, 2015.

PASSED AND ADOPTED on the second and final reading in public session this 24 day of September, 2015.


CITY OF NORTH PORT, FLORIDA  
AS THE GOVERNING BODY OF  
THE SOLID WASTE DISTRICT

  
\_\_\_\_\_  
RHONDA Y. DIFRANCO  
MAYOR

ATTEST:

  
\_\_\_\_\_  
HELEN RAIMBEAU, MMC  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

  
\_\_\_\_\_  
MARK MORIARTY  
CITY ATTORNEY

**City of North Port - Fiscal Year 2015-16**

Millage per \$1,000 General Fund 3.5974	Solid Waste
<b>Estimated Cash Balance Brought Forward</b>	3,270,250
<b>Estimated Revenue</b>	
Ad Valorem Taxes	0
Millage per \$1,000 3.5974	
Other Taxes	0
Licenses and Permits	0
Intergovernmental	0
Assessments	6,905,100
Charges for Service	1,421,530
Fines and Forfeits	0
Miscellaneous	23,500
Other Sources	(48,770)
<b>Total Estimated Revenues and Other Financing Sources</b>	8,301,360
 Fund Balance Used <i>(memo only)</i>	(48,770)
<b>Total Estimated Revenues and Balances</b>	11,620,380
 <b>Estimated Expenditure/Expenses</b>	
General Government	0
Public Safety	0
Physical Environment	6,330,830
Transportation	0
Human Services	0
Culture/Recreation	0
Capital	485,500
Debt and Lease	0
Other Uses	1,485,030
<b>Total Expenditures &amp; Uses</b>	8,301,360
Reserves	3,319,020
<b>Total Expenditures, Uses and Reserves</b>	11,620,380



## City of North Port

### RESOLUTION NO. 2011-R-14 (Fund Balance Policy)

A RESOLUTION OF THE CITY OF NORTH PORT, FLORIDA PROVIDING FOR ADOPTION AND ESTABLISHMENT OF A FUND BALANCE POLICY; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City desires to adopt and establish a fund balance policy as a plan to manage its financial resources for selected funds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, TO WIT:

#### SECTION 1 – FUND BALANCE POLICY

- 1.01 The City Commission hereby approves the Fund Balance Policy attached hereto and incorporated herein as Exhibit A.

#### SECTION 2 – CONFLICTS

- 2.01 If there is any conflict between the provisions of this Resolution and any other resolution or ordinance or portions thereof, the provisions of this Resolution shall prevail to the extent of such conflict.

#### SECTION 3 – SEVERABILITY

- 3.01 If any section, subsection, sentence, clause, phrase or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions.

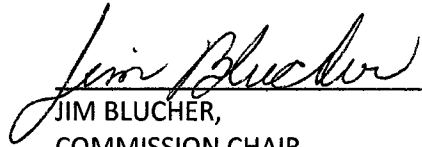
SECTION 4 – EFFECTIVE DATE

4.01 This Resolution shall take effect immediately upon adoption.


PASSED AND DULY ADOPTED by the City Commission of the City of North Port, Florida

this 20th day of April, 2011.

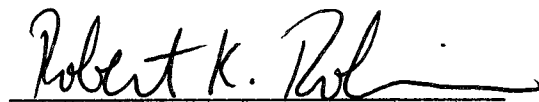
CITY OF NORTH PORT, FLORIDA

  
\_\_\_\_\_  
JIM BLUCHER,  
COMMISSION CHAIR

ATTEST:

  
\_\_\_\_\_  
HELEN M. RAIMBEAU, MMC  
CITY CLERK

Approved as to form and correctness:

  
\_\_\_\_\_  
ROBERT K. ROBINSON  
CITY ATTORNEY



City of North Port  
Fund Balance Policy

**Purpose:**

For increased financial stability, the City of North Port desires to manage its financial resources by establishing fund balance ranges for selected funds. This will ensure that the City maintains a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls, natural disasters or unexpected one-time expenditures as well as to provide needed liquidity to continue operations.

**Definitions:**

**Fund Balance:** Fund balance is the difference between current fund assets and current fund liabilities. Fund balance is reported in five categories.

**Nonspendable** – represents assets that will not or cannot be converted to cash within the current period. The assets include advances to other funds, inventories or other prepaid items.

**Restricted** – is the portion of fund balance that is restricted by externally enforceable legal restrictions. This includes revenue that is restricted for a particular purpose. The restrictions can be imposed by creditors, grantors, contributors or laws.

**Committed** – is the portion of fund balance whose use is constrained by the limitations the City Commission imposes on itself that remain binding until removed in the same manner. Purchase orders or contracts that are rolled from the prior fiscal year to the new fiscal year are committed resources.

**Assigned** – is the portion of fund balance that reflects the City's intended use of assets. The intended use can be established by the City Commission, delegated to a group (Management Team) or delegated to an individual

City Manager or Finance Director. Projects that have been budgeted in prior fiscal years but are not complete are assigned the resources necessary to complete if not committed under contract. This amount would represent the portion of fund balance to be used in the subsequent year's budget or to accumulate resources for a future capital project.

Unassigned – is the remaining portion of fund balance that is not classified into the other categories. Only the General Fund can have a positive balance. In other funds, balances are assigned to the fund's purpose otherwise they would be accounted for in the General Fund.

Fund Balance Range: Is the range of amounts this policy has set which the City means to maintain the total fund balance for financial stability. The range is calculated as a percentage of a fund's ensuing year's budgeted expenditures and does not include the Nonspendable portion of fund balance.

Spending Priority: When a governmental fund has multiple classifications of fund balance the expenditure is determined to reduce the restricted fund balances first, then committed fund balance followed by assigned.

Surplus: Is the amount by which the fund balance exceeds the upper limit of the fund balance range.

Shortfall: is the amount that the fund balance falls below the lower limit of the range.

Expenditures: Are all of the uses of financial resources including operating and capital outflows and debt service. For consistency, it does not include other sources and uses of resources in the fund unless there is a recurring transfer.

## **Fund Balance Ranges:**

### **General Fund:**

The General Fund is the primary operating fund in the City. The ranges reflect the multipurpose nature of the fund. The range of the total spendable fund balance should be between 15% and 25%. The Unassigned portion of the fund balance should be 5%-10% of the General Fund expenditures.

### **Road and Drainage District:**

The R&D District is responsible for the maintenance and construction/repair of the streets, roads and drainage system in the City. A large portion of the annual budget is appropriated for capital projects. The fund balance range should be between 20% and 25% of the annual budgeted expenditures.

### **The Fire District:**

The Fire District funds the non EMS portion of the total fire service operations. A portion of the annual appropriation is for replacing rolling stock and debt service on existing fire stations. The fund balance range should be between 20% and 25% of the annual budgeted expenditures.

### **Solid Waste District:**

The Solid Waste District is responsible for the collection and disposal of solid waste in North Port. Over 90% of the annual revenue is received from annual assessments while expenditures are made at a level rate throughout the year. The fund balance range should be between 20% and 25% of the annual budgeted expenditures.

**Surplus:**

If it is determined at the fiscal year end that there is a surplus (an amount in excess of the upper limit of the fund balance range for any fund) the operating funds should be appropriated as follows:

1. To cover any anticipated budgetary shortfalls in the current fiscal year or any shortfall forecasted in the following five years
2. To reduce long term debt, if possible
3. To deposit into a fund that stabilizes pension contributions to achieve a normal growth rate
4. To fund pay-as you go capital projects or expenditures
5. To create a capital asset renewal and replacement fund

**Shortfall:**

If it is determined that there is a shortfall (an amount below the lower limit of the fund balance for any fund), the fund balance is to be rebuilt through the following mechanisms:

1. An appropriation during the next budget process of at least 20% of the shortfall.
2. If this is financially infeasible, a written plan shall be forwarded by the City Manager to the Commission for approval in order to restore the fund balance to an amount within the acceptable range. This plan may require a reduction of services, increase in taxes or fees or some combination, thereof.

This policy can be amended at any time by resolution of the City Commission.



## City of North Port

### ORDINANCE NO. 2010-03 (Investment Policy)

**AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA AMENDING ORDINANCE NO. 2005-13, RELATING TO INVESTMENT POLICIES, AND RE-ESTABLISHING AN INVESTMENT POLICY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.**

*WHEREAS, the City desires to change the allocation for investment portfolio composition, authorize additional investment types, and change the benchmark for performance measurements.*

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, TO WIT:

#### SECTION 1: AMENDING INVESTMENT POLICY

- 1.01 Appendix A is hereby amended and incorporated herein in its entirety as the City of North Port's Investment Policy, in accordance with Florida Statutes, Section 218.415.
- 1.02 The City Commission identifies the City Manager with responsibility for providing oversight and direction in regard to the management of the investment program; the City Manager has delegated responsibility for the investment program transactions as provided in the investment policy.
- 1.03 The City Manager is hereby authorized to take such steps and to execute on behalf of the City such documents as may be hereafter required to implement the investment policy.

#### SECTION 2: CONFLICTS AND SEVERABILITY

- 2.01 If there is any conflict between the provisions of this Ordinance and any other resolution or ordinance, or portions thereof, the provisions of this Ordinance shall prevail to the extent of such conflict.
- 2.02 If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct

and independent provision and such holding shall not affect the validity of the remaining portions.

SECTION 3: EFFECTIVE DATE

3.01 This ordinance shall take effect immediately upon its final passage.


Read in public session this 11th day of January, 2009.

PASSED AND ADOPTED on the second and final reading in public session this 25th day of January, 2010.


CITY OF NORTH PORT, FLORIDA

ATTEST:

  
\_\_\_\_\_  
DAVID GAROFALO  
COMMISSIONER CHAIR

  
\_\_\_\_\_  
HELEN RAIMBEAU  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

  
\_\_\_\_\_  
ROBERT K. ROBINSON  
CITY ATTORNEY

## Ordinance 2010-03 Appendix A

# Investment Policy The City of North Port, Florida

### I. PURPOSE

The purpose of this policy is to set forth the investment objectives and parameters for the management of public funds of the City of North Port, Florida (hereinafter "City"). These policies are designed to ensure the prudent management of public funds, the availability of operating and capital funds when needed, and an investment return competitive with comparable funds and financial market indices.

### II. SCOPE

In accordance with Section 218.415, Florida Statutes, this investment policy applies to all cash and investments held or controlled by the City with the exception of Pension Funds, Trust Funds, and funds related to the issuance of debt where there are other existing policies or indentures in effect for such funds.

### III. INVESTMENT OBJECTIVES

#### *Safety of Principal*

The foremost objective of this investment program is the safety of the principal of those funds within the portfolios. Investment transactions shall seek to keep capital losses at a minimum, whether they are from securities defaults or erosion of market value. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

#### *Maintenance of Liquidity*

The portfolios shall be managed in such a manner that funds are available to meet reasonably anticipated cash flow requirements in an orderly manner.

#### *Return on Investment*

Investment portfolios shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed.

### IV. DELEGATION OF AUTHORITY

In accordance with the Charter of the City of North Port, the responsibility for providing oversight and direction in regard to the management of the investment program resides with the City Manager. The daily management responsibility for all City funds in the investment program and investment transactions is delegated to the Finance Director. The Finance Director shall establish written procedures for the operation of the investment portfolio and a system of internal accounting and administrative controls to regulate the activities of employees. The City may employ an Investment Manager to assist in managing some of the City's portfolios. Such

Investment Manager must be registered under the Investment Advisors Act of 1940.

## **V. STANDARDS OF PRUDENCE**

The standard of prudence to be used by investment officials shall be the "Prudent Person" standard and shall be applied in the context of managing the overall investment program. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectation are reported to the City Manager in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy. The "Prudent Person" rule states the following:

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived from the investment.

While the standard of prudence to be used by investment officials who are officers or employees is the "Prudent Person" standard, any person or firm hired or retained to invest, monitor, or advise concerning these assets shall be held to the higher standard of "Prudent Expert." The standard shall be that in investing and reinvesting moneys and in acquiring, retaining, managing, and disposing of investments of these funds, the contractor shall exercise: the judgment, care, skill, prudence, and diligence under the circumstances then prevailing, which persons of prudence, discretion, and intelligence, acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of like character and with like aims by diversifying the investments of the funds, so as to minimize the risk, considering the probable income as well as the probable safety of their capital.

## **VI. ETHICS AND CONFLICTS OF INTEREST**

Employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Also, employees involved in the investment process shall disclose to the City Manager any material financial interests in financial institutions that conduct business with the City, and they shall further disclose any material personal financial/investment positions that could be related to the performance of the City's investment program.

## **VII. INTERNAL CONTROLS AND INVESTMENT PROCEDURES**

The Finance Director shall establish a system of internal controls and operational procedures that are in writing and made a part of the City's operational procedures. The internal controls should be designed to prevent losses of funds, which might arise from fraud, employee error, and misrepresentation, by third parties, or imprudent actions by employees. The written procedures should include reference to safekeeping, repurchase agreements, and separation of transaction authority from accounting and recordkeeping, wire transfer agreements, banking service contracts and collateral/depository agreements. No person may engage in an investment transaction except as authorized under the terms of this policy.

Independent auditors as a normal part of the annual financial audit to the City shall conduct a review of the system of internal controls to ensure compliance with policies and procedures.



## **VIII. CONTINUING EDUCATION**

The Finance Director and other appropriate staff shall annually complete 8 hours of continuing education in subjects or courses of study related to investment practices and products.

## **IX. AUTHORIZED INVESTMENT INSTITUTIONS AND DEALERS**

Authorized City staff and Investment Advisors shall only purchase securities from financial institutions, which are qualified as public depositories by the Treasurer of the State of Florida or institutions designated as "Primary Securities Dealers" by the Federal Reserve Bank of New York.

Authorized City staff and Investment Advisors shall only enter into repurchase agreements with financial institutions that are state qualified public depositories and primary securities dealers as designated by the Federal Reserve Bank of New York.

## **X. MATURITY AND LIQUIDITY REQUIREMENTS**

To the extent possible, an attempt will be made to match investment maturities with known cash needs and anticipated cash flow requirements. Investments of current operating funds shall have maturities of no longer than twenty-four (24) months.

Investments of bond reserves, construction funds, and other non-operating funds ("core funds") shall have a term appropriate to the need for funds and in accordance with debt covenants, but in no event shall exceed five (5) years.

The maturities of the underlying securities of a repurchase agreement will follow the requirements of the Master Repurchase Agreement.

## **XI. COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS**

After the Finance Director or the Investment Advisor, has determined the approximate maturity date based on cash flow needs and market conditions and has analyzed and selected one or more optimal types of investments, a minimum of three (3) qualified banks and/or approved broker/dealers must be contacted and asked to provide bids/offers on securities in questions. Bids will be held in confidence until the bid deemed to best meet the investment objectives is determined and selected.

However, if obtaining bids/offers are not feasible and appropriate, securities may be purchased utilizing the comparison to current market price method on an exception basis. Acceptable current market price providers include, but are not limited to:

- A. Telerate Information System
- B. Bloomberg Information Systems
- C. Wall Street Journal or a comparable nationally recognized financial publication providing daily market pricing
- D. Daily market pricing provided by the City's custodian or their correspondent institutions

The Finance Director or the Investment Advisor shall utilize the competitive bid process to select the securities to be purchased or sold. Selection by comparison to a current market price, as

indicated above, shall only be utilized when, in judgment of the Finance Director or the Investment Advisor, competitive bidding would inhibit the selection process.

Examples of when this method may be used include:

- A. When time constraints due to unusual circumstances preclude the use of the competitive bidding process
- B. When no active market exists for the issue being traded due to the age or depth of the issue
- C. When a security is unique to a single dealer, for example, a private placement
- D. When the transaction involves new issues or issues in the "when issued" market

Overnight sweep investment agreements will not be bid, but may be placed with the City's depository bank relating to the demand account for which the investment agreement was purchased.

## **XII. AUTHORIZED INVESTMENTS AND PORTFOLIO COMPOSITION**

Investments should be made subject to the cash flow needs and such cash flows are subject to revisions as market conditions and the City's needs change. However, when the invested funds are needed in whole or in part for the purpose originally intended or for more optimal investments, the Finance Director may sell the investment at the then-prevailing market price and place the proceeds into the proper account at the City's custodian.

The following are the investment requirements and allocation limits on security types, issuers, and maturities as established by the City. The Finance Director shall have the option to further restrict investment percentages from time to time based on market conditions, risk, and diversification investment strategies. The percentage allocations requirements for investment types and issuers are calculated based on the original cost of each investment. Investments not listed in this policy are prohibited.

- A. The Florida Local Government Surplus Funds Trust Funds Investment Pool, as administered by the Florida State Board of Administration ("SBA")
  - 1. Purchase Authorization  
The Finance Director may invest in the SBA provided the stated objectives of the SBA are followed which include: to provide a short-term, very liquid, high quality investment vehicle to participating local governments, to purchase securities consistent with Section 215.47, Florida Statutes and to operate the pool as a "2a7-like" fund using the Securities and Exchange Commission investment requirements for 2a-7.
  - 2. Portfolio Composition  
A maximum of ~~100~~ 25% of available funds may be invested in the SBA.
  - 3. The money market funds shall be rated "AAA" by Standard & Poor's or the equivalent by another rating agency.
  - 4. Due Diligence Requirements  
A thorough review of the SBA is required prior to investing, and on a continual basis.
- B. United States Government Securities

1. Purchase Authorization  
The Finance Director may invest in negotiable direct obligations, or obligations the principal and interest of which are unconditionally guaranteed by the United States Government. Such securities will include, but not be limited to the following:
  - Cash Management Bills
  - Treasury Securities – State and Local Government Series (“SLGS”)
  - Treasury Bills
  - Treasury Notes
  - Treasury Bonds
  - Treasury Strips
2. Portfolio Composition  
A maximum of 95% of available funds may be invested in the United States Government Securities.
3. Maturity Limitations  
The maximum length to maturity of any direct investment in the United States Government Securities is five (5) years from the date of purchase.

C. United States Government Agencies

1. Purchase Authorization  
The Finance Director may invest in bonds, debentures, notes or callables issued or guaranteed by the United States Governments agencies, provided such obligations are backed by the full faith and credit of the United States Government. Such securities will include, but not be limited to the following:
  - United States Export – Import Bank
    - Direct obligations or fully guaranteed certificates of beneficial ownership
  - Farmer Home Administration
    - Certificates of beneficial ownership
  - Federal Financing Bank
    - Discount notes, notes and bonds
  - Federal Housing Administration Debentures
  - General Services Administration
  - United States Maritime Administration Guaranteed
    - Title XI Financing
  - United States Public Housing Notes and Bonds
    - United States Government guaranteed public housing notes and bonds
  - United States Department of Housing and Urban Development
    - Project notes and local authority bonds
2. Portfolio Composition  
A maximum of 50% of available funds may be invested in United States Government agencies.
3. Limits on Individual Issuers  
A maximum of 25% of available funds may be invested in individual United States Government agencies.
4. Maturity Limitations

The maximum length to maturity for an investment in any United States Government agency security is five (5) years from the date of purchase.

D. Federal Instrumentalities (United States Government sponsored agencies)

1. Purchase Authorization

The Finance Director may invest in bonds, debentures, notes or callables issued or guaranteed by United States Government sponsored agencies (Federal Instrumentalities) which are non-full faith and credit agencies limited to the following:

Federal Farm Credit Bank (FFCB)

Federal Home Loan Bank or its district banks (FHLB)

Federal National Mortgage Association (FNMA)

Federal Home Loan Mortgage Corporation (Freddie-Macs) including

Federal -Home Loan Mortgage Corporation participation certificates

Student Loan Marketing Association (Sallie-Mae)

2. Portfolio Composition

A maximum of 75% of available funds may be invested in Federal Instrumentalities.

3. Limits on Individual Issuers

A maximum of 25% of available funds may be invested in any one issuer.

4. Maturity Limitations

The maximum length to maturity for an investment in any Federal Instrumentality security is five (5) years from the date of purchase.

E. Interest Bearing Time Deposit or Saving Accounts

1. Purchase Authorization

The Finance Director may invest in non-negotiable interest bearing time certificates of deposit or savings accounts in banks organized under the laws of this state and/or in national banks organized under the laws of the United States and doing business and situated in the State of Florida, provided that any such deposits are secured by the Florida Security for Public Deposits Act, Chapter 280, Florida Statutes. Additionally, the bank shall not be listed with any recognized credit watch information service.

2. Portfolio Composition

A maximum of 50% of available funds may be invested in non-negotiable interest bearing time certificates of deposit.

3. Limits on Individual Issuers

A maximum of 25% of available funds may be deposited with any one issuer.

4. The maximum maturity on any certificate shall be no greater than one (1) year from the date of purchase.

F. Repurchase Agreements

1. Purchase Authorization

a. The Finance Director may invest in repurchase agreements composed of only those investments based on the requirements set forth by the City's Master Repurchase Agreement. All firms are required to sign the Master Repurchase Agreement prior to the execution of a repurchase agreement transaction.

b. A third party custodian with whom the City has a current custodial agreement shall hold the collateral for all repurchase agreements with a term longer than one (1) business day. A clearly marked receipt that

shows evidence of ownership must be supplied to the Finance Director and retained.

- c. Securities authorized for collateral are negotiable direct obligations of the United States Government, Government Agencies, and Federal Instrumentalities with maturities under five (5) years and must have a market value for the principal and accrued interest of 102 percent of the value and for the term of the repurchase agreement. Immaterial short-term deviations from 102 percent requirement are permissible only upon the approval of the Finance Director.

2. Portfolio Composition

A maximum of 50% of available funds may be invested in repurchase agreements excluding one (1) business day agreements and overnight sweep agreements.

3. Limits on Individual Issuers

A maximum of 25% of available funds may be invested with any one institution.

4. Limits on Maturities

The maximum length to maturity of any repurchase agreement is 90 days from the date of purchase.

G. Commercial Paper

1. Purchase Authorization

The Finance Director may invest in commercial paper of any United States company that is rated, at the time of purchase, "Prime-1" by Moody's and "A-1" by Standard & Poor's (prime commercial paper). If the commercial paper is backed by a letter of credit ("LOC"), the long-term debt of the LOC provider must be rated "A" or better by at least two nationally recognized rating agencies.

2. Portfolio Composition

A maximum of 25% of available funds may be directly invested in prime commercial paper.

3. Limits on Individual Issuers

A maximum of 15% of available funds may be invested with any one issuer.

4. Maturity Limitations

The maximum length to maturity for prime commercial paper shall be 180 days from the date of purchase.

H Bankers' Acceptances

1. Purchase Authorization

The Finance Director may invest in Bankers' acceptances issued by a domestic bank or a federally chartered domestic office of a foreign bank, which are eligible for purchase by the Federal Reserve System, at the time of purchase, the short-term paper is rated, at a minimum, "P-1" by Moody's Investors Services and "A-1" Standard & Poor's.

2. Portfolio Composition

A maximum of 25% of available funds may be directly invested in Bankers' acceptances

3. Limits on Individual Issuers

A maximum of 15% of available funds may be invested with any one issuer.

4. Maturity Limitations

The maximum length to maturity for Bankers' acceptances shall be 180 days from the date of purchase.

I. Corporate Obligations

1. Purchase Authorization

The Finance Director may invest in corporate obligations issued by financial institutions that participate in the FDIC's Temporary Liquidity Guarantee Program and are fully insured by the FDIC and are guaranteed by the full faith and credit of the United States Government.

2. Portfolio Composition

A maximum of 50% of available funds may be directly invested in corporate obligations.

3. Limits on Individual Issuers

A maximum of 25% of available funds may be invested with any one issuer.

4. Maturity Limitations

The maximum length to maturity for corporate obligations shall be 3 years from the date of purchase.

I J. State and/or Local Government Taxable and/or Tax-Exempt Debt

1. Purchase Authorization

The Finance Director may invest in state and/or local government taxable and/or tax-exempt debt, general obligation and/or revenue bonds, rated at least "Aa" by Moody's and "AA" by Standard & Poor's for long-term debt, or rated at least "MIG-2" by Moody's and "SP-2" by Standard & Poor's for short-term debt.

2. Portfolio Composition

A maximum of 20% of available funds may be invested in taxable and tax-exempt debts.

3. Maturity Limitations

A maximum length to maturity for an investment in any state or local government debt security is three (3) years from the date of purchase.

I K. Registered Investment Companies (Mutual Funds)

1. Investment Authorization

The Finance Director may invest in shares in open-end, no-load provided such funds are registered under the Federal Investment Company Act of 1940 and operated in accordance with 17 C.F.R. § 270.2a-7. In addition, the Finance Director may investment in other types of mutual funds provided such funds are registered under the Federal Investment Company Act of 1940, invest exclusively in the securities specifically permitted under this investment policy, and are similarly diversified.

2. Portfolio Composition

A maximum of ~~25~~ 35% of available funds may be invested in mutual funds.

3. Limits of Individual Issuers

A maximum of ~~15~~ 25% of available funds may be invested with any one investment mutual fund.

4. Rating Requirements

The mutual funds shall be rated “~~AAm~~” “~~AAAm~~” or “~~AAm-G~~” or better by Standard & Poor’s or the equivalent by another rating agency.

5. Due Diligence Requirements

Prior to investing, a thorough review of any investment pool/fund is required, and on a continual basis. This review will include a questionnaire developed by the Finance Director that will contain a list of questions that covers the major aspects of any investment pool/fund.

**K L.** Intergovernmental Investment Pool

1. Investment Authorization

The Finance Director may invest in intergovernmental investment pools that are authorized pursuant to the Florida Interlocal Cooperation Act, as provided in Section 163.01, Florida Statutes and provided that said funds contain no derivatives.

2. Portfolio Composition

A maximum of 25% of available funds may be invested in intergovernmental investment pools.

3. Due Diligence Requirements

Prior to investing, a thorough review of any investment pool/fund is required, and on a continual basis. This review will include a questionnaire developed by the Finance Director that will contain a list of questions that covers the major aspects of any investment pool/fund.

**XIII. DERIVATIVES AND REVERSE REPURCHASE AGREEMENTS**

Investment in any derivative products or the use of reverse repurchase agreements requires specific City Commission approval prior to their use. If the City Commission approves the use of derivative products, the Finance Director shall develop sufficient understanding of the derivative products and have the expertise to manage them. A “derivative” is defined as a financial instrument the value of which depends on, or is derived from, the value of one or more underlying assets or indices or asset values. If the City Commission approves the use of reverse repurchase agreements or other forms of leverage, the investment shall be limited to transactions in which the proceeds are intended to provide liquidity and for which the Finance Director has sufficient resources and expertise to manage them.

**XIV. PERFORMANCE MEASUREMENTS**

In order to assist in the evaluation of the portfolio’s performance, the City will use performance benchmarks for short-term and long-term portfolios. The use of benchmarks will allow the City to measure its returns against other investors in the same markets.

A. ~~The State Board of Administration’s Local Government Surplus Funds Trust Fund (SBA Pool)~~ The United States 91-Day Treasury Bill yield will be used as a benchmark as compared to the portfolios’ net book value rate of return for current operating funds.

B. Investment performance of funds designated as core funds and other non-operating funds that have a longer-term investment horizon will be compared to an index comprised of U. S. Treasury or Government securities. The appropriate index will have a duration and asset mix that approximates the portfolios and will be utilized as a benchmark to be compared to the portfolio’s total rate of return.

- C. Investment advisors will report performance on both book value and total rate of return basis and compare results to the above-stated benchmarks.

## **XV. REPORTING**

The Finance Director shall provide the City Manager and Commission with quarterly investment reports. Schedules in the quarterly report should include the following:

- A. A listing of individual securities held at the end of the reporting period
- B. Percentage of available funds represented by each investment type
- C. Coupon, discount or earning rate
- D. Final maturity of all investments
- E. Par value and market value

On an annual basis, the Finance Director shall prepare and submit to the City Commission a written report on all invested funds. The annual report shall provide all, but not limited to, the following: a complete list of all invested funds, name or type of security in which the funds are invested, the amount invested, the maturity date, earned income, the book value, the market value and the yield on each investment.

The annual report will show performance on both a book value and total rate of return basis and will compare the results to the above-stated performance benchmarks. All investments shall be reported at fair value per GASB standards. Investment reports shall be available to the public.

## **XVI. THIRD-PARTY CUSTODIAL AGREEMENTS**

Securities, with the exception of certificates of deposits, shall be held with a third party custodian; and all securities purchase by, and all collateral obtained by the City should be properly designated as an asset of the City. The securities must be held in an account separate and apart from the assets of the financial institution. A third party custodian is defined as any bank depository chartered by the Federal Government, the State of Florida, or any other state or territory of the United States which has a branch or principal place of business in the State of Florida as defined in Section 658.12, Florida Statutes, or by a national association organized and existing under the laws of the United States which is authorized to accept and execute trusts and which is doing business in the State of Florida. Certificates of deposits will be placed in the provider's safekeeping department for the term of the deposit.

The custodian shall accept transaction instructions only from those persons who have been duly authorized by the Finance Director and which authorization has been provided, in writing, to the custodian. No withdrawal of securities, in whole or in part, shall be made from safekeeping, shall be permitted unless by such a duly authorized person.

The custodian shall provide the Finance Director with safekeeping receipts that provide detail information on the securities held by the custodian. Security transactions between a broker/dealer and the custodian involving the purchase or sale of securities by transfer of money or securities must be made on a "delivery vs. payment" basis, if applicable, to ensure that the custodian will



have the security or money, as appropriate, in hand at the conclusion of the transaction. Securities held as collateral shall be held free and clear of any liens.

#### **XVII. INVESTMENT POLICY ADOPTION**

The investment policy shall be adopted by a City ordinance. The Finance Director shall review the policy annually and shall make recommendations for modification as needed.