



City of North Port, Florida



FY 2020/21 Adopted Budget



A City where you can "Achieve Anything"

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City of North Port Florida Commissioners



Pete Emrich Vanessa Carusone Debbie McDowell Jill Luke Christopher Hanks
(Mayor) (Vice-Mayor)

Charter Officers

*City Attorney
Amber L. Slayton*

*City Manager
Vacant*

*City Clerk
Heather Taylor*

*Deputy City Clerk
Vacant*

Executive Management

*Assistant City Managers – Cari Branco, Jason Yarborough
Chief of Fire Rescue – Scott Titus
Finance Director – Kimberly Ferrell
Public Utilities Director – Rick Newkirk
Human Resources – Christine McDade*

*Neighborhood Development Services Director – Frank Miles
Chief of Police – Todd Garrison
Parks & Recreation Director – Sandra Pfundheller
Public Works Director – Juliana Bellia*

Vision

A vibrant, desirable and sustainable city where people are proud to live, work and play

Mission

To provide exceptional service to our entire community for the continuous enrichment of quality of life

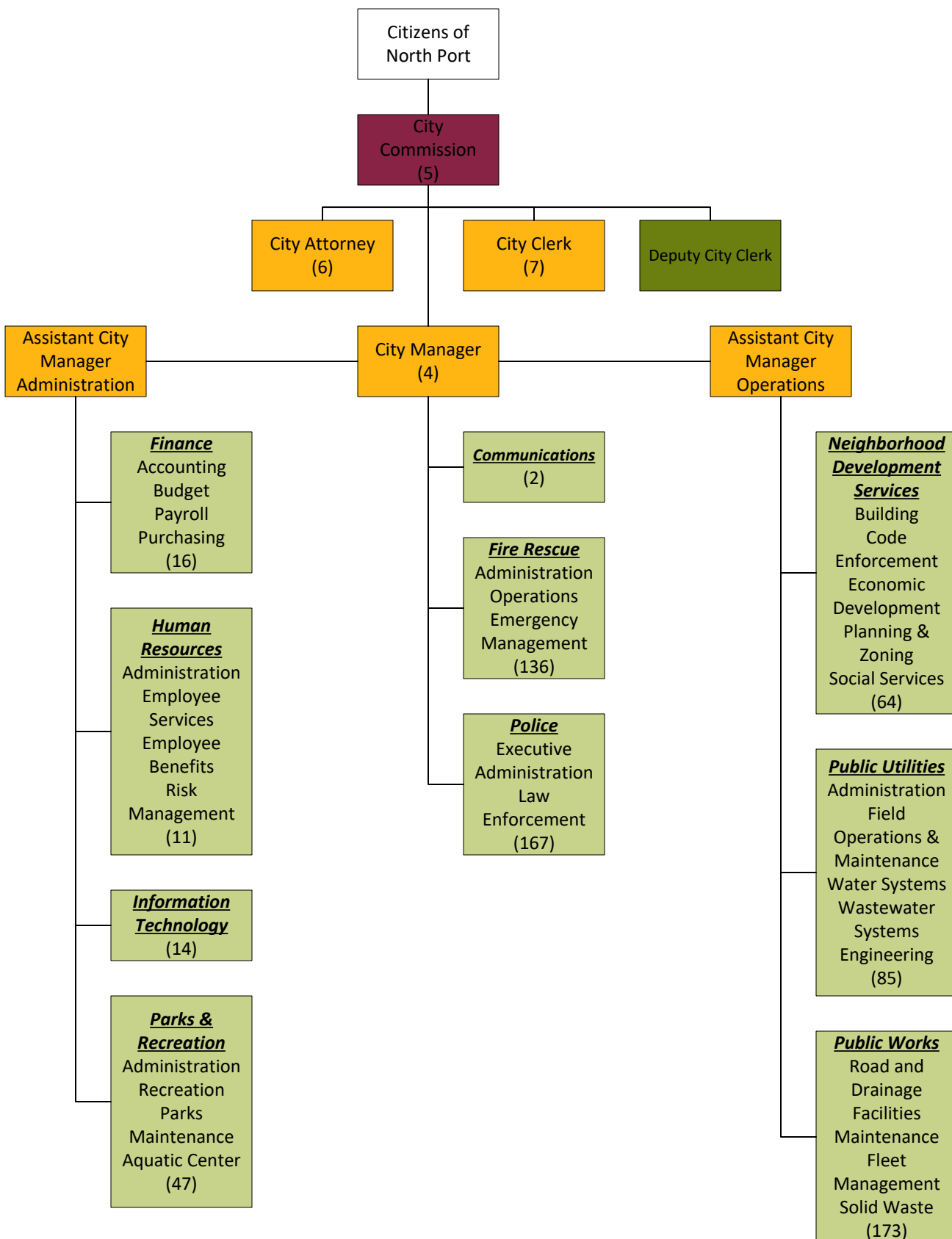
Values

Accountability

Integrity

Teamwork

Customer Service





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of North Port
Florida**

For the Fiscal Year Beginning

October 1, 2019

A handwritten signature in black ink that reads "Christopher P. Morrill". The signature is written in a cursive style.

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, 2019. 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

The City of North Port, located in Sarasota County, Florida occupies 104 square miles. The city is geographically situated in beautiful Southwest Florida between Tampa and Ft. Myers. North Port is a young, vibrant city with an adventurous spirit: a City where you can "Achieve Anything". Residents, on average, enjoy 252 days of sunshine per year; access to 3 airports less than 60 minutes from the city center (including 2 International Airports) and access to 22 beaches within less than 60 miles: including famous Siesta Key Public Beach which has been recognized as the #1 beach in the United States and is a frequent contender on lists honoring the top 25 beaches in the world. These amenities have attracted the attention of residents and visitors alike from its early history to today.

What is now known as the City of North Port began in the mid-1950s, when 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, Florida. The area, at that time, was primarily Florida cattle land, pine trees, palmetto palms and scrub brush. The story is told that Frank Mackle Jr. in the mid-1950's showed the area to his 10-year-old son and proudly told him, "Someday this will all be a great city."

Residents of the Charlotte Springs area were all newcomers, company employees and their families. 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, 1959 then Florida Governor LeRoy Collins signed the city charter officially incorporating the city as "North Port Charlotte".

At the time, no one was aware that hidden in the wilderness areas and beneath the waters of lakes and marshland within the city limits, were the remains of an earlier human habitation. 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. North Port's unspoiled natural environment includes the 8,593-acre Myakka State Forest, the only state forest completely contained within one city's corporate boundaries.

Shortly after the creation of GDC in 1954 the Mackle Brothers began experimenting with new marketing ideas to reach potential new residents, including advertising 'lots' nationally in the *Saturday Evening Post*. Throughout the next 30 years through various corporate iterations, lots were sold to prospective new residents.

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, which flows into Charlotte Harbor and to the Gulf of Mexico.

The city grew slowly in population, with only 12 percent of its land developed in the first 40 years. GDC's influence began to wane in 1986, as some 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.

But growth was coming. 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 42 years; the population nearly tripled in a 10-year period; and commercial development and housing construction boomed. The City is the fourth largest city in land mass in the state of Florida but is estimated to be only 10 percent populated.

Today, the City of North Port is the largest city in Sarasota County with an estimated population of 77,561. The City celebrated its 60th Birthday in 2019. Country-wide commercial development and the housing industry slowed during The Great Recession: December 2007 – June 2009, but current trends in North Port show exciting activity. Forbes 2019 Ranking of **The Best Places for Business and Careers** ranks *North Port-Sarasota-Bradenton FL* Metropolitan Statistical Area as #12 in job growth and #47 overall. North Port with its wide open, undeveloped natural land and a population that shares a youthful mindset translates to a future full of possibility. In North Port, residents can truly make a difference. Thank you for being part of a city, where working together, we can "Achieve Anything."

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 50th Anniversary.
Family Services Center opens new facility.



50th Anniversary Celebration



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

2014 Build out of the 2nd 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



Fire Station 84

2015 Atwater Community Park splash pad and playground equipment project completed.
Sumter Boulevard widening project is completed.
Hope & LaBrea Parks received much needed refurbishments.



Atwater Community Park

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



Reverse Osmosis Plant



Sumter Widening Project



Hope Park

2016 Connector Bridge project completed. Allows equine and pedestrian traffic connecting the Environmental Park and the Carlton Reserve.



Connector Bridge

2017 Butler Park Multi-Purpose Fields construction is completed.
Biscayne median beautification project is completed.
Fire Station 85 construction is completed.



Butler Park Multi-Purpose Fields



Biscayne Median



Fire Station 85

2018 Construction on Water Control Structure #115 is completed, providing the City residents with storm water and drainage improvements.
Field lighting at the Butler Park Multi-Purpose Fields is completed.



Water Control Structure 115



Field Lighting at Butler Park

2019 The North Port Aquatic Center opens. The Aquatic Center includes a 25-meter stretch pool, lazy river, kids' activity pool with zero entry, two body flumes (or slides), bowl slide, shade structures, bath house with locker rooms, small concession area and more.



North Port Aquatic Center

2020 The Boundless Adventures Playground in the Garden of the Five Senses is the City of North Port's first designed for all children, including those with physical, developmental, cognitive, and sensory disabilities.



Boundless Adventures Playground

Past, Present & Future:

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. 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. Based upon the Bureau of Economic and Business Research's (BEBR) estimate, the City's population for 2020 is 77,561. The city is projecting an average

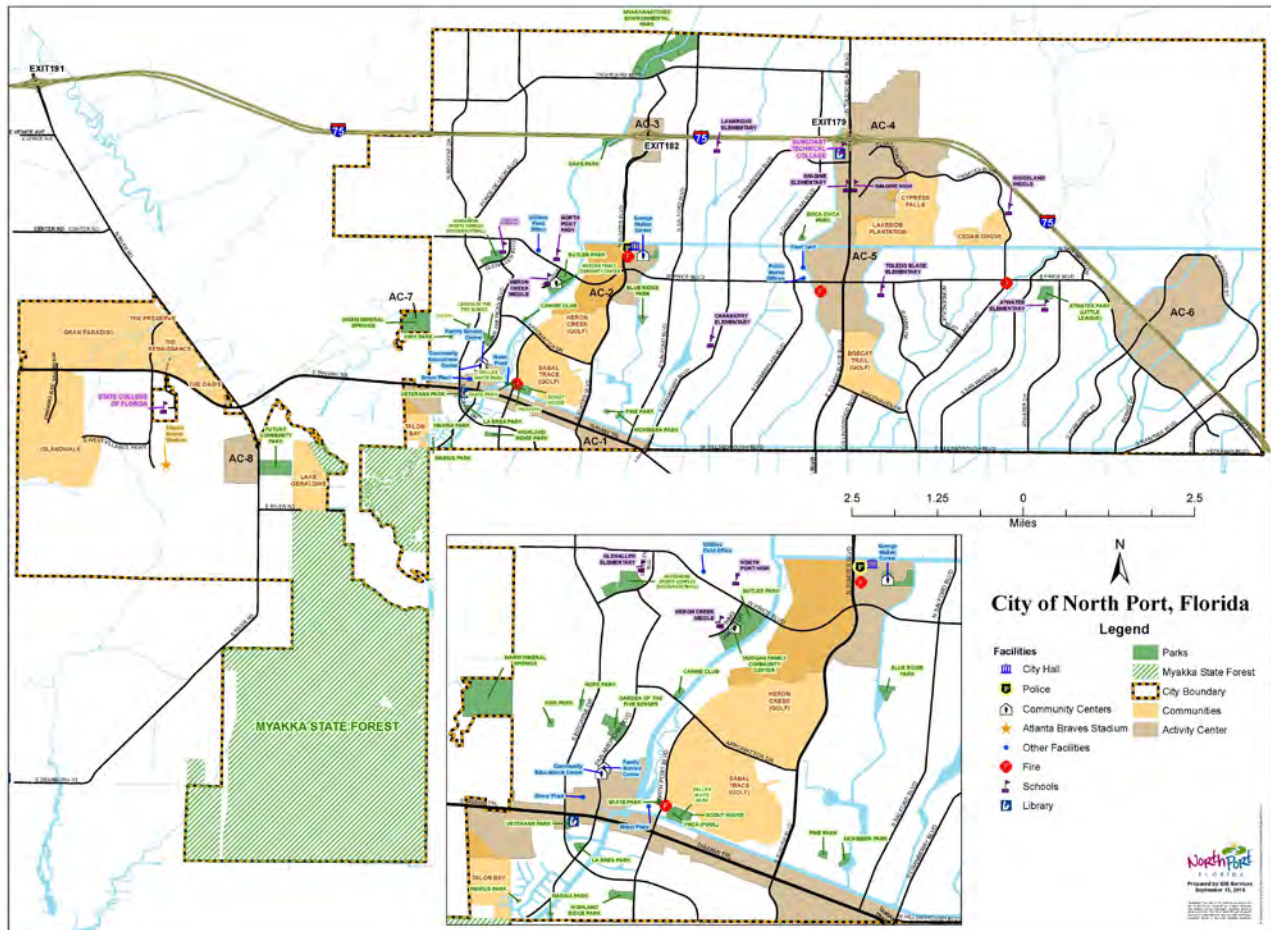
annual growth of approximately 3,000 new residents and 1,200 new households a year over the next several years.

North Port has a relatively young population with a median age of 46.2 compared to Sarasota County's median age of 55.5 and is only 8.3 years higher than the United States median age of 37.9. 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 platted 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. 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

1308 N. Biscayne Drive
North Port, FL 34291
(941) 426-0468

Public Works

(Includes Administration, Road & Drainage, Facilities Maintenance, Solid Waste and Fleet Mgt. 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 2021 Budget (excludes inter-fund transfers)	\$170.6 million
Assessed Taxable Property Valuation	\$5.12 billion

City Demographics

POPULATION (as of April 1 st each year)		ECONOMIC ENVIRONMENT	
2015 (BEER)	62,325	BUSINESS LICENSES	
2016 (BEER)	64,472	2016	1,362
2017 (BEER)	67,196	2017	1,189
2018 (BEER)	70,631	2018	1,245
2019 (BEER)	73,652	2019	1,524
2020 (BEER)	77,561	2020	1,772
RESIDENT STATISTICS		TOP TEN EMPLOYERS	
Median Age	46.2	COMPANY**	# of Employees
Average Household Size	2.8	School Board of Sarasota County	5,808
Median Household Income	\$59,550	Sarasota Memorial Hospital	3,977
RACIAL COMPOSITION*		Publix Supermarkets, Inc.	3,802
Caucasian	87.6%	Sarasota County Government	3,656
Hispanic	8.7%	PGT Innovations (Vinyl Tech)	1,851
Black	7.0%	Venice Regional Bayfront Health	1,200
American Indian and Alaska Native	0.3%	City of Sarasota	875
Other Race	2.3%	Doctors Hospital of Sarasota	856
Two or More Races	2.2%	Helios Technologies, Inc.	729
		Florida Resource Management LLC	500
		<i>**Statistics are for Sarasota County; not available for City of North Port; taken from the Sarasota County 2019 CAFR.</i>	
LAND COMPOSITION		BOND RATINGS	
Residential	58.34 sq. miles	GENERAL GOVERNMENT	
Commercial	10.07 sq. miles	Moody's	Rating
Light Industrial	0.05 sq. miles	S & P	A1
Recreational/Open Spaces	5.35 sq. miles	Fitch (long term issuer rating)	AA/Stable
Conservation (State Forest)	15.75 sq. miles		AA/Stable
ROW/UTI	14.51 sq. miles		
Developed	34.34 sq. miles		
Undeveloped	69.73 sq. miles		

* Taken from 2010 Census

Public Safety

POLICE PROTECTION (FY 2021)		FIRE PROTECTION (FY 2021)	
Sworn Police Officers	122.0	Suppression Units	16
Civilian Employees	45.0	Rescue Units	9
TOTAL	167.0	Fire Stations	6
		Employees	136
		ISO Class (Scale of 1 - 10)	1/1Y

Education

AREA SCHOOLS		SCHOOL***	FSA RESULTS***	ENGLISH LANGUAGE ARTS	MATH	SCIENCE
ELEMENTARY	ENROLLMENT*	REPORT CARD	ELEMENTARY	**NP/COUNTY	NP/COUNTY	NP/COUNTY
Atwater	640	A	Grade 3	309/309	308/308	-
Cranberry	675	B	Grade 4	316/318	319/321	-
Glenallen	686	A	Grade 5	327/328	328/332	205/206
Lamarque	861	A	MIDDLE			
Toledo Blade	751	A	Grade 6	328/332	328/333	-
			Grade 7	336/339	337/342	-
MIDDLE SCHOOLS			Grade 8	340/345	337/345	202/207
Heron Creek	891	B	Grade 8			
Woodland	968	B	HIGH SCHOOL			
HIGH SCHOOL			Grade 9	347/349	-	-
North Port	2,324	A	Grade 10	354/355	-	-
CHARTER SCHOOL			*Sarasota County School Board 5-Day Count			
Imagine at North Port	1,209	B	**City of North Port			
TOTAL*	9,005		*** Florida Department of Education results 2018			

Information released July 2019; current information not available due to Coronavirus. Both testing and attendance counts were cancelled.

AREA COLLEGES/UNIVERSITIES		
UNIVERSITY OF SOUTH FLORIDA NORTH PORT	STATE COLLEGE OF FLORIDA VENICE	FLORIDA SOUTHWESTERN STATE COLLEGE CHARLOTTE COUNTY
Programs of Study:	Programs of Study:	Programs of Study:
<u>ON-SITE BACHELOR'S-LEVEL COURSEWORK</u>	Associate in Arts	<u>SCHOOLS OF ARTS, HUMANITIES & SOCIAL SCIENCES</u>
- Criminology	Associate in Science	AA in General Studies
- Elementary Education	- Arts and Design Programs	<u>SCHOOL OF BUSINESS AND TECHNOLOGY**</u>
- Interdisciplinary Social Science	- Education Programs	BAS in Public Safety Administration
- Psychology	- Business & Technology Programs	BAS in Supervision and Management
<u>ONLINE BACHELOR'S-LEVEL COURSEWORK</u>	- Health and Science Programs	<u>SCHOOL OF EDUCATION</u>
- Hospitality Management	- Law and Public Safety Programs	BS in Elementary Education
- Information Technology	BAS in Energy Technology Mgt.	BS in Middle Grades Language Arts Education
<u>CERTIFICATE COURSEWORK</u>	BAS in Health Services Admin	BS in Middle Grades Mathematics Education
- Leadership Studies	BAS in Homeland Security	BS in Middle Grades Science Education
	BAS in Intl Business and Trade	BS in Secondary Biology Education
	BAS in Public Safety Admin.	BS in Secondary Mathematics Education
	BAS in Technology Mgmt.	<u>SCHOOL OF HEALTH PROFESSIONS**</u>
	BS in Early Childhood Education	BAS in Cardiopulmonary Science
	BS in Nursing Degree (RN-BSN)	BS in Nursing
		** AS degrees offered also

Service Statistics

ELECTIONS		STREETS & SIDEWALKS	
Registered Voters	53,154	Miles of Paved Public Streets	813
Voter Turnout (Nov. 2018)	25,719	Arterial	39
		Collector	72
		Local	702
ANNEXATIONS			
Original Acreage (1959)	3,602	Miles of Paved Private Streets	95
12 Annexations	<u>63,004</u>	Miles of Sidewalks	176
Total Acreage	66,606		
SURFACE WATER		SOLID WASTE COLLECTION	
Miles of Canals	79	Residential Collections	32,029
Water Control Structures	64	Commercial Accounts	382

Utilities

ACTIVE ACCOUNTS (As of 09/30/20)		Miles of Water Mains	354
Water Only	5,111	Miles of Sewer Force Mains	85
Water/Sewer	18,373	Miles of Gravity Sewer	165
Irrigation	54	Miles of Reuse Mains	23
Reclaimed	51		
CAPACITY PER DAY (Million Gallons)		FIRE HYDRANTS	2,139
Water (MGD)	7.50		
Sewer (MGD)	4.90		
Reuse Sold per day (MGD)	1.04	LIFT STATIONS	113

Parks & Recreation

RECREATIONAL PROGRAMS		RECREATIONAL FACILITIES	
Number of Special Interest Programs	39	Number of Community/Activity Centers	7
Number of Fitness/Exercise Programs	10	Number of Neighborhood Parks	10
Number of Sports/Leagues Programs	5	Number of Special Use Parks	8
Number of Services Programs	4	Number of Recreational/Sports Facilities	4
Number of Special Events Programs	22		
ANNUAL (FY) PARK ATTENDANCE		Acres of Community Parks	465.56
Special Events	16,863	Acres of Neighborhood Parks	35.65
Membership and Daily Drop-In Visits	83,671	Acres of Open Space Reserves	13,504.53
Active Achieve Anything Members	1,015	<i>taken from Master Comprehensive Plan</i>	

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 park's division.

Park / Facility	Restrooms	Dog Friendly Parks	Vending or Concession Stand	Horseshoe Pit	Outdoor Grill	Pavilion / Gazebo / Shelter	Playground	Walking Trails	Basketball Court	Tennis Court	Racquetball Court	Volleyball Court	Pickleball Court	Shuffleboard Court	Fishing Dock	Boat Ramp	Gymnasium	Fitness Center	Multi-Purpose Meeting Rooms	Baseball Fields	Multi-Purpose Fields (football/soccer)	Canoe & Kayak Launch	Splash Pad / Swimming	Softball Fields	
Neighborhood Parks																									
Blue Ridge Park	•	•			•	•	•								•									•	
Highland Ridge Park	•	•			•	•	•		•	•	•		•	•											
Hope Park		•			•	•	•																		
Kirk Park		•			•	•	•		•			•													
LaBrea Park		•			•	•	•		•											•					
Marius Park		•			•																				
McKibben Park	•	•		•	•	•	•		•	•	•		•	•										•	
Oaks Park		•						•																	
Pine Park		•			•	•	•	•				•													
Veterans Park		•																							
Community Parks / Activity Centers																									
Butler Park	•	•	•			•	•	•	•													•	•		
Morgan Family Community Center	•		•			•			•								•	•	•						
Larry Thoennissen Athletic Fields	•		•																		•				
George Mullen Activity Center	•		•				•		•			•	•				•	•	•		•	•			
Dallas White Park	•	•			•	•	•		•			•				•						•		•	
Scout House (Dallas White Park)	•				•															•					
Community Education Center	•					•								•						•					
Recreational / Sports Facilities																									
Atwater Community Park	•		•		•	•	•	•													•			•	
Narramore Sports Complex	•		•			•																•			•
North Port Aquatic Center	•		•			•																	•		
Sumter Blvd Linear Park		•				•		•																	
Special Use																									
Canine Club	•	•				•																			
Garden of the Five Senses	•					•	•	•																	
Marina Park		•			•	•										•									
Myakkahatchee Crk. Environ. Park	•	•			•	•		•																	
Skate Park	•		•		•	•																			
City Center - Front Green		•																							
Warm Mineral Springs Park	•		•																					•	

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 Tuesdays of each month. The Commission represents all 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 meetings 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 based on 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) 2021 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. A budget-in-brief document titled, **Community Connection – Citizen’s Guide to the FY 2021 Budget** is available as a separate document on the City’s website at 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 and a How-To-Use guide for the document.

EXECUTIVE SUMMARY – The Executive Summary section contains the Manager’s Letter and a budget summary to the City Commission. This budget in brief includes information that went into the decision-making process for the budget, key services, millage history and a total budget overview including fund summaries. This section also includes 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.

STRATEGIC PLANNING - 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 strategic plan and includes the economic outlook, legislative issues and emerging issues the City is analyzing for future budgets. This section also contains both a summary of ad valorem taxes and millage rates for all municipalities within Sarasota County as well as city comparisons.

REVENUE & EXPENDITURE ANALYSIS - The *Revenue & Expenditure Analysis* presents a five-year financial outlook for the City. The forecast includes assumptions and projection for the budget years of 2022-2026. The section includes forecasts of revenues and expenditures. Historical trends and data are reviewed and considered in developing revenue forecasts. New residential developments and anticipated increase in levels of service provide the backdrop for estimating future expenditures.

BUDGET STRUCTURE AND OVERVIEW - The *Budget Structure* serves to describe the budget process, budget calendar, and fund structure. The section includes the financial and budgetary policies of the City. 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.

FUND 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.

DEPARTMENTAL SUMMARIES – The summaries include: an organizational chart; the mission; core services and outputs; selected performance measures; the budget by department/division and overall staffing. The department summary section is ordered as follows:

STRUCTURE	Shows the organization of each divisional unit
MISSION	A statement of purpose for each divisional unit
CORE SERVICES & OUTPUTS	The primary roles or tasks performed by each divisional unit
PERFORMANCE MEASURES	The measurement of the tactical and operational objectives attempted by the department/division
OPERATING BUDGET DETAIL	Compares actual and budget revenues (if applicable) and expenditures by type for fiscal years 2017 through 2021
STAFFING	Details the authorized position count for the department/division for five years

CAPITAL IMPROVEMENT PROGRAM – The *Capital Improvement Program* contains a summarized version of the Five-Year Capital Improvement Program (CIP) for fiscal years 2021 through 2025. The programmed projects for FY 2021 are adopted as a part of the budget.

SUPPLEMENTAL INFORMATION

The *Supplemental Information* portion contains Budget Ordinances and Resolutions.

GLOSSARY OF TERMS AND ACRONYMS

The *Glossary of Terms and Acronyms* is a glossary of frequently used terms including acronyms used throughout the budget document.

If additional information is desired, please contact the Finance Department at (941) 429-7107. The budget document is also located on the City of North Port website, www.cityofnorthport.com. A copy of this document can be obtained by contacting the City Clerk’s Office.

City of North Port



Office of the City Manager

4970 City Hall Boulevard
North Port, Florida 34286

www.cityofnorthport.com (941) 429-7077 Fax: (941) 429-7079

December 16, 2020

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 adopted budget for Fiscal Year 2021. The FY 2021 budget reflects revenue estimates and expenditures based upon an ongoing review of operations. Copies of the 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 2021 Proposed Budget were Thursday, September 3, 2020 and Thursday, September 17, 2020, at 5:01 p.m. in the City Hall Commission Chambers.





The FY 2021 Budget represents one of the most important documents presented to and approved by the City Commission. It establishes an operational and financial plan for the delivery of city services. Each governmental agency, whether local, state, or federal, functions with a unique set of challenges and circumstances based on its past decisions, financial conditions, and expectations from constituents.

Development of the budget began several months ago with planning, analysis, review and assessments. Utilizing the City of North Port Strategic Plan 2018-2021 as well as requests and concerns heard from the City Commission and constituents in a variety of forums throughout the year, this FY 2021 budget recognizes and addresses our community needs and culminates in a financial plan that expands public safety services, continues investment in capital projects and city infrastructure, improves operational efficiency, and promotes economic development.

The City's budget includes major revenue reductions due to Covid 19. The State's revenue estimates for revenue sharing, half cent sales tax, fuel taxes and surtax averaged a 20.03% decrease from pre Covid revenue projections. Staff and the City Commission collaborated to come up with reductions that would not affect the current level of service for the residents. The cuts made from the City Manager's proposed budget were then prioritized and will be added back into the budget through budget amendments if revenues come in higher than anticipated.

The FY 2021 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 services are delivered. The guiding principles are as follows:

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

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.

Protect Key Services

PUBLIC SAFETY

Police

North Port has always been and remains committed to the safety and security our residents and our commitment shows. For the same time period from 2019-20, the City maintained another year of Uniform Crime Reporting (UCR) reduction of 7.42% overall. To strengthen ties with the schools, the department continues to provide two school resource officers for Imagine Schools; a charter school program kindergarten through twelfth grade. The department continues its commitment to the community through outreach programs such as Homeless Outreach, Shop with a Cop, Pizza with Police, Coffee with a Cop and the Stuff a Cruiser event.

An accreditation program has long been recognized as a means of maintaining the highest standards of professionalism. The North Port Police Department attained the Commission for Florida Law Enforcement Accreditation double excelsior re-accreditation in 2018. Through a continuum of reviewed standards that clearly define authority, performance and responsibilities, this accreditation facilitates our Police Department's pursuit of professional excellence while enhancing accountability within the Department and community and limiting liability and risk of exposure.

Police staffing changes in the FY 2021 budget include a part-time Computer Forensic Examiner. This position conducts all the forensic analysis on digital evidence related to criminal investigations. A second Crime Analyst will also be added. Crime analysts are the hub of information for criminal investigations, crime trends, gathering information from other agencies and a myriad of other duties that aid the department in investigations.

Fire

Growth in the City has put increased pressure on fire and rescue services. To address this, a new fire station is planned at the West Villages Improvement District. Completion of the fire station is anticipated in late 2021/early 2022. With the rapid expansion of residential construction and the known future commercial construction for WVID, the department added twenty-one additional Firefighter/Paramedic personnel including three lieutenants in FY 2019.

During FY 2018, the department engaged Fitch & Associates to review the Fire Rescue organization and propose a management structure that would serve the department’s current and future staffing needs.

North Port Fire Rescue was evaluated this past year by the Insurance Services Organization (ISO) to assign a Public Protection Classification of 1-10 with 1 being the best and 10 being no fire protection. The fire department was rated as an ISO 1/1Y which is a rating that less than 1% of the fire departments in the nation receive.

Economically Sustainable Community

PROPERTY TAXES

The City continues to see sustained growth in net new construction added to the property tax roll this year. Assessed taxable value from new construction totals \$261,552,931 which will add approximately \$955,636 in new property tax revenue for FY 2021.

The City of North Port’s total certified taxable assessed valuation is \$5,118,993,766 an increase of \$514,212,139, or 11.17%, from the prior year final valuation. Revenue from ad valorem taxes is projected at \$18,703,440, which represents 37.91% 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.

Taxable Values - 10-Year Comparison			
Tax Year	Net New Construction	Total Value	Change from Prior Year
2020 Certified	\$261,552,931	\$5,118,993,766	11.17%
2019 Final	\$232,905,493	\$4,604,781,627	11.76%
2018 Final	\$165,042,772	\$4,120,260,362	12.41%
2017 Final	\$167,908,011	\$3,665,491,838	12.33%
2016 Final	\$145,158,578	\$3,263,539,753	13.22%
2015 Final	71,624,081	2,882,331,970	8.95%
2014 Final	46,794,335	2,645,438,254	9.26%
2013 Final	37,930,320	2,421,145,391	6.68%
2012 Final	23,386,595	2,269,565,210	-0.24%
2011 Final	24,614,397	2,274,923,027	-7.96%

The FY 2021 budget includes an operating millage rate of 3.7667 per \$1,000 assessed taxable valuation, which is lower than the FY 2020 rate of 3.8735 by 2.76%. The collection rate was

established based on historical trends and is set at 97%. The table below shows the City’s ad valorem tax revenue and millage rates for a ten-year period.

Millage and Ad Valorem Tax Revenue			
Tax Year	Millage Rate	Ad Valorem Tax Revenue	Change from Prior Year
FY 2021 Adopted	3.7667	\$18,723,440	7.79%
FY 2020 Adopted	3.8735	\$17,370,230	27.82%
FY 2019 Actual	3.4070	\$13,589,529	12.50%
FY 2018 Actual	3.4070	\$12,079,876	9.65%
FY 2017 Actual	3.4770	\$11,017,059	9.22%
FY 2016 Actual	3.5974	\$10,087,023	9.30%
FY 2015 Actual	3.5974	\$9,228,705	13.91%
FY 2014 Actual	3.4474	\$8,102,021	0.38%
FY 2013 Actual	3.6167	\$8,071,413	2.81%
FY 2012 Actual	3.5681	\$7,850,462	-2.30%

Continue with Vital Infrastructure Improvements

PARKS AND RECREATION

The City of North Port is proud to have one of the best Parks and Recreation Departments in the County, providing high quality parks, facilities and programs that increase wellness and enrich life experiences within our community. The Department ranks with the top 2.5% of agencies across that nation that have earned national accreditation from the Commission for Accreditation of Park and Recreation Agencies (CAPRA) and the National Recreation & Parks Association (NRPA) which measures an agency’s overall quality of operation, management and service to its’ residents. The City’s park system includes a balance of active and passive parks, open space, special use facilities, miles of greenways and blueways, and a new Aquatic Center.

Parks & Recreation is focused on providing high quality health and recreational experiences for all with expanded inclusive offerings at program and events and accessibility improvements at parks and facilities; highlighted by the Boundless Adventures Playground and adjacent walking trail. Additionally, Parks & Recreation works to preserve the culture and heritage of our area as the Department progresses through the Warm Mineral Springs Park Master Plan Phase II design services to restore the historic buildings which are listed on the National Register.

In addition to recreational programming and services, the Parks and Recreation Department works diligently to provide safe, well-maintained park facilities and amenities. The FY 2021 budget includes several improvements including phase II of accessibility connections, a replacement playground, sport court rehabilitation, and investments in placemaking initiatives to expand park amenities through additional seating, shade, trash receptacles, and drinking fountains. During FY 2021, the Department is also preparing for the expiration of the Interlocal Agreement with Sarasota County and the addition of reservation, operation and maintenance responsibilities for nine unique parks.

TRANSPORTATION

Price Boulevard is the only major east-west thoroughfare through the City. The Price Boulevard Widening Project has been in planning and design since 2015. Phase I of the project, including the design, preparation of engineering plans and lot acquisition for retention ponds is scheduled to be completed in October, 2021. The project is a major infrastructure improvement which is funded through various resources including escheated lots, transportation and impact fees, surtax, and utility capacity fees. Alternative funding sources are being pursued for the remainder of the Price Boulevard Project costs.

Other projects of the Road and Drainage District include Hillsborough/Cranberry Intersection Improvements, I-75 Road Infrastructure Improvements – Toledo Blade, Tropicaire Boulevard Road Reconstruction, along with multi-modal expansion in various areas including bicycle lanes, sidewalks and pedestrian bridges. The Road and Drainage District continues its road and bridge rehabilitation projects in FY 2021.

DRAINAGE

The Drainage System Improvement project provides for the annual maintenance, rehabilitation and replacement of the City's stormwater drainage system infrastructure. This includes pipe replacement, outfall piping and culvert installation, rehabilitation of swales, retention ditches and canals. These improvements are part of a viable drainage program to maintain water quality and control potential flooding.

UTILITIES

Utilities continues its Neighborhood Expansion Project in FY 2021. This project will provide for the expansion of water and wastewater services into neighborhoods through a methodical, economic manner to maximize efficiency and minimize cost, once the master plan has been completed.

Water Distribution System Improvements provide for the reliability of potable water through the City's water utility system. In addition, the project improves fire flow, water quality and pressure, and reduces the amount of flushing necessary to maintain water quality.

Construction will start in FT 2021 on the Water Transmission from Myakkahatchee Creek Water Treatment Plant to Ortiz Boulevard project. This pipeline will be constructed pursuant to the US 41 Corridor Study which found this project necessary in order to serve the commercial properties along US 41 as demands increase throughout this area.

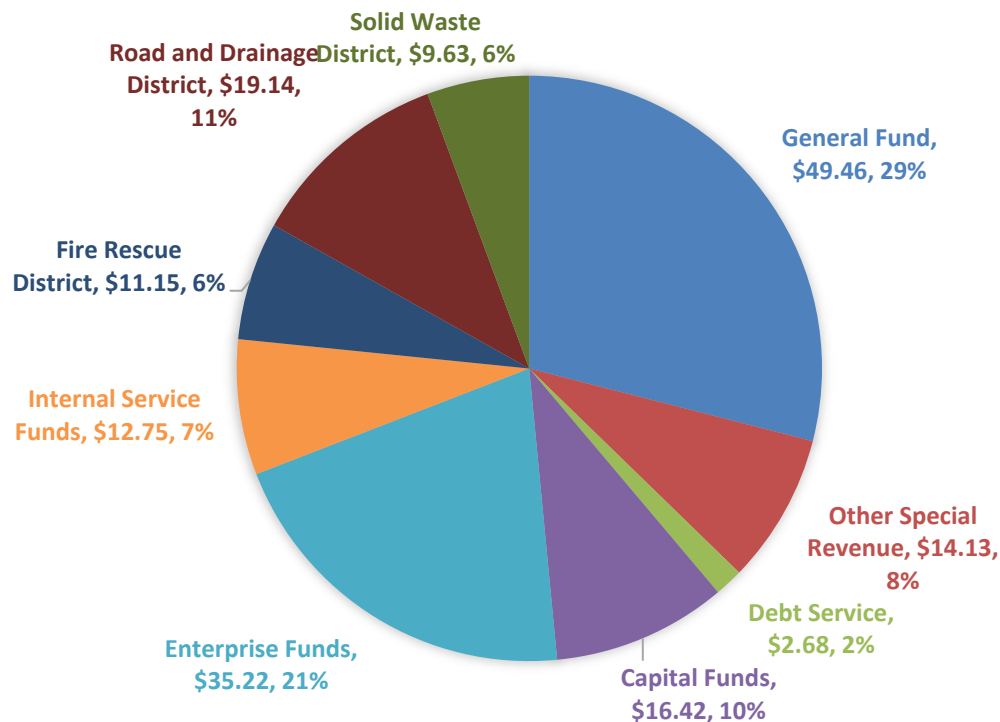
BUDGET OVERVIEW

The FY 2020 total adopted budget excluding transfers and retained earnings for all funds is \$170,588,660. This is \$110,050 more than the FY 2020 Adopted Budget of \$170,478,610.

Included in the adopted budget are General Fund appropriations of \$49,458,400. The adopted 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.

In 2021, the City is continuing with the uptick in property values, but the immediate future is uncertain. The effects of Covid on the economy could last for years to come. This 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 in aligning the priorities within the organization 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 the Commission in the budget development process. This is due to the Commission’s efforts to lead the City with forethought and deliberation.

**FY 2021 All Funds Proposed Budget - \$170.6 million
(In Millions)**











The proposed budget maintains services and increases total positions by eighteen FTEs. The proposed budget assumes: an increase in the level of funding of 5% for the Fire Rescue District and no increase in assessments for the Road and Drainage and Solid Waste Districts. Water and wastewater rates will increase 4% and 2%, respectively, for FY 2020. The City transitioned to a self-insured medical health plan in fiscal year 2019. The plan is funded based upon historical and projected claims and employee benefit costs are increasing by 7.2%. Dental and vision insurance plans are budgeted at no increase. The budget also provides for an average of a 3.5% performance-based increase for all non-bargaining employees and an annual consumer price index applied to paygrades. The actual increases for the union employees are subject to collective bargaining agreements.

General Fund -Highlights

The proposed General Fund budget excluding transfers totals \$49,458,400, representing an increase of \$2,965,130 or 6.38% compared to the FY 2020 adopted budget. Decreases in revenues due to Covid allowed for few enhancements to the budget for FY 2021. The approved millage rate of 3.7667 per \$1,000 assessed taxable valuation is a 2.76% decrease over millage rate from the prior year of 3.8735.

While the City projects an increase in some revenue, other changes and strategies have been deployed to balance the budget. The FY 2021 General Fund Budget includes funding enhancements for the following new positions and initiatives:

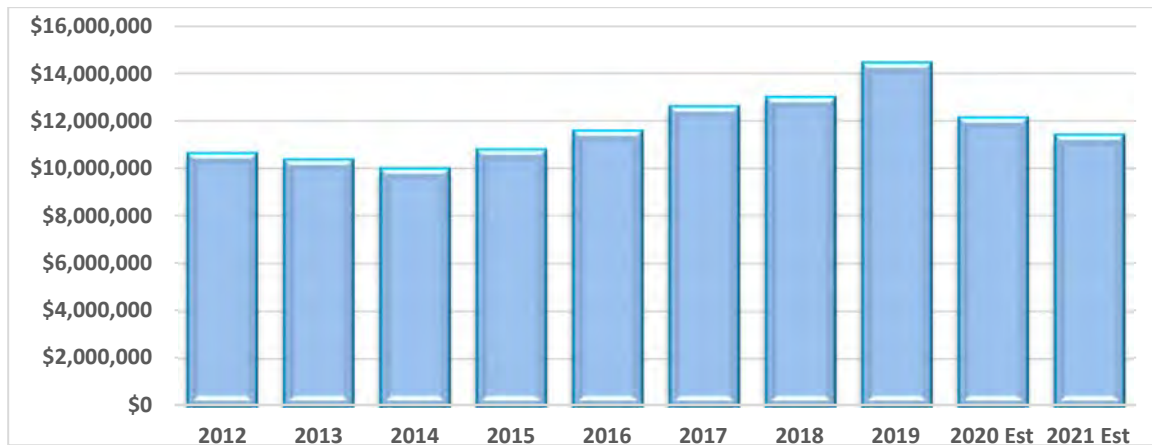
-  Paralegal
-  Market and Research Analyst
-  Housing and Life Skills Specialist
-  Computer Forensics Examiner (part time)
-  Crime Analyst
-  Activity Center Overlay
-  Special Detail for CoolToday Park
-  Professional Services for Labor Negotiations and Employee Relations

General Fund – Fund Balances

The City Commission approved on September 17, 2020 a new fund balance policy which strengthens the City's financial sustainability. The new policy establishes retaining a 20% Emergency and Disaster Reserve and up to an additional 10% for an Economic Stabilization Reserve. The total amount of reserves is calculated on the following year's budgeted expenditures. The 2021 General Fund Budget was approved based upon an estimated unreserved fund balance as of September 30, 2020 of \$12,130,781. However, a \$729,210 use of fund balance was appropriated for the FY 2021 budget. The FY 2021 General Fund Budget meets the 20% reserve policy for Emergency and Disaster with total fund balance of \$11,401,571 or 22.77% as shown in the chart below.

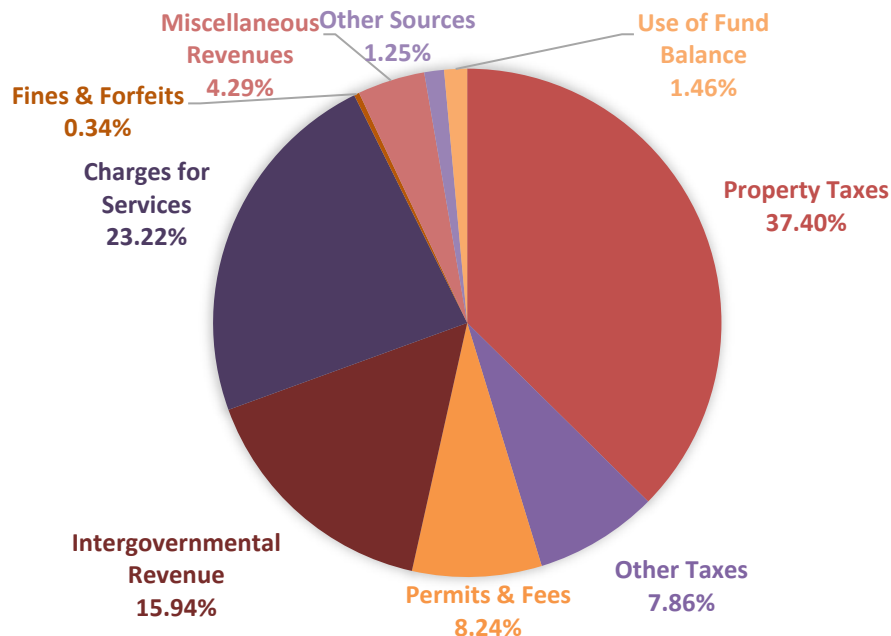
The chart below presents a ten-year history of the General Fund, fund balances.

General Fund – Fund Balance

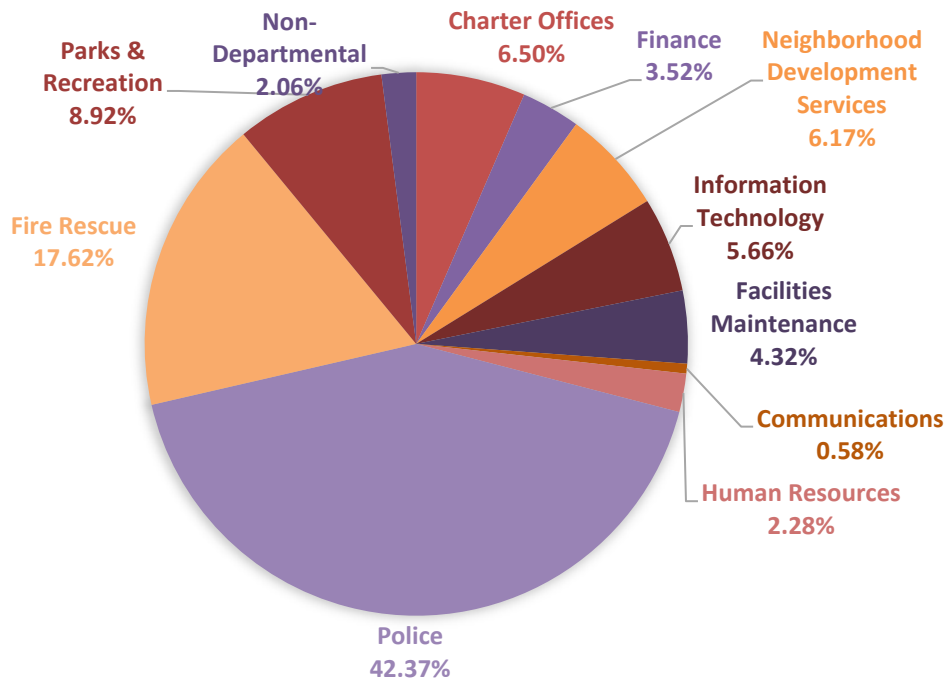


The General Fund, fund balance provides a measure of the financial resources available for future spending or appropriation. While the fund balance, itself does not reflect the general health of the government, the increase or decrease in the unassigned fund balance is an important indicator. It is equally 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. 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 expenditure variability that could serve to strain the City’s finances.

Where the General Fund Money Comes From



Where the General Fund Money Goes



Districts Funds Public Works

The proposed Road & Drainage District Fund budget excluding transfers totals \$19,142,880 and includes: appropriations to operate the City's roads, drainage, infrastructure, and engineering services, 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. This budget includes no increase in assessment rates.

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 completed the use of \$41,000,000 in bond proceeds to reconstruct approximately 266 miles of roads that are not up to standard in the City in FY 2019. This effort included 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 excluding transfers totals \$9,691,040 and includes: appropriations to operate the City's solid waste collection and disposal. The Solid Waste assessment is also unchanged from FY 2020.

Fire Rescue District

The proposed Fire Rescue District Fund budget excluding transfers totals \$11,153,860 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 5% increase in assessment rates.

The Fire Rescue District continues to recruit new Firefighters/Paramedics in FY 2021 to achieve needed staffing levels to meet increases in population and building construction.

Utilities Fund

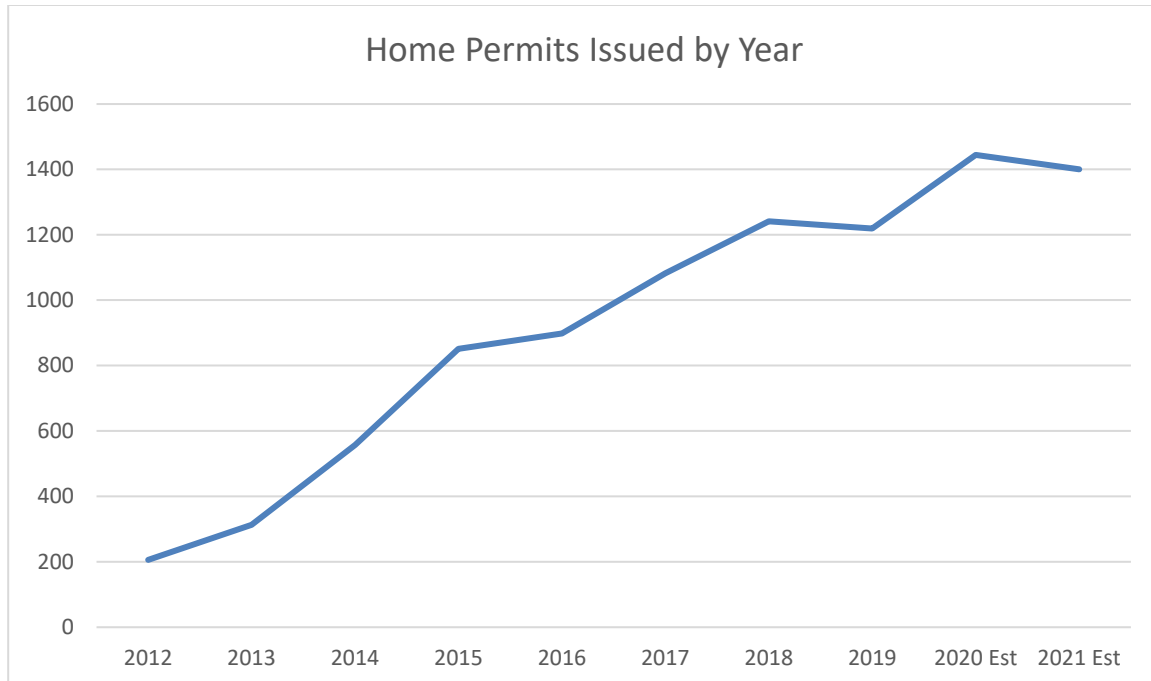
The proposed Utilities Funds budget excluding transfers totals \$35,224,500 and includes: appropriations to operate the City's water and sewer divisions, repayment of the debt service on the existing bonds and maintain required bond reserves and making capital improvements to the system in order to ensure 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 January each year. However, in the year that Utilities conducts a rate analysis study, the rates do not change by the CPI. Utilities conducted a rate study in FY 2019 and Commission approved a 4% water and 2% wastewater increase for fiscal year 2021.

The budget is based upon an estimated unreserved, retained earnings balance in the Utility Operating Fund as of September 30, 2020 of \$14,818,805, while maintaining debt service coverage.







Building Fund

The proposed Building Fund budget excluding transfers, which totals \$4,163,670, 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 a decrease of \$1,687,000 from the FY 2020 budget. This level of funding preserves our level of service established by funding allocated in FY 2020 which included two capital projects including a West Villages Development Services Center and a remodel of a portion of City Hall used by the Building Department. The Building Fund was established in fiscal year 2007 based upon changes to Florida Statutes.






Impact Fee Funds



Proposed projects contained within the Impact Fee Funds for FY 2021 include:

-  CradlePoint mobile router devices for Fire - \$32,800
-  Respirator Fit Tester for Fire - \$13,750
-  Reserve ambulance for Fire - \$353,000
-  Fire Utility Vehicle for parades, special events and access to the Myakka greenways - \$17,050
-  Three walking floor trailers for use at the Recycling Center and Organics Transfer Station - \$294,500
-  Payment to Sarasota County for improvements to River Road for \$880,850.

Infrastructure Surtax Fund





Proposed projects contained within the Surtax Fund for FY 2021 include:

-  Information Technology project for continued replacement of core networking equipment in City Hall - \$110,000
-  Police projects for \$2,794,000 that include:
 - Repair and resurfacing of the driving track located on Price Blvd
 - Automatic License Plate Readers
 - Building for use of Crime Scene and Property/Evidence
-  Parks and Recreation projects for \$2,573,020 that include:
 - Purchase and installation of Marquee Sign at Butler Park
 - Redevelopment of the Dallas White Park campus

- Converting SkyLogic Technology on six fields to the Musco Field Control System
- LaBrea Park Restrooms
- Machinery and equipment needed for the Interlocal Agreement regarding Parks with Sarasota County
-  Public Works projects for Road and Drainage include: the utilization of \$5,953,800 for the following projects:
 - Bridge Rehabilitation and Repair at Cranberry Blvd and Snover Waterway
 - Drainage System Improvements
 - Routine Road Maintenance
-  Utilities projects to include: the utilization of \$1,747,300 for:
 - Water distribution system improvements
 - Neighborhood water/wastewater expansion

Renewal and Replacement Funds

The Renewal and Replacement Funds are utilized to provide for the replacement of rolling stock and equipment and to support the upgrades of City facilities such as building components, playground equipment, shade structures, etc. The proposed expenditures for FY 2021 include:

-  Road and Drainage replacement vehicle purchases of \$422,400
-  Solid Waste replacement vehicle purchases of \$1,835,400
-  Tire changer for Fleet for \$8,250
-  Fire replacement of Cardiac Monitors for \$170,000

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 excluding transfers of \$5,914,500. 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.

Self-Insurance-Health Fund

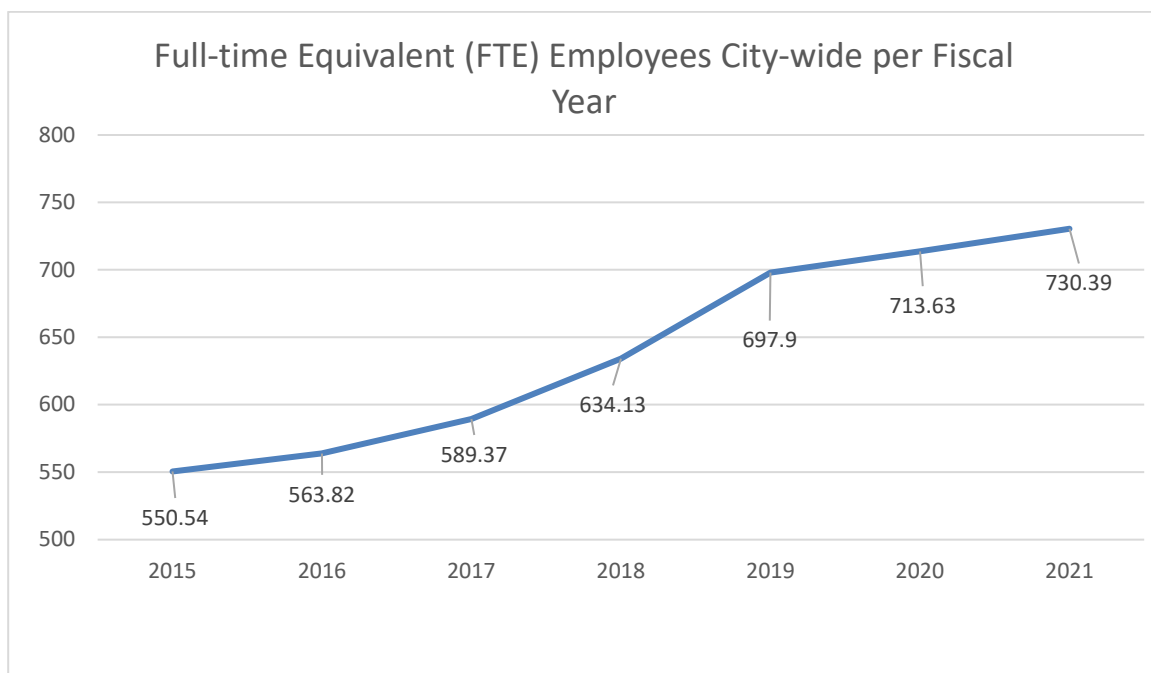
The City is transitioning to self-funded medical health insurance in FY 2019. This fund is only for the purpose of paying medical healthcare claims. The budget reflects a 7.2% increase based upon historical and trending of medical claims data for the City. The Employee Benefits will continue to fund 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 has been moving toward self-funded medical healthcare for the previous four years, which will provide opportunities for reducing medical insurance costs in the future. CIGNA will serve as administrator for the healthcare plan. The proposed budget for medical healthcare costs is \$9,899,380. The City will contribute \$7,710,680 toward the benefits and the employees will contribute \$1,602,250.

Personnel

As our economy pushes 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 2021 budget I am including an increase in the staffing for key areas of the City including six recruit positions in the Fire Department, five positions in Utilities, seven positions in the Road and Drainage District and two positions in both, Police (one part time) and Building. In addition, I am adding one position in the City Attorney's office, Economic Development, Social Services and Planning and Zoning (this position approved, but not funded).



The number of full-time equivalent employees for FY 2021 totals 730.39 positions not including seasonal personnel. This is a net increase of 16.76 FTEs from the FY 2020 budget. The chart below shows the City's 6-year history of full-time equivalent personnel as well as FY 2021.



The proposed budget for personnel also includes required pension plan contributions and wage increases based upon performance.

Other Significant Issues

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

-  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.
-  The City Commission has been presented a prioritized list of budget proposals that were cut from the budget as a result of decreased revenue estimates due to Covid that can be added through a budget amendment if revenues received are better than anticipated.

Conclusion

The FY 2021 budget development process was improved by the implementation of workshops with the Commission earlier in the process that allowed for the development of a budget based on Commission priorities. With the Commission's approval, reserves were used to balance the budget in the amount of \$729,210. This allowed the City to maintain the 20% required Emergency and Disaster Reserve and reduce the proposed millage increase.

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.

While the future trajectory of the economy still remains unclear, this budget endeavors to prepare North Port 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, this budget enhances service delivery in the area of public safety, transportation and drainage, and community enrichment. This 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.

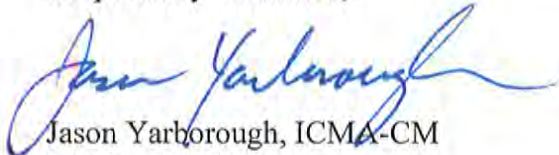
I wish to thank the Mayor and City Commission for sharing your proactive leadership in providing ideas and priorities for the City so they could be reflected in the budget. I also extend my appreciation to the Department Directors and their staff for their active participation and valuable contributions to the development of the FY 2021 budget. As a service-based organization, the employees remain the city's most valuable resources.

The FY 2021 budget 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 start work on the 2021 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,

A handwritten signature in blue ink, reading "Jason Yarborough". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Jason Yarborough, ICMA-CM
Interim City Manager

Executive Summary

The City of North Port adopted its Fiscal Year (FY) 2021 Annual Budget on September 17, 2020. Two public hearings were held for input from the citizens of North Port. The FY 2021 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 2020 – 2021 Comprehensive Annual Budget

	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUND	CAPITAL FUNDS	TOTAL GOVERNMENTAL FUNDS	PROPRIETARY FUNDS	TOTAL CITY-WIDE BUDGET
Revenues							
Ad Valorem Taxes	\$ 18,723,440	\$ -	\$ -	\$ -	\$ 18,723,440	\$ -	\$ 18,723,440
Non-Ad Valorem Assessments	-	33,070,520	-	-	33,070,520	-	33,070,520
Other Taxes	3,937,360	3,246,450	-	9,704,500	16,888,310	-	16,888,310
Permits & Special Assessments	4,123,830	13,263,200	3,009,610	-	20,396,640	2,224,810	22,621,450
Intergovernmental Revenue	7,982,460	519,760	-	-	8,502,220	-	8,502,220
Charges for Services	11,622,470	12,009,730	-	-	23,632,200	35,885,840	59,518,040
Fines & Forfeitures	169,410	9,000	-	-	178,410	100	178,510
Miscellaneous Revenues	2,147,620	1,493,680	80,000	1,037,000	4,758,300	1,848,770	6,607,070
Other Sources	628,100	4,000	-	-	632,100	-	632,100
Transfers In	-	-	-	3,646,630	3,646,630	1,198,430	4,845,060
Total Revenues & Other Financing Sources	\$49,334,690	\$63,616,340	\$3,089,610	\$14,388,130	\$130,428,770	\$41,157,950	\$171,586,720
Expenditures							
General Government	\$ 13,320,400	\$ 5,858,500	\$ -	\$ -	\$ 19,178,900	\$ 12,751,270	\$ 31,930,170
Public Safety	30,708,540	15,440,440	-	80,000	46,228,980	-	46,228,980
Physical Environment	-	9,391,140	-	-	9,391,140	23,810,490	33,201,630
Transportation	-	17,048,260	40,000	2,582,000	19,670,260	-	19,670,260
Economic Environment	445,790	-	-	-	445,790	-	445,790
Human Services	477,880	-	-	-	477,880	-	477,880
Culture & Recreation	4,436,000	902,060	-	-	5,338,060	-	5,338,060
Capital	69,790	4,539,400	-	13,753,020	18,362,210	7,545,660	25,907,870
Debt & Lease	-	-	2,638,820	-	2,638,820	3,868,350	6,507,170
Other Uses	605,500	3,654,230	-	-	4,259,730	1,198,430	5,458,160
Total Expenditures	\$ 50,063,900	\$ 57,714,880	\$2,678,820	\$ 16,415,020	\$ 126,872,620	\$ 49,174,200	\$176,046,820
Excess (Deficiency) of Revenues	(729,210)	5,901,460	410,790	(2,026,890)	3,556,150	(8,016,250)	(4,460,100)
Fund Balance / Net Position Beginning (unaudited)	\$ 12,130,781	\$ 25,907,780	\$3,089,610	\$ 14,388,130	\$ 54,807,792	\$15,624,094	\$70,431,886
Fund Balance / Net Position Ending (estimated)	\$ 11,401,571	\$ 31,809,240	\$3,170,980	\$ 11,982,151	\$ 58,363,942	\$7,607,844	\$65,971,786

Budget Overview

The guiding principle applied in preparing the City of North Port's annual budget is to bring to the community a fiscally responsible budget which funds the core services and facility needs of its residents. The annual budget incorporates strategic planning including projection of anticipated revenues and expenditures. The capital budget includes all anticipated projects and related operating cost to be initiated within the same five-year period.

Highlights of the FY 2021 Annual Budget:

- The City of North Port adopted FY 2020 budget totals \$176.05 million (*includes transfers and reserves*) for all funds, an increase of \$736,350 (0.42%) from the FY 2020 budget
- The adopted millage rate of 3.7667 is an increase of 0.1068 mills over FY 2020
- The Fire Rescue District assessment rates increased 5% for FY 2021
- The Road and Drainage District and Solid Waste District assessment revenues remained the same as FY 2020
- The General Fund budget for FY 2021 is \$50,063,900 an increase of \$3,212,630 or 6.86% from FY 2020
- General Fund reserves are projected to remain at or above 20% of the operating budget with an emergency/disaster reserve of \$11.4 million.
- In FY 2020, the City became self-insured for medical costs. A projected 7.2% increase in medical costs is included in the budget.
- Utility rates increased 4% for water and 2% for wastewater based on the rate study completed in FY 2019

Significant changes in the FY 2021 City-wide Budget are:

- Total of 733 positions, a net workforce increase of 18 full time positions;
- Increase in wages/salaries of \$763,432 due to the Commission budget initiative to implement an annual cost of living increase and up to a 3.5% merit increase for non-bargaining employees;
- Budget provides for salary/wage increases for all non-union and union employees ranging from 3% to 7%;
- Funding for capital projects which address traffic issues and non-vehicular transportation to:
 - Road Rehabilitation
 - Continue with the Sidewalk Program
 - Hillsborough and Cranberry intersection improvements
 - Sidewalk and Pedestrian Bridge at Woodhaven Drive
- Funding for capital projects which focus on flood reduction and water transmission includes:
 - Rehabilitation of Water Control Structure 108
 - Drainage System Improvements
- Funding for utility capital projects to:
 - Extend water and wastewater services
 - Myakkahatchee Creek Water Treatment Plant Improvements
 - Improve water transmission throughout the City

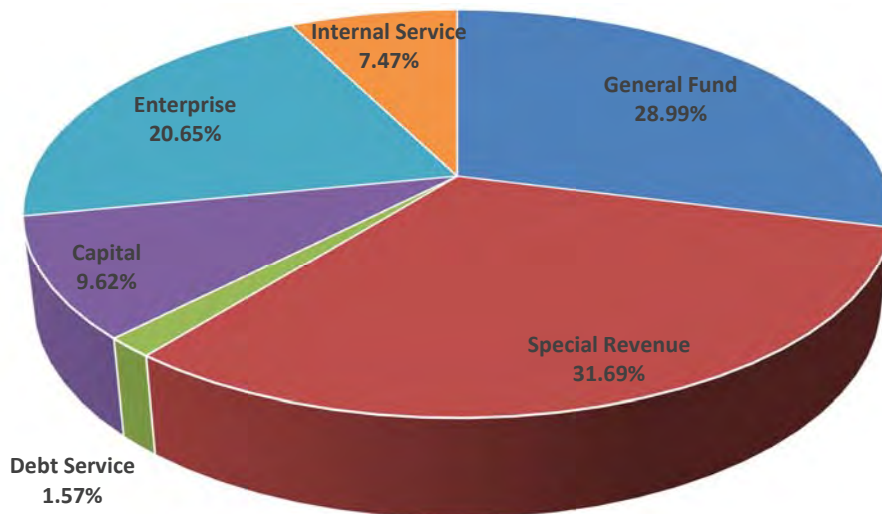
Funds and Fund Types

The budget presentation in this document shows fund groupings as governmental and proprietary funds and presents all appropriated resources.

Governmental fund types are General, Special Revenue, Debt Service and Capital Funds. The General Fund is the primary operating fund and accounts for most governmental activities. Special Revenue funds are used to account for expenditures linked to specific revenues such as building permits, gas taxes and district assessments. Departmental budgets in each fund are shown in the Departmental Summaries section of this document.

**Total Budget by Fund Type
% of Total Budget (excluding transfers)**

GOVERNMENTAL FUNDS		% by Fund Type	% of Total Budget	
General Government		28.99%		
001	General Fund	\$	49,458,400	28.99%
Special Revenue Funds		31.69%		
107	Road & Drainage District		19,142,880	11.22%
110	Fire Rescue District		11,153,860	6.54%
120	Solid Waste District		9,631,040	5.65%
1xx	Other Special Revenue Funds		11,172,270	6.55%
15x	Impact Fee Funds		2,960,600	1.74%
Debt Service Fund		1.57%		
205	Road Reconstruction Bond Debt Service		2,678,820	1.57%
Capital Funds		9.62%		
306	Surtax III		13,678,970	8.02%
3XX	Renewal and Replacement		2,736,050	1.60%
PROPRIETARY FUNDS				
Enterprise Funds		20.65%		
420	Water and Wastewater		33,004,630	19.35%
423	Water Capacity Fees		1,689,870	0.99%
424	Sewer Capacity Fees		530,000	0.31%
Internal Service Funds		7.47%		
530	Self-Insurance Risk Fund		1,942,270	1.14%
540	Self-Insurance Medical Fund		9,899,380	5.80%
810	Employee Benefit Fund		909,620	0.53%
Total Budget (excluding interfund transfers)			\$ 170,588,660	100.00%



**Summary Comparison of FY 2021 to FY 2020
Budgeted Funds by Fund Type
(excludes interfund transfers)**

<i>FUND</i>	FY 2021	PERCENT OF TOTAL	FY 2020	PERCENT OF TOTAL	DOLLAR CHANGE	PERCENT CHANGE
<i>General Fund</i>	\$ 49,458,400	28.99%	\$ 46,493,270	27.27%	\$ 2,965,130	6.38%
<i>Special Revenue Funds</i>	54,060,650	31.69%	53,081,440	31.14%	979,210	1.84%
<i>Debt Service Fund</i>	2,678,820	1.57%	2,676,000	1.57%	2,820	0.11%
<i>Capital Funds</i>	16,415,020	9.62%	12,482,210	7.32%	3,932,810	31.51%
<i>Proprietary Funds</i>	47,975,770	28.12%	55,745,690	32.70%	(5,949,920)	(10.67)%
TOTAL	\$ 170,588,660	100%	\$ 170,478,610	100%	\$ 110,050	0.06%

Revenue Groups – All Funds

Local Taxes and Assessments – Ad valorem property taxes (based on a millage rate levied on property value), non-ad valorem assessments (levied on a per unit basis), utility and services taxes (communication and utility services, business tax receipts), insurance premium tax for fire and police, gas taxes

Permits, Fees and Special Assessments – building permit fees, franchise fees, impact fees

Intergovernmental – state shared revenues (municipal sales tax, half-cent sales tax), grants (federal, state and local), Community Development Block Grant (CDBG)

Charges for Services – water and wastewater service charges, administrative service charges, admission fees, program fees, inspection and plans review fees, property standards abatement fees, cost recovery income

Fines and Forfeits – traffic fines, violations of local ordinances, code enforcement fines, other judgments and fines

Miscellaneous – investment income, return on investment, rentals, disposition of fixed assets, contributions and donations, purchasing card and E-payable rebates

Other – interfund transfers, lease proceeds, debt proceeds, discounts taken, insurance recoveries, capital contributions, appropriated reserve of fund balance

Expenditure Groups – All Funds

General Government – City Commission, City Attorney, City Clerk, City Manager, Communications, Financial Services, Planning & Zoning, Information Technology, Human Resources, Facilities Management, Fleet Management, Self-Insurance Funds, Employee Benefit Fund, Non-Departmental

Public Safety – Police, Emergency Medical Services, Fire Rescue District, Emergency Management, Building, Property Standards

Physical Environment – Solid Waste District, Water and Wastewater Service, Tree Fund

Transportation – Road and Drainage District

Economic Environment – Economic Development

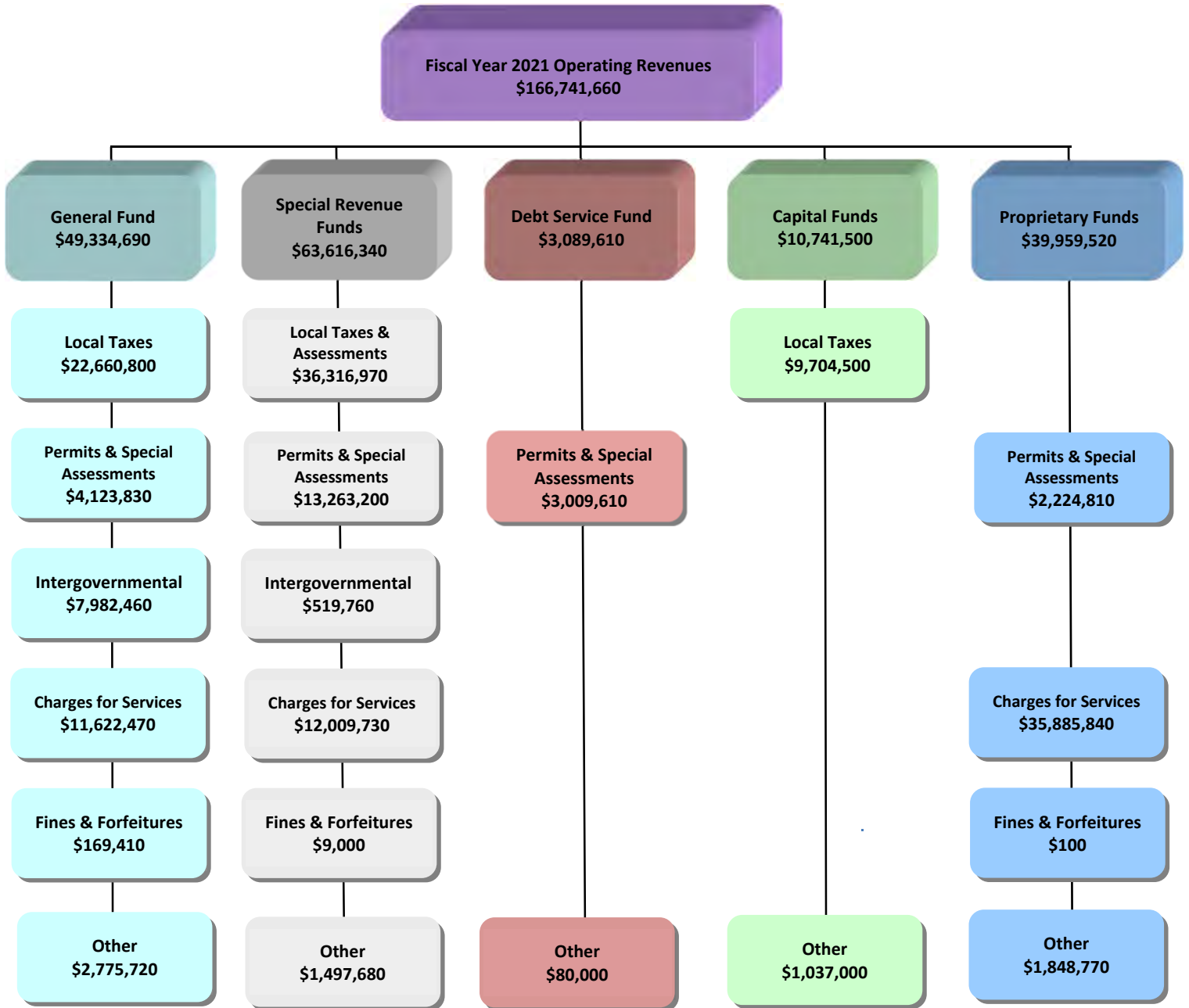
Human Services – Social Services

Culture/Recreation – Parks Administration, Recreation, North Port Aquatic Center, Parks Maintenance, Warm Mineral Springs Park

Capital – New and replacement asset expenditures, capital project expenditures

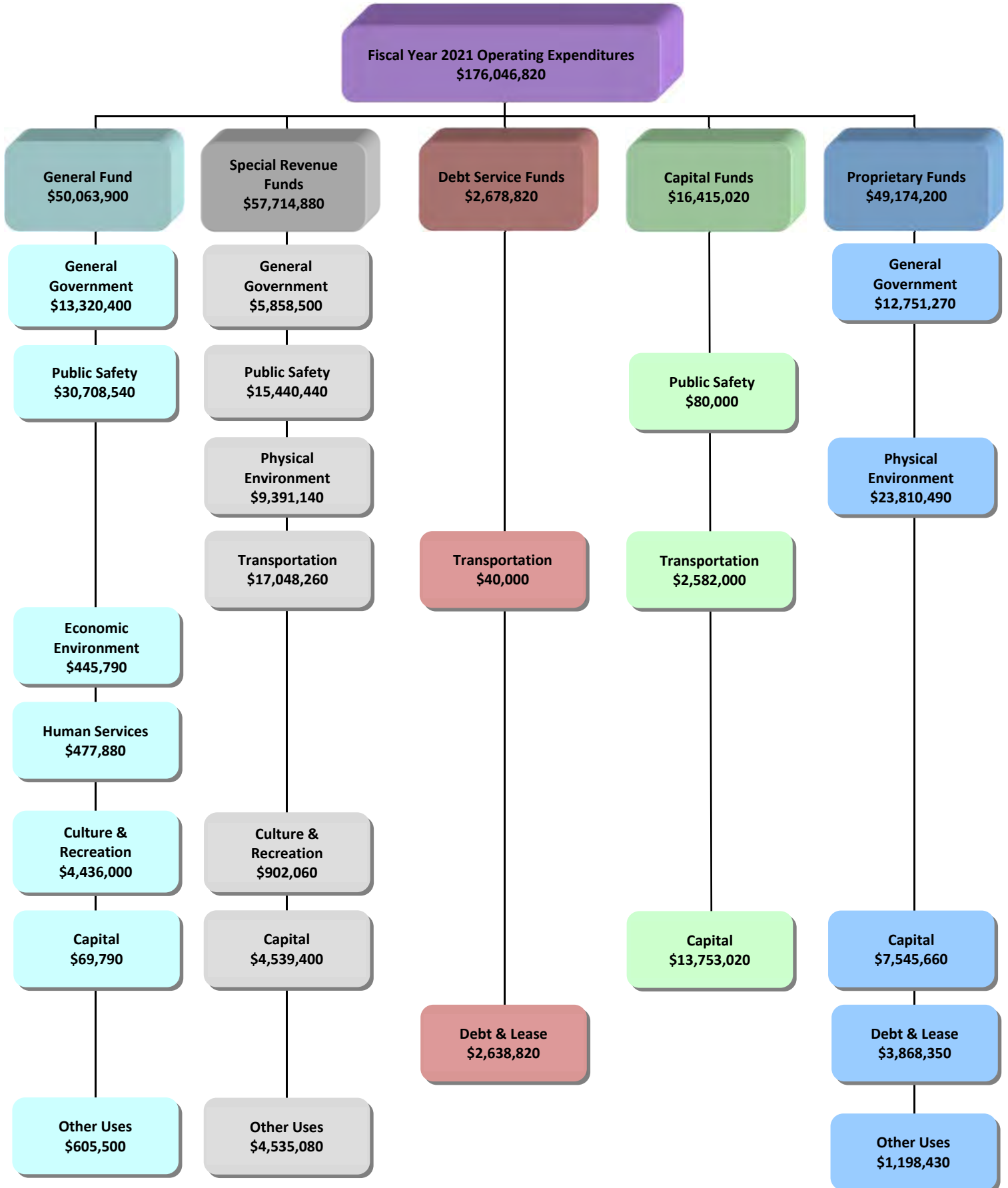
Debt Service – Expenditures for principal and interest paid on bonds and loans

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

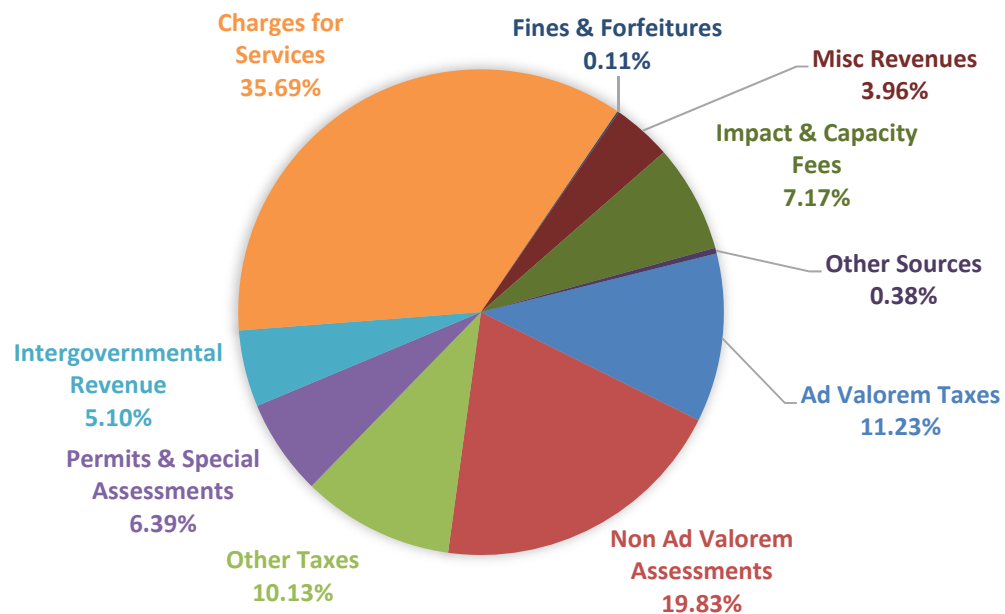


Revenues

The primary budget policy consideration in the FY 2021 revenue budget development was the current and future economic conditions and how to best utilize these resources to deliver city services. The following chart illustrates the City's revenues for fiscal year 2021.

Fiscal Year 2021

Where the Money Comes From – All Funds



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. The City of North Port utilizes most of its allowable revenue sources; however, there are still options available should the City determine the need to raise revenue. These options include: increasing utility taxes; charging for services which currently are provided at low or no cost.

Five-Year Revenue Summary – Governmental Funds (excludes transfers and reserves)

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Adopted	Percent of Total Revenue
Governmental Revenues						
Ad Valorem Taxes	\$ 11,017,059	\$ 12,079,877	\$ 13,589,529	\$ 17,370,230	\$ 18,723,440	15.50%
Non-Ad Valorem Taxes	27,049,508	27,291,667	28,713,025	31,843,480	33,070,520	27.37%
Other Taxes	15,744,238	16,936,841	18,113,433	18,981,560	16,888,310	13.98%
Permits & Special Assessments	10,310,140	10,359,404	10,505,925	11,450,980	10,640,960	8.81%
Intergovernmental Revenue	8,219,881	8,683,044	10,927,284	10,877,600	8,502,220	7.04%
Charges for Services	16,463,291	17,826,175	19,892,390	20,568,580	23,632,200	19.56%
Fines & Forfeitures	203,665	413,213	193,890	170,710	178,410	0.15%
Investment Income	908,873	1,058,582	3,807,690	1,370,260	3,245,500	2.69%
Miscellaneous Revenues	1,070,537	1,117,712	1,307,562	1,167,810	1,512,800	1.25%
Impact Fees	2,882,438	4,206,417	4,125,695	6,991,290	9,755,180	8.07%
Other Sources	51,534	44,305	1,451,718	19,000	632,100	0.52%
Total	\$ 93,921,164	\$ 100,017,237	\$ 112,628,141	\$ 120,811,500	\$ 126,781,640	100.00%

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. No earlier than July 1, the Value Adjustment Board meets to hear appeals of exemptions, deferrals, or classifications of property owners, and the City receives the Final Certification of Taxable Value from the Appraiser in October. Throughout the year, other adjustments may be made to the final taxable value. The following chart shows the total taxable value and millage rates since 2012 with the corresponding tax revenue

	Fiscal Year								
	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Adopted
Taxable Valuation (billions)	\$2.27	\$2.42	\$2.65	\$2.88	\$3.26	\$3.67	\$4.12	\$4.60	\$5.12
Tax Millage - Fiscal year	3.6167	3.4474	3.5974	3.5974	3.4770	3.4070	3.4070	3.8735	3.7667
Tax Revenue (millions)	\$8.07	\$8.10	\$9.23	\$10.09	\$11.02	\$12.08	\$13.58	\$17.23	\$18.72

PROPERTY TAX LEGISLATION AND LIMITATIONS

The City of North Port presents and adopts its annual budget in compliance with Truth-in-Millage (TRIM) requirements established by the Florida Legislature in 1980 to ensure taxpayers are fully informed on property tax rates and the taxing authorities that appear on the tax bill. To ensure taxpayers are able to participate in the budget and rate adoption processes of their local government, TRIM requires the following: proper advertisement; scheduling of public hearings; prescribed information that must be presented.

In 2007, the Florida Legislature passed legislation imposing a tax cap on local governments. Taxing authorities became limited in their ability to pass millage rate increases by a simple majority vote of the governing body. Under this legislation, the allowable simple majority millage rate equals the adjusted rolled-back rate increased by the growth in Florida personal income for the previous year. The adjusted rolled-back rate is the rate which would generate the same amount in taxes at the prior year's simple majority rate. This rate is not necessarily the actual adopted rate of the previous year.

Impact on Sample Taxpayer

Ad Valorem Taxes	2020 Taxable Value	2020-2021 Millage Rates	2020-2021 Tax Bill	2019 Taxable Value	2019-2020 Millage Rates	2019-2020 Tax Bill	Change from Prior Year
<i>City of North Port</i>	134,478	3.7667	\$ 506.54	130,330	3.8735	\$ 504.83	\$ 1.71
<i>Sarasota County</i>	134,478	3.2149	432.33	130,330	3.2075	418.03	14.30
<i>Sarasota Co. Debt Service</i>	134,478	0.1253	16.85	130,330	0.1317	17.16	(0.31)
<i>Sarasota County Legacy Trail</i>	134,478	0.0688	9.25	130,330	0.0419	5.46	3.79
<i>Mosquito Control</i>	134,478	0.0510	6.86	130,330	0.0520	6.78	0.08
<i>Sarasota Memorial Hospital</i>	134,478	1.0420	140.12	130,330	1.0420	135.80	4.33
<i>SW FL Mmgmt Dist.</i>	134,478	0.2669	35.89	130,330	0.2801	36.51	(0.62)
<i>West Coast Inland Navigation</i>	134,478	0.0394	5.30	130,330	0.0394	5.14	0.16
<i>School District State</i>	159,478	3.7270	594.37	155,300	5.4430	845.46	(256.19)
<i>School District Local*</i>	159,478	3.2480	517.98	155,300	1.5000	232.99	284.99
Total Ad Valorem		15.5500	\$ 2,260.50		15.6111	\$ 2,208.16	\$ 52.24
Non-Ad Valorem Taxes							
<i>Fire Rescue District</i>			\$ 367.38			\$ 333.16	\$ 34.22
<i>Solid Waste District</i>			245.00			245.00	-
<i>Road & Drainage District</i>			171.56			171.56	-
<i>North Port R&D Capital Imp</i>			46.00			46.00	-
Total Non-Ad Valorem			829.94			795.72	34.22
Total Tax Bill			\$ 3,095.44			\$ 3,003.88	\$ 91.56

*Previously School District Capital and Discretionary Operating

EXEMPTIONS

The Florida Constitution provides every permanent resident who is a homeowner a homestead exemption on the first \$25,000 of home value. In 2008, Legislation allowed for an additional \$25,000 exemption applicable to all non-school taxing authorities appearing on the resident’s tax bill. The legislation further provided portability of the “Save Our Homes” exemption up to \$500,000 upon a change in property ownership within Florida.

The “Save Our Homes” initiative limits the annual increase in assessed value of a homesteaded property to the lesser of the prior year United States City Average Consumer Price Index (CPI) or 3%. The maximum increase in the assessed value of homesteaded properties in the current year is 2.3%.

Non-Ad Valorem Assessments

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 27.37% of the total governmental revenues (excluding transfers and reserves) and are 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.

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 \$245 annually per residence.

District Assessment Revenue (in millions)	Fiscal Year								
	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2020 Adopted
Road & Drainage Assessment Revenue	\$10.65	\$10.03	\$10.37	\$10.85	\$11.19	\$11.52	\$11.58	\$12.22	\$12.74
Fire Rescue Assessment Revenue	\$7.37	\$8.43	\$7.84	\$8.42	\$8.61	\$8.84	\$9.94	\$11.18	\$12.40
Solid Waste Assessment Revenue	\$7.03	\$6.74	\$6.87	\$7.04	\$7.25	\$6.94	\$7.19	\$7.94	\$7.93

Proprietary Revenue Sources

In addition to the general government operations, the City also operates a water and wastewater utility system (enterprise fund); two self-insurance funds (internal service fund); and an employee benefits fund (internal service fund) which are all budgeted and accounted for as proprietary funds.

As shown in the following table, water and wastewater revenues are projected to increase a total of \$1,402,290 or 3.51%, attributable to additional water and wastewater customers due to increased construction activity and an increase in fees as a result of the 2019 rate study. Internal service fund revenues are expected to increase \$1,260,530 due to the additional employees combined with a 7.20% increase in health insurance.

**Five-Year Revenue Summary – Proprietary Funds
(excludes transfers and reserves)**

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted	Percent of Total Revenue
Proprietary Revenues						
Permits & Special Assessments	\$ 2,901	\$ 15,057	\$ 5,458	\$ 18,290	\$ 18,290	0.05%
Intergovernmental	135,198	807,610	475,625	-	-	0.00%
Water & Wastewater Charges	20,738,301	21,632,654	22,879,629	22,951,730	24,354,020	60.95%
Other Charges for Service	2,008,685	2,088,826	9,055,057	10,613,130	11,531,820	28.86%
Fines & Forfeitures	-	-	400	100	100	0.00%
Capacity Fees	3,670,813	5,597,461	4,503,212	1,637,410	2,206,520	5.52%
Miscellaneous Revenues	6,758,829	7,504,084	2,197,021	1,820,110	1,848,770	4.63%
Other Sources (excludes budgeted transfers)	5,831,763	3,522,204	8,655,690	-	-	0.00%
Total	\$39,146,490	\$41,167,896	\$47,772,092	\$37,040,770	\$39,959,520	100.00%

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 and rely principally on revenue derived from user fees to fund operations. 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. General governmental revenues and non-ad valorem assessments are not 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 \$24,354,020 or approximately 89.59% of the total enterprise revenues. These revenues are largely determined by customer growth and utility developer agreements.

In FY 2019, a rate analysis was completed establishing rates for utility water and wastewater charges. A 4% water increase and 2% wastewater increase was included in the fiscal year 2021 budget. Each year rates were automatically adjusted based on 100% of the January Consumer Price Index for Miami-Fort Lauderdale region

SELF-INSURANCE RISK FUND

The Self-Insurance Risk Fund was established to provide for the overall management of the City’s risk insurance. 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 costs of claims.

SELF-INSURANCE MEDICAL FUND

The Self-Insurance Medical Fund was established and became effective on October 1st of FY 2019 to provide for the overall management of the City’s medical insurance.

EMPLOYEE BENEFITS FUND

The Employee Benefits Fund was established to provide City employees with comprehensive and cost-effective benefit programs. The benefit programs are funded through all operating funds of the City and employees may purchase additional coverage for themselves and their families which is reflected in the budgeted revenues. This fund includes all the employee benefits except medical insurance.

Expenditures

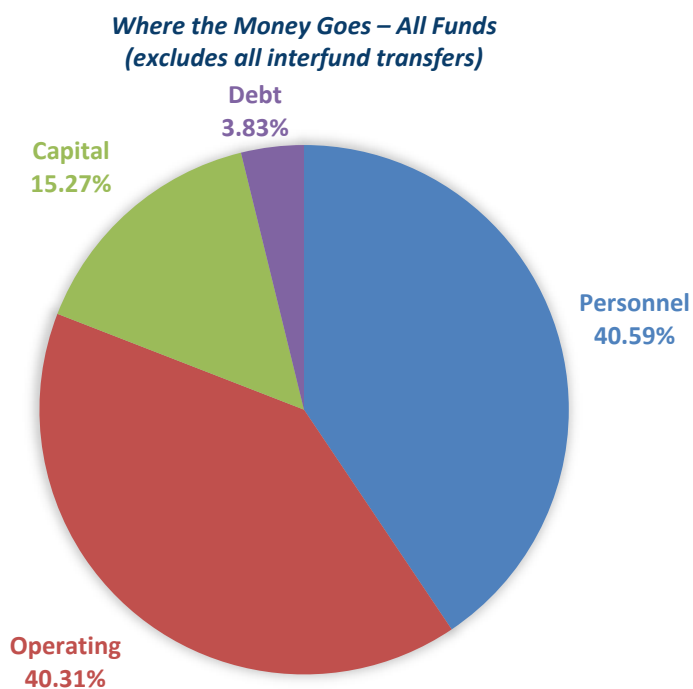
In FY 2021, the adopted budget was developed with a look toward the past, present and the anticipated future financial conditions of the City. The framework for the adopted budget was established under the goal to maintain resources at sustainable levels to ensure high quality services are delivered in a cost-effective manner.

The following policies guided the development of the FY 2021 personnel budget of the City.

- ✓ New positions are budgeted to start on January 1st or later, if service levels allow.
- ✓ Record eliminated or frozen positions.
- ✓ Include retirements and any payout of accrued benefits based upon personnel policy.

During budget development, major new programs or one-time costs were adopted. These operating expenditures are discussed in the Fund Summary section of this document.

The following graph depicts the budget categories and the percentage of funding allocated to each.



- Personnel expenditures total \$68,876,320
- Operating expenditures total \$68,416,450
- Capital outlay totals \$25,907,870
- Debt service totals \$6,507,170

Governmental Expenditures

Five-Year Governmental Expenditures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Expenditures					
<i>General Government</i>	\$ 14,815,026	\$ 16,137,568	\$ 16,752,335	\$ 18,029,040	\$ 19,178,900
<i>Public Safety</i>	29,715,292	33,315,061	38,115,124	43,102,770	46,228,980
<i>Physical Environment</i>	8,695,163	9,736,606	8,239,718	8,837,220	9,391,140
<i>Transportation</i>	16,550,499	16,338,465	12,207,701	18,575,880	19,670,260
<i>Economic Environment</i>	290,182	325,101	276,594	477,550	445,790
<i>Human Services</i>	259,850	367,555	403,266	384,400	477,880
<i>Culture & Recreation</i>	2,162,464	6,864,408	4,112,537	5,099,890	5,338,060
<i>Capital</i>	22,407,282	18,711,859	25,281,988	16,709,320	18,362,210
<i>Debt & Lease</i>	4,498,119	4,460,054	5,336,087	2,636,000	2,638,820
<i>Other Uses</i>	2,138,226	3,992,770	5,777,650	4,062,710	5,140,580
Total Expenditures	\$ 101,532,103	\$ 110,249,447	\$ 116,503,000	\$ 117,914,780	\$ 126,872,620

The total Governmental Funds budget is \$126,872,620, up \$8,957,840 from FY 2020 adopted.

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; Information Technology; Social Services; Human Resources and Risk Management; Fleet Management; and Non-Departmental.
- *Neighborhood Development Services:* - Planning and Zoning and Code Enforcement.
- *Maintenance and Landscaping Services:* Facilities 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 122 sworn officers, 45 civilian employees consisting of telecommunications, records personnel and administrative staff. A full time Crime Analyst and part time Computer Forensic Examiner have been approved as additional positions in the FY 2021 budget.

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 136 full-time employees. The department operates three shifts with 37 fire/medic personnel for each shift.

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. Forty four 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 (60%), the Solid Waste District (15%), the General Fund (10%) and Fleet Management (15%).

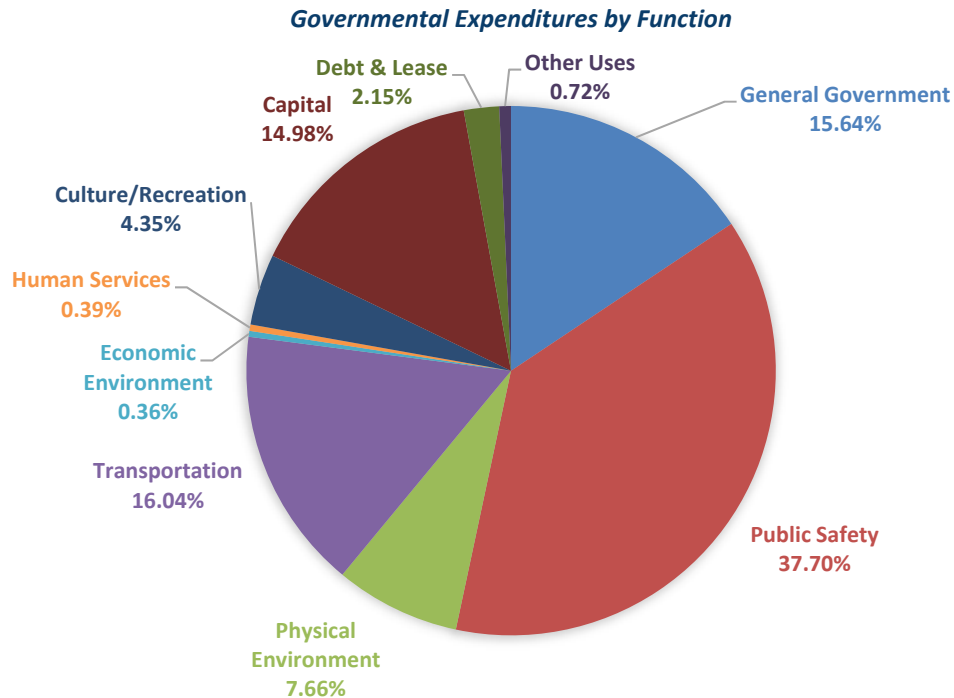
TRANSPORTATION

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, 79 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, swale rehabilitation, drainage system improvements and extensive road rehabilitation. The District provides these services with a staff of 106 employees. Seven new positions are budgeted for FY 2021: one Infrastructure Inspector and four Mowing Equipment Operator I and two Mowing Equipment Operator II positions for in house mowing of the City rights of way. All new positions are scheduled to begin on January 1, 2021.

CULTURE AND RECREATION

The City maintains ten neighborhood parks, seven community/activity centers, four recreational/sports facilities and seven special use parks. Currently, the Parks and Recreation Department has approximately twenty projects under construction (including prior year projects) funded in the Capital Improvement Plan. The recreational and cultural activities provided for the community by the department, along with the diverse parks, facilities and natural spaces, support health and wellness, enrich life experiences and enhance the quality of life in the community. The North Port Aquatic Center is the largest construction project to date and opened in September 2019.

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



NON-DEPARTMENTAL

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 COST ALLOCATION

An interfund cost allocation is used by the City of North Port to recover costs associated with activities performed by administrative cost centers which includes these departments: City Commission, City Attorney, City Clerk, City Manager, Finance, Human Resources, Information Technology, Facilities Maintenance.

The methodology used to determine the costs allocated to the internal service recipients is based on a percentage calculation of the total city budget and indirect costs are allocated among the City departments. The allocation 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 cost 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.

Proprietary Expenses

The total Enterprise funds budget is \$36.4 million, a decrease of \$9.5 million.

- Personnel expenses total \$6.48 million
- Operating expenses total \$17.33 million
- Capital outlay total \$7.55 million

The total Internal Service funds budget is \$12.7 million, an increase of \$1.2 million.

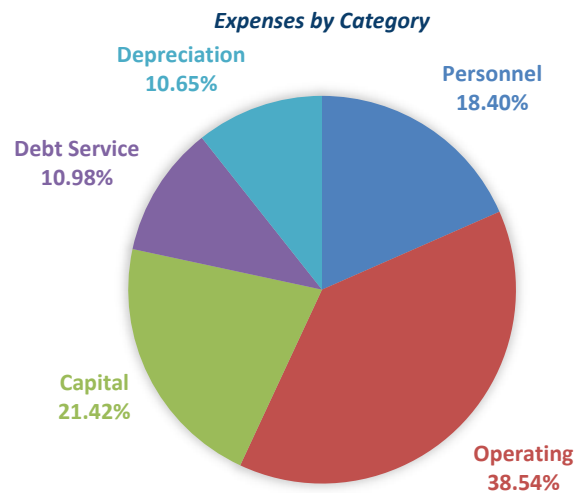
Utility Enterprise Expenses

All expenses to support utility operations are funded by the sale of utility services to customers, no taxes or district assessments are used. In FY 2021, the Utilities Enterprise Fund is budgeted to pay the General Fund \$1.8 million as reimbursement for administrative support services and other goods and services supplied to the utility. An annual rate review was prepared to determine if revenues derived from user charges and connection fees are adequate to cover the operating and capital costs, including debt service and resulted in a 4% increase to water and 2% increase to wastewater charges for FY 2021.

The following table shows the total expenditures of the utility enterprise funds from FY 2017 through FY 2021, excluding transfers. As noted under the Budgetary Accounting Section, capital outlay and debt service are reflected as budgeted expenses, although both items are balance sheet items in the City's Comprehensive Annual Financial Report as required by GAAP.

Five-Year Summary of Enterprise Expenses

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2019 Adopted	FY 2021 Adopted
EXPENSES					
General and Administration	\$ 3,592,525	\$ 3,813,830	\$ 3,731,660	\$ 4,216,000	\$ 4,571,710
Water Systems	6,060,745	6,261,241	6,613,538	7,181,390	7,507,860
Wastewater Systems	3,878,253	4,059,110	4,017,219	4,595,670	5,425,030
Field Operations	3,953,654	5,155,655	4,742,645	5,394,700	5,409,900
Engineering	-	-	944,113	859,080	895,990
Capital Outlay	-	-	-	18,105,450	7,545,660
Debt Service	1,114,425	1,038,119	949,874	3,887,580	3,868,350
Total	\$ 18,599,602	\$ 20,327,955	\$ 20,999,049	\$44,239,950	\$35,224,500



Internal Service Funds Expenses

All expenses for the Self-Insurance Risk Fund are funded by all departments in the City and all expenses of the Self-Insurance Medical Fund and Employee Benefits Fund are funded by the City's departments and employees. The Self-Insurance Medical Fund was effective October 1, 2018 and only includes medical benefits; dental, vision and other employee benefits are included in the Employee Benefits Fund.

Five-Year Summary of Internal Service Expenses

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
EXPENSES					
General Government	\$ 8,153,197	\$ 8,339,454	\$ 10,727,440	\$ 11,505,740	\$ 12,751,270
Capital Outlay	-	-	-	-	-
Total	\$ 8,153,197	\$ 8,339,454	\$ 10,727,440	\$11,505,740	\$ 12,751,270

Capital Outlay

The City of North Port continues its commitment to infrastructure improvements, community recreational facilities, and utility expansion projects. 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. \$22 million is appropriated for FY 2021. Following are charts showing the projected governmental and enterprise sources to fund the Five-Year Capital Improvement Program for Fiscal Years 2021 - 2025.

City of North Port Capital Improvement Program – FY 2021

FISCAL YEAR 2021	BUDGET
District Funds	\$ 5,238,320
Impact Fee Funds	60,000
Other Special Revenue Funds	94,130
Capital Funds	12,467,300
Enterprise Funds	4,161,460
TOTAL PROJECTED CAPITAL PROJECTS - FY 2021	\$ 22,021,210

City of North Port Five Year Capital Improvement Program – FY 2021-2025

FISCAL YEARS 2021 – 2025	BUDGET
District Funds	\$ 43,684,590
Impact Fees Funds	6,324,770
Other Special Revenue Funds	119,130
Capital Funds	47,556,324
Enterprise Funds	10,258,130
TOTAL PROJECTED CAPITAL PROJECTS - FY 2021 - 2025	\$ 107,942,944

Planning, designing and/or construction of the following non-recurring major capital projects began in prior fiscal years and will be completed in FY 2021 or a subsequent year:

- Price Traffic Signal at High School
- Sidewalk and Pedestrian Bridge Woodhaven Drive
- Water Control Structure 113
- West Villages Development Services Center
- City Hall NDS Development Management Center
- Fire Station 81 Renovation

- Network Infrastructure
- Tropicaire Boulevard Pedestrian and Bicycle Ways Shared Use Path
- Neighborhood Water/Wastewater Line Extensions

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

- Public Works Facility
- Solid Waste Transfer Station
- Park Amenities Program
- Garden of Five Senses – Nature Center with Pavilion and Parking
- Bridge Rehabilitation and Repair
- Drainage Improvement Program
- Water Pipeline Bridge Replacements – Haberland/Woodhaven/North Toledo Blade
- Wastewater Transmission Oversizing

The FY 2021 Adopted Budget includes \$25,907,870 in appropriated capital outlay. Governmental projects and asset replacements total \$18,362,210; \$7,545,660 is budgeted in utility capital expenses. Detailed information on the City's adopted capital plan and projects is in the Capital Improvement Plan chapter of this document.

Multi-Year Maintenance Programs

The FY 2021 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
- Repairing and rehabilitating City roadways
- Bridge rehabilitation
- Drainage Improvements
- Sidewalk and Pedestrian Bridges Program
- Park Amenities

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 with these costs being 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 are completed. When vehicles are replaced, and road reconstruction is completed in an area, decreased maintenance costs are realized. 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.

Projections

An important element of the annual budget process for the City of North Port is the preparation of short and long-term financial forecasts and analyses. Projections for the FY 2021 budget include historic and current year data along with published state and industry economic research. Professional rate studies for utility services, City policies, and capital improvement planning are considered in forecast assumptions.

Revenues and Expenditures

Revenue projections included in the financial plan are conservative which ensures that public services will be provided even if revenues fall short of projections. In cases where expenditures exceed revenues, rates may be increased, fund balances may be appropriated to the extent they are available, or the City may elect to issue debt to prevent large increases in taxes. The revenue and expenditure figures for all years have been adjusted to balance the effects of internal transfers and may differ from numbers presented in other sections of the budget.

This section includes five-year projections for only operating-type governmental funds. The funds included in this section are: 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 because these funds are primarily the appropriation of the applicable revenue source for specified purposes. 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 chart below outlines the City's forecast of the major governmental fund revenues and expenses for FY 2021 through FY 2025. The forecast shows the potential for challenging future budget preparation as growth in expenditures are expected to outpace growth in revenues. These projections are based on a series of conservative assumptions and do not reflect actions the City will take during this period to close the projected gaps.

This forecast includes growth rate assumptions for revenues and operating expense growth rates based on the Consumer Price Index as projected by the Bureau of Labor and Statistics (1.4% for September 2020). Personnel expenses were based on a higher assumption of 4%. The increase in ad valorem and non ad valorem revenue is projected slightly higher at 4%. Any additional adjustments known at this time for expenses (e.g. non recurring capital items or the end of the SAFER grant period) were included.

Governmental Projections

**Five-Year Governmental Projections
Includes Major Operating Governmental Funds**

	FY 2021 Adopted	FY 2022 Forecast	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast
Governmental Revenues						
Taxes - Ad Valorem	\$18,723,440	\$19,472,380	\$20,251,280	\$21,061,330	\$ 21,903,780	\$ 22,779,930
Assessments - Non-Ad Valorem	33,070,520	34,393,340	35,769,070	37,199,830	38,687,820	40,235,330
Other Taxes	7,183,810	7,284,380	7,386,360	7,489,770	7,594,630	7,700,950
Permits/Special Assessments	7,393,240	7,496,750	7,601,700	7,708,120	7,816,030	7,925,450
Intergovernmental	8,502,220	8,669,240	8,790,610	8,913,680	9,038,470	9,165,010
Charges for Service	16,392,100	16,621,590	16,854,290	17,090,250	17,329,510	17,572,120
Fines & Forfeitures	169,410	171,780	174,180	176,620	179,090	181,600
Investment Income	1,800,000	1,825,200	1,850,750	1,876,660	1,902,930	1,929,570
Miscellaneous Revenues	2,144,900	1,546,830	1,567,490	1,590,450	1,612,720	1,635,300
Total Revenues	\$95,379,640	\$97,481,490	\$100,246,730	\$103,106,710	\$106,064,980	\$109,125,260
Governmental Expenditures						
Personal Services	\$61,050,440	\$63,492,460	\$66,032,160	\$68,673,450	\$ 71,420,390	\$ 74,277,210
Operating Expenditures	30,010,970	30,431,120	30,857,160	31,289,160	31,727,210	32,171,390
Capital Outlay	2,488,440	2,523,280	2,558,610	2,594,430	2,630,750	2,667,580
Other Uses	3,596,630	3,646,980	3,698,040	3,749,810	3,802,310	3,855,540
Total Expenditures	\$97,146,480	\$100,093,840	\$103,145,970	\$106,306,850	\$109,580,660	\$112,971,720
Changes in Reserves	(1,766,840)	(2,615,350)	(2,899,240)	(3,200,140)	(3,515,680)	(3,846,460)
Fund Balance-Beginning Estimate	\$26,369,484	\$24,602,644	\$21,990,924	\$19,091,054	\$ 15,890,914	\$ 12,375,234
Fund Balance-Ending Estimate	\$24,602,644	\$21,990,294	\$19,091,054	\$15,890,914	\$ 12,375,234	\$ 8,528,774

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 2021 budget and 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 most 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 and 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 staff and are based on the 2020 Rate Study and recent historical trends. Except for water and wastewater rate increases, other revenues and expenditures are projected at an average escalation rate. The assumptions used for the Utilities forecast utilize the current rate study (a 4% water increase and 2% wastewater increase with a customer growth rate of 4%), recent trends and the utility rate ordinance.

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 Enterprise Projections

	Adopted	Five Year Projections				
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Revenues						
Permits and Special Assessments	\$ 18,290	\$ 18,550	\$ 18,810	\$ 19,070	\$ 19,340	\$ 19,610
Capacity Fees	2,206,520	2,237,410	2,268,730	2,300,490	2,332,700	2,365,360
Water & Wastewater Charges	24,353,020	26,086,960	27,944,350	29,933,990	32,065,290	34,348,340
Other Charges for Service	277,620	281,510	285,450	289,450	293,500	297,610
Fines & Forfeitures	100	100	100	100	100	100
Investment Income	305,000	309,270	313,600	317,990	322,440	326,950
Miscellaneous Revenues	21,700	22,000	22,310	22,620	22,940	23,260
Other Sources	1,198,430	1,215,210	1,232,220	1,249,470	1,266,960	1,284,700
Total Revenues	\$28,380,680	\$30,171,010	\$32,085,570	\$34,133,180	\$36,323,270	\$38,665,930
Expenditures						
Personal Services	\$ 6,481,610	\$ 6,740,870	\$ 7,010,500	\$ 7,290,920	\$ 7,582,560	\$ 7,885,860
Operating Expenditures	17,328,880	17,571,480	17,817,480	18,066,920	18,319,860	18,576,340
Capital Outlay	7,545,660	7,651,300	7,758,420	7,867,040	7,977,180	8,088,860
Debt Service	3,868,350	3,801,970	2,347,730	2,345,980	2,348,230	2,344,230
Other Uses	1,198,430	1,215,210	1,232,220	1,249,470	1,266,960	1,284,700
Total Expenditures	\$36,422,930	\$36,980,830	\$36,166,350	\$36,820,330	\$37,494,790	\$38,179,990
Funds Available (Funds Required)	\$(8,042,250)	\$(6,809,820)	\$(4,080,780)	\$(2,687,150)	\$(1,171,520)	\$ 485,940

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, 2019 consisting of the following:

GOVERNMENTAL DEBT		
Transportation Improvement Assessment Bonds (Bonds payable)		\$ 33,255,000
Plus, bond premium		785,426
State Revolving Loans		-
TOTAL GOVERNMENTAL DEBT		\$ 34,040,426
ENTERPRISE FUND DEBT		
Revenue Bonds (Bonds Payable)		\$ 9,561,655
State Revolving Loans		17,338,817
TOTAL ENTERPRISE DEBT		\$ 26,900,472

Bond Debt

The transportation improvement assessment bond debt is paid by the Debt Service Fund; the State Revolving Loan is paid by transportation impact fees; 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
\$39,525,000 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.	\$33,255,000	\$ -
\$6,211,908 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.	-	5,382,655
\$11,670,000 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.	-	4,179,000
\$23,400,800 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.	-	15,228,229
\$2,579,567 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.	-	1,633,441
\$576,035 State Revolving Fund Loan, due in semi-annual installments of \$14,242 - \$20,584 beginning December 15, 2017 through June 15, 2037; interest at 0.394%; secured by a pledge of the net revenues of the system operations and impact fees.	-	477,148
TOTAL BONDS	\$33,255,000	\$26,900,473

Debt Maturity

The following chart shows the debt service requirements as of September 30, 2019.

GOVERNMENTAL FUNDS		TRANSPORTATION	
TRANSPORTATION IMPROVEMENT ASSESSMENT BONDS			
Year Ended September 30		<u>Principal</u>	<u>Interest</u>
2020		1,030,000	1,605,994
2021		1,085,000	1,554,494
2022		1,125,000	1,511,094
2023		1,185,000	1,454,844
2024-2028		6,850,000	6,652,219
2029-2033		8,590,000	4,594,125
2034-2038		10,880,000	2,312,750
2039		2,510,000	125,500
TOTAL		\$33,255,000	\$ 19,811,020
ENTERPRISE FUNDS		WATER & SEWER UTILITY	
REVENUE BONDS			
Year Ended September 30		<u>Principal</u>	<u>Interest</u>
2020		1,760,689	309,538
2021		1,808,280	263,521
2022		1,855,456	216,745
2023		449,333	168,626
2024-2028		2,527,420	554,377
2029-2030		1,160,477	71,441
TOTAL		\$9,561,655	\$ 1,584,248
STATE REVOLVING LOANS			
Year Ended September 30		<u>Principal</u>	<u>Interest</u>
2020		1,267,596	462,171
2021		1,302,487	427,281
2022		1,338,359	391,408
2023		1,375,242	354,526
2024-2028		7,466,840	1,181,999
2029-2033		4,476,349	202,533
2034-2037		111,945	1,994
Total		\$17,338,818	\$ 3,021,912

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 is reviewing possible funding options for the Price Boulevard Widening Project. Currently, phase one of the project is scheduled for construction; however, there are two additional phases to be completed. The total widening project will exceed \$125 million and issuing debt is one of the avenues city management is considering.

Fund Balance

Fund balance is typically the most discussed single item in a local government's financial statements. Fund balance is a crucial consideration in long-term financial planning and governments seek to maintain adequate levels of fund balance to mitigate current and future risks and to ensure stable tax rates. 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 may consider high levels excessive.

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 reduce the proposed millage increase.

Notable changes are projected in the following funds:

- General Fund: A decrease of \$729,210 to fund new initiatives.
- Road and Drainage District Fund: A decrease of \$446,750 to purchase capital equipment.
- Building Fund: A decrease of \$813,410 to fund an increase in level of customer service.
- Enterprise Funds: A decrease of \$8 million for purchase of capital equipment and projects.
- Surtax III Capital Fund: A decrease of \$3.1 million for capital outlay.

The City Commission has set a minimum target for reserves of 20% of operating expenditures for the General Fund and for the dependent special district funds. The reserves are generally considered a necessary function of sound fiscal management for a variety of reasons. Maintaining the City reserves at a 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.

The following chart shows the projected fund balances for FY 2021.

Governmental Funds
Major and Non-Major Funds in the Aggregate

REVENUES	GENERAL FUND			ROAD & DRAINAGE DISTRICT			OTHER SPECIAL REVENUE FUNDS		
	FY 2019 Actual	2020 Budget	2021 Budget	FY 2019 Actual	2020 Budget	2021 Budget	FY 2019 Actual	2020 Budget	2021 Budget
Taxes	\$15,676,147	\$21,098,680	\$22,660,800	\$ 3,292,590	\$ 3,293,320	\$ 3,032,700	\$ 251,878	\$ 225,000	\$ 213,750
Permits & Special Assessments	3,792,784	3,939,440	4,123,830	-	-	-	7,780,136	11,493,220	13,262,700
Intergovernmental	8,996,306	9,615,160	7,982,460	1,465,545	633,970	474,400	450,429	628,470	45,360
Assessments	-	-	-	11,577,361	12,765,510	12,740,510	17,135,664	19,077,970	20,330,010
Charges for Services	9,244,278	9,865,860	11,622,470	2,505,461	2,199,350	2,725,430	8,092,995	8,503,370	9,284,300
Fines and Forfeitures	151,403	151,710	169,410	-	-	-	42,487	19,000	9,000
Miscellaneous	1,230,747	1,223,950	2,147,620	683,599	194,090	569,090	1,270,965	415,530	924,590
Other Sources	1,823,519	15,000	628,100	8,504	4,000	4,000	30,590	-	-
TOTAL REVENUES	\$42,574,401	\$45,909,800	\$49,334,690	\$19,533,060	\$19,090,240	\$19,546,130	\$35,055,144	\$40,362,560	\$44,069,710
EXPENDITURES									
General Government	\$12,047,013	\$12,847,550	\$13,320,400	\$ -	\$ -	\$ -	\$ 4,981,960	\$ 5,181,490	\$ 5,858,500
Public Safety	24,675,316	28,542,230	30,708,540	-	-	-	13,140,123	14,560,540	15,440,440
Physical Environment	-	-	-	-	-	-	8,239,718	8,837,220	9,391,140
Transportation	-	-	-	11,866,299	17,048,680	17,048,260	-	-	-
Economic Environment	276,594	477,550	445,790	-	-	-	-	-	-
Human Services	403,264	384,400	477,880	-	-	-	-	-	-
Culture/Recreation	2,624,730	4,202,040	4,436,000	-	-	-	1,169,632	897,850	902,060
Capital	1,297,597	39,500	69,790	1,497,154	1,594,570	2,094,620	4,123,253	4,080,240	2,444,780
Debt & Lease	-	-	-	-	-	-	2,700,493	-	-
Other Uses	335,000	358,000	605,500	850,000	850,000	850,000	4,592,650	2,854,710	3,685,080
TOTAL EXPENDITURES	\$41,659,514	\$46,851,270	\$50,063,900	\$14,213,453	\$19,493,250	\$19,992,880	\$38,947,829	\$36,412,050	\$37,722,000
NET CHANGE IN FUND BALANCES	\$ 914,887	\$ (941,470)	\$ (729,210)	\$(5,319,607)	\$ (403,010)	\$ (446,750)	\$(3,892,685)	\$ 3,950,510	\$ 6,347,710
FUND BALANCES - BEGINNING	\$13,281,732	\$14,196,619	\$13,255,149	\$11,082,553	\$16,402,160	\$15,999,150	\$32,146,194	\$28,253,509	\$32,204,019
FUND BALANCES - ENDING	\$14,196,619	\$13,255,149	\$12,525,939	\$16,402,160	\$15,999,150	\$15,552,400	\$28,253,509	\$32,204,019	\$38,551,729

REVENUES	DEBT SERVICE FUND			CAPITAL FUNDS			TOTAL GOVERNMENTAL FUNDS		
	FY 2019 Actual	2020 Budget	2021 Budget	FY 2019 Actual	2020 Budget	2021 Budget	FY 2019 Actual	2020 Budget	2021 Budget
Taxes	\$ -	\$ -	\$ -	\$10,823,129	\$11,734,790	\$ 9,704,500	\$31,702,961	\$36,351,790	\$35,611,750
Permits & Special Assessments	3,058,700	3,009,610	3,009,610	-	-	-	14,631,620	18,442,270	20,396,140
Intergovernmental	-	-	-	15,002	-	-	10,927,282	10,877,600	8,502,220
Assessments	-	-	-	-	-	-	28,713,025	31,843,480	33,070,520
Charges for Services	-	-	-	49,656	-	-	19,892,390	20,568,580	23,632,200
Fines and Forfeitures	-	-	-	-	-	-	193,890	170,710	178,410
Miscellaneous	107,489	15,000	80,000	1,391,537	689,500	1,037,000	4,684,337	2,538,070	4,758,300
Other Sources	-	-	-	11,825,923	3,181,860	3,646,630	13,688,536	3,200,860	4,278,730
Total Revenues	\$ 3,166,189	\$ 3,024,610	\$ 3,089,610	\$24,105,247	\$15,606,150	\$14,388,130	\$124,434,041	\$123,993,360	\$130,428,270
EXPENDITURES									
General Government	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$17,028,973	\$18,029,040	\$ 19,178,900
Public Safety	-	-	-	299,681	-	80,000	38,115,120	43,102,770	46,228,980
Physical Environment	-	-	-	-	-	-	8,239,718	8,837,220	9,391,140
Transportation	32,117	40,000	40,000	309,283	1,487,200	2,582,000	12,207,699	18,575,880	19,670,260
Economic Environment	-	-	-	-	-	-	276,594	477,550	445,790
Human Services	-	-	-	-	-	-	403,264	384,400	477,880
Culture/Recreation	-	-	-	313,198	-	-	4,107,560	5,099,890	5,338,060
Capital	-	-	-	18,631,857	10,995,010	13,753,020	25,549,861	16,709,320	18,362,210
Debt & Lease	2,635,594	2,636,000	2,638,820	-	-	-	5,336,087	2,636,000	2,638,820
Other Uses	-	-	-	-	-	-	5,777,650	4,062,710	5,140,580
Total Expenditures	\$ 2,667,711	\$ 2,676,000	\$ 2,678,820	\$19,554,019	\$12,482,210	\$16,415,020	\$117,042,526	\$117,914,780	\$126,872,620
Net Change in Fund Balances	\$ 498,478	\$ 348,610	\$ 410,790	\$ 4,551,228	\$ 3,123,940	\$ (2,026,890)	\$ 7,391,515	\$ 6,078,580	\$ 3,555,650
Fund Balances - Beginning	\$ 1,913,102	\$ 2,411,580	\$ 2,760,190	\$38,604,094	\$43,155,322	\$46,279,262	\$ 97,027,675	\$104,419,190	\$110,497,770
Fund Balances - Ending	\$ 2,411,580	\$ 2,760,190	\$ 3,170,980	\$43,155,322	\$46,279,262	\$44,252,372	\$104,419,190	\$110,497,770	\$114,053,420

REVENUES	PROPRIETARY FUNDS			TOTAL FUNDS		
	FY 2019 Actual	2020 Budget	2021 Budget	FY 2019 Actual	2020 Budget	2021 Budget
Taxes	\$ -	\$ -	\$ -	\$ 31,702,961	\$ 36,351,790	\$ 35,611,750
Permits & Special Assessments	4,508,670	1,655,700	2,224,810	19,140,290	20,097,970	22,620,950
Intergovernmental	475,625	-	-	11,402,907	10,877,600	8,502,220
Assessments/Water & Wastewater Charges	22,879,629	22,951,730	24,353,020	51,592,654	54,795,210	57,423,540
Charges for Services	9,055,057	10,613,130	11,532,820	28,947,447	31,181,710	35,165,020
Fines and Forfeitures	400	100	100	194,290	170,810	178,510
Miscellaneous	2,197,021	1,820,110	1,848,770	6,881,358	4,358,180	6,607,070
Other Sources	9,369,498	1,650,000	1,198,430	23,058,034	4,850,860	5,477,160
Total Revenues	\$ 48,485,900	\$ 38,690,770	\$ 41,157,950	\$ 172,919,941	\$ 162,684,130	\$ 171,586,220
EXPENDITURES						
General Government	\$ 10,727,440	\$ 11,505,740	\$ 12,751,270	\$ 27,756,413	\$ 29,534,780	\$ 31,930,170
Public Safety	-	-	-	38,115,120	43,102,770	46,228,980
Physical Environment	20,049,175	22,246,920	23,810,490	28,288,893	31,084,140	33,201,630
Transportation	-	-	-	12,207,699	18,575,880	19,670,260
Economic Environment	-	-	-	276,594	477,550	445,790
Human Services	-	-	-	403,264	384,400	477,880
Culture/Recreation	-	-	-	4,107,560	5,099,890	5,338,060
Capital	-	18,105,450	7,545,660	25,549,861	34,814,770	25,907,870
Debt & Lease	949,874	3,887,580	3,868,350	6,285,961	6,523,580	6,507,170
Other Uses	713,808	1,650,000	1,198,430	6,491,458	5,712,710	6,339,010
Total Expenditures	\$ 32,440,297	\$ 57,395,690	\$ 49,174,200	\$ 149,482,823	\$ 175,310,470	\$ 176,046,820
Change in Fund Balances	\$ 16,045,603	\$ (18,704,920)	\$ (8,016,250)	\$ 23,437,118	\$ (12,626,340)	\$ (4,460,600)
Fund Balances - Beginning	\$ 58,865,264	\$ 74,910,867	\$ 56,205,947	\$ 155,892,939	\$ 179,330,057	\$ 166,703,717
Fund Balances - Ending	\$ 74,910,867	\$ 56,205,947	\$ 48,189,697	\$ 179,330,057	\$ 166,703,717	\$ 162,243,117

Risk Management

During fiscal year 2015, the City procured consulting services to analyze the viability of alternative risk financing by becoming self-insured. Listed below are advantages to becoming self-insured:

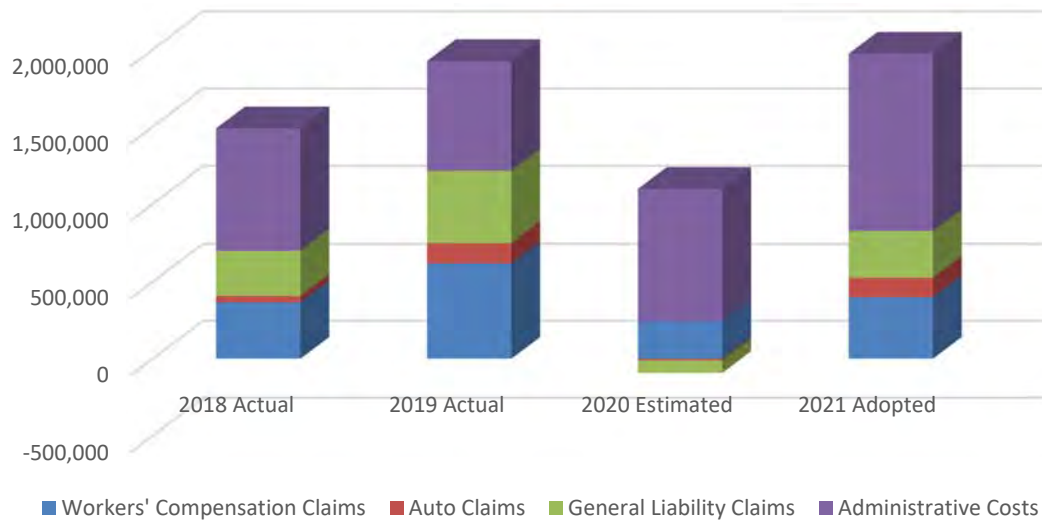
- Reduction in overall risk management costs, cost stability, predictability
- Improved cash flow
- Allows Risk Management to directly control claims for more effective processing and lower settlement costs
- In-house safety, loss control and subrogation

The City selected a Third-Party Administrator (TPA) and secured insurance policies to meet the coverage specifications as directed by the City Commission. Starting in fiscal year 2016 and continuing for a total of three years, departments contributed 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. Three years of claims data has accumulated which provides basic historical trends to analyze each department claims impact on the risk fund. In 2019, those trends were analyzed to determine a claims budget estimate for each department. In addition to the claims estimates, departments are allocated a portion of the administrative costs which include; third-party administrator, excess insurance coverage, licenses and fees.

The following table shows the schedules of coverage for the City of North Port for FY 2021.

Type	Limits
Property	
Master 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.
Utility 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 \$250,000 minimum per any one occurrence.
Comprehensive General Liability	
Commercial General Liability	\$2,000,000 each occurrence.
Law Enforcement	\$2,000,000 each occurrence.
Automobile Liability	
Liability	\$2,000,000 each claim.
Personal Injury Protection	Statutory.
Public Officials Liability	
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.
Excess Workers' Compensation & Employers Liability for a Group	
Workers' Compensation	Florida Statutory Limits.
Employer's Liability	\$1,000,000 each accident.
Employee Benefits	
Employee Benefits-per person	\$2,000,000 each occurrence.
Crime	
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.
Pollution and Remediation Legal Liability	
	\$3,000,000 Aggregate, all Pollution Conditions; \$2,000,000 per Pollution Condition; \$25,000 Retention per Pollution Condition.
Florida Statutory Accidental Death & Dismemberment for Police and Fire	
	Statutory.

**Risk Insurance Costs
FY 2018-2021**



RISK INSURANCE DESCRIPTION	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Adopted
Workers' Compensation Claims	365,568	618,885	244,239	400,000
Auto Claims	42,053	130,231	-9,472	125,000
General Liability Claims	292,545	446,184	-81,675	300,000
Administrative Costs	788,625	709,586	852,932	1,147,270

Personnel Services

North Port 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.

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. The total city-wide change in FTEs are as follows: FY 2017 increase of 27.27; 2018 increase of 59.54; FY 2019 increase of 60.05, FY 2020 increase of 12.45; and FY 2021 increase of 16.76. The following chart shows the change in full time equivalent units beginning in FY 2016 and reflects only permanent positions. The City hires seasonal employees such as camp counselors with the number of seasonal employees being hired based upon the need to adequately provide the service.

Full Time Equivalent Employees

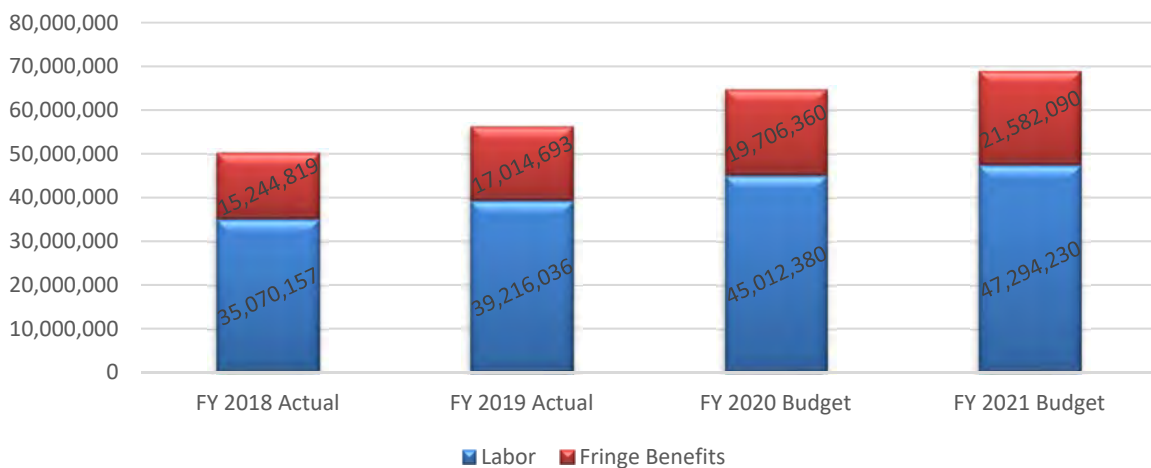
Fund	Amended FY 2017	Amended FY 2018	Amended FY 2019	Amended FY 2020	Adopted FY 2021	4 Year Change
General Fund	252.59	286.13	312.18	317.63	323.39	70.80
Road & Drainage District	86.00	91.00	93.00	99.00	106.00	20.00
Fire Rescue District	100.00	110.00	135.00	130.00	136.00	36.00
Solid Waste District	40.00	40.00	43.00	44.00	44.00	4.00
Tree Fund	1.00	0.00	0.00	0.00	0.00	(1.00)
Building - Inspections & Permits	19.00	23.00	24.00	26.00	29.00	10.00
Fleet Management	12.00	13.00	13.00	14.00	14.00	2.00
Utilities	70.00	77.00	80.00	82.00	83.00	13.00
Total FTEs	580.59	640.13	700.18	712.63	735.39	154.80

Throughout the fiscal year, staffing requirements and workloads are evaluated, and may result in the reclassification or transfer of budgeted positions. The positions added in FY 2021 are as follows:

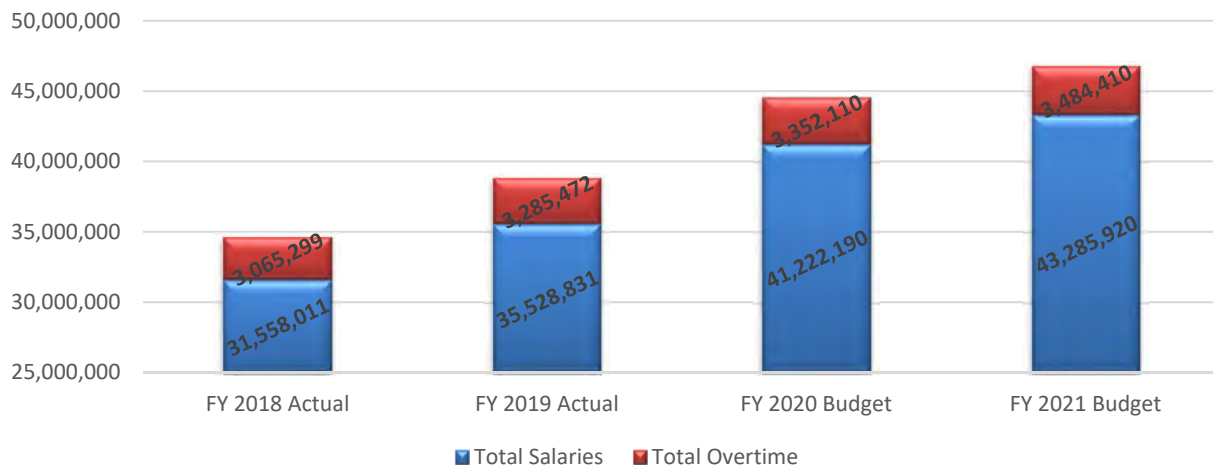
- Paralegal (1)
- Planning Director (1)*
- Housing and Life Skills Specialist (1)
- Market Research Analyst (1)
- Crime Analyst (1)
- Computer Forensics Examiner PT (1)
- Equipment Operator I (3)
- Equipment Operator II (2)
- Equipment Operator III (1)
- Infrastructure Inspector (1)
- Fire Recruits (6)
- Plans Examiner/Inspector Trainee (1)
- Standard Plans Examiner (1)
- Water Chief Operator (1)
- *Position approved, but not funded.

The following charts illustrate the total personnel versus fringe benefit costs and total salaries and wages versus overtime costs. The first graph shows the changes in cost of labor and benefits since 2018. In FY 2018 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.

Total Personnel vs Fringe Benefit Costs



**Total Salaries vs Total Overtime
FY 2018 – FY 2021**



Non-Financial Strategy

Non-financial strategies are goals that provide guidance to aid in the accomplishment of the vision for the City beyond financial performance. These goals encourage healthy social-economic relations, strong environmental awareness, and a sustainable community. Influences on the non-financial strategies include the following: Comprehensive Plan; Administrative Code; Unified Land Development Code (ULDC); various master plans and policies.

Comprehensive Plan

The Comprehensive Plan is the document used for envisioning the future growth of the City. This plan is also used to address the constant changes and progression taking place as development and conservation evolves.

The goals of the Comprehensive Plan are long-range in nature and intended to set the vision of the community by guiding the policy decision-making within the community. 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 guides the development of city codes, master plans and policies and is comprised of nine chapters or “elements”:

- **Future Land Use** – *Unified Land Development Code (ULDC)*
- **Transportation** – *ULDC, Administrative Code, Policies*
- **Utilities** – *ULDC, Administrative Code, Master Plan, Policies*
- **Conservation and Coastal Zone** – *ULDC, Administrative Code, Master Plan, Policies*
- **Recreation and Open Space** – *ULDC, Administrative Code, Master Plan, Policies*
- **Intergovernmental Coordination** – *Administrative Code, Policies*
- **Housing** – *ULDC, Administrative Code, Policies*
- **Public Schools** – *Sarasota County Schools Master Plan, ULDC, Policies*
- **Capital Improvement** – *Master Plan, Policies*

Administrative Code

The Administrative Code governs the internal operations of the City and protects the interests of the public. It gives authority to regulate social safety, a healthy environment, and for the creation of policies for sustainable growth with the interests of the public welfare and interaction as its priority.

Unified Land Development Code

The Unified Land Development Code establishes regulations governing the subdivision, development and use of all lands lying within the corporate boundaries of the City of North Port. It aids in sustainable growth and secures stable property values by regulating land use and addressing the following:

- **Water Management** – flood prevention, stormwater retention and conveyance, wetland protection
- **Environmental Protection** – Myakka River protection, archeological resource protection, tree regulation and canopy preservation, conservation regulation
- **Land Use** – zoning, subdivision, single family parcel, parking, earthmoving, signage
- **Design standards** – activity centers, landscaping, façade design

Master Plans

A long-term planning document that provides a conceptual layout to guide future growth and development. The plan makes the connection between the built environment and those who experience it. Following are several master plans currently being used to further define the City's long and short range non-financial goals.

- **Social-Economic** – Economic Development, Parks and Recreation, U.S. 41 Corridor
- **Environmental** – Warm Mineral Springs, Canal & Creek, Myakkahatchee Creek Greenway
- **Sustainable** – Economic Development, Parks & Recreation, Fire, Utility

Policies

Policies establish procedures for consistency, responsibility, and accountability. These policies address areas of healthy social-economic relations, strong environmental awareness, and a sustainable community.

These non-financial strategies are actively considered when developing a Strategic Plan for the City. The Strategic Plan defines the objectives the City will follow to guide and achieve the non-financial principles described above.

Strategic Planning

Over the past eight years, North Port has developed a strong endeavor of strategic planning. In 2012 the city embarked on its first strategic planning effort. City leaders focused on short and long-term strategies to identify community priorities and actions needed to achieve them. The plan became known as "**Vision 2028**". It was created through multiple planning sessions with City Commission and management staff. Since the creation of this early strategic plan, the City has annually reviewed, revised, and re-prioritized budget initiatives based upon the changing environment within the community.

In 2017, the City joined forces with Sarasota County, West Villages Improvement District, and the Atlanta Braves to negotiate an agreement for the construction of a new Atlanta Braves Spring Training facility in North Port. As the City began to define future community impacts from this project, City Commission realized the importance of re-visiting the existing strategic plan. September 2018, the City adopted a revised strategic plan to guide future budget initiatives and priorities.

CITY OF NORTH PORT

STRATEGIC PLAN SUMMARY 2018-2021

Vision

A vibrant, desirable, and sustainable city where people are proud to live, work, and play.

Mission

To provide exceptional service to our entire community for the continuous enrichment of quality of life.

Values

- **Accountability:** We are dedicated to the highest ethical standards and accept personal responsibility for our conduct and obligations.
- **Integrity:** We maintain the public's trust through honest, transparent, respectful and equitable behavior.
- **Teamwork:** We promote collaboration that fosters excellence and innovation.
- **Customer Service:** We work with compassion, professionalism and purpose. We make a positive difference in the lives of the residents we serve.

Goals and Objectives

Health & Public Safety

Create and sustain a safe and healthy environment for residents and visitors of North Port

Strategic Objectives

- Advocate for the approval of a hospital within the City
- Enhance services and expand availability of resources provided to residents
- Complete training complex to enhance police and fire personnel proficiency and safety
- Maintain the adopted level of health and public safety services

Parks & Recreation

Expand access to community recreation, green space and Blueways for public enjoyment

Strategic Objectives

- Expand and improve accessibility to Greenways and Blueways Connections
- Expand parks and recreation amenities east of Toledo Blade Boulevard
- Address capital improvement needs of Dallas White Campus

Infrastructure

Develop and maintain the City's roads, bridges, storm water drainage, and water ways with creative infrastructure funding mechanisms; promote multimodal transportation opportunities throughout the City

Strategic Objectives

- Complete Price Boulevard widening project from Sumter Boulevard to Toledo Blade Boulevard.
- Develop and implement flood reduction and drainage improvement programs while continuing to balance the supply of potable water
- Advance the development of a "Main Street" option in the activity centers
- Complete the Traffic Preemption Plan for all of the major corridors to enhance emergency vehicle response time
- Continue to expand the waste water and water system distribution
- Continue the looping of water lines to enhance water flow and quality
- Explore the development of a crosstown access parkway to improve east west transportation
- Pursue and coordinate with the Florida State Department of Transportation for designation of interchange

Economic Development & Job Creation

Support a vibrant and diversified economy to create local jobs and attract private investments

Strategic Objectives

- Develop Activity Area Six master plan to accelerate business development
- Support the development of a quality workforce and strong labor market
- Optimize land use and sustainable development in all Activity Centers
- Stimulate diverse economic development opportunities and advocate for the creation of additional commerce parks
- Examine neighborhood commercial zoning to promote neighborhood access to services

Historical, Cultural, and Environmental Preservation

Protect and promote our natural, cultural, and historical heritage that help define the City's identity, contribute to the economy, maintain balance, and improve quality of life

Strategic Objectives

- Explore options for purchase of Little Salt Springs Preserve
- Promote the City's historical, cultural, and natural environment
- Preserve Myakkahatchee Creek in a responsible manner
- Preserve, protect, and restore Warm Mineral Springs

Affordability, Growth & Development

Promote sustainable growth and development, while maintaining or enhancing quality of life in our City

Strategic Objectives

- Develop a land bank for the future that reflects the community's priorities
- Develop and maintain fiscal policies that support growth and provide economic stability
- Promote a range of housing options and affordability for current and future residents

Neighborhood Enhancement

Support the beautification and revitalization of our neighborhoods

Strategic Objectives

- Lead efforts to partner with residents and community agencies to revitalize and beautify neighborhoods
- Guide the development of neighborhoods toward a desired image consistent with the approved urban design aesthetic
- Develop and implement policies that promote neighborhood revitalization and redevelopment
- Establish City facilities strategically throughout the City

Efficient & Effective Government

Develop and promote City governance that fosters trust and utilizes departmental strengths and innovative philosophies to facilitate effective and efficient provision of all City services

Strategic Objectives

- Update the Unified Land Development Code and City code to reflect best practices, current priorities, and legal compliance
- Develop a streamlined, one-stop permitting process that will stimulate economic development and enhance customer service
- Provide convenient, customer-focused, modern, and technologically advanced services
- Foster a healthy work environment that results in enhanced employee engagement
- Coordinate and communicate with service providers to enhance accountability, equity, affordability, and measurable impact
- Conduct elected officials and staff retreats to review plans, policies, and approaches periodically

Strategic Plan Funding Objectives

The two main funding objectives of North Port’s Strategic Plan are: 1) core services and 2) quality of life. Core business decisions are either “No Choice Core” or “Choice Core”.

- **Level 1: No Choice Core** services, mandated or affected by mandate of federal or state government
- **Level 2: Choice Core** services, not mandated by core to governmental function
- **Level 3: Quality of Life** services, choice services which are provided to enhance the customer experience
- **Level 4: Community Add-ons**, premium selected services exceeding quality of life enhancements

Projects and programs typically align within one of these service tiers, based on its relative priority as a municipal service and its fit with the Mission and Vision.

The relative assignment of programs and projects into these tiers serves to identify the hierarchy of the City 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 the City of North Port. Choice core services essential to operation and support of all primary businesses are (in no particular order):

- 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. Results of the Citizen Survey taken at the time of the strategic plan development can be reviewed in the *City of North Port Strategic Plan* located on the City’s website.

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 customers helps to determine its relative ranking in regard 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 Priorities and Objectives 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.

Strategic Goals and Outcomes

The City of North Port's vision and mission are the basis from which broad, multi-year goals and departmental action plans are established and maintained. During the annual strategic planning process, the city's leaders revisit and refine strategic objectives to continually adjust to the current social and economic environment to support the vision, missions, values of the city. Departments review and align business plans to achieve the city-wide objectives and initiatives for the year. Progress toward these actions are defined and reported in the departmental performance measures.

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.

Performance Measurement

Each year, the City of 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.

Each type of measure is significant within the performance measurement system. Where outcomes are of universal concern to all stakeholders, input and output measures are important workload indicators that are monitored to determine needed resources. Monitoring of efficiency and effectiveness measures; such as cost of operations and timeliness of service delivery allow for agile adjustments to maximize resource use and service quality.

Performance measures help 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. The results of performance measures are used to prioritize job tasks, ensure maximum efficiency in use of personnel and equipment, make budget resource decision, and make better informed decisions. Performance measures are shown in the department summaries section of this document.

Strategic Budget Initiatives

The strategic budget initiatives for fiscal year 2021 include policy and management agenda objectives as they relate to the Strategic Plan's eight priorities. Short and long-term initiatives are identified throughout the year during workshops and regularly scheduled meetings with City Commission. These meetings further define the strategic priorities and objectives for departmental business plans. In January, departments compile the initiatives to pursue in the ensuing budget year. Action plans are created to achieve the objectives and to provide specific steps toward fulfilling the appropriate strategic priority. Throughout the planning process, performance measurement, economic indicators, and environmental conditions are analyzed and reported so that planning and budget adjustments can be made. Throughout this document are references to the strategic eight strategic priorities with linkage to department action plans in the Department Summaries section.

Health & Public Safety

Create and sustain a safe and healthy environment for residents and visitors of North Port. The following initiatives address these strategic objectives: *advocate for the approval of a hospital within the City; enhance services and expand availability of resources provided to residents; complete training complex to enhance police and fire personnel proficiency and safety; maintain the adopted level of health and public safety services.*

- **Hospital Initiative** – Commission, City Manager and Economic Development continue their efforts to bring a hospital to the City. Support development of healthcare solutions at Sumter and I-75 interchange and Florida Cancer Specialists complex.
- **Pursuit of Grant Funding** – Ongoing efforts intensified in 2020 with greater research and coordination with Departments on needs and potential grant opportunities to increase levels of service.
- **Police and Fire Training Complex** – This project is necessary to provide training for Fire/EMS/Police to continue to meet the training needs of a growing City. This is intended to be the beginning of a regional training complex for Fire/EMS/Police. Construction on schedule for completion in FY 2021.

FOUR QUESTION VALUE TEST FOR ALL PROJECTS AND PROGRAMS

1. Is it the **responsible** thing to do for the community?
2. Is it the **right** thing to do for the community?
3. Is it **rendering** an atmosphere of collaboration with the community?
4. Is it **responding** with compassion, professionalism and purpose for the community?



- **WVID Fire Station Personnel** – Continue to train SAFER personnel for expanded operations into West Villages. Fire station is in design with construction coming in the fall of 2020.

Historical, Cultural and Environmental Preservation

Protect and promote our natural, cultural, and historical heritage that help define the City's identity, contribute to the economy, maintain balance, and improve quality of life. The following initiatives address these strategic objectives: *preserve Myakkahatchee Creek in a responsible manner; preserve, protect, and restore Warm Mineral Springs, explore opportunities with Little Salt Springs Preserve.*

- **Little Salt Springs Preserve** – Explore discussions with the University of Miami about the future of Little Salt Springs such as, County involvement in the preserve, options and requirements for City ownership, potential deed restrictions, public-private partnerships, or the creation of a new management group for the Springs.
- **Warm Mineral Springs** – Continue with ongoing marketing activities for the Warm Mineral Springs master plan. Development of 60 acres to be considered after completion of Phase 1 improvements based on available funding. Final design drawings and contract documents anticipated in January 2021.
- **Myakkahatchee Creek Corridor** – Continue efforts to protect and preserve the Myakkahatchee Creek corridor use and enjoyment for residents. City Commission approved the continuation of the Myakkahatchee Creek Greenway Trail project and Myakkahatchee Creek Corridor Land Acquisition.

Parks & Recreation

Expand access to community recreation, green space and blueways for public enjoyment. The following initiatives address these strategic objectives: *expand parks and recreation amenities; address capital improvement needs.*

- **Expand Greenways and Blueways Connections** – Development and installation of a portion of the 45 acres of trails as per the West Villages Post Annexation Agreement with City of North Port Approval in FY 2021.
- **Atwater Park Phase IV**– This phase includes a community center, activity area with play courts, park access from Waycross Street and additional parking. This is part of the goal of expanding parks and recreation amenities east of Toledo Blade Boulevard. Project funding of \$9,000,000 moved to FY 2022.
- **Conceptual Master Plan Design & Site Renovations Dallas White Park** – The Commission voted to develop a public-private partnership solicitation to include a pool, the YMCA amenities, the Art Center and the Clothes Closet as well as the entire Dallas White Park entity. Marketing timeline for project launch delayed due to COVID-19. This project includes funding of \$1,500,000 for FY 2021.

Affordability, Growth and Development

Promote sustainable growth and development while maintaining or enhancing quality of life in our City. The following initiatives address these strategic objectives: *develop and maintain fiscal policies that support growth and provide economic stability; promote a range of housing options and affordability for current and future residents.*

- **Develop a Land Bank** – Pursue ownership of escheated lots. Much of this property is being used for environmental and archeological preservation. A larger strategy for city owned land is necessary to manage the holdings to create land banks.
- **Payment Processing** – Enter into a contract for City-wide payment processing in order to streamline operations and to realize economies available at a larger scale.
- **Florida Affordable Housing** – The Commission continues their initiative to assist families in obtaining housing. This ties into the Comprehensive Plan Amendments for Economic Development and Job Creation.

Infrastructure

Develop and maintain the City's roads, bridges, storm water drainage, and water ways with creative infrastructure funding mechanisms; promote multimodal transportation opportunities throughout the City. The following initiatives address these strategic objectives: *complete Price Boulevard widening project from Sumter to Toledo Blade Boulevards; develop and implement flood reduction and drainage improvement programs while continuing to balance the supply of potable water; improve mobility through a balanced, multi-modal transportation network; continue to expand the wastewater and water system distribution; explore opportunities for a crosstown parkway; explore the addition of a new I-75 interchange; expand camera coverage for license plate readers.*

- **Price Boulevard Widening Phase 1** – This project is in design. Engineering plans, specifications and estimates for public bidding are being prepared to award a contract for the widening, acquisition of land for stormwater ponds, and construction needed to expand Price Boulevard. Advertise the project for construction; select a contractor and construction engineering and inspection firm to complete the project.
- **Flood Reduction and Drainage Improvement** – Continue cleaning the blockages along Myakkahatchee Creek.
- **Road Rehabilitation Program** – The overlay, surface rejuvenation, and micro-surfacing of at least 45 miles of public roads a year will be accomplished in FY2021 as part of the ongoing maintenance program to prevent roads from falling into sub-standard conditions.
- **Traffic Preemption Plan** – Staff to inspect all signalized intersections within the City to ascertain which signals are equipped with traffic signal preemption devices. In the future, preemption devices will be installed on the most critical signalized intersections.
- **Water and Wastewater Distribution Improvement Program** – Utilities continues with its annual distribution program initiative.
- **Water Distribution Projects** – San Mateo Drive, S. Hartsdale, Cunliffe Road and Totem Avenue transmission will be constructed in FY 2021. Water distribution improvement projects will continue with future looping projects.
- **Crosstown Access Parkway** – Mobility/Connectivity study in progress, based on the results of the study, implement recommended short-term improvements as well as neighborhood connections over the numerous waterways.
- **Interchange at Raintree/Yorkshire** – Metropolitan Planning Organization (MPO) priorities communicated, seek State and Federal funding.
- **License Plate Readers** – Begin installation of 36 cameras in 13 locations in FY 2021 and continuing with 26 cameras in approximately 10 location in FY 2022.

Neighborhood Enhancement

Support the beautification and revitalization of our neighborhoods. The following initiatives address these strategic objectives: *lead efforts to partner with residents and community agencies to revitalize and beautify neighborhoods; guide the development of neighborhoods toward a desired image consistent with the approved urban design aesthetic; develop and implement policies that promote neighborhood revitalization and redevelopment.*

- **Promote Neighborhood Revitalization and Redevelopment** – Participation of all areas of City staff including Utilities pursuing neighborhood expansion, Public Works developing routine maintenance cycles for slope mowing of all City rights of way, Police Department starting a Homeless Outreach Team and the Fire Department implementing a door to door campaign to check smoke detectors.
- **Unified Land Development Code (ULDC) Project** – Continue with the update of the ULDC which addresses all the strategic initiatives listed above.
- **Consistent Urban Design Aesthetic** – The City’s Urban Design Standards are applied to all development within Activity Centers. NDS intends to update these standards as the ULDC update moves forward with the development of a Form Based Code.
- **Establish City facilities strategically throughout the City** – Participation of all areas of City staff including Public Works identifying and securing staging areas for maintenance equipment to reduce travel and response time; Neighborhood Development Services reorganization for improved permit processing; Utilities land acquisition for Administration and Field Operations facility; Parks and Recreation continued neighborhood surveys and evaluations for parks projects; Police sub-station in the WVID and offsite building for crime scene and property evidence; Fire continued evaluation of response times for future fire station locations.

Economic Development & Job Creation

Support a vibrant and diversified economy to create local jobs and attract private investments. The following initiatives address these strategic objectives: *develop activity area six master plan to accelerate business development; support the development of a quality workforce and strong labor market; optimize land use and sustainable development in all activity centers; examine neighborhood commercial zoning to promote neighborhood access to services.*

- **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. Neighborhood Development Services is working with Public Works to develop a framework to study and master plan the area around a possible interchange. Divide the proposed master plan into tasks that can be done in house and contract out remaining tasks.
- **Quality Workforce and Strong Labor Market** – Secure consultant to conduct a market feasibility study to create a plan for diversifying and growing the City’s commercial and industrial base and increasing the number and quality of jobs in the City.
- **Diverse Economic Development Opportunities** – Work closely with Sarasota County EDC and Neighborhood Development Services to recruit and retain businesses. Revitalization of the Community Economic Development Advisory Board.
- **Unified Land Development Code (ULDC) Project** – Continue with the update of the ULDC which addresses many of the strategic initiatives listed above.

Efficient and Effective Government

Develop and promote City governance that fosters trust and utilizes departmental strengths and innovative philosophies to facilitate effective and efficient provision of all City services. The following initiatives address these strategic objectives: *update the Unified Land Development Code; develop streamlined, convenient, customer-focused, modern, and technologically advanced services; foster a healthy work environment that results in enhanced employee engagement; conduct elected officials and staff retreats to review plans, policies, and approaches periodically.*

- **Permitting Process** – Implement and plan to reorganize first floor spaces for one stop permitting process that will stimulate economic development and enhance customer service.
- **Unified Land Development Code and City code** – Implementation of the newly adopted ULDC.
- **Permit Processing** – Begin processing plans and permits electronically (paperless) to reduce the review times and streamline permit reviews.
- **Customer Service** – Provide convenient, customer-focused, modern and technologically advanced services. This will be accomplished through the services of many departments including the Public Information Officer with more video production, Neighborhood Services with increased GIS based community Outreach, Public Works to add mowing and herbicide spraying to interactive map showing status, Police with improved enforcement of false alarm ordinance and the Fire Department with their transition to reporting systems which are more reliable for patient information and field entry.
- **Enhanced Employee Engagement Initiatives** – Human Resources will continue to monitor employee issues and challenges to modify wellness initiatives as needed.
- **Improved Communications with Service Providers** – Coordinate and communicate with service providers to enhance accountability, equity, affordability, and measurable impact.
- **Commission and Staff Retreats** – Plan retreats as needed to review plans, policies and approaches.

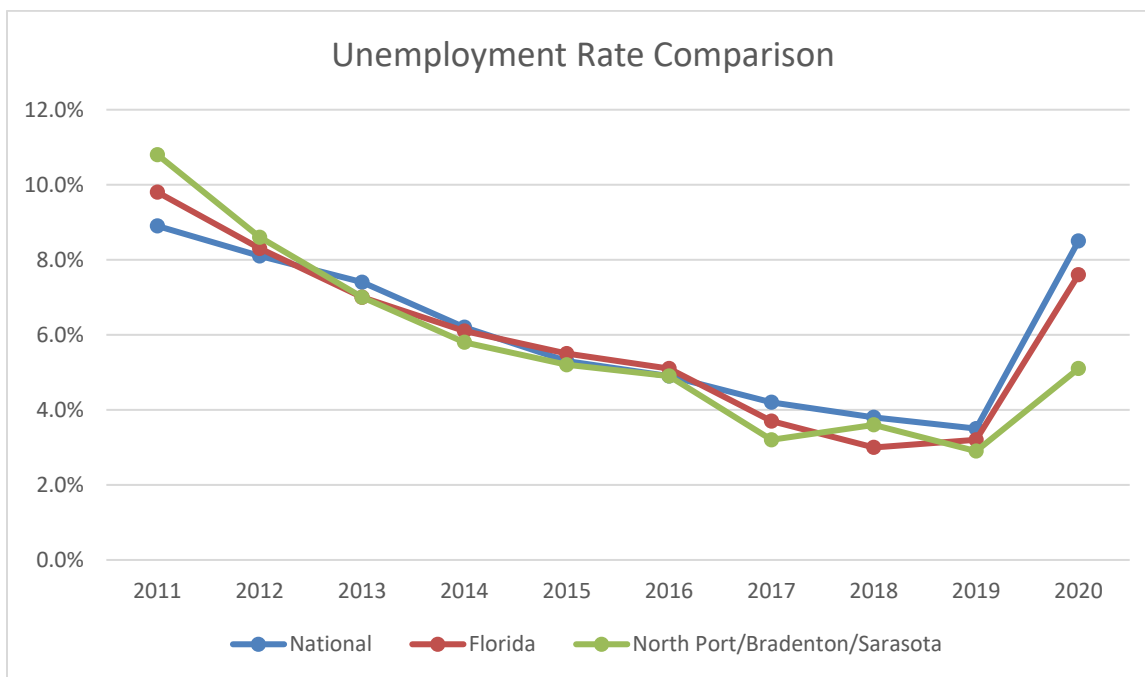
Economic Outlook & Forecast Assumptions

As a predominantly residential community, the economic environment of the City of North Port 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.

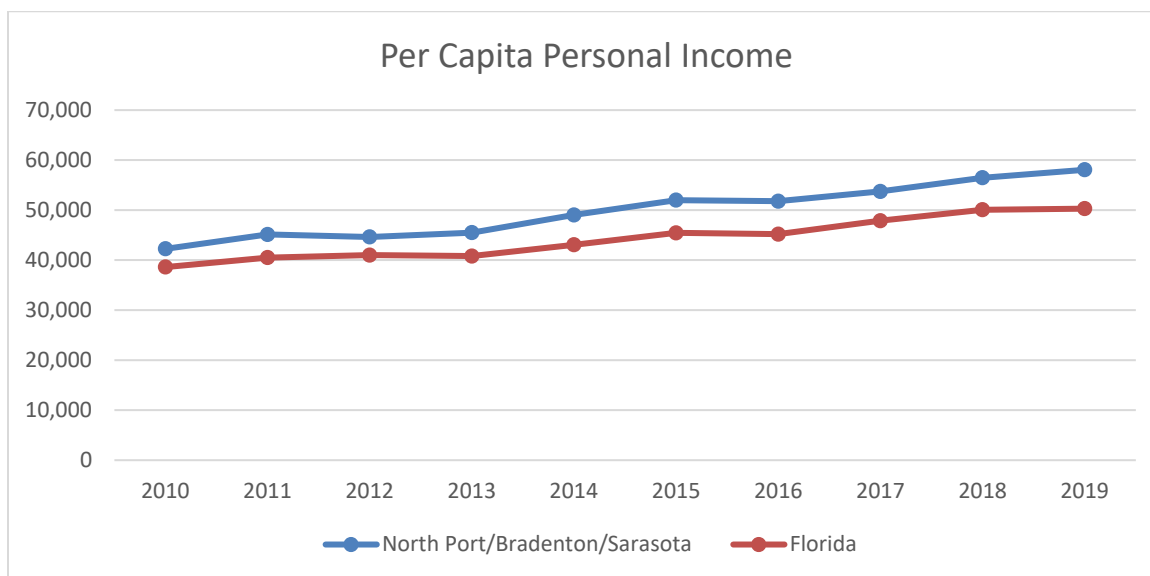
Employment

Florida job growth continues to grow, as forecast by The Institute for Economic Competitiveness, *2020-2023 Florida & Metro Forecast, July 2020*, Florida’s “Job growth eased to 2.0% in 2019 as the state zeroed in on full employment, then came COVID-19. Job growth plummeted to an estimated -6.9% in 2020 but will rebound to 6.6% in 2021, 3.5% in 2022 and 2.8% in 2023. Florida will continue to outpace national job growth over the forecast horizon (2020-2023) by an average of 0.5 percentage points”. (Snaith et al. 10)

Hiring across Florida has decreased significantly, as the unemployment rate increased to 7.6% for September 2020, an increase of 4.4% from September 2019, making it lower than the national average of 8.5%. The unemployment rate in the North Port/Bradenton/Sarasota MSA (Metropolitan Statistical Area) declined from a high of 10.8% in 2011 to an unemployment rate of 5.1% in September 2020. Locally, experts are expecting strong economic growth in South Florida as compared to the State and National averages.



The per capita personal income for the North Port MSA continues to climb. Personal income in the North Port MSA has grown 39.28% from 2010 to 2019 (BEA) and continues to outpace the State average. Snaith, et al predicts Florida, "real personal income will average 2.4% during 2020-2023, starting with 5.0% growth in 2020, easing to 1% growth in 2021, accelerating to 1.5% in 2021, and then to 2.1% in 2022. Florida's average growth will be 0.5 percentage points higher than the national rate over that four-year span." 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

The City anticipates receiving moderate decreases in fiscal year 2021 for demand-driven revenues such as Half-Cent Sales Tax and State Shared revenue. For fiscal year 2021, the city is projecting lower, conservative revenues from building permits and impact fees due to the economic impact of COVID-19.

Housing Market

According to data from the Florida Realtors research department in partnership with local Realtor boards/associations “Statewide closed sales of existing single-family homes totaled 294,120 at the end of 2019, up 5.9% compared to the 2018 figure”. The Florida housing market continues to gain strength and over the past year, new housing starts for both single-family and multi-family units have increased, but not fast enough to alleviate the shortage of single-family housing in the short run. Based on the Florida Realtors© 2019 Yearly Market Detail Report, the number of months’ supply of inventory for single-family homes in Sarasota County was 3.7, a year-over-year decrease of 22.9%. A 5.5 months of inventory is the benchmark used by Florida Realtors© to indicate a balanced market, or a market that is neither a buyers’ nor sellers’ market. According to the Realtor© Association of Sarasota and Manatee, 2019 ended with less inventory and slowing price gains. In Sarasota County, single-family home inventory decreased by 11.4% while pending inventory increased 28.7% from 651 units to 838 compared to the prior year. According to a report issued by Florida Realtors© Chief Economist Dr. Brad O’Conner in August 2020 “New pending sales of single-family homes showed big gains, up by 21.7% compared to July of last year. Coupled with the 23.2% year-over-year increase in new pending sales in June, all indications are that this wave of closed sales will continue on through the end of the summer and perhaps beyond.” The City continues to see an increase in in new housing starts as shown in the chart below.



Florida Realtors© reports closed sales for single-family homes in the North Port-Sarasota-Bradenton MSA for 2019 was 15,862, a 9.9% increase over 2018. The median sales price was \$300,000, a 3.4% increase over 2018 outpacing the statewide median sales price of \$264,000. The median time to contract for 2019 was 50 days.

The City’s gross taxable value of \$5.12 billion is an increase of 10.92% for 2021 indicating a continued recovery of the housing market in North Port. Of this amount, \$261,552,931 (or 5.39%) is attributed to new construction and additions. Gross taxable values are just now returning to the previous height in 2007 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.

The following table shows the City of North Port’s taxable value and new value since 2014.

CITY OF NORTH PORT TAXABLE VALUE & NEW VALUE 2014 – 2021

Fiscal Year	Adjusted Value	New Value	Gross Taxable Value	Percent Change In Value
2014	2,383,215,071	37,930,320	2,421,145,391	6.68%
2015	2,598,643,919	46,794,335	2,645,438,254	9.26%
2016	2,815,848,672	71,624,081	2,887,472,753	9.15%
2017	3,121,501,357	145,158,578	3,266,659,935	13.13%
2018	3,507,009,720	167,908,011	3,674,917,731	12.50%
2019	3,955,217,590	165,042,772	4,120,260,362	12.12%
2020	4,382,177,541	232,905,493	4,615,083,034	12.01%
2021	4,857,440,835	261,552,931	5,118,993,766	10.92%

As a rapidly growing city with a large quantity of vacant land parcels available for new residential houses, the City continues to experience considerable growth in its tax base which has provided increased annual tax revenues. Various forecasts indicate above average increases in property values with continued growth in population.

As land usage in North Port is primarily residential, much of the City’s property tax revenues are derived from individual homeowners. 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.

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.

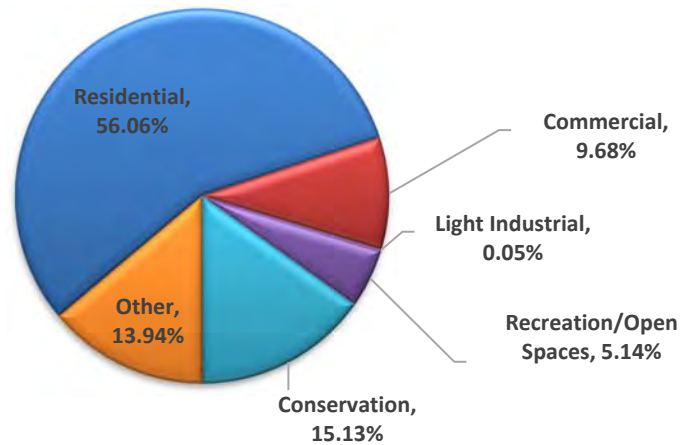
In September 2015 Forbes named North Port as one of the top 100 places in the nation for business and careers for the second consecutive year. October 2016 Forbes ranked the North Port-Bradenton-Sarasota, FL Metropolitan Statistical Area (MSA) 52nd on the top 200 places in the nation for business and careers. In 2019, North Port MSA improved its ranking on the list to 47. 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.

In October 2017, the City adopted an updated economic development strategic plan. As a result of significant public input, eight major goals were developed to implement over the next five-year period; from 2018-2021. The following is a listing of the goals.

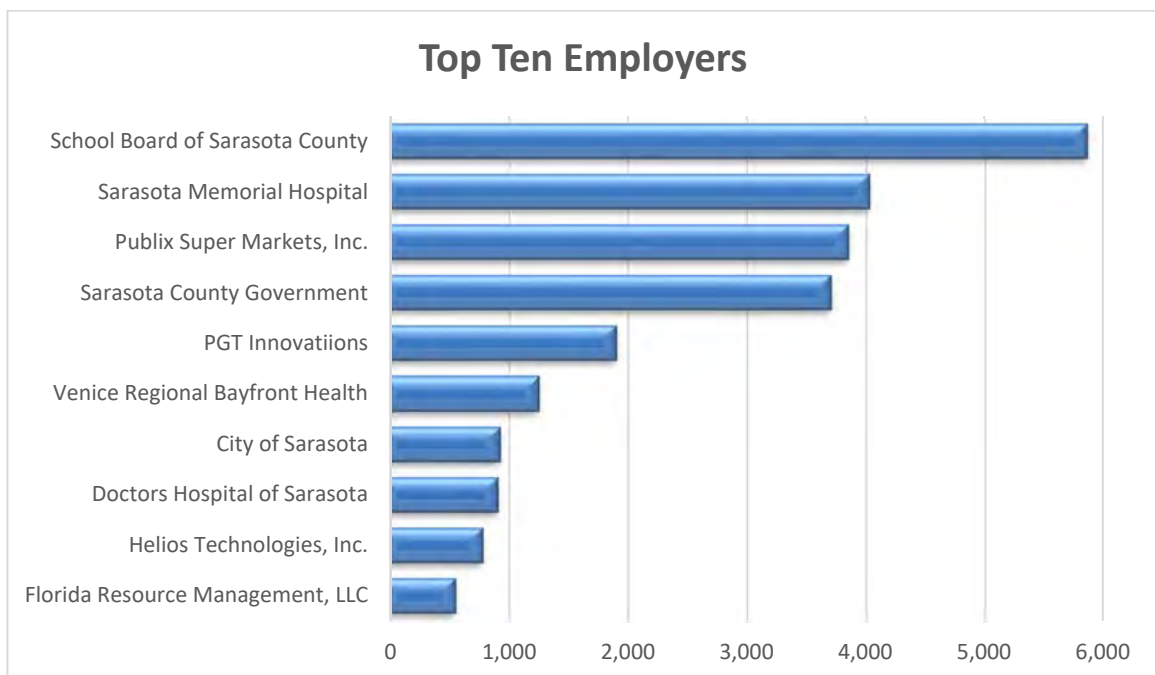
- Goal 1:** *Health and Public Safety – Create and sustain a safe and healthy environment for residents and visitors of North Port.*
- Goal 2:** *Parks & Recreation – Expand access to community recreation, green space and blueways for public enjoyment.*
- Goal 3:** *Infrastructure – Develop and maintain the City’s roads, bridges, storm water drainage, and water ways with creative infrastructure funding mechanisms; promote multimodal transportation opportunities throughout the City.*
- Goal 4:** *Economic Development & Job Creation – Support a vibrant and diversified economy to create local jobs and attract private investments.*
- Goal 5:** *Historical, Cultural, and Environmental Preservation – Protect and promote our natural, cultural, and historical heritage that help define the City’s identity, contribute to the economy, maintain balance, and improve our quality of life.*
- Goal 6:** *Affordability, Growth & Development – Promote sustainable growth and development while maintaining or enhancing quality of life in our City.*
- Goal 7:** *Neighborhood Enhancement – Support the beautification and revitalization of our neighborhoods.*
- Goal 8:** *Efficient & Effective Government Develop and promote City governance that fosters trust and utilizes departmental strengths and innovative philosophies to facilitate effective and efficient provision of all City services.*

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

LAND USAGE AS A PERCENTAGE



Top Ten Employers

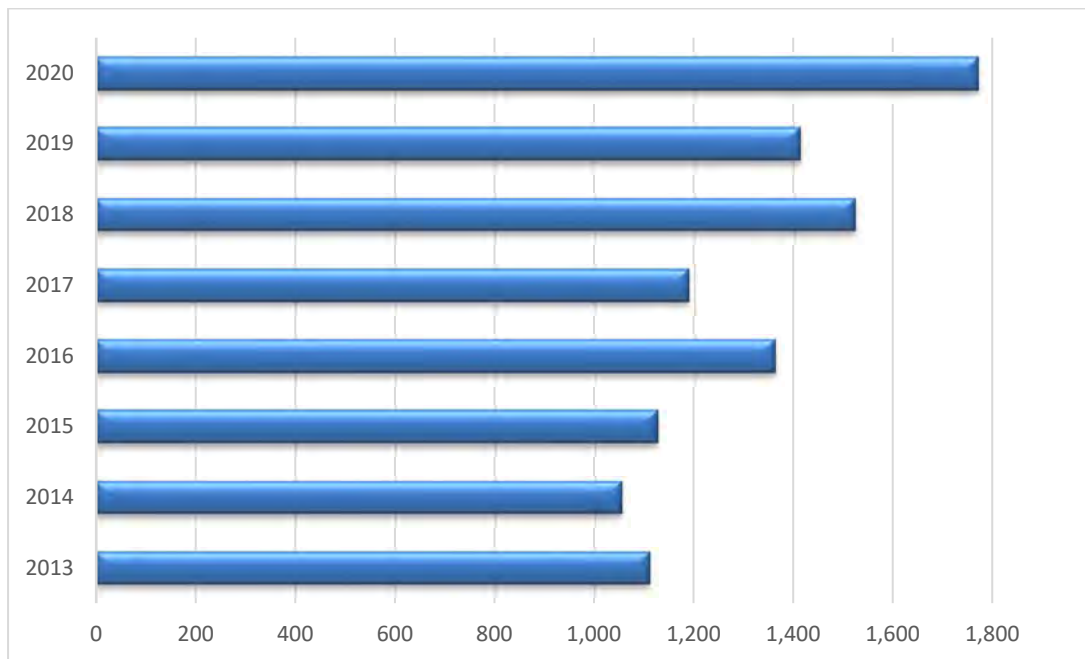


Note: Source: Sarasota County Comprehensive Annual Report - Statistics only available for Sarasota County; not for the City of North Port.

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 increased in FY 2020 as compared to FY 2019 by 25.23% indicating strong business growth. The majority of businesses provide general services; however, retail, insurance, and repair and maintenance businesses are growing each year.

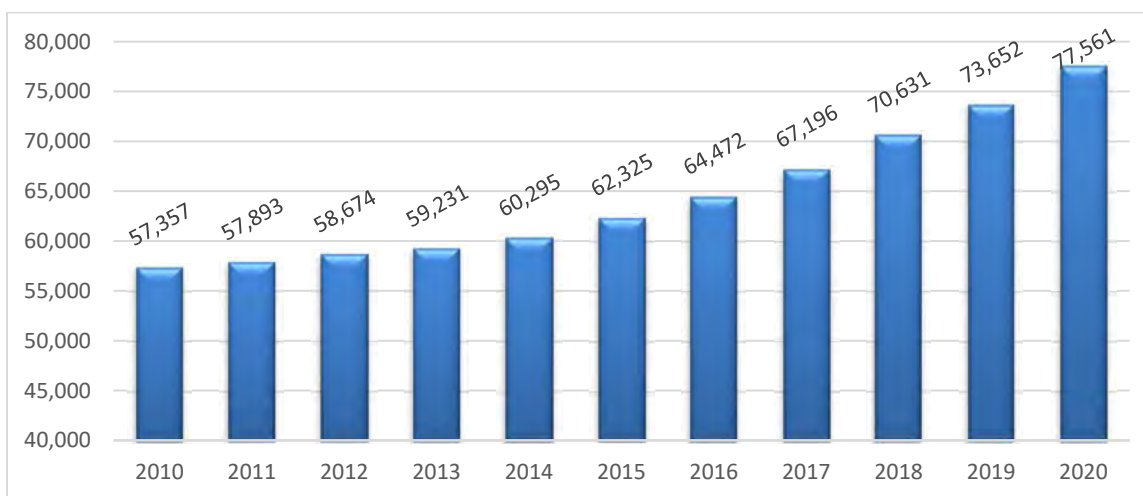
BUSINESS TAX RECEIPTS BY YEAR



POPULATION

The City of North Port experienced strong growth from 2000 to 2009 and approximately tripled. An estimated increase of 3,909 residents is projected for 2020. 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* impacted 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.

NORTH PORT 2010 – 2020 POPULATION



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

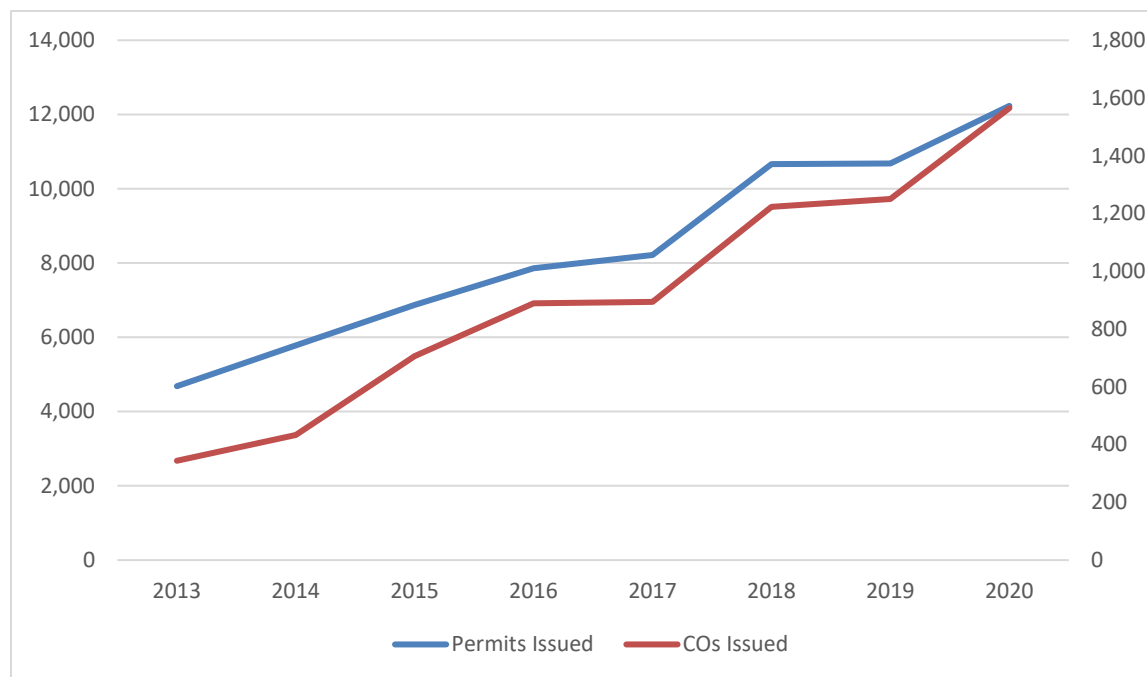
EXPANSION

Since the economic downturn of 2007 and 2008, construction activity is showing strong growth in the North Port area. The data shows steady growth with a slight decline in FY 2019 and a strong recovery in FY 2020. In fiscal year 2020, the City issued 1,543 single family residential permits as compared to fiscal year 2019 with 1,219 single-family residential permits, a 26.6% increase. Commercial permits held steady at 59 for FY 20 as compared to 60 in FY 2019. Over the next few years, as development moves forward, the City projects that commercial activity will increase, partially due to the new Atlanta Braves training facility. The following chart compares the number of single-family building permits issued to the generated permit revenue.

2011 – 2020 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.



Three City Comparison

Following are charts comparing tax revenues, general fund expenditures and authorized employee positions to the population for North Port and three similar cities in Sarasota County:

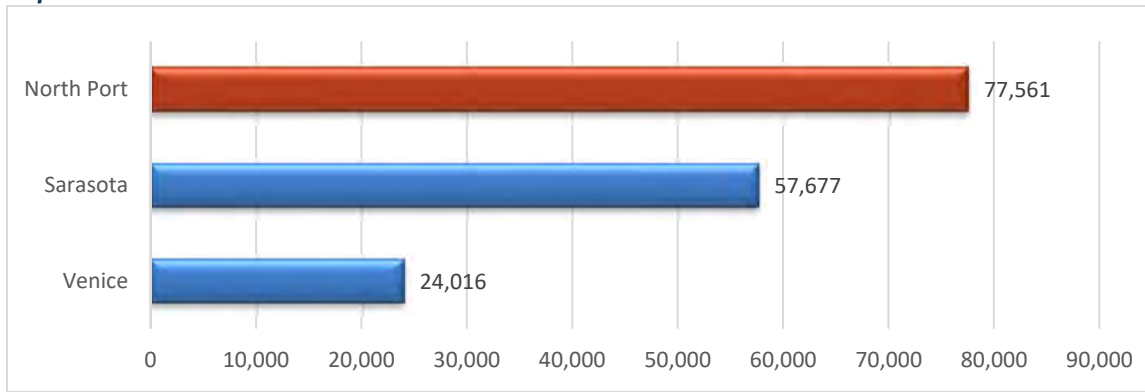
Summary of Ad Valorem Taxes

For municipalities within Sarasota County

Municipality	Total Taxable Value	Population	Taxable Value Per Capita	Total Millage*	Ad Valorem Tax Bill Per Capita
Longboat Key	4,190,191,926	4,617	907,557	2.4116	2,189
North Port	5,111,668,046	77,561	65,905	3.7667	248
Sarasota	11,827,987,326	57,683	205,052	3.4866	715
Venice	4,511,939,808	24,016	187,872	4.9574	931

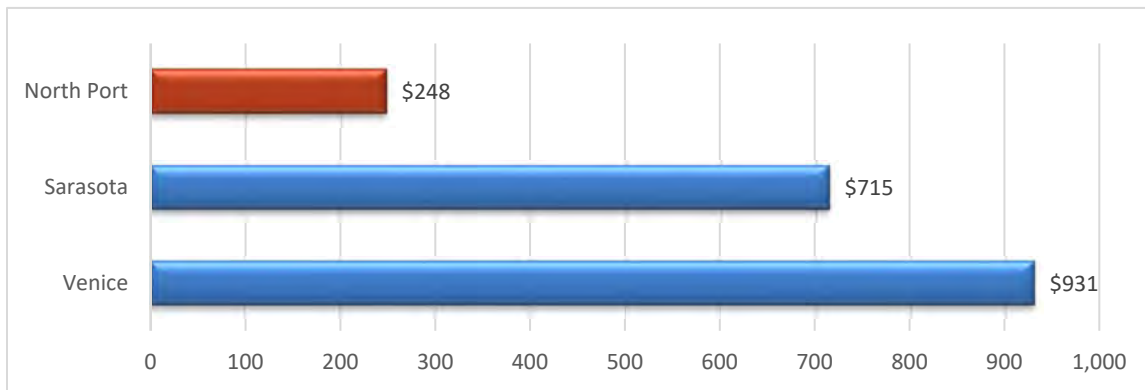
*Total millage includes separate debt service and/or MSTU

Population



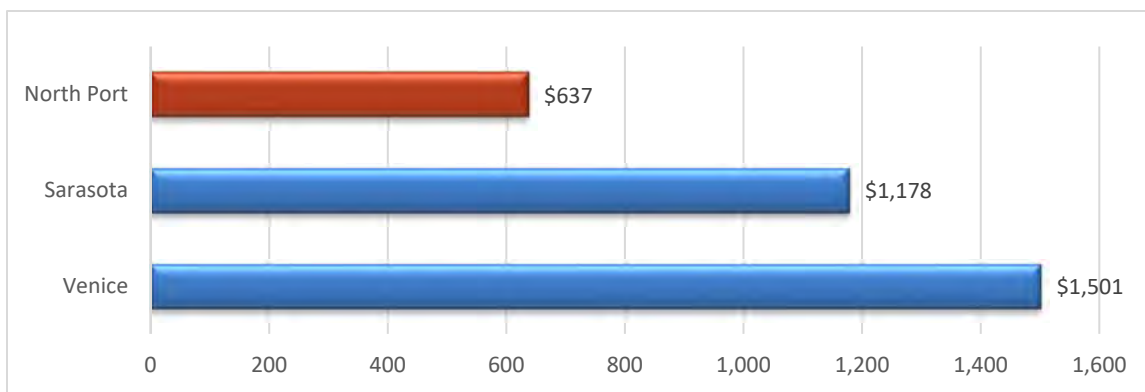
Ad Valorem Property Tax Revenues per Capita

An illustration of the amount of revenue per capital projected to be collected by each municipality for FY 2021 is shown in the chart below. Ad valorem taxes are based on the value of the home or property with an applied millage rate. North Port has the lowest per capita ad valorem revenue rates of the cities in Sarasota County.



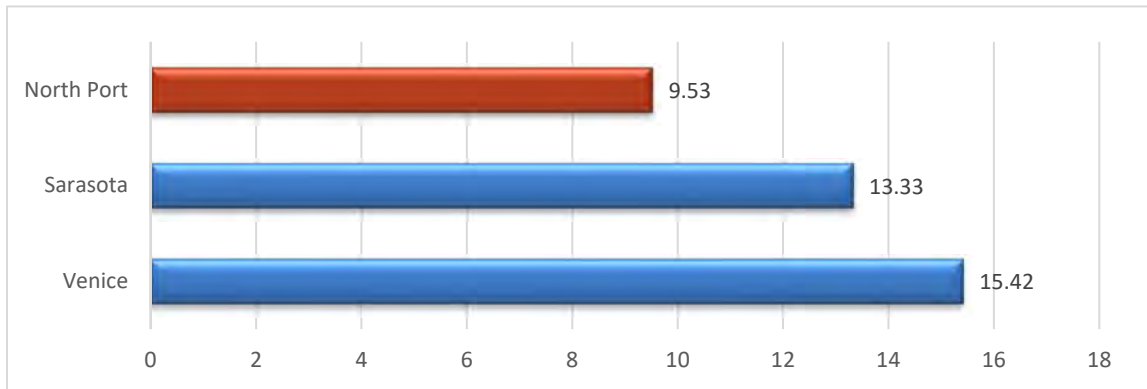
Total General Fund Expenditures per Capita

The budgeted General Fund expenditures per capita of each municipality are illustrated below. These expenditures are primarily 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.



City Employees per 1,000 in Population

Captured below is the number of city employees per 1,000 in population in the municipality. North Port has the lowest number of city employees per 1,000 residents when compared to other cities in Sarasota County.



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REVENUE & EXPENDITURE ANALYSIS

LONG-TERM FINANCIAL PLANNING

In preparing the following long-range financial plan, staff based the analyses on historical data and the current economic environment. Revenues within the City’s legislative control including property taxes, district assessments, water/wastewater rates and other charges for services were forecasted to meet expenditure requirements while maintaining a structurally balanced budget. Other considerations included capital replacement schedules, no changes in service levels in the five forecast years and sustaining a 20% Emergency and Disaster reserve.

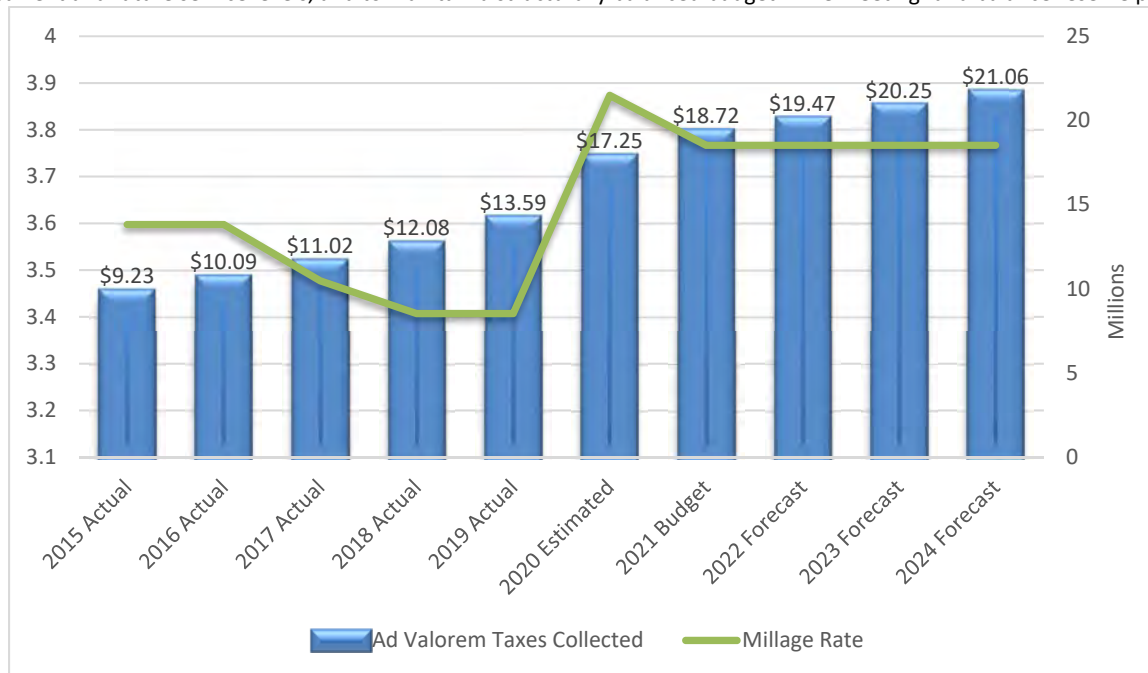
Consideration was given to future economic impacts to the City and city services. Growth in the West Villages Improvement District (WVID) is expected to spur ancillary commercial projects which may include retail gas stations, a supermarket, hotel(s), restaurants and other service-related businesses. There are currently four existing residential communities within two miles of the Atlanta Braves stadium site. This activity will impact our long-term forecasts. For the purposes of the FY21 budget, staff maintained a conservative forecast because the impact of the various proposed projects is unknown until they come into planning. To be clear however, it is expected that this growth will impact all operating funds, Districts and Utilities.

ANALYSIS OF REVENUE SOURCES

TRENDS AND FORECASTS

Property Tax

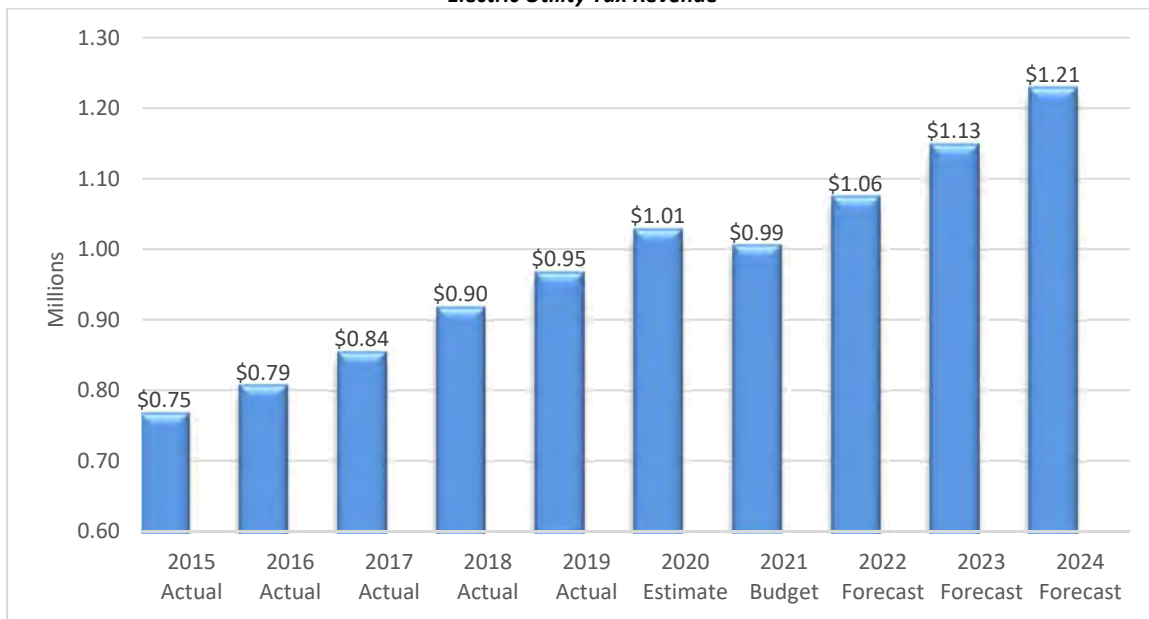
The major revenue source funding the City’s General Fund operations continues to be property taxes. The graph below illustrates the historic and forecast property tax revenues for the City. The “Property Tax Millage Rates” chart displays five years of millage rates. The rate for FY 2022 is unchanged from FY 2021 and the City does not have any debt millage. Although the City has maintained the same millage rate, property tax revenue is expected to increase by over \$750,000. The increase is attributed to new construction and an increase in taxable value. The financial forecast analysis is based on recent legislative decisions, continued growth in new construction, and re-assessed taxable value. In forecasting property tax revenue, staff considers the expenditure needs of the City to meet current and future service levels, and to maintain a structurally balanced budget while meeting fund balance reserve policy.



Utility Tax-Electric

The City collects utility taxes for electricity equal to 2% of the payments received by Florida Power & Light (FPL) from the purchaser of electricity. Purchase of electricity means the purchase of electric power by a person who will consume it within the City. Over the past four years, the City has experienced an average growth of 7.05% in Electric Utility Tax revenue as new developments are completed. Based upon historical data and the current economic environment, financial forecasts prepared by staff reflect continued revenue increases in Electric Utility Tax revenue.

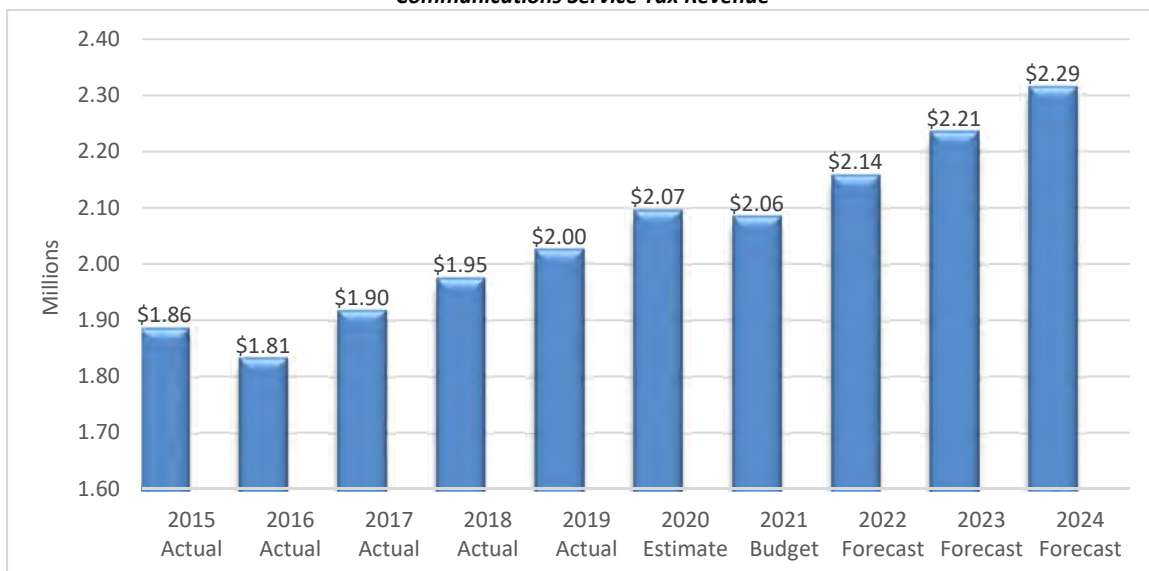
Electric Utility Tax Revenue



Utility Tax-Communication Services Tax (CST)

As of 2001, Communication Services Tax (CST) replaced the Telecommunications Utility Service Tax, Telecommunications Franchise Fees, and Cable TV Franchise Fees. The CST is charged the maximum rate per Florida Statute of 5.72% on all communication services, including voice, data, audio, video or any other information or signal transmitted by any medium that originates within the City and terminates within the State. CST is collected and distributed by the State of Florida. Revenue estimates are projected by the State to be used by local agencies during budget preparation. In 2012, the State legislature adopted changes to Florida Statute 202.18(3) which provided for adjustments to the amount of CST revenue distributed to local governments. The changes in the statute initially resulted in a decline in CST revenue to the City through FY 2016 but the revenue began to increase in FY 2017. Revenue forecasts were determined based on a financial analysis prepared by staff on historical data and the current economic and political environments.

Communications Service Tax Revenue

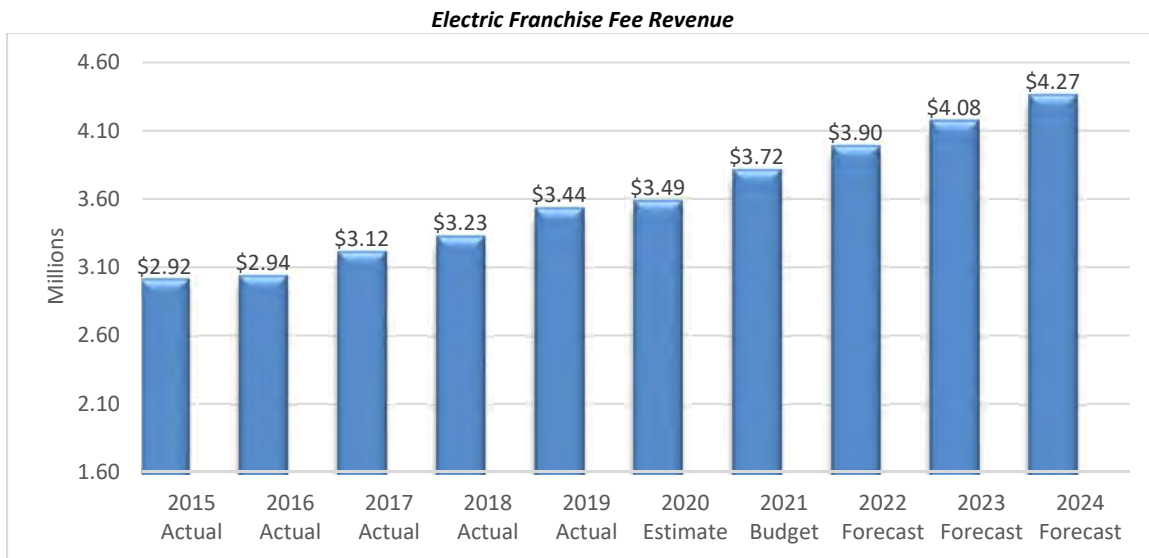


FRANCHISE FEES

Franchise Fees-Electric

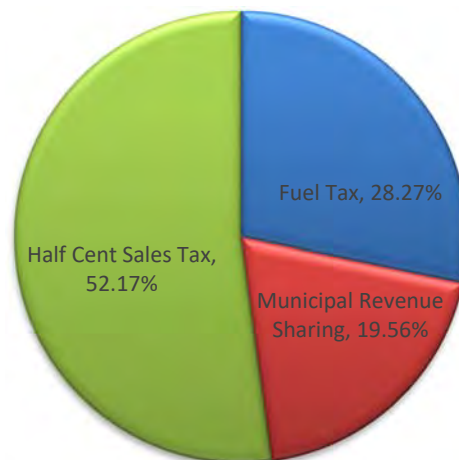
Franchise Fees are negotiated fixed fees to a company or utility for the use of municipal rights-of-way (poles, lines, pipes, etc.) and may include the value of the right for the utility to be the exclusive provider of its services within the City. The City has franchise agreements for electricity and natural gas. The revenue received from natural gas purchases averages \$31,500 annually. The City's largest franchise agreement is for electricity. The franchise fee for electricity is a fee charged to Florida Power & Light (FPL) to provide

services to the customers of North Port. The current fee is 5.9% of billed revenues less actual write offs from the sale of electrical energy to commercial, industrial, residential customers within the incorporated areas of the City. Revenues from electric franchise fees are expected to continue to grow at a rate of 4.7% annually. The City continues to experience growth in commercial and residential development. Based on historical data and the current economic environment, staff developed the following financial forecast.



INTERGOVERNMENTAL REVENUES

Intergovernmental revenue consists of revenues that are received from other government agencies. The majority of these revenues consist of State Sales Tax, State Shared Revenue, and Local Option Fuel Tax. Other revenues in this category consist of federal, state, and local grants and shared revenue from the County. The graph below illustrates the percentage of the major intergovernmental revenue type against the total of the major intergovernmental revenues (\$10,729,240) for FY 2021. There was a decrease in these three revenue categories of \$2,258,990 from FY 2020 due to the uncertainty of the revenue due mainly to the decrease in tourism as a result of Covid.

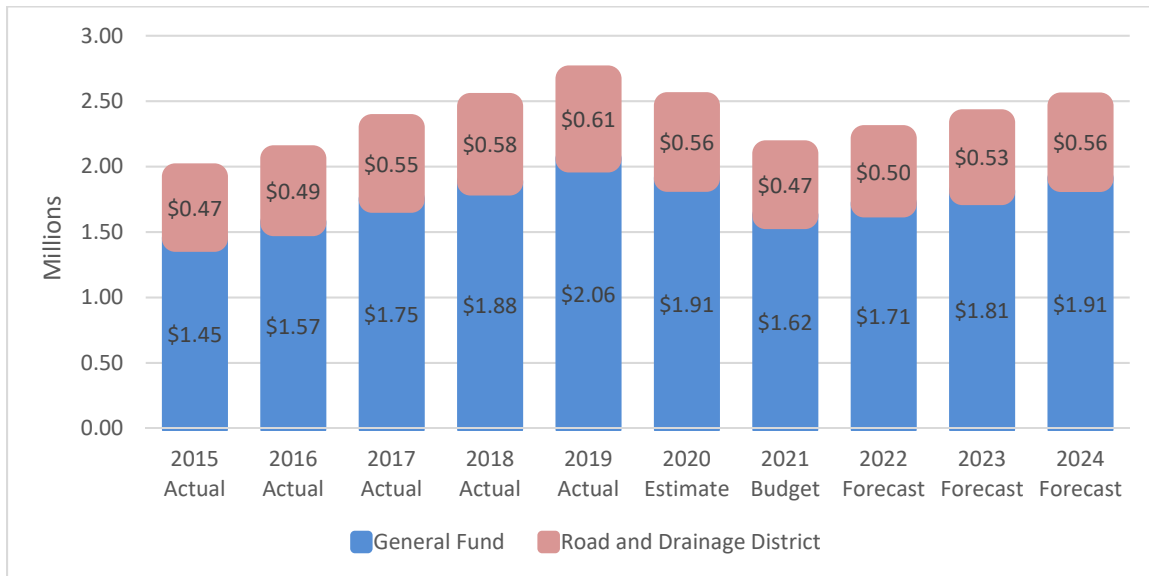


Municipal Revenue Sharing

State shared revenue is generated from three sources: 1) a percentage of sales and use tax collections, 2) 12.5% of the state alternative fuel user decal fee collections, and 3) the net collections from a one-cent municipal fuel tax. The State of Florida collects the revenue and disburses directly to municipalities. An allocation formula serves as the basis for the distribution of these revenues, which is provided by the State of Florida. General Fund collects an average of 75% of the total with the remaining 25% accounted for in the

Road and Drainage District, special revenue fund. Over the preceding five years, the actual revenue received from the Municipal Revenue Sharing program has exceeded the State projections until FY 2020 due to reduction in tourism as a result of Covid. Population is a major component of the allocation formula the State uses to disburse revenue. The City of North Port is the largest city in Sarasota County. The growth in population is expected to continue through the five-year forecast model. Based on historical revenue receipts and estimated population growth within the city, staff usually determines the forecasted revenues to increase from 3.5% to 7.5%, annually. The forecast for FY 2021; however, is a decrease of 25%.

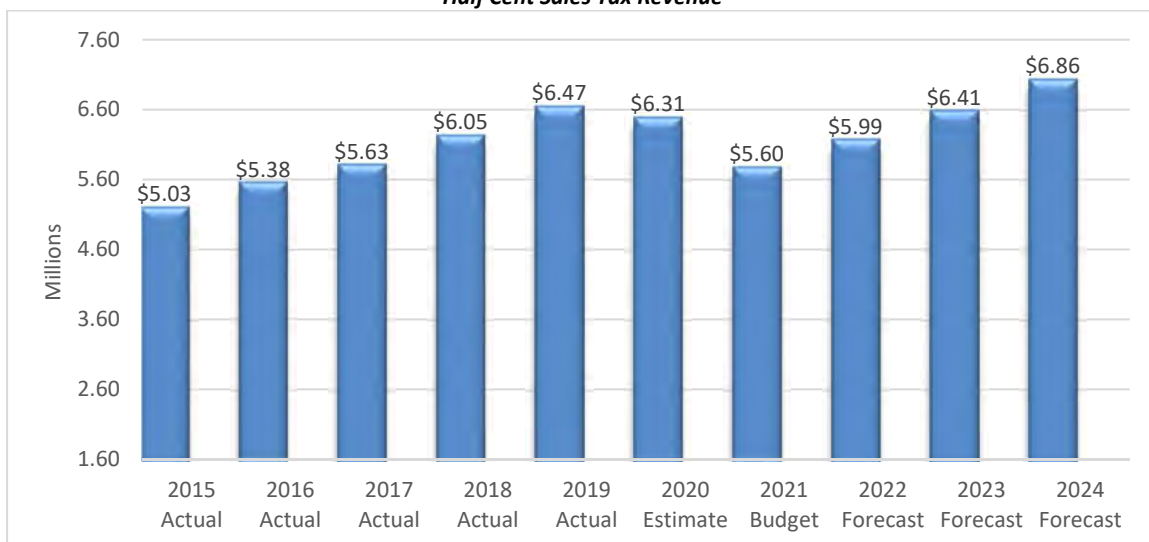
Municipal Revenue Sharing



Local Government Half-Cent Sales Tax

The State of Florida collects the Local Government Half-Cent Sales Tax. The state distributes net sales tax revenues to counties and municipalities that meet strict eligibility requirements. Allocation formulas serve as the basis for this distribution and its primary focus is to provide relief from ad valorem and utility taxes in addition to providing counties and municipalities with revenues for local programs. A major component of the distribution allocation is population. As North Port continues to growth, this revenue will increase. Staff estimates an average growth of 6% in revenue from Half-Cent Sales Tax. The forecast for 2021; however, is a decrease of 18.8%. Revenue forecasts were determined based on a financial analysis prepared by staff reflecting historical data and the current economic environment.

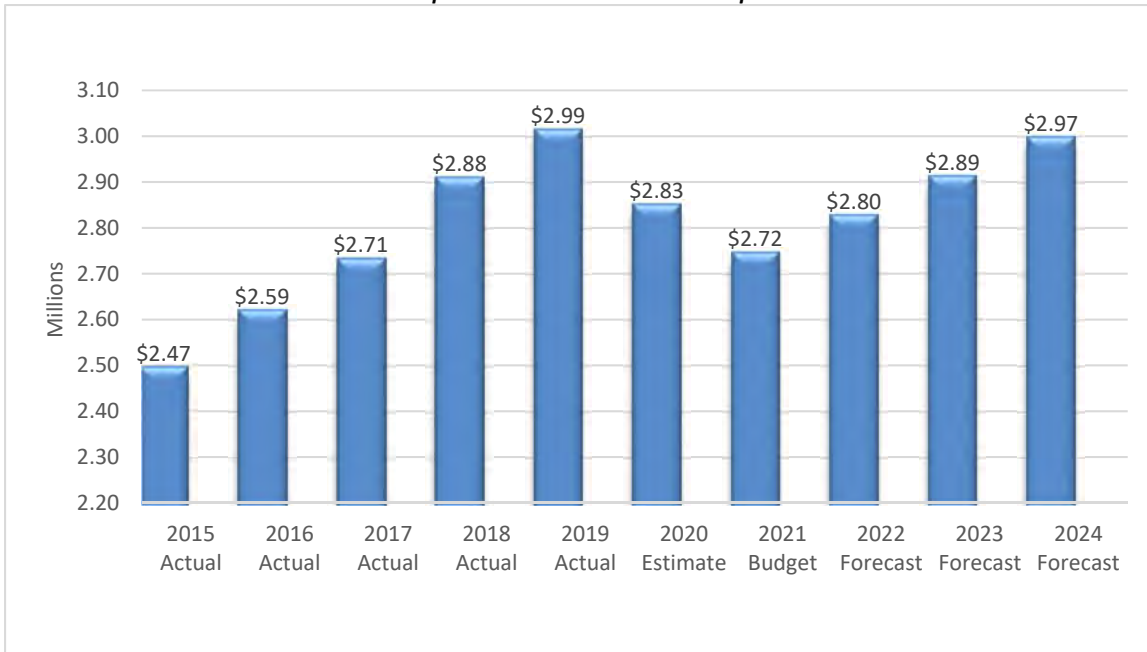
Half Cent Sales Tax Revenue



Local Option Fuel Tax

Sarasota County levies a total of 12 cents per gallon which is shared with the cities. The 12 cents is comprised of the full six cents allowed by Florida Statute 336.025(1)(a) and an additional five cents allowed by Florida Statute 336.025(1)(b), and a County one cent levy as allowed by Florida Statute 336.021. The first tax is applicable to all motor fuel and diesel fuel sold at wholesale in the County, while the second exempts diesel fuel. The local option gas taxes are shared with the City through Interlocal agreements. The City of North Port receives all of the above taxes, and revenue estimates are provided each year from the State. Based on historical data, current economic trends and growth in population, staff forecasts revenues from local option fuel taxes to increase 3% each year in typical years. For FY 2021, a decrease of \$260,620 is anticipated.

Local Option Fuel Taxes – 1st and 2nd Options



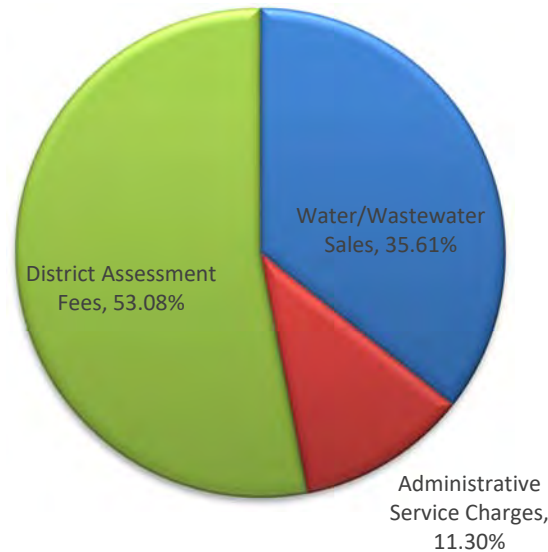
County 9th Cent Fuel Tax



CHARGES FOR SERVICES

Charges for Services represent fees charged as a result of direct benefit or in lieu of other charges. District assessments account for a significant portion of revenues in the charges for services category. The other major revenues in this category include Water/Wastewater Sales and Administrative Charges. Other charges for services includes parks and recreation fees, miscellaneous police fees, EMS transport fees, and other miscellaneous fees.

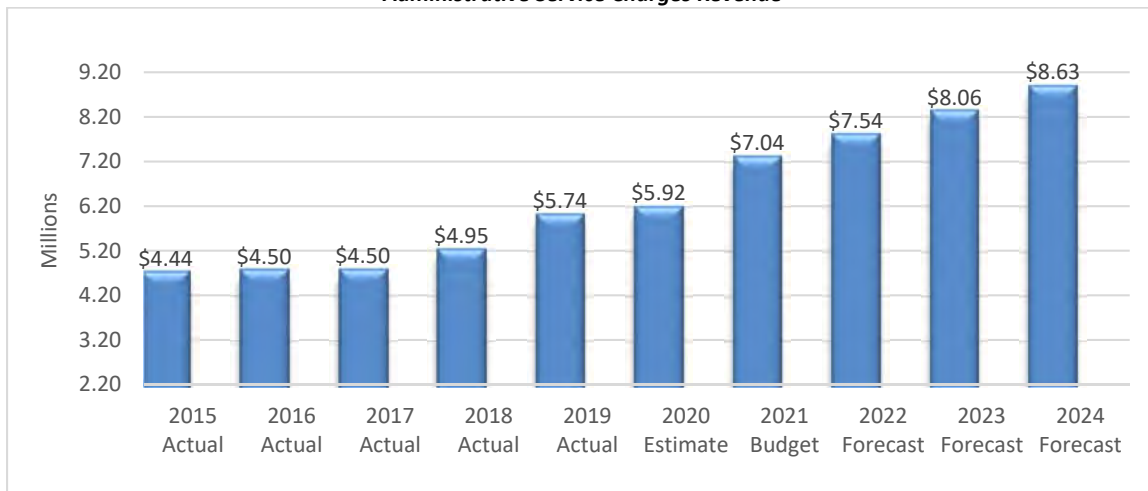
The graph below illustrates the percentage of the three major charges for services (\$62,299,140) for FY 2021.



Administrative Service Charges

Administrative service charges are paid by the three Districts, Building Fund, Utilities, Fleet Maintenance Fund, and Warm Mineral Springs special revenue fund to the General Fund. These charges support the General Fund provision of support services for information technology, human resources, risk management, finance, executive administration (City Manager, City Attorney, and City Clerk), budget, payroll, and purchasing. These revenues are based on a cost allocation method and will increase based on the respective annual increase and change in level of service required for each service department. These charges are offset by an expense in each fund that utilizes the services.

Administrative Service Charges Revenue

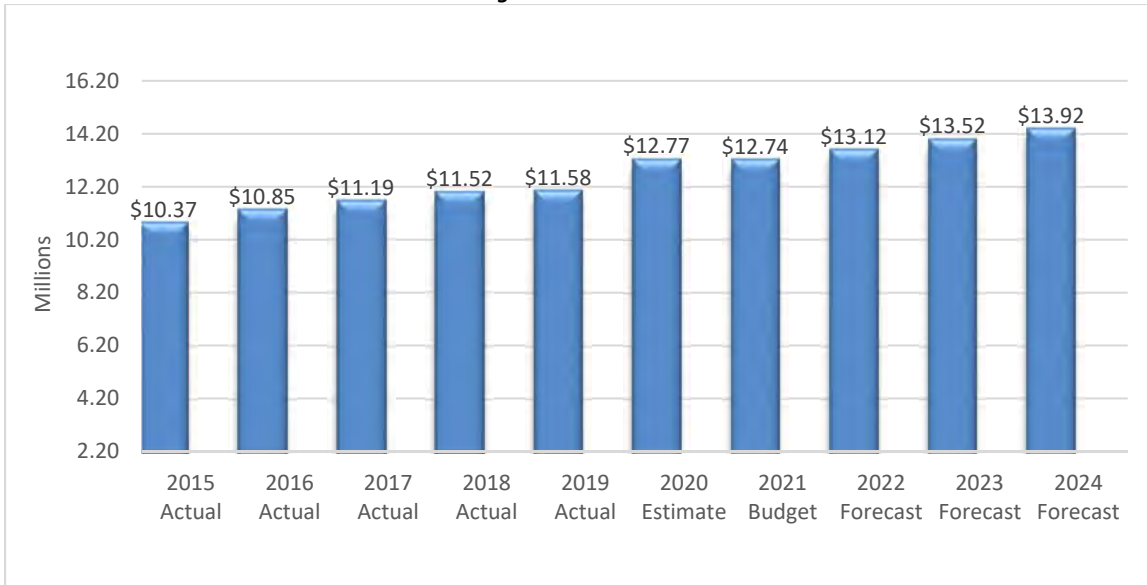


The City is unique in having three dependent districts within the City: The Road and Drainage District, the Fire Rescue District and the Solid Waste District. Each district is authorized to levy non-ad valorem assessments based on benefits received by each property within the City. The assessments are not based on property values and are supported by adopted methodologies.

District Assessments-Road & Drainage District

Road and Drainage assessment fees are collected to support the maintenance and repair of roadways, bridge, sidewalks, other mobility infrastructure, and to maintain the stormwater system throughout the city. The assessment revenue generated is restricted to use for general operating costs associated with the District. As the City continues to grow, the demand for services increase. The following bar graph shows the forecasted impact of these changes.

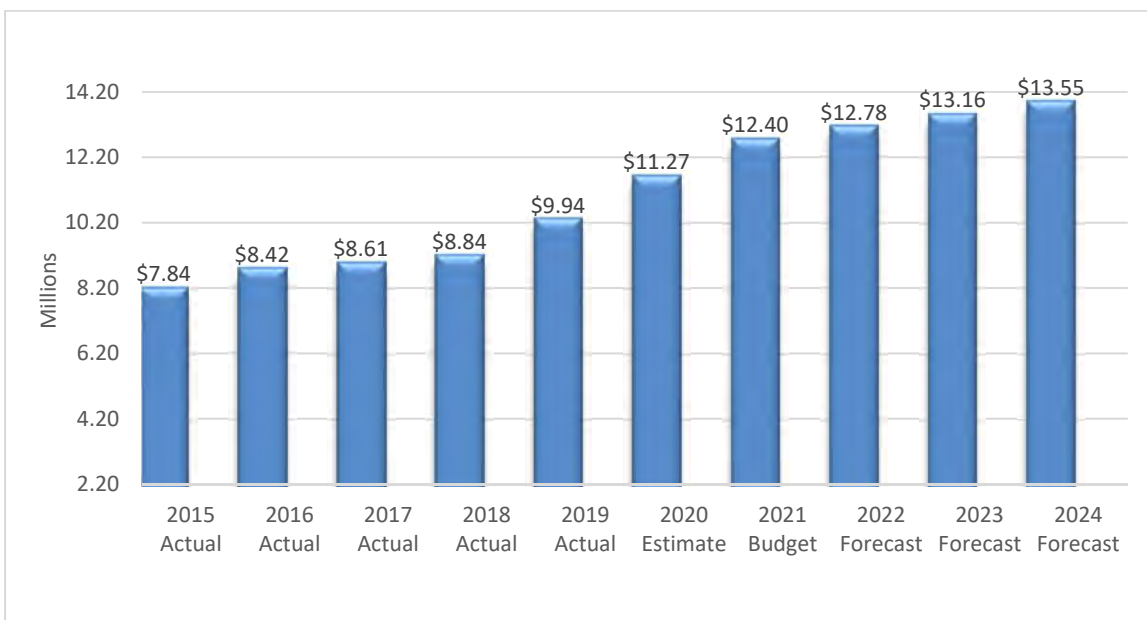
Road & Drainage District Assessment Revenue



District Assessments-Fire Rescue District

Fire Rescue assessment fees are collected to provide fire protection and suppression services to the citizens of North Port. The revenues are restricted for use by the District to pay for the general operating costs associated with personnel, operations and capital purchases.

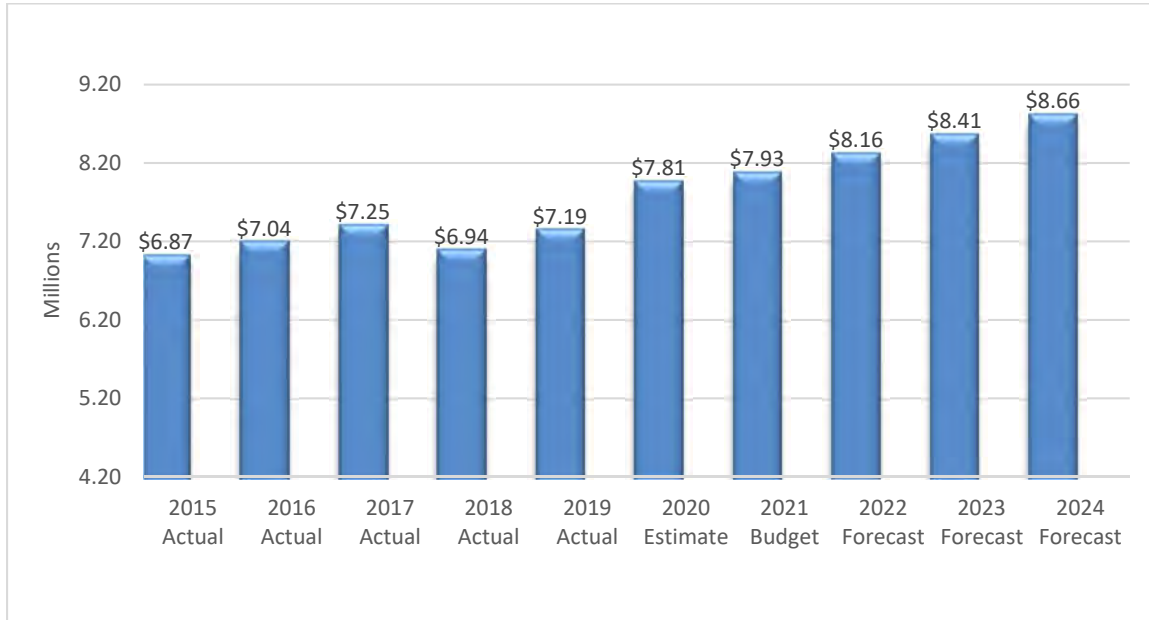
Fire District Assessment Revenue



District Assessments-Solid Waste District

Solid Waste assessments pay for solid waste collection and disposal including recycling services for residential houses. The revenues are restricted for use by the District to pay for operating costs associated with providing services. The City continues to increase in residential houses as the construction industry is growing. For FY 2021, the Solid Waste assessment remained the same at \$245/household.

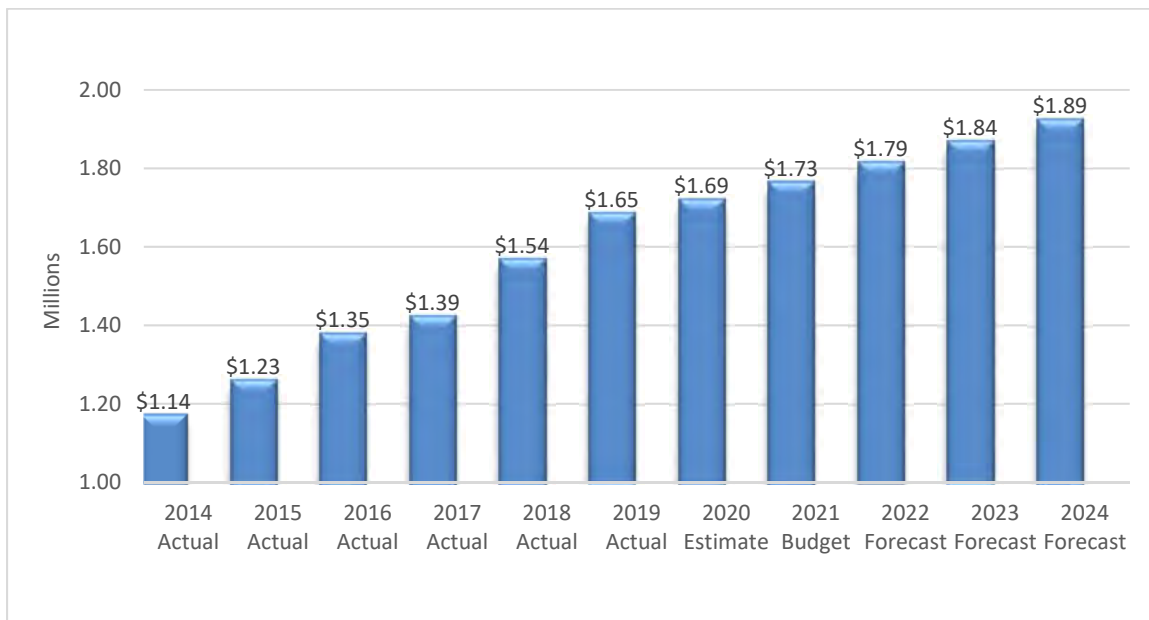
Solid Waste District Assessment Revenue



Commercial Collections-Solid Waste District

Commercial collections pay for solid waste collection and disposal including recycling services for all commercial businesses within the city. The revenues are restricted for use by the District to pay for operating costs associated with providing services. Commercial collections continue to grow as development is completed.

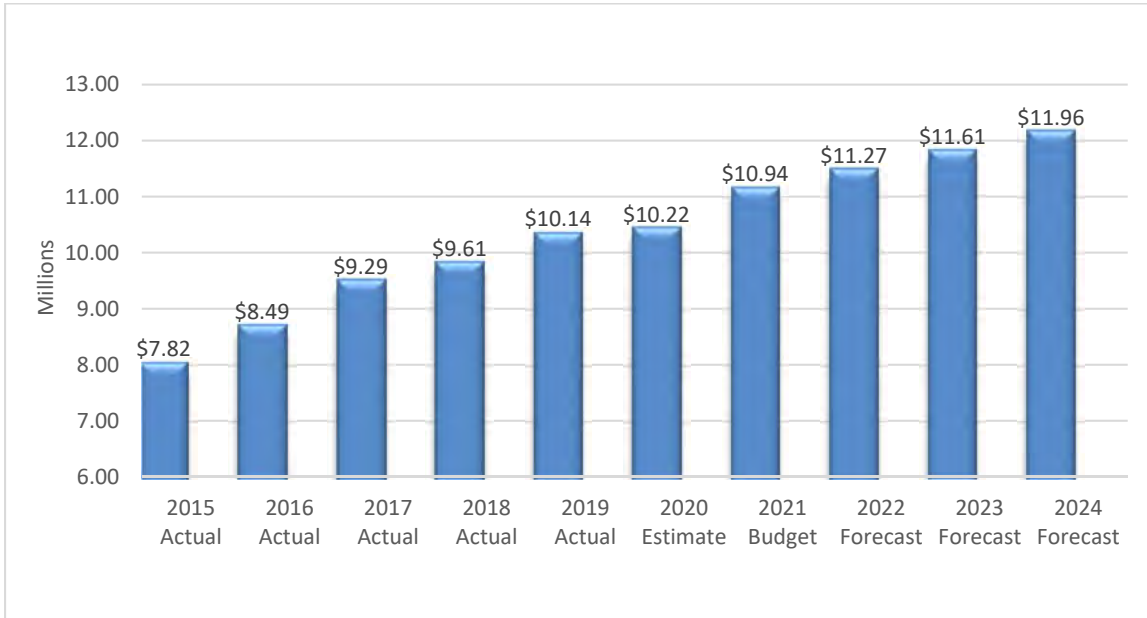
Commercial Collections Revenue



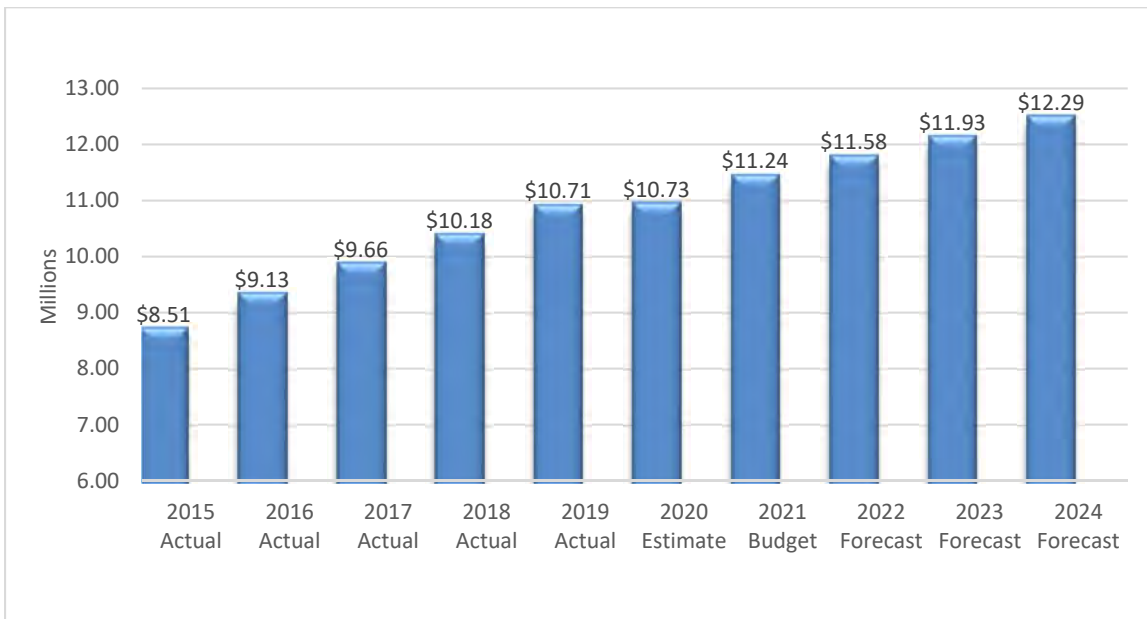
Enterprise Revenues

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

Water Sales Revenue



Wastewater Sales Revenue



ANALYSIS OF EXPENDITURE REQUIREMENTS

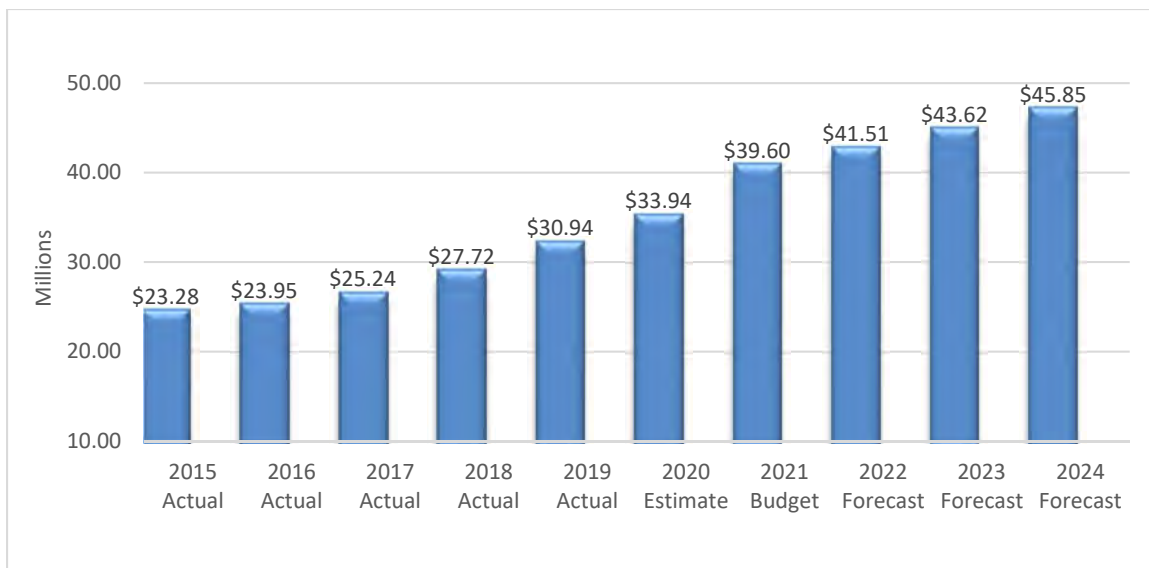
TRENDS AND FORECASTS

Personnel Costs

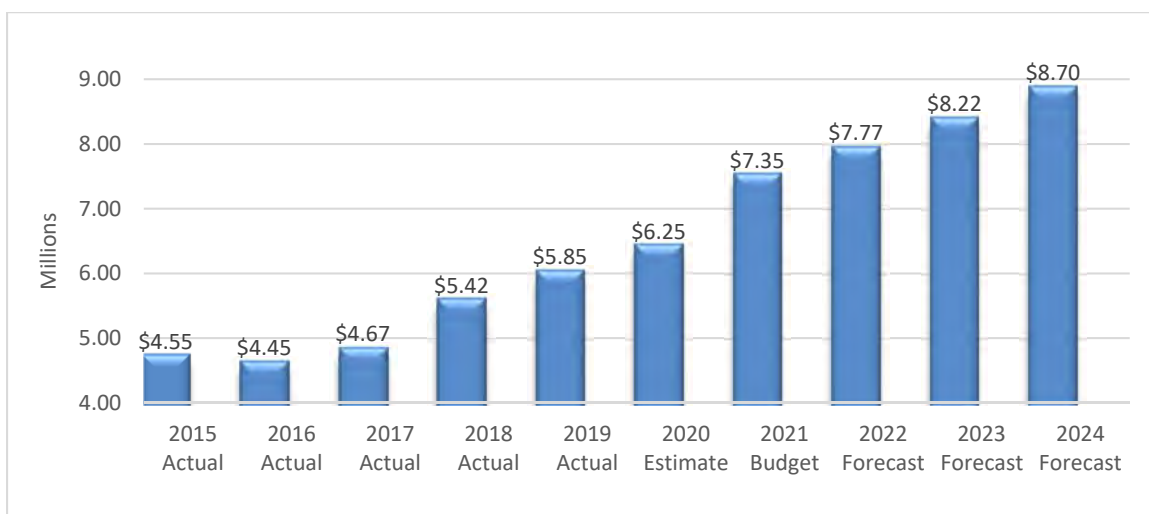
Personnel costs account for 79,10% of the City's General Fund operating budget. In other high service driven funds such as Building and Fire Rescue, personnel expenditures are the largest portion of the budget. Assumptions used in developing future personnel costs include the following:

- Salaries/Wages 4.0% per year
- Payroll Taxes 4.0% per year
- Florida Retirement System 5.5% per year
- Other Pensions 1.5% per year
- Health Insurance 10.0% per year
- Impact of New Positions 1.0% per year

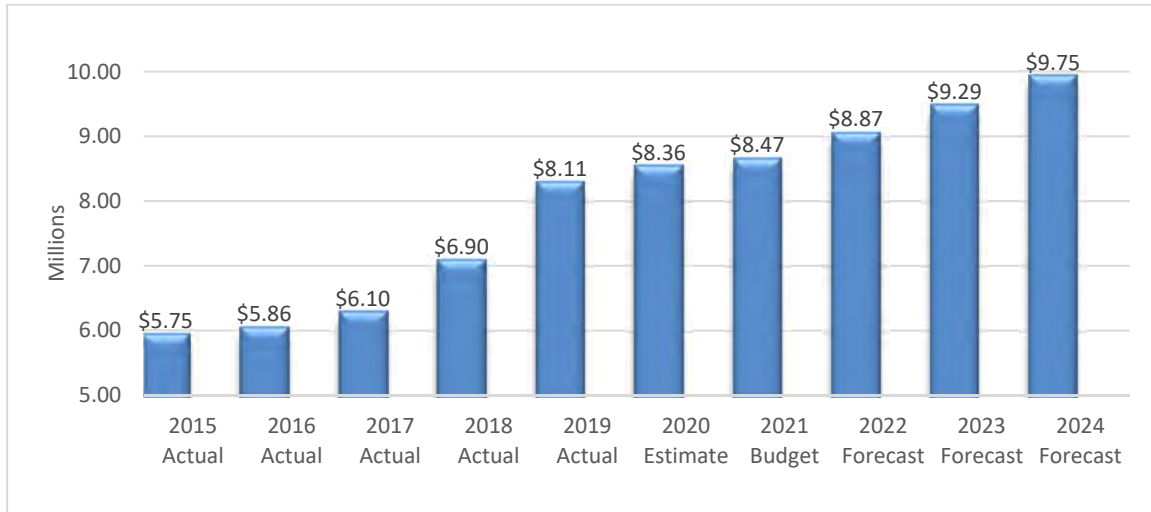
General Fund Personnel Costs



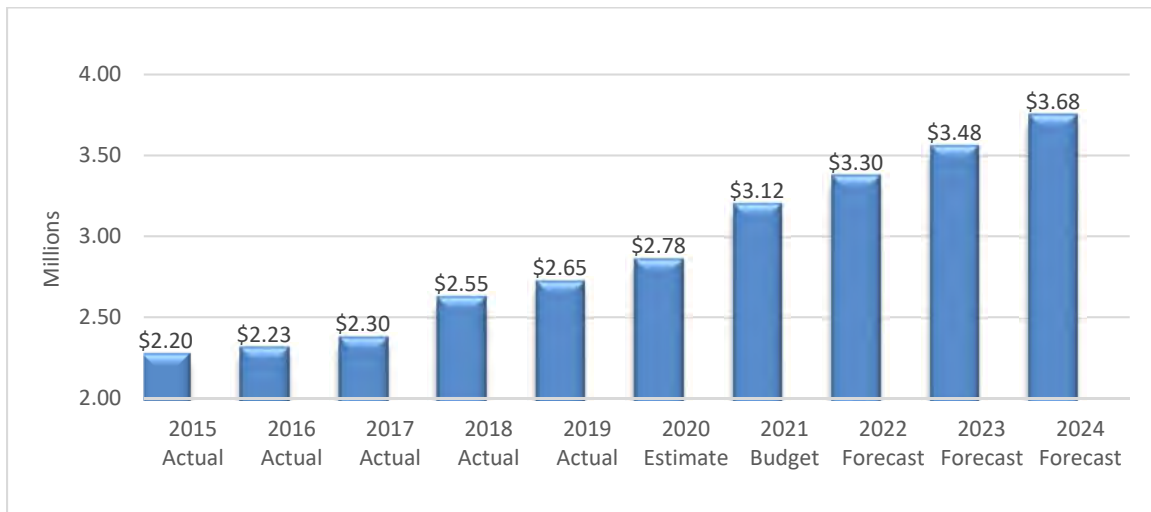
Road and Drainage District Personnel Costs



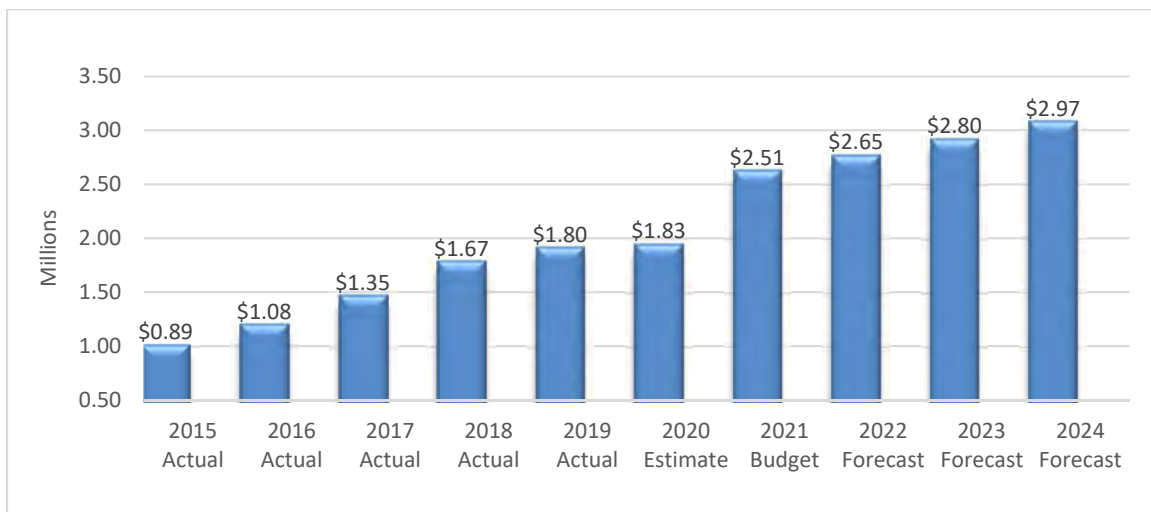
Fire Rescue District Personnel Costs



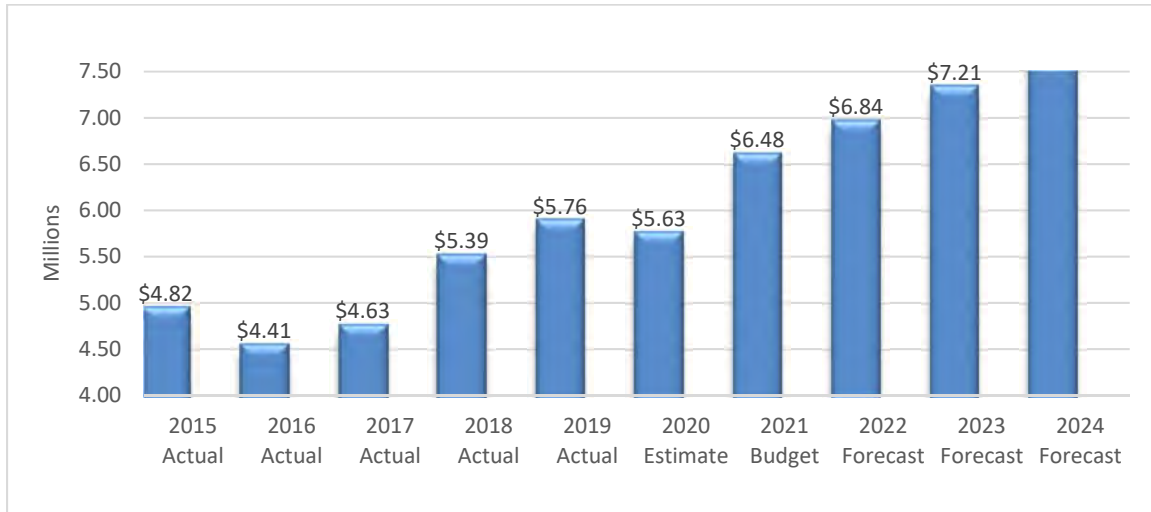
Solid Waste District Personnel Costs



Building Fund Personnel Costs



Utilities Fund Personnel Costs



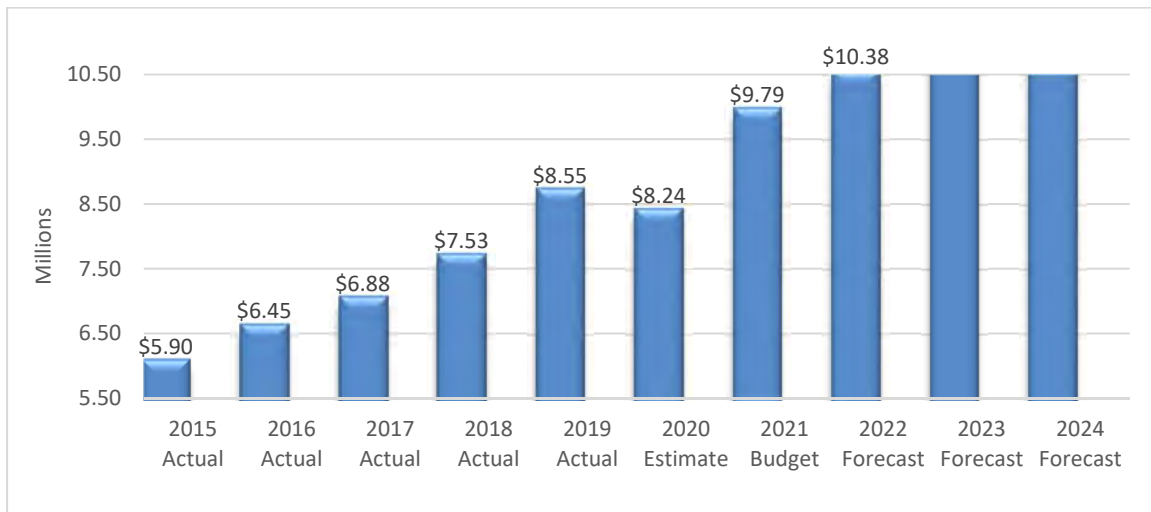
Operating Costs

Operating costs in funds requiring regular repair and maintenance services to meet citizen demands include the Road and Drainage District, Solid Waste District and Utilities. These funds reflect operating expenditures significantly greater than personnel costs. Assumptions used in developing future operational costs include the following:

- Increase of 6.0% for fiscal years 2022-2024 in the General Fund
- Districts and other fund percentage increases are based on historical data
- No changes in current service levels
- No additional services

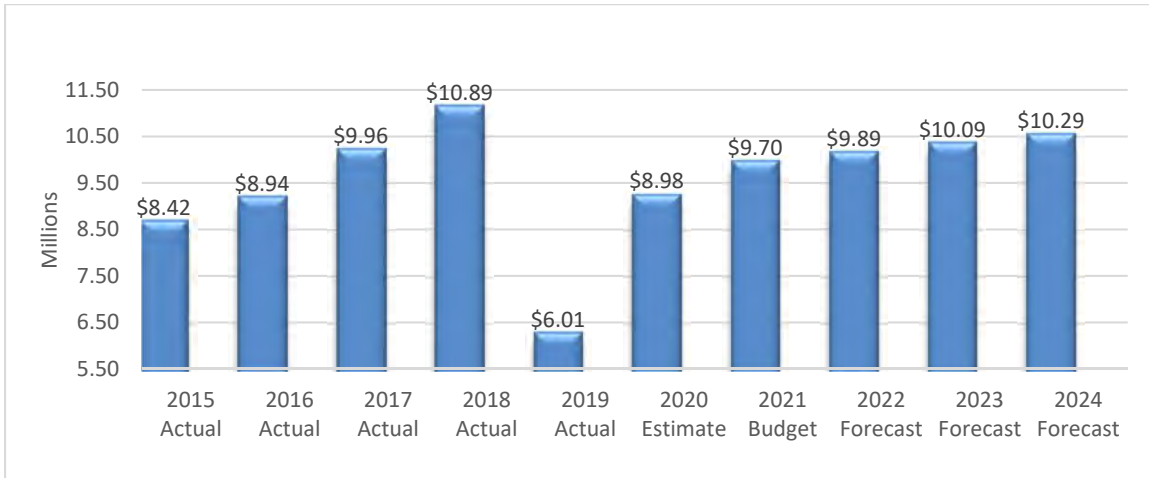
The following graphs illustrate historical data and financial forecast analysis prepared by staff.

General Fund-Operating Costs

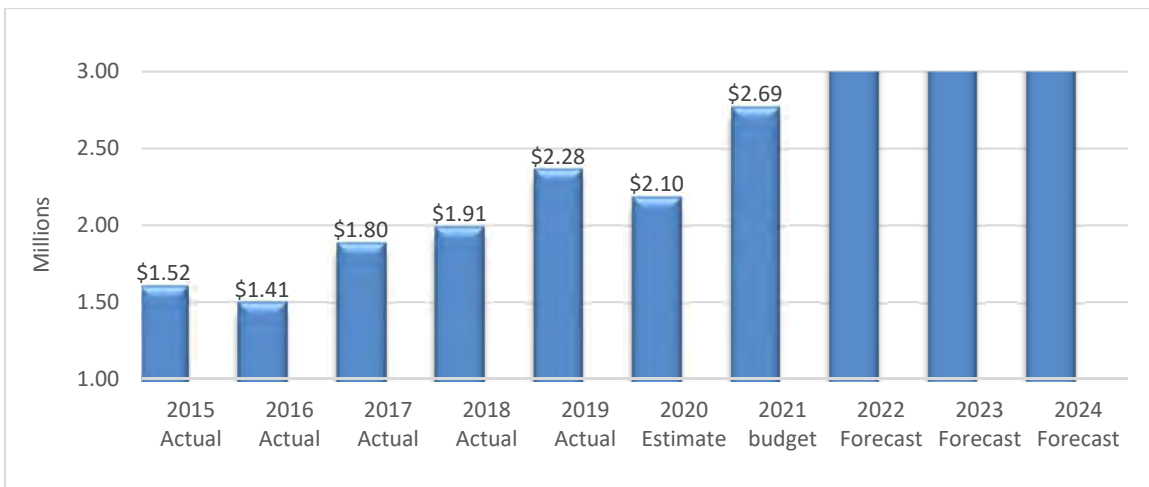


Road and Drainage District-Operating Costs

In FY 19, operating costs decreased due to the completion of the Road Reconstruction Bond, a multi-year, \$39.77 million city wide road reconstruction and rehabilitation program.

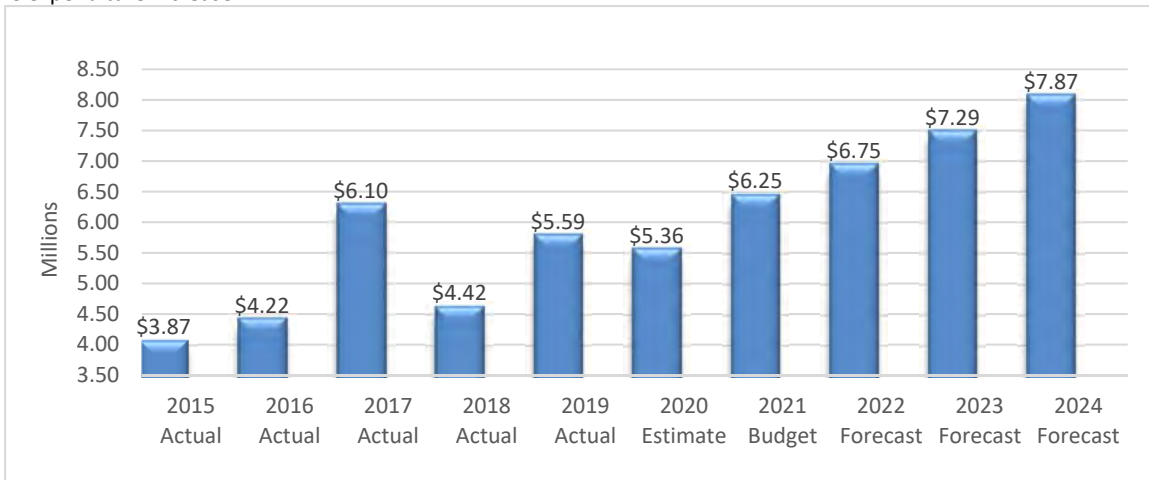


Fire Rescue District-Operating Costs



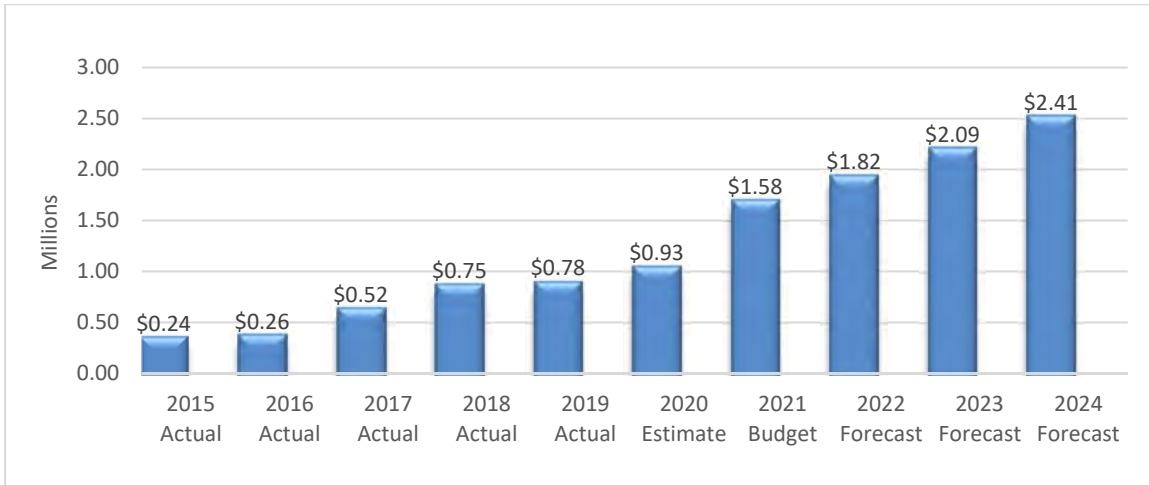
Solid Waste District-Operating Costs

In FY 2017, the Solid Waste District purchased over \$2 million in recycling totes to implement a new recycling program. This was a one-time expenditure increase.

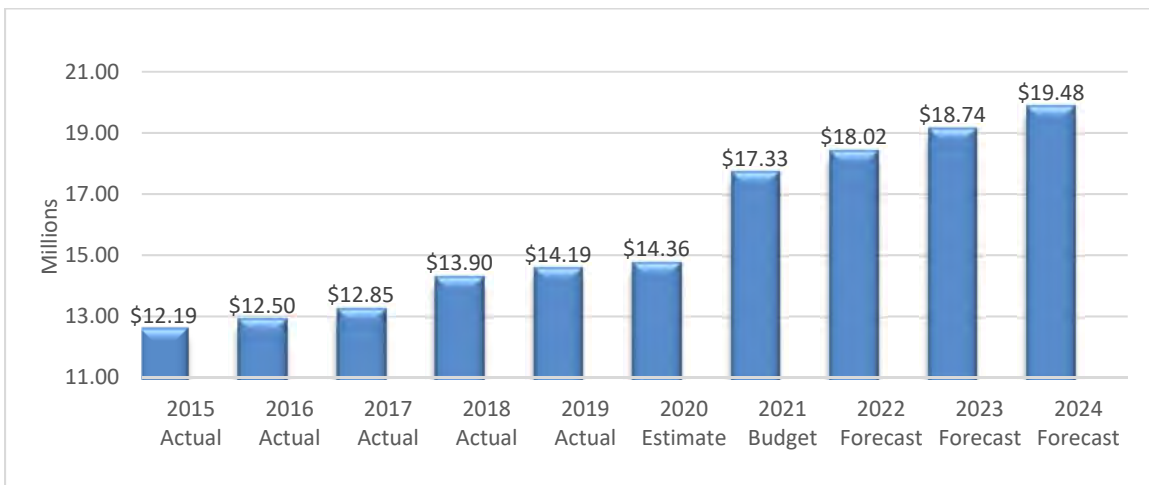


Building Fund-Operating Costs

In FY 2017, the department increased contracted services \$100,000 to provide plans review and inspection services to a new residential and commercial development.



Utilities-Operating Costs



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 2021 budget preparation process.

BUDGET CALENDAR

TASK	DATE
Assumptions, Projections & Priorities Workshop with Commission for FY 2020-21	March 2
End user training for GovMax Budget input	March 10-11
Department requested CIP Presentation FY 2021-25 due to Budget Office	March 10
One-on-one meetings between Department Directors and their Assistant City Manager or City Manager	March 11–April 17
Personnel Changes/Requests submitted to HR	March 13
CIP Presentation FY 2021-25 (new projects and existing if adding funding) following CIP Status Meeting	March 17
Commission Workshop for City Fee Changes	April 8
Overtime, Certifications and Other Payroll Adjustments due to HR	April 10
City Fees Department Changes Only due to Budget	April 17
CIP requests final meeting following CIP Status Meeting	April 21
Department budget requests and summaries due to Budget Office	April 22
Departments' budget re-submittals due to Budget Office	May 4
Departments' budget reviews with City Manager	May 5, 6 & 11
CM Recommended Budget all revised documents due to Budget Office	May 18
Presentations for City Manager Recommended Budget due to Director of Finance for review and approval	May 26
Preliminary Property Taxable Valuation due from Property Appraiser	June 1
Commission Workshop – City Manager Recommended Budget	June 16, 17 & 18
Special Commission Meeting to approve Districts' "Not-To-Exceed Rate" Resolutions	June 18
Receive Certificate of Taxable Value, Form DR-420 from Property Appraiser.	July 1
Commission Workshop – City Manager Proposed Budget	July 21-22
Commission Meeting to authorize City Manager to sign and submit the Certification of Taxable Value with the Proposed Millage Rate and date and time of first public hearing	July 22
Commission meeting – First reading City-wide fee ordinance	July 28
First public hearing on budget and millage ordinances and districts' assessment roll adoption	September 3
Advertise millage and budget summary per TRIM requirements	September 15
Second public hearing on budget ordinances and millage resolution and final budget adoption	September 17
Copies of final budget and millage ordinances sent to County Property Appraiser, Tax Collector and FL Department of Revenue	September 20
Property Appraiser notifies the City of final adjusted tax roll	September 30
Certification of TRIM compliance due to the Florida Department of Revenue (30 days after adoption of millage & budget.)	October 17

Through the budget process, an annual budget is developed that integrates priorities and short and long-term goals as established by the City Commission to meet the needs and goals of the City and establish annual resource allocations. These resource decisions address: 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** includes: departmental budgets, and the capital improvements program (CIP). The CIP is developed based on the strategic plan, strategic initiatives, and department business plans.



The **Strategic Plan** drives the service priorities and initiatives for the new fiscal year. 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 preparation 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, the 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 the 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 the City Commission; these goals and directives

set the tone for its development. In this phase, the City Commission and staff have 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 the City 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 start-up expenses) and capital equipment necessary to maintain the current service level would initially be requested through a Service Level Adjustment 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 (CIP). 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, and an application process is underway.

During the budget cycle, each department director reviews the CIP as adopted during the preceding budget year. The City Manager or his/her designee, Department Directors, and Finance staff meet to review/monitor the status of all CIP projects. 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 the 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 the "Recommended Budget" to the City Commission for the fiscal year commencing October 1st. The "Recommended Budget" includes all operating and capital expenditures and the funding sources intended to finance the budget. The "Recommended Budget" is sent to the City Commission and is posted on the City's website. The City Commission reviews the "Recommended 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".

Taking into consideration the Commission and the public's suggestions, the City Manager then presents the "City Manager Proposed Budget" in July. The "City Manager Proposed Budget" is again reviewed by Commission and workshops are conducted to provide an opportunity for City management and departments to offer additional supporting information. The public is encouraged to attend the budget workshops and allowed time to comment.

Public hearings are held, typically in September, in City Hall Commission Chambers. The public is invited and encouraged to attend the hearings and participate in the budget process.

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 City Commission; and the final budgets, including a non-district budget and three district budgets, are adopted by a City 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.

Once all public budget hearings are completed, and the Florida Department of Revenue certification is finalized, the "Adopted Budget" becomes the Financial Plan, Operations Guide, Budget Policy Document and Communications Device for the fiscal year.

State of Florida Statutes require that all municipal governments establish budgetary systems and approve annual operating budgets. The City 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 controls 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 the City 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 the City Commission approval. An actual increase in budgeted appropriations requires the 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 regard 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

The Department/Fund matrix displays the relationship between the City’s functional units (department/division), major funds, and non-major funds in aggregate. As seen below, most departments are funded from the General Fund. However, there are some departments that are funded from other funds as well. Funds are allocated for each department in order to continue operations while maintaining a high-quality work place throughout the entire fiscal year. Allocated funds are based on a number of variables include, but not limited to: programs, funding restrictions, staffing, operations, projects, and other specific functions with each individual department.

Department/Division	General Fund (Major)	Road & Drainage District (Major)	Fire Rescue District (Major)	Solid Waste District (Major)	Water & Wastewater (Major)	Non-Major Funds (in aggregate)
City Commission	X					
City Attorney	X					
City Manager:						
City Manager	X					
Economic Development	X					
Communications	X					
Information Technology	X					
Social Services	X					
City Clerk	X					
Finance	X					
Neighborhood Development:						
Planning & Zoning	X					
Property Standards	X					
Building						X
Parks and Recreation:	X					X
Human Resources:						
Human Resources	X					
Risk Management	X					
Police	X					
Fire Rescue:						
Emergency Medical Services	X					
Fire Protection & Suppression			X			X
Public Works:						
Road & Drainage		X				X
Solid Waste				X		X
Fleet Management						X
Facilities Maintenance	X					
Utilities:						
Water & Sewer					X	X
Field Operations					X	

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 Proprietary Funds

Internal Service Funds which are proprietary 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. The City has two internal service funds, the Self-Insurance Fund and the Employee Benefits Fund.

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 and Fleet Management 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.

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.

RENEWAL AND REPLACEMENT FUNDS (FUNDS 321, 322, 323, 324, 326 AND 327)

The Renewal and Replacement Funds shall be used for the purpose of paying the cost of major extensions, improvements or additions to, or the replacement or renewal of capital assets.

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

As was mentioned above, 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.

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.

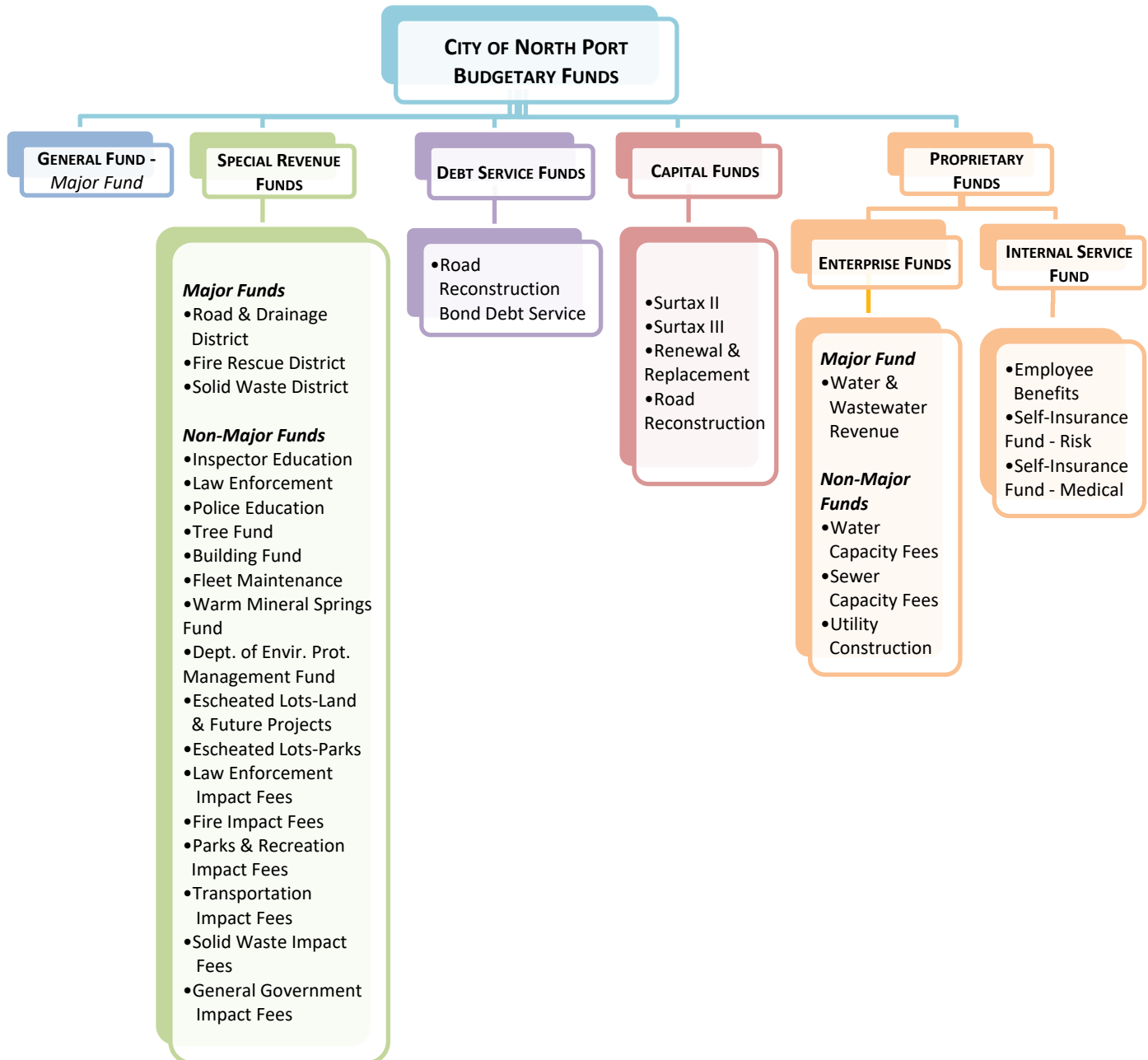
SELF-INSURANCE MEDICAL FUND (FUND 540)

Revenues are derived through fee charges to the departments within the City along with employee contributions. These fees are restricted to funding the expenditures associated with the provision of medical insurance coverage to City employees.

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 Generally Accepted Accounting Principles in the United States (US 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 City Commission; and the final budgets, including a non-district budget and three district budgets, are adopted by a City 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 City of North Port Strategic Plan Fiscal Year 2018-2021, 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 31, 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. The City 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 controls 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; however, 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).

Budget Preparation – Process of Budgeting for Salaries and Wages

The City utilizes a business process management software, SunGard, that allows the organization to use a system of integrated applications to manage functions related to human resources, financial planning, management, and city services. The personnel tracking system tracks all types of employees, not just full-time. In addition, the system tracks authorized budgeted positions including start dates, compensation levels, and vacancies. Also, positions which are frozen or eliminated are tracked within the personnel system.

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 the City Commission approval by ordinance. Increases in total appropriations require the 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 the 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. 2018-R-13 (included in the Supplemental section of this document). Fund balance is reported in up to five components – non-spendable, restricted, committed, assigned, and unassigned.

- Non-spendable – 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 – 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 – The portion of fund balance constrained by the limitations the City Commission imposes and which remain binding until the City Commission removes them. Purchase orders or contracts that are rolled from the prior fiscal year to the new fiscal year are committed resources.
- Assigned – 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 the 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 – 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.

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.

The City’s fund balance reserves as established by Resolution No. 2018-R-13 are as follows:

General Fund. The components of the General Fund Reserves should include:

a. Contingency/Emergency/Disaster Relief Reserve

The City should retain a reserve of twenty percent (20%) of the General Fund operating expenditures. These funds are to be used, as declared appropriate by the City Commission, to ensure the maintenance of services to the public during non-routine and unforeseen disaster situations, including hurricanes and other weather-related events, environmental and other natural disasters, and events that cause disruptions in public services. These funds, if used, must be replenished.

b. Budget Stabilization and Economic Uncertainty Reserve

The City should maintain a minimum of five percent (5%) and up to ten percent (10%) reserve of General Fund operating expenditures to be used for short-term cash flow purposes or unanticipated expenditures of a non-recurring nature, to meet unexpected immediate increases in service delivery costs, or to maintain service levels in the event that an economic downturn should cause a shortfall in revenues. These funds, if used, must be replenished.

Other General Government Operating Funds.

a. Building Fund

(1) Contingency/Emergency/Disaster Relief Reserve

The City should retain a reserve of twenty percent (20%) of the Building Fund operating expenditures. These funds are to be used, as declared appropriate by the City Commission, to ensure the maintenance of services to the public during non-routine and unforeseen disaster situations, including hurricanes and other weather-related events, environmental and other natural disasters, and events that cause disruptions in public services. These funds, if used, must be replenished.

(2) Budget Stabilization and Economic Uncertainty Reserve

The City should maintain a minimum of five percent (5%) and up to ten percent (10%) of Building Fund operating expenditures to be used for short-term cash flow purposes or unanticipated expenditures of a non-recurring nature, to meet unexpected immediate increases in service delivery costs, or to maintain service levels in the event that an economic downturn should cause a shortfall in revenues. These funds, if used, must be replenished.

b. Fire Rescue District Fund

(1) Contingency/Emergency/Disaster Relief Reserve

The City should retain a reserve of twenty percent (20%) of the Fire Rescue District Fund operating expenditures. These funds are to be used, as declared appropriate by the City Commission, to ensure the maintenance of services to the public during non-routine and unforeseen disaster situations, including hurricanes and other weather-related events, environmental and other natural disasters, and events that cause disruptions in public services. These funds, if used, must be replenished.

(2) Budget Stabilization and Economic Uncertainty Reserve

The City should maintain a minimum of five percent (5%) and up to ten percent (10%) of Fire Rescue District Fund operating expenditures to be used for short-term cash flow purposes or unanticipated expenditures of a non-recurring nature, to meet unexpected immediate increases in service delivery costs, or to maintain service levels in the event that an economic downturn should cause a shortfall in revenues. These funds, if used, must be replenished.

c. Road and Drainage District Fund

(1) Contingency/Emergency/Disaster Relief Reserve

The City should retain a reserve of twenty percent (20%) of the Road and Drainage District Fund operating expenditures. These funds are to be used, as declared appropriate by the City Commission, to ensure the maintenance of services to the public during non-routine and unforeseen disaster situations, including hurricanes and other weather-related events, environmental and other natural disasters, and events that cause disruptions in public services. These funds, if used, must be replenished.

(2) Budget Stabilization and Economic Uncertainty Reserve

The City should maintain a minimum of five percent (5%) and up to ten percent (10%) of the Road and Drainage District Fund operating expenditures to be used for short-term cash flow purposes or unanticipated expenditures of a non-recurring nature, to meet unexpected immediate increases in service delivery costs, or to maintain service levels in the event that an economic downturn should cause a shortfall in revenues. These funds, if used, must be replenished.

d. Solid Waste District Fund

(1) Contingency/Emergency/Disaster Relief Reserve

The City should retain a reserve of twenty percent (20%) of the Solid Waste District Fund operating expenditures. These funds are to be used, as declared appropriate by the City Commission, to ensure the maintenance of services to the public during non-routine and unforeseen disaster situations, including hurricanes and other weather-related events, environmental and other natural disasters, and events that cause disruptions in public services. These funds, if used, must be replenished.

(2) Budget Stabilization and Economic Uncertainty Reserve

The City should maintain a minimum of five percent (5%) and up to ten percent (10%) of the Solid Waste District Fund operating expenditures to be used for short-term cash flow purposes or unanticipated expenditures of a non-recurring nature, to meet unexpected immediate increases in service delivery costs, or to maintain service levels in the event that an economic downturn should cause a shortfall in revenues. These funds, if used, must be replenished.

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.

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 regard 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 2016-10, adopted April 26, 2016 (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 callable instruments 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 callable instruments 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 losses 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 City 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 the City Commission approval.
- All amendments during the year must be approved by the City 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 the 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 with 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 stated 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*)

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 Adopted Budget for FY 2021 is \$50,063,900 which is an increase of \$3,212,630, or 6.86% from FY 2020. The following chart is a summary budget of the General Fund for FY 2021.

**GENERAL FUND BUDGET
FISCAL YEAR 2021**

General Fund Revenues		
Ad Valorem Taxes	\$	18,723,440
Other Taxes		3,937,360
Permits & Special Assessments		4,123,830
Intergovernmental Revenue		7,982,460
Charges for Services		11,622,470
Fines & Forfeitures		169,410
Investment Income		800,000
Miscellaneous Revenues		1,347,620
Other Sources		15,000
Transfers In		613,100
Appropriated Fund Balance		729,210
Total Revenues & Other Financing Sources	\$	50,063,900
General Fund Expenditures		
City Commission	\$	460,960
City Attorney		995,290
City Manager		1,273,830
City Clerk		815,630
Finance		1,759,930
Neighborhood Development Services		3,088,500
Information Technology		2,834,000
Human Resources		1,142,870
Parks & Recreation/NPAC/Parks Maintenance		4,466,000
Police		21,212,060
Emergency Medical		8,822,440
Facilities Maintenance		2,162,920
Non-Departmental		1,029,470
Total Expenditures	\$	50,063,900

REVENUES

TAXES

The primary revenue source of the General Fund is the local tax base. Local taxes, totaling \$22,660,800, comprise approximately 45.93% of the General Fund revenues. Ad valorem taxes, more commonly called property taxes, are estimated at \$18,723,440 for FY 2021, which is a 7.79% increase from FY 2020.

Other taxes include the Local Communications Services Tax, a Public Utility Tax, and the Local and County Business Taxes. The Local Communications Services tax rate is 5.72% with estimated revenue of \$2,061,900. The Utility Service Tax and the Business Taxes are projected at \$987,440 and \$150,260, 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 follow all applicable statutory requirements. FY 2021 projected fire and police insurance premium taxes are \$213,750 and \$524,010, respectively.

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

**GENERAL FUND TAX REVENUES
FY 2017 – FY 2021**

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2021 ADOPTED
AD VALOREM	\$11,017,059	\$12,079,877	\$13,589,529	\$17,370,230	\$18,723,440
UTILITY SERVICE TAX	836,661	899,698	949,894	926,680	987,440
LOCAL COMMUNICATIONS SERVICE TAX	1,895,025	1,952,279	2,002,556	2,005,770	2,061,900
LOCAL AND COUNTY BUSINESS TAX	118,613	137,009	130,086	141,000	150,260
INSURANCE PREMIUM TAXES	544,888	607,284	663,300	655,000	737,760
TOTAL TAXES	\$14,412,246	\$15,676,147	\$17,335,365	\$21,098,680	\$22,660,800

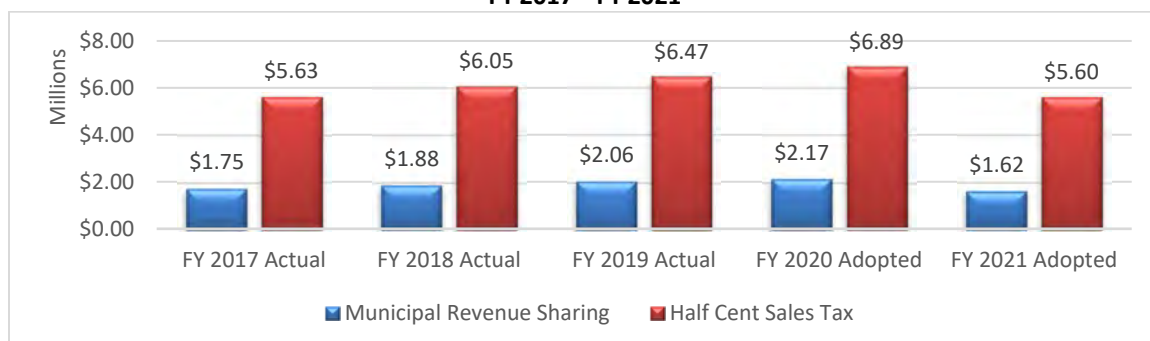
PERMITS AND SPECIAL ASSESSMENTS

The General Fund is budgeted to collect \$4,123,830 in permits and special assessments for FY 2021. The primary revenue in this category is the Electric Franchise Fee with estimated revenue of \$3,720,240.

INTERGOVERNMENTAL REVENUES

Intergovernmental Revenues in the General Fund are budgeted at \$7,982,460. The largest source of intergovernmental revenue is the half-cent local sales tax, budgeted at \$5,597,440. Another large tax collected is from the Municipal Revenue Sharing Program. This tax is expected to bring \$1,624,700 to the General Fund. Both of these taxes are expected to be much lower than FY 20 due to Covid and decrease in tourism and downturn of the economy. The following graph illustrates five years of these Intergovernmental Revenues.

**INTERGOVERNMENTAL REVENUES
FY 2017 – FY 2021**



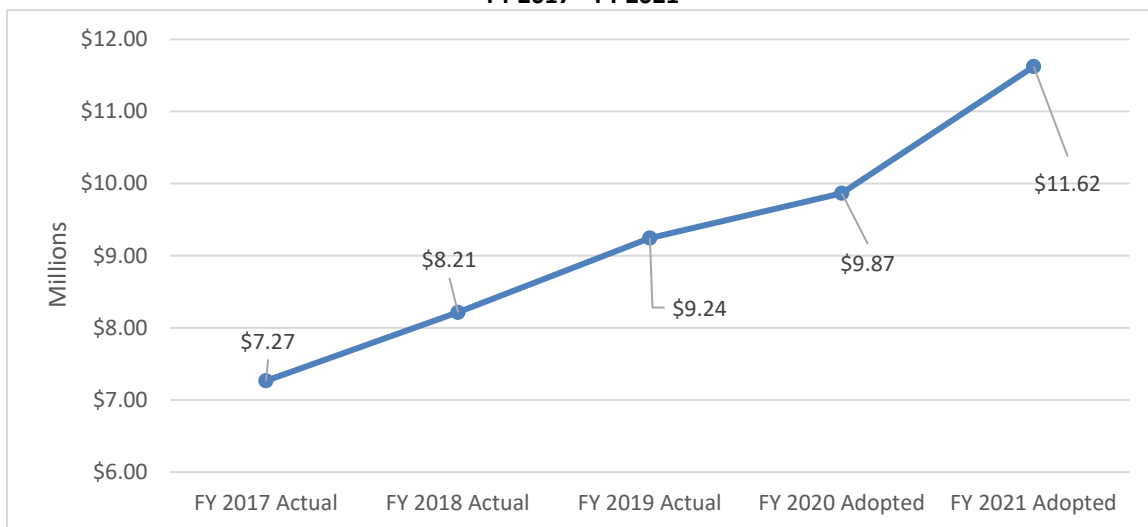
CHARGES FOR SERVICES

The General Fund is budgeted to collect \$11,622,470 in Charges for Services. A small portion 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 2021 total \$7,042,130.

Also, included in the General Fund are charges for ambulance/transportation services. The revenue anticipated from ambulatory transport services is \$2,447,780. Charges for Services increased \$1,756,610 or 17.8% from FY 2020. The chart below illustrates the five-year revenue analysis.

**CHARGES FOR SERVICES
FY 2017 – FY 2021**



FINES AND FORFEITURES

Fines and Forfeitures revenues are generated from traffic-type citations and other violations of local ordinances. The City estimates revenues of \$169,410 for FY 2021.

MISCELLANEOUS INCOME

A major source of miscellaneous revenue is the return on investment (ROI) totaling \$492,700. 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 2020 General Fund interest income projection is 800,000.

Rental Income is estimated at \$212,170. Approximately \$50,000 of rental income is from agencies leasing office space in the Family Services Center. The balance of the rent revenues is from three cell tower leases, the Bay flight lease and the Community Education Center room rentals.

OTHER SOURCES

In FY 2021, the City anticipates a use of fund balance in the amount of \$729,210.

DEPARTMENTAL FUNCTIONS

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

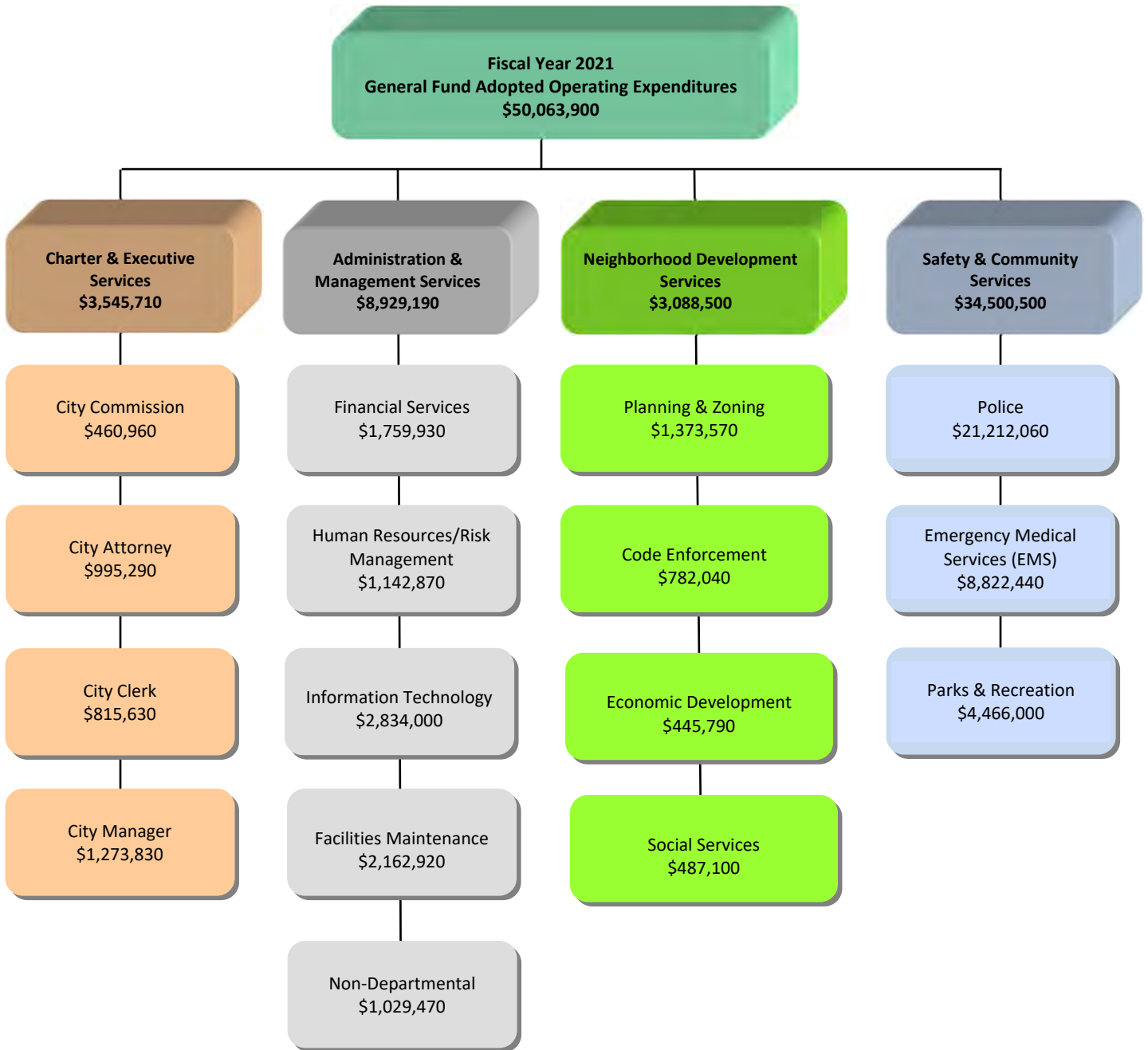
DEPARTMENTAL FUNCTIONS

Service Category	Service Function
<i>Charter & Executive Services</i>	
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 Communications.
<i>Administration & Management Services</i>	
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 that 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.
Facilities Maintenance	Overall management and maintenance of all city properties excluding Parks & Recreation facilities and properties.
<i>Development Services</i>	
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.
<i>Safety & Community Services</i>	
Police	Community safety including law enforcement, drug-free programs, substance abuse education/mitigation 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 2021 Adopted Operating Budget within the service categories.

BREAKDOWN OF GENERAL FUND OPERATING EXPENDITURES



GENERAL FUND EXPENDITURES

FY 2021 General Fund personnel expenditures reflect an increase of \$2,887,940, or 7.87% from FY 2020. As a service organization, the majority of the General Fund expenditures are associated with personnel costs, with approximately 79.10% of the expenditures being labor related. Major items contributing to the change in personnel costs are:

- ✓ Increased salaries and wages - \$1,571,610
- ✓ Increased FICA - \$131,300
- ✓ Increased FRS - \$501,990
- ✓ Increased health insurance - \$421,210
- ✓ Increased workers compensation – \$113,910

For FY 2021, seven new FTE's (full time equivalents) were added to the General Fund and five were eliminated. This increase in staff caused a corresponding increase in all personnel related expenditures including: Regular Salaries and Wages, Overtime, Special Pay, FICA Taxes (Federal Insurance Contributions Act), Retirement Contributions, Life and Health Insurance, Workers' Compensation, Unemployment Compensation, Educational Assistance and Car Allowance. Additionally, all employees receive a cost of living adjustment of one and one-half percent (1.5%) and a potential performance-based raise of up to four percent (4%) are included in the FY 2021 budget. An increase in cost of healthcare contributed to the rise in personnel costs.

FY 2021 General Fund operating expenditures increased \$3,212,630 or 6.9% from FY 2020. Consultant Services increased \$150,000 for the Activity Center Overlay in Planning and Zoning. Other Contracted Services decreased \$96,570 with lower requests in various departments. Utility costs (electric, water and sewer) increased \$61,550. The cost for general liability insurance increased \$83,950. Minor operating equipment decreased by \$226,870 overall due mainly to the reduction in the Police request from laptops replaced in FY 20 and fitness equipment replaced in the Parks' budget in FY 20.

Budgeted capital amounts are one-time expenditures increased \$30,290 or 76.7% from FY 2020. Allowable capital outlay requests for FY 2021 were moved to the surtax fund.

Interfund transfers increased \$247,500 from FY 2020.

DEPARTMENTAL HIGHLIGHTS

The FY 2021 Adopted General Fund operating budget includes the following highlights. Comparisons to FY 2020 are made with the Adopted Budget, rather than the Amended Budget.

CITY COMMISSION

The City Commission expenditures increased \$2,230 or 0.49%. All of the increase can be attributed to increases in benefits costs which were offset by the Commissioners voting not to take their salary increase for the year and decreases in operating expenses.

CITY ATTORNEY

The City Attorney's office is considered a charter office as established under Article XV of the North Port City Charter. The City Attorney is appointed by the City Commission. The General Fund appropriation of \$995,290 for fiscal year 2021 is a \$127,400 increase or 14.68% over fiscal year 2020 with the majority of all increase being an additional paralegal position and other increased benefits costs.

CITY CLERK

The City Clerk's budget reflects a decrease of \$65,130 or 7.40% overall. The decrease was due mainly to the elimination of one Administrative Services Specialist position and a decrease in Municode expenses for FY 20/21.

CITY MANAGER

The City Manager is Chief Administrative Officer of the City, reporting directly to the City Commission. The General Fund appropriation for the City Manager's budget reflects an increase of \$85,780 or 9.58% due mainly to normal personnel increases such as merit raises, health insurance increase and contract related increases.

The Communications division is also under the City Manager's department. Personnel expenditures increased \$14,970 (7.89%) primarily due to cost of living and performance adjustments. The operating budget for this division decreased \$3,400 (3.72%) due mainly to decreased printing and binding needs.

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 expenditures increased \$53,750 (3.15%) due to annual merit and cost of living increase offset by the elimination of a vacant management analyst position.

INFORMATION TECHNOLOGY

The Information Technology (IT) Division provides for the technology needs of all the departments within the City. The approved budget for FY 2021 increased by \$348,700 from FY 2020. The personnel costs included annual merit and cost of living increases and went up by \$101,360. IT also has a transfer to the R&R fund of \$247,500 for half the cost of replacing the Storage Area Network. The second half will be transferred in the 21/22 budget.

HUMAN RESOURCES/RISK MANAGEMENT

Personnel expenditures in Human Resources/Risk Management increased \$119,340 or 11.66% due to annual merit and COLA increases, an increase in the cost of health insurance and \$50,000 for a Labor Relation Negotiator.

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 expenditures reflects an increase of \$1,224,320 (6.13%) from FY 2020. All of the increase is in personnel services for contractual union increases, merit and COLA increases for non union employees and an additional Crime Analyst and PT Computer Forensic Examiner.

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 decreased \$47,580 (4.78%) due mainly to one-time increases in minor operating equipment and the new Stryker ProCare agreement.

Personnel expenditures increased \$982,810 or 14.69% due to the full year budget of the Business Manager added in FY 2020 and the annual merit increases for all positions. Also the funding for the positions was 55% district funded and 45% general fund in FY 2020 and is 50% district and 50% general fund for FY 2021. A transfer out of \$108,000 to the EMS Renewal and Replacement Fund is scheduled for FY 2021 which is the same as FY 2020.

PARKS & RECREATION – RECREATION

In prior years, Parks and Recreation were a division of the General Services Department; effective FY 2019, Parks and Recreation are now a new department with three divisions. The Parks & Recreation Department oversees the design and construction of park projects, maintenance of parks, conducts many major special events, and offers a wide variety of recreational opportunities for all ages. It is made up of three divisions, Administration and Recreation, the North Port Aquatic Center (NPAC) and Parks Maintenance. As part of the re-organization, maintenance of the parks moved from Facilities Maintenance to Parks Maintenance.

Personnel expenditures increased \$110,490 or 7.81% for FY 2021. Operating expenses decreased \$61,050 or 14.09% primarily due to the additional request of \$48,970 to replace fitness equipment at the community centers in FY 2020.

PARKS & RECREATION – NORTH PORT AQUATIC CENTER (NPAC)

FY 2020 was to be the first full year of operations for the North Port Aquatic Center, but closures due to Covid prevented that. The FY 2021 budget is an increase of \$57,860 or 3.74% compared to the FY 2020 budget. Chemicals make up a large portion of the operating expenses at \$143,880 or 32.57%. The personnel expenses for this division are estimated to be \$1,164,470 for the fiscal year.

PARKS & RECREATION – PARKS MAINTENANCE

The overall budget for Parks Maintenance is increasing in FY 2021 by \$137,660. Of this \$80,000 is due to outsourcing the cleaning of the park locations. Personnel expenses increased \$34,240 due to annual merit and COLA increases.

PUBLIC WORKS – FACILITIES MAINTENANCE

Beginning with fiscal year 2019, Facilities Maintenance was moved from the Neighborhood Development Services Department into Public Works as part of the City reorganization. Facilities Maintenance provides several services including landscaping services to public areas throughout the City and overseeing regular building maintenance and custodial services. The overall budget decreased \$32,480 for FY 2021. Personnel expenditures include cost of living and merit-based increases with associated increases in FICA and FRS contributions for an increase of \$19,410. Decreases in operating expenditures are due to the outsourcing and cleaning of the park locations being transferred to Parks Maintenance. Capital expenses are \$14,570 in FY 2021 and there were no capital requests in FY 2020

NEIGHBORHOOD DEVELOPMENT SERVICES – PLANNING AND ZONING

Planning and Zoning provides planning services including community development and long-range planning. The total budget for Planning and Zoning reflects a decrease of \$10,030 (0.72%). Operating expenses increased by \$119,730 due mainly to the consultant for the Activity Center Overlay.

NEIGHBORHOOD DEVELOPMENT SERVICES – CODE ENFORCEMENT

Code Enforcement is responsible for compliance with statutory and local ordinances on residential and commercial property standards within the City. Operating expenditures decreased by \$7,660 (2.67%), primarily attributable to per diem and training funds coming from the Inspector Education fund for FY 2021. Personnel expenditures decreased \$90,240 or 15.23%, due to the transfer of the 50% salary portion for two Arborists to Planning and Zoning and the elimination of one Code Enforcement Inspector.

NEIGHBORHOOD DEVELOPMENT SERVICES – SOCIAL SERVICES

The Social Services Division personnel expenditures increased \$84,800 or 25.37% due to annual merit and COLA increases and the addition of a Housing and Life Skills Specialist position.

NEIGHBORHOOD DEVELOPMENT SERVICES – ECONOMIC DEVELOPMENT

The overall decrease to the Economic Development budget for FY 2021 was \$31,760 or 6.65%. The memberships line item decreased by \$68,000 due to removing the participation in the Countywide Economic Development Program.

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 increased \$98,790 or 10.61% primarily attributable to the increase in General Liability costs attributed to the General Fund. A transfer out of \$250,000 to the General Fund Renewal and Replacement Fund is budgeted for FY 2021; this is the fourth year that a transfer is scheduled for rolling stock and equipment replacements.

GENERAL FUND BUDGET COMPARISONS

**GENERAL FUND BUDGET COMPARISON
FY 2017 THROUGH FY 2021**

	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
TAXES	\$14,412,246	\$15,676,147	\$17,335,365	\$21,098,680	\$22,660,800
PERMITS & SPECIAL ASSESSMENTS	3,470,259	3,605,875	3,792,784	3,939,440	4,123,830
INTERGOVERNMENTAL	7,527,091	8,035,902	8,996,308	9,615,160	7,982,460
CHARGES FOR SERVICES	7,266,863	8,214,659	9,244,278	9,865,860	11,622,470
FINES & FORFEITS	169,194	164,096	151,403	151,710	169,410
MISCELLANEOUS INCOME	1,037,492	1,147,593	1,661,662	1,223,950	2,147,620
TRANSFERS	0	0	1,357,650	0	613,100
OTHER SOURCES	12,871	18,255	24,469	956,470	744,210
TOTAL REVENUES	\$33,896,016	\$36,862,527	\$42,563,919	\$46,851,270	\$50,063,900
EXPENSES					
COMMISSION	\$376,473	\$339,569	\$422,441	\$458,730	\$460,960
CITY ATTORNEY	664,256	595,348	699,242	867,890	995,290
CITY CLERK	628,193	727,670	765,469	880,760	815,630
CITY MANAGER	923,892	824,586	1,096,537	1,176,480	1,273,830
EMERGENCY MEDICAL SERVICES	4,425,275	4,935,983	6,666,180	7,792,050	8,822,440
FACILITIES MAINTENANCE	2,925,461	3,158,072	2,134,770	2,195,400	2,162,920
FINANCE	1,279,170	1,542,384	1,623,995	1,706,180	1,759,930
HUMAN RESOURCES	730,961	867,334	946,238	1,023,530	1,142,870
INFORMATION TECHNOLOGY	2,055,701	2,394,662	2,449,772	2,485,300	2,834,000
NEIGHBORHOOD DEVELOPMENT SERVICES	2,193,036	2,446,383	2,489,672	3,125,490	3,088,500
PARKS & RECREATION	1,467,981	1,620,576	2,687,875	4,221,040	4,466,000
POLICE	14,673,590	16,200,553	18,234,949	19,987,740	21,212,060
NON DEPARTMENTAL	487,919	734,696	902,846	930,680	1,029,470
TOTAL EXPENSES	\$32,831,908	\$36,447,816	\$41,119,986	\$46,851,270	\$50,063,900

FUND BALANCE

There is a projected use of fund balance of \$729,210 in the General Fund to balance the FY 2020-21 Adopted Budget. The following schedule shows the projected fund balance at September 30, 2021. Included in the fund balance report are the following:

- ✓ FY 2020 estimated year-end revenues and expenditures (unaudited).
- ✓ Emergency and Disaster Reserve \$10,012,780

**GENERAL FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$	14,432,833
19/20 Amended Reserve (Use) of Fund Balance		(2,302,052)
Projected Fund Balance as of 9/30/20		12,130,781
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		(729,210)
Emergency and Disaster Reserve of 20%		(10,012,780)
Projected "Available" Fund Balance as of 9/30/21	\$	1,388,791

PUBLIC WORKS

PUBLIC WORKS SUMMARY

Public Works includes two dependent districts, Road and Drainage and Solid Waste; and also includes Facilities Maintenance and Fleet Management services. This division provides administration and management services, development and transportation services, and safety and community services to the citizens of North Port.

This section provides a summary of the Public Works FY 2021 Adopted Budget. A more detailed presentation and description of the FY 2021 Adopted Budget for each department is provided in the specific fund segment.

**PUBLIC WORKS BUDGET SUMMARY
FY 2021 ADOPTED BUDGET**

Revenues	Road & Drainage District (Fund 107)	Solid Waste District (Fund 120)	Facilities Maintenance (Fund 001)	Fleet Management (Fund 520)	Total
Non-Ad Valorem Taxes	\$ 12,740,510	\$ 7,926,110	\$ -	\$ -	\$ 20,666,620
Other Taxes	3,032,700	-	-	-	3,032,700
Intergovernmental Revenue	474,400	-	-	-	474,400
Charges for Services	2,725,430	1,938,060	-	5,959,050	10,622,540
Investment Income	500,000	200,000	-	6,000	706,000
Miscellaneous Revenues	69,090	53,000	-	-	122,090
Other Sources	450,750	-	2,162,920	-550	2,613,120
Total Revenues & Other Financing Sources	\$ 19,992,880	\$ 10,117,170	\$ 2,162,920	\$ 5,964,500	\$ 38,237,470
Expenditures					
General Government	\$ -	\$ -	\$ 2,148,350	\$ 5,858,500	\$ 8,006,850
Public Safety	-	-	-	-	-
Physical Environment	-	9,376,140	-	-	9,376,140
Transportation	17,048,260	-	-	-	17,048,260
Human Services	-	-	-	-	-
Culture & Recreation	-	-	-	-	-
Capital	2,094,620	254,900	14,570	56,000	2,420,090
Debt & Lease	-	-	-	-	-
Other Uses	850,000	486,130	-	50,000	1,386,130
Total Expenditures	\$ 19,992,880	\$ 10,117,170	\$ 2,162,920	\$ 5,964,500	\$ 38,237,470

DEPARTMENTAL FUNCTIONS

The Public Works departmental functions are categorized in the following chart by type of service provided.

DEPARTMENTAL FUNCTIONS

Service Category	Service Function
Administration & Management Services	
Facilities Maintenance	Overall management and maintenance of all city properties excluding Parks & Recreation facilities and properties.
Development & Transportation Services	
Road and Drainage District	Maintenance of public roadways, water control structures and drainage maintenance including waterways and storm water management.
Safety & Community Services	
Solid Waste District	Collection and disposal of solid waste.
Fleet Management	Management of City-owned vehicles and equipment.

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, new ones are built to the highest standards; 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 2017 THROUGH FY 2021**

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
REVENUES					
NON AD VALOREM TAXES	\$11,188,889	\$11,519,749	\$11,577,361	\$12,765,510	\$12,740,510
OTHER TAXES	2,980,577	3,177,819	3,292,590	3,293,320	3,032,700
INTERGOVERNMENTAL	559,878	580,415	1,465,545	633,970	474,400
CHARGES FOR SERVICES	1,622,546	2,036,496	2,505,461	2,199,350	2,725,430
INVESTMENT INCOME	115,572	140,719	542,691	125,000	500,000
MISCELLANEOUS INCOME	51,301	95,200	140,908	69,090	69,090
OTHER SOURCES	6,418	925	8,504	407,010	450,750
TOTAL REVENUES	\$16,525,181	\$17,551,323	\$19,533,060	\$19,493,250	\$19,992,880
EXPENSES					
TRANSPORTATION	\$14,628,573	\$16,305,666	\$11,866,301	\$17,048,680	\$17,048,260
CAPITAL	1,071,384	1,466,477	1,497,154	1,594,570	2,094,620
OTHER USES	380,000	1,320,000	850,000	850,000	850,000
TOTAL EXPENSES	\$16,079,957	\$19,092,143	\$14,213,455	\$19,493,250	\$19,992,880

REVENUES

NON-AD VALOREM ASSESSMENTS

For FY 2020, a new assessment methodology was approved which kept the existing drainage methodology and adsorbed mowing services into the Road and Drainage assessment. The reasons for including the mowing services were to provide clear line of sight for traffic safety, road sign and hazards and also to provide improved drainage network hydraulic functionality. Total non-ad valorem revenue is estimated to decrease \$25,000 from FY 2020 due to decreased delinquent assessments.

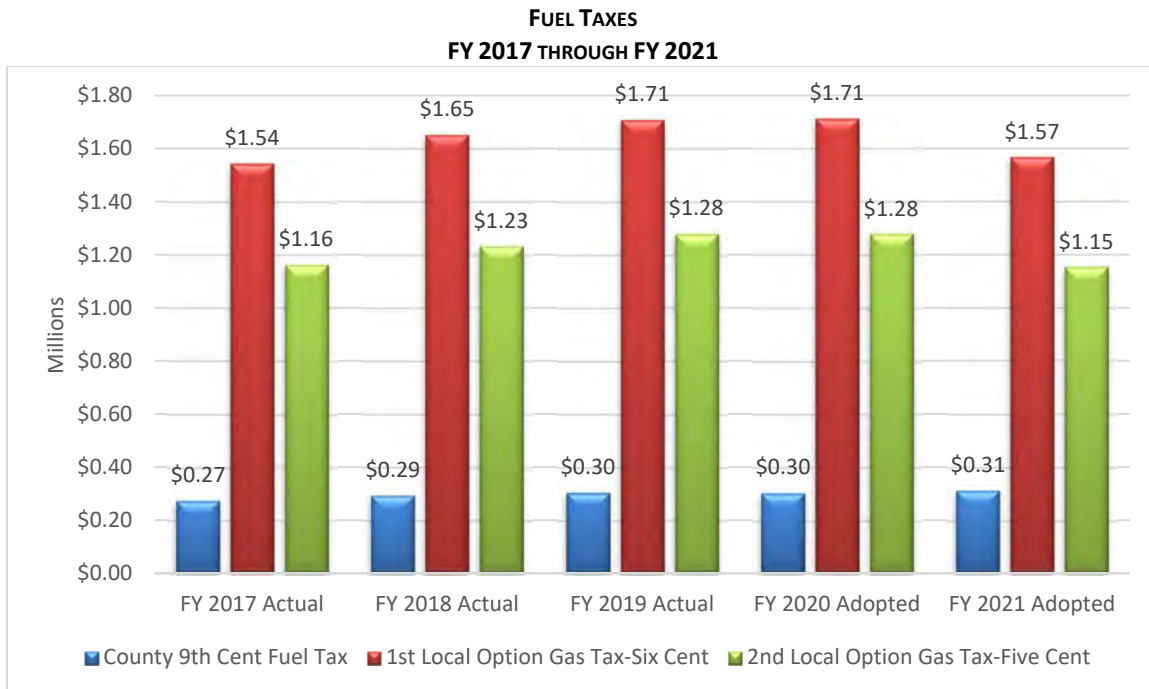
FUEL TAXES

The 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. FY 2021 projected revenues are \$312,770, a slight \$10,090 increase 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 2021 projected revenues are \$1,567,010, a decrease of \$145,350 or 8.49% from FY 2020.

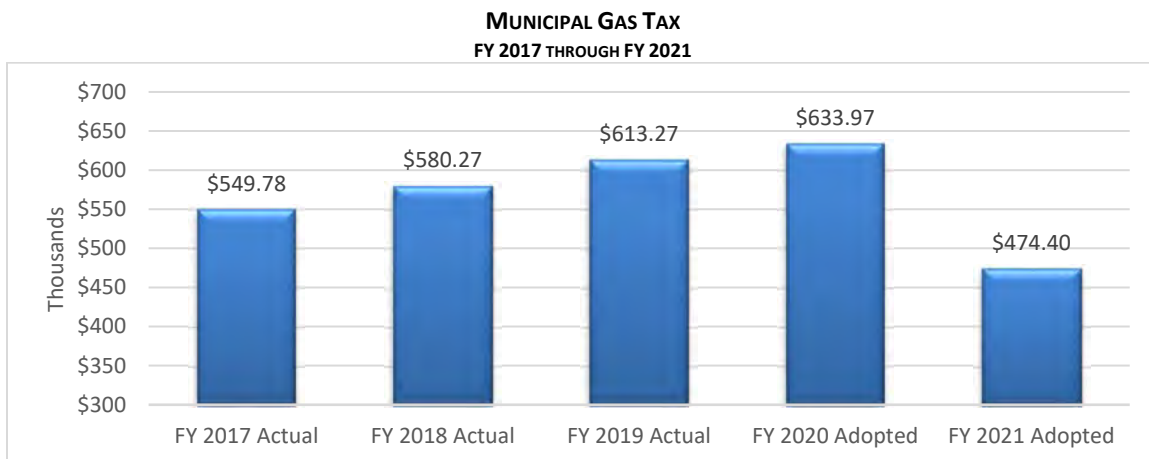
The Second Local Option Gas Tax generates revenue from a five-cent tax on every net gallon of motor fuel, except diesel fuel, sold in Sarasota County. Legal authorization is provided by Florida Statutes, section 336.025 and county ordinance 200-029. The revenue projection for FY 2021 is \$1,152,920, a \$125,360 or 9.81% decrease from FY 2020.

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 2017.



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. The FY 2021 projected Municipal Gas Tax revenue is \$474,400, a 25.17% decrease from FY 2020. The reduction is due to the uncertainty of tax revenue that will be collected as a result of Covid. The following graph shows the actual revenues collected and projected from the Municipal Gas Tax for the five-year period of FY 2017 through FY 2021 for the Road and Drainage District.



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 repairs and maintenance needed due to damages from heavy construction vehicles and equipment using roadways 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 projections based on projected residential and commercial growth. In anticipation of a continued increase in construction, the FY 2021 projected revenue is \$2,725,430, an increase of \$526,080 or 23.92% from FY 2020.

The Department of Transportation agreements include a traffic signal agreement and a street light maintenance agreement for US 41. Revenue projections are provided by the Florida Department of Transportation. The FY 2021 projected revenue is \$117,610, an increase of \$3,260 over FY 2020.

The Construction Traffic Road Fees are assessed on new construction and collected at the time a building permit is issued. These funds can only be used for road rehabilitation and is projected to increase by \$462,820 or 25.96% in FY 2021.

MISCELLANEOUS REVENUE

The primary source of miscellaneous revenue is Investment Income, which is estimated by multiplying an assumed interest rate by a projected fund balance. FY 2021 projected investment income is \$500,000 or \$375,000 more than FY 2020 adopted.

Rental Income is budgeted at \$37,590. 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 and Sale/Recycle of Surplus are projected at \$20,000 and \$1,500 respectively. The City conducts an auction of surplus property at least once every year; however, this is not a consistent revenue source to the District.

Contributions and Donations of \$10,000 are projected for FY 2021. These revenues will be used to fund the community outreach annual ROAD-E-O event held by Public Works.

ROAD & DRAINAGE DISTRICT EXPENDITURES

The District's total Adopted Budget for FY 2021 is \$19,992,880, an increase of \$499,630 (2.56%) from FY 2020. The District maintains 813 miles of public roads and over 1,000 miles of 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 increased \$596,640 (8.84%) attributable to the addition of seven positions, consumer price index (CPI) adjustments and performance pay increases. Additionally, health insurance increased by \$135,780.

Operating expenditures decreased by \$597,060 or 5.80% attributable a reduction in landscaping services as mowing services are being brought back in house and no longer outsourced.

The capital budget of \$2,094,620 includes infrastructure expenditures for the rehabilitation of Water Control Structure 113 for \$290,000; drainage system improvements for \$715,320; a traffic signal at Price Blvd by the High School for \$350,000; sidewalks and pedestrian bridge for \$120,000; and machinery and equipment for the new positions and for the maintenance of all drainage swales and rights-of-way for \$524,300.

Transfers include an interfund transfer of \$850,000 to the Road and Drainage Renewal and Replacement Fund, the same as the previous year.

FUND BALANCE

In FY 2021, there is a budgeted use of fund balance in the amount of \$446,750 for the Road and Drainage District. The following schedule shows the projected fund balance at September 30, 2020. Included in the fund balance report are the following:

- ✓ FY 2020 estimated year-end revenues and expenditures (unaudited).
- ✓ FY 2020 re-appropriation of \$11,255,929 to meet multi-year contractual agreements in committed fund balance.
- ✓ Emergency and Disaster Reserve of \$3,998,576.

**ROAD AND DRAINAGE DISTRICT
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 16,402,161
19/20 Amended Reserve (Use) of Fund Balance	(11,255,929)
Projected Fund Balance as of 9/30/20	5,146,232
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	(446,750)
Emergency and Disaster Reserve of 20%	(3,998,576)
Projected "Available" Fund Balance as of 9/30/21	\$ 700,906

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 2017 THROUGH FY 2021**

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
NON AD VALOREM TAXES	\$7,252,711	\$6,936,539	\$7,192,490	\$7,812,970	\$7,926,110
INTERGOVERNMENTAL	-	-	-	-	-
CHARGES FOR SERVICES	1,700,951	1,797,952	1,899,370	1,914,100	1,938,060
INVESTMENT INCOME	42,926	42,251	200,636	50,000	200,000
MISCELLANEOUS INCOME	4,202	3,264	36,111	113,000	53,000
OTHER SOURCES	1,085	-	3,005	-225,400	-
TOTAL REVENUES	\$9,001,875	\$8,780,006	\$9,331,612	\$9,664,670	\$10,117,170
EXPENSES					
PHYSICAL ENVIRONMENT	\$8,397,267	\$6,968,768	\$8,239,600	\$8,837,220	\$9,376,140
CAPITAL	176,171	-	1,247,722	138,590	254,900
OTHER USES	941,860	1,402,770	450,000	688,860	486,130
TOTAL EXPENSES	\$9,515,298	\$8,371,538	\$9,937,322	\$9,664,670	\$10,117,170

REVENUES

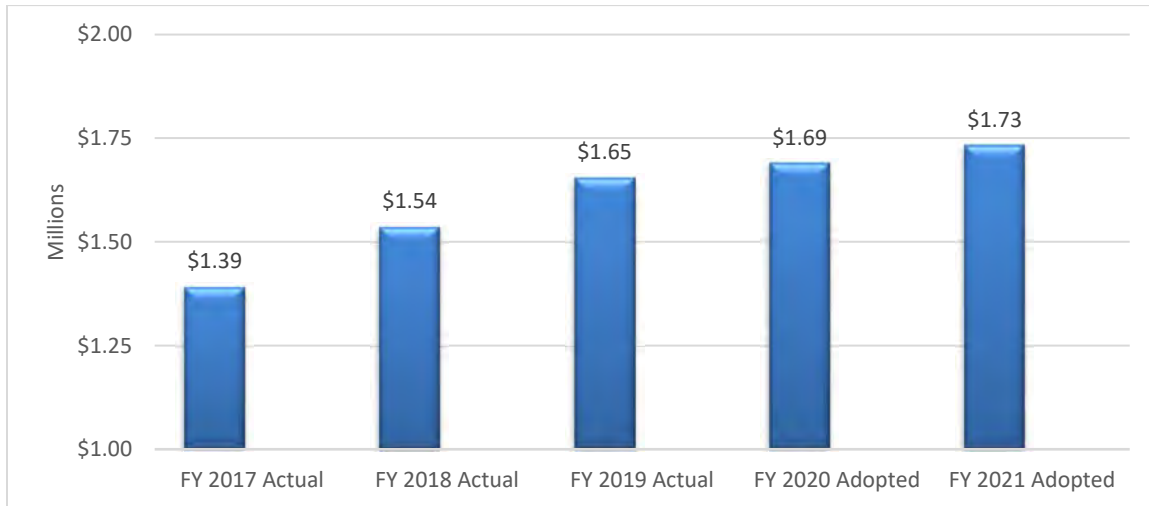
NON-AD VALOREM ASSESSMENTS

The primary funding source for the Solid Waste District is Non-Ad Valorem Assessments. In fiscal year 2020, the assessment rate was increased from \$230 to \$245 per residential unit; an increase of \$15 per residential unit from FY 2019 which resulted in a \$532,690 increase in projected revenue from district assessments. The assessment remained the same for FY 2020.

CHARGES FOR SERVICES

Charges for Services include Commercial Collections, Special Pickups, Trash Container Rentals, Service Initiation Fees and charges to other city funds for solid waste services. Commercial Collections are projected at \$1,733,160 in FY 2021, an increase of \$43,160, or 2.55% due to the growth in commercial accounts. The following chart shows Commercial Collection revenue for a five-year period beginning in FY 2017.

**COMMERCIAL COLLECTIONS
FY 2017 THROUGH FY 2021**



Special Pickups are requests from residents for solid waste additional service. The District anticipates projected revenues of \$14,140 from special pickups in FY 2021.

Recycling Sales – Scrap, are revenues derived from the sale of consumer recyclable materials and are projected to decrease by \$20,000 in FY 2021 to \$20,000.

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 2019, the District will continue offering 95-gallon recycling and yard waste totes to residents that want to lease the wheeled containers. Revenues are projected at \$11,110, an increase of \$1,110 over FY 2020.

Service Initiation Fees are charges for the commencement of solid waste services at a new residence. The fee is part of the application for a building permit. The projected revenue of \$110,000, the same as FY 2020.

MISCELLANEOUS REVENUE

Investment Income is the largest contributor to miscellaneous revenues at \$200,000. Revenues for late payments by commercial customers of \$3,000 is the same as FY 2020.

FUND BALANCE

For FY 2021, there is no change budgeted to the fund balance for the year. The transfer to the Solid Waste District Renewal and Replacement Fund is for future capital expenditures.

EXPENDITURES

SOLID WASTE DISTRICT EXPENDITURES

The District’s total budget appropriation for FY 2021 is \$10,117,170, an increase of \$452,500 (4.68%) from FY 2020. 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 increased \$35,050 (1.13%) attributable to annual merit and COLA increases and the increase in health insurance.

Operating expenditures increased \$503,870 or 8.77%. Notable increases for fiscal year 2020 include: \$80,340 for administrative costs to the general fund, \$102,970 in increased tipping fees and \$286,760 in fleet related fees.

Capital outlay expenditures of \$254,900 are scheduled for FY 2021. This includes \$95,000 for the Public Works facility and \$159,900 for Chassis replacement.

An interfund transfer of \$486,130 to the Solid Waste Renewal and Replacement Fund is scheduled for FY 2021.

FUND BALANCE

For FY 2021, the fund balance is not budgeted to change. The following schedule shows the projected fund balance at September 30, 2021. Included in the fund balance report are the following:

- ✓ FY 2020 estimated year-end revenues and expenditures (unaudited).
- ✓ Emergency and Disaster Reserve of \$2,023,434.

SOLID WASTE DISTRICT FUND BALANCE REPORT

09/30/2019 Audited Fund Balance	\$ 2,426,090
19/20 Amended Reserve (Use) of Fund Balance	101,873
Projected Fund Balance as of 9/30/20	2,527,963
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	0
Emergency and Disaster Reserve of 20%	2,023,434
Projected "Available" Fund Balance as of 9/30/21	\$ 504,529

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 2017 THROUGH FY 2021

	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
CHARGES FOR SERVICES	4,043,662	4,413,540	4,802,749	5,231,840	5,959,050
INVESTMENT INCOME	3,758	3,695	10,891	1,000	6,000
MISCELLANEOUS INCOME	2,058	100	8,777	500	-
OTHER SOURCES	-	-	-	-1,850	-550
TOTAL REVENUES	\$4,049,478	\$4,417,335	\$4,822,417	\$5,231,490	\$5,964,500
EXPENSES					
GENERAL GOVERNMENT	\$3,899,447	\$4,468,593	\$4,801,360	\$5,181,490	\$5,858,500
CAPITAL	-	-	78,806	-	56,000
OTHER USES	50,000	50,000	50,000	50,000	50,000
TOTAL EXPENSES	\$3,949,447	\$4,518,593	\$4,930,166	\$5,231,490	\$5,964,500

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 vehicles and equipment assigned to the various city departments. Charges for service for FY 2021 are budgeted at \$5,959,050, an increase of \$727,210 or 13.90% from FY 2020, with increases in labor, parts, administration, fuel and outsourced services.

MISCELLANEOUS REVENUE

Investment income is projected at \$6,000. There are no other miscellaneous revenues for FY 2021.

FUND BALANCE

Fleet Management anticipates using a return to fund balance in the amount of \$550 for FY 2021.

EXPENDITURES

The Division's total budget appropriation for FY 2021 is \$5,964,500, an increase of \$733,010 or 14.01% from FY 2020.

Personnel services increased \$97,590 (8.26%) due to annual merit and COLA increases.

Operating expenditures increased \$579,420 or 14.49%. Fuel costs increased \$201,030 due to anticipated changes in fuel prices and quantity purchased. The quantity and costs of parts for repair are estimated to increase \$306,900 and outsourced services are expected to increase \$26,020, as well.

For FY 2021, capital outlay has a portion of the Public Works Facility for \$25,000 and two automotive lifts for \$31,000 included.

FUND BALANCE

In FY 2021, there is an anticipated return to fund balance of \$550 for Fleet Management. The following schedule shows the projected fund balance at September 30, 2021. Included in the fund balance report are the following:

- ✓ FY 2020 estimated year-end revenues and expenditures (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2020.

FLEET MANAGEMENT FUND FUND BALANCE REPORT

09/30/2019 Audited Fund Balance	\$	365,139
19/20 Amended Reserve (Use) of Fund Balance		1,850
Projected Fund Balance as of 9/30/20		366,989
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		550
Projected "Available" Fund Balance as of 9/30/21	\$	367,539

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 2017 THROUGH FY 2021

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
NON AD VALOREM TAXES	\$8,607,908	\$8,835,379	\$9,943,174	\$11,265,000	\$12,403,900
OTHER TAXES	236,961	261,137	251,878	225,000	213,750
PERMITS & SPECIAL ASSESSMENTS	38,145	19,704	26,105	19,300	21,750
INTERGOVERNMENTAL	56,166	37,525	450,429	628,470	45,360
CHARGES FOR SERVICES	36,147	60,714	37,659	48,970	65,540
INVESTMENT INCOME	58,727	58,611	225,501	45,000	200,000
MISCELLANEOUS INCOME	90,346	33,635	33,570	34,270	41,090
OTHER SOURCES	30,360	-	50	-128,180	-222,530
TOTAL REVENUES	\$9,154,760	\$9,306,705	\$10,968,366	\$12,137,830	\$12,768,860
EXPENSES					
PUBLIC SAFETY	\$7,902,743	\$8,806,854	\$10,387,081	\$10,942,830	\$11,153,860
CAPITAL	432,443	29,982	57,899	-	-
OTHER USES	655,000	860,000	695,000	1,195,000	1,615,000
TOTAL EXPENSES	\$8,990,186	\$9,696,836	\$11,139,980	\$12,137,830	\$12,768,860

DEPARTMENTAL FUNCTION

SERVICE CATEGORY	SERVICE FUNCTION
Safety & Community Services	
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 2021 there is a 5% increase in the non-ad valorem rates. The District non-ad valorem assessment revenue for FY 2021 is proposed to increase \$1,153,900, or 10.29%, and delinquent assessments are expected to decrease by \$15,000.

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 2021 projected fire insurance premium taxes are \$213,750, an \$11,250 decrease from FY 2020.

PERMITS AND SPECIAL ASSESSMENTS

Permit fees for FY 2021 are projected at \$21,750, a \$2,450 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 \$45,360 in revenue from this program, the same as FY 2020.

CHARGES FOR SERVICE

In addition to the District non-ad valorem assessments, other charges for service include fees for fire inspections, fire plans and specialty reviews; these fees are projected at \$65,540, a \$16,570 increase from the prior year.

MISCELLANEOUS REVENUE

Investment Income, which is estimated by multiplying an assumed interest rate by a projected fund balance, is projected at \$200,000 for FY 2021.

Rental revenue received for the use of city land by a cell tower company is budgeted at \$40,970 for FY 2021.

FUND BALANCE

For FY 2021, \$222,530 is anticipated to be added to the fund balance at year end.

EXPENDITURES

FIRE RESCUE DISTRICT EXPENDITURES

The District's total budget appropriation for FY 2021 is \$12,768,860, an increase of \$631,030 (5.20%) from FY 2020. The Fire Rescue District improves the safety of life and community assets by providing timely responses to reported emergencies.

Personnel services decreased \$125,270 (1.46%) primarily due to change in split between the Fire District and General Fund from 55% and 45%, respectively, in FY 2020 to 50% and 50%, respectively, in FY 2021.

Operating expenditures increased \$336,300 or 14.30% due in part to the increase of fleet related costs (administration, labor, repairs and fuel) for \$150,460 and the increase in the transfer to the general fund for administrative costs of \$135,270.

For FY 2021, there are no items budgeted in capital outlay.

An interfund transfer of \$1,615,000 to the Fire Renewal and Replacement Fund for extrication equipment, SCBA, thermal imaging cameras, and future vehicle replacements is scheduled for FY 2021.

FUND BALANCE

In FY 2021, there is a projected return to fund balance of \$222,530. The following schedule shows the projected fund balance at September 30, 2021. Included in the fund balance report are the following:

- ✓ FY 2020 estimated year-end revenues and expenditures (unaudited).
- ✓ FY 2020 re-appropriation of \$1,362,190 to meet multi-year contractual agreements and committed fund balance.
- ✓ Emergency and Disaster Reserve of \$2,553,772.

FIRE RESCUE DISTRICT FUND BALANCE REPORT

09/30/2019 Audited Fund Balance	\$ 3,909,327
19/20 Amended Reserve (Use) of Fund Balance	(1,362,190)
Projected Fund Balance as of 9/30/20	2,547,137
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	222,530
Emergency and Disaster Reserve of 20%	2,553,772
Projected "Available" Fund Balance as of 9/30/21	\$ 215,895

BUILDING FUND

The Building Fund was established in FY 2007, in accordance with Florida Statute, section 553.80, to account for the tracking of both revenues and expenditures, related to fees collected for permits and inspections associated with new construction.

BUILDING FUND BUDGET COMPARISON FY 2017 THROUGH FY 2021

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
PERMITS & SPECIAL ASSESSMENTS	\$ 3,196,695	\$3,331,208	\$3,420,584	\$4,236,630	\$3,247,660
CHARGES FOR SERVICES	41,321	51,138	52,300	40,100	40,600
INVESTMENT INCOME	36,217	57,158	207,312	40,000	100,000
MISCELLANEOUS INCOME	2,522	2,016	2,273	2,000	2,000
OTHER SOURCES	-	-	16,332	1,571,940	813,410
TOTAL REVENUES	\$3,276,755	\$3,441,520	\$3,698,801	\$5,890,670	\$4,203,670
EXPENSES					
PUBLIC SAFETY	\$1,864,780	\$2,418,360	\$2,574,926	\$3,416,670	\$4,094,540
CAPITAL	74,250	397,676	59,128	2,434,000	69,130
OTHER USES	40,000	40,000	1,397,650	40,000	40,000
TOTAL EXPENSES	\$1,979,030	\$2,856,036	\$4,031,704	\$5,890,670	\$4,203,670

REVENUES

PERMITS AND SPECIAL ASSESSMENTS

The primary funding source for the Building Fund is permit fees; accounting for 95.79% of the projected revenues. The projected revenue for FY 2021 decreased \$988,970 or 23.34% due to the decrease in the fees and anticipated decrease in construction and permit activity.

CHARGES FOR SERVICE

The Department charges fees for assorted services based on the City-wide fee ordinance 2018-31. The projected charge for service revenue is \$40,600, slightly more than FY 2020.

MISCELLANEOUS REVENUE

Investment income of \$100,000 and other miscellaneous revenue of \$2,000 are projected for FY 2021.

FUND BALANCE

A total of \$813,410 in fund balance is scheduled for use in FY 2021.

EXPENDITURES

BUILDING FUND EXPENDITURES

Personnel services increased \$471,890 (23.13%) mainly due to the addition of a Standard Plans Examiner, a trainee position and the transfer of one third the salary and benefits of two Fire Inspectors to this fund.

Operating expenditures increased \$205,980 or 14.96% due mainly to the increase in the transfer to the general fund for administrative changes for \$330,890.

Capital expenses in the amount of \$69,130 are budgeted for FY 2021. They are for the construction escalator cost for the two projects approved in FY 2020 which are a reorganization of City Hall for the NDS department (\$1,384,000) and a West Villages Development Services Center (\$1,050,000).

A transfer of \$40,000 to the Renewal & Replacement Fund is scheduled for FY 2021 for the future purchase of replacement vehicles.

FUND BALANCE

A total of \$813,410 in fund balance is scheduled for use in FY 2021. The following schedule shows the projected fund balance at September 30, 2010. Included in the fund balance report are the following:

- ✓ FY 2020 estimated year-end revenues and expenditures (unaudited).
- ✓ Re-appropriation of multi-year projects which rolled from FY 2019.
- ✓ Contractual agreements that are re-appropriated from FY 2019.
- ✓ Emergency and Disaster Reserve of \$840,734.

**BUILDING FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$	5,826,046
19/20 Amended Reserve (Use) of Fund Balance		(1,808,675)
Projected Fund Balance as of 9/30/20		4,017,371
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		(813,410)
Emergency and Disaster Reserve of 20%		(840,734)
Projected "Available" Fund Balance as of 9/30/21	\$	2,363,227

* USE OF RESERVES APPROVED BY CITY COMMISSION TO ALLOW FOR A REDUCTION IN BUILDING PERMIT FEES FOR FISCAL YEAR 2021 UNTIL A STUDY CAN BE COMPLETED ON FEES FOR THIS FUND.

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 seven categories. The Building Fund not included in the summary below is the only operating fund of the special revenue funds. There is a separate Fund Summary for the Building Fund.

OTHER FUNDS BUDGET SUMMARY FY 2021 ADOPTED

Revenues	Other Special Revenue Funds	Impact Fee Funds	Debt Service Fund	Capital Funds	Total
Other Taxes	\$ -	\$ -	\$ -	\$ 9,704,500	\$ 9,704,500
Permits & Special Assessments	238,610	-	3,009,610	-	3,248,220
Charges for Services	1,281,050	-	-	-	1,281,050
Fines & Forfeitures	9,000	-	-	-	9,000
Investment Income	80,500	227,000	80,000	1,037,000	1,424,500
Impact Fees	-	9,755,180	-	-	9,755,180
Transfers In	-	-	-	3,646,630	3,646,630
Appropriated Fund Balance	-515,060	-6,408,480	-410,790	2,026,890	-5,307,440
Total Revenues & Other Financing Sources	\$ 1,094,100	\$ 3,573,700	\$ 2,676,000	\$ 16,415,020	\$ 23,761,640
Expenditures					
Public Safety	\$ 192,040	\$ -	\$ -	\$ 80,000	\$ 272,040
Physical Environment	-	15,000	-	-	15,000
Transportation	-	-	40,000	2,582,000	2,622,000
Culture & Recreation	902,060	-	-	-	902,060
Capital	-	2,064,750	-	13,753,020	15,817,770
Debt & Lease	-	-	2,638,820	-	2,638,820
Other Uses	-	1,493,950	-	-	1,493,950
Total Expenditures	\$ 1,094,100	\$ 3,573,700	\$ 2,678,820	\$ 16,415,020	\$ 23,761,640

DEPARTMENTAL FUNCTIONS

The Other Funds departmental functions are categorized in the following chart by type of service provided.

SERVICE CATEGORY	SERVICE FUNCTION
Administration & Management Services	
Inspector Education	Provides for continuing education opportunities for building inspectors and plans examiners.
Police Education	Provides funds for training of law enforcement officers.
Development & Transportation Services	
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.
Safety & Community Services	
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	Provides for the purchase of trees and maintenance of trees throughout the City.

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.

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.

INSPECTOR EDUCATION BUDGET COMPARISON FY 2017 THROUGH FY 2021

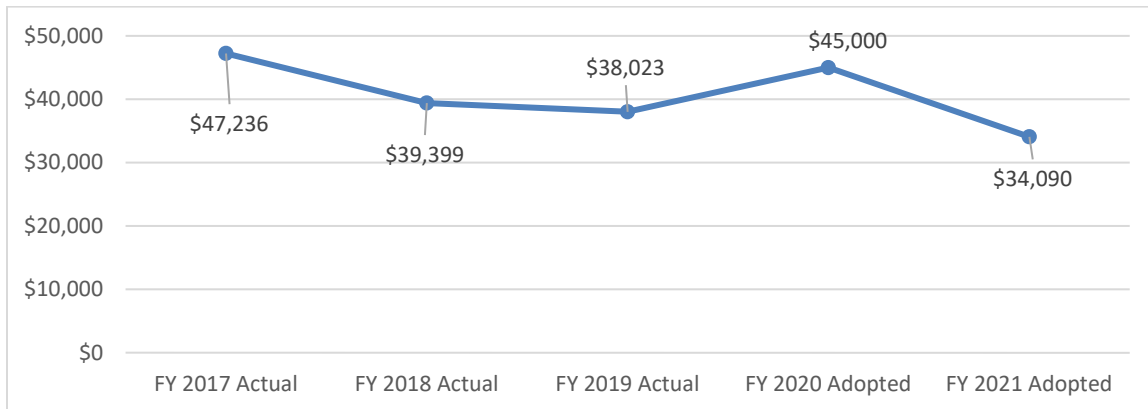
	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
PERMITS & SPECIAL ASSESSMENTS	\$ 63,124	\$ 48,162	\$ 47,312	\$ 96,000	\$ 87,110
INVESTMENT INCOME	1,142	1,803	7,834	400	5,000
OTHER SOURCES	-	-	-	-58,900	-50,290
TOTAL REVENUES	\$ 64,266	\$ 49,965	\$ 55,146	\$ 37,500	\$ 41,820
EXPENSES					
PUBLIC SAFETY	\$ 20,664	\$ 27,000	\$ 22,171	\$ 37,500	\$ 41,820
TOTAL EXPENSES	\$ 20,664	\$ 27,000	\$ 22,171	\$ 37,500	\$ 41,820

REVENUES

PERMITS AND SPECIAL ASSESSMENTS – EDUCATION SURCHARGE

The FY 2021 budgeted revenue for education surcharge is \$34,090, a decrease of \$10,910 from FY 2020. The following graph illustrates the education surcharge revenue for the fund since FY 2017.

**EDUCATION SURCHARGE
FY 2017 THROUGH FY 2021**



OTHER PERMIT SURCHARGES

BCAIB (Building Code Administrators and Inspectors) and DBPR (Department of Business and Professional Regulations) for FY 2021 are \$53,030, a \$30 increase from FY 2020. A surcharge of 2% is charged for each department.

FUND BALANCE

A total of \$50,290 in fund balance is reserved for future use.

EXPENDITURES

Expenditures for FY 2021 are \$41,820, a \$4,320 (11.52%) increase from FY 2020.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**INSPECTOR EDUCATION
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$	221,808
19/20 Amended Reserve (Use) of Fund Balance		58,900
Projected Fund Balance as of 9/30/20		280,708
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		50,290
Projected "Available" Fund Balance as of 9/30/21	\$	330,998

*ADDITIONAL REVENUE RECEIVED IN FY 19/20 TO BE USED FOR FUTURE PROJECTS

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 2017.

**LAW ENFORCEMENT TRUST BUDGET COMPARISON
FY 2017 THROUGH FY 2021**

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
FINES & FORFEITURES	\$ 24,310	\$ 101,368	\$ 26,597	\$ -	\$ -
INVESTMENT INCOME	608	562	2,434	160	1,000
OTHER SOURCES	-	-	-	21,600	16,960
TOTAL REVENUES	\$ 24,918	\$ 101,930	\$ 29,031	\$ 21,760	\$ 17,960
EXPENSES					
PUBLIC SAFETY	\$ 33,335	\$ 45,381	\$ 35,319	\$ 21,760	\$ 17,960
CAPITAL	7,699	39,990	46,841	-	-
TOTAL EXPENSES	\$ 41,034	\$ 85,371	\$ 82,160	\$ 21,760	\$ 17,960

REVENUES

FINES AND FORFEITURES

No fines and forfeiture revenue are projected for FY 2021. Investment income of \$1,000 is expected for FY 2021.

FUND BALANCE

A total of \$17,960 in fund balance is appropriated for FY 2021.

EXPENDITURES

Operating expenditures for FY 2021 are \$17,960, a decrease of \$3,800, due mainly to the reduction of \$3,860 in minor operating equipment for K9 and dive team equipment purchased in FY 2020.

There are no capital outlay requests for FY 2021.

FUND BALANCE

There is a projected use of fund balance of \$16,960 to balance the Law Enforcement Trust Fund. The following schedule shows the projected fund balance at September 30, 2021.

**LAW ENFORCEMENT TRUST
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 22,260
19/20 Amended Reserve (Use) of Fund Balance	(1,489)
Projected Fund Balance as of 9/30/20	20,771
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	(16,960)
Projected "Available" Fund Balance as of 9/30/21	\$ 3,811

*REVENUES FROM FINES AND FORFEITURES ARE NOT BUDGETED IN THIS FUND AND FUND BALANCE IS USED TO BALANCE BUDGET. ACTUAL REVENUES WILL DECREASE OR NEGATE THIS USE AT YEAR END.

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.

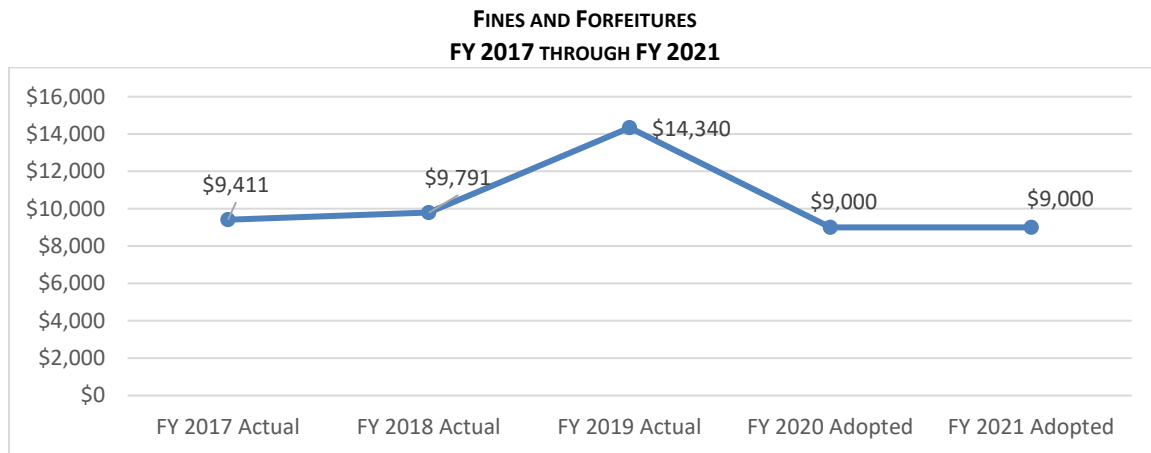
POLICE EDUCATION BUDGET COMPARISON FY 2017 THROUGH FY 2021

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
FINES & FORFEITURES	\$ 9,411	\$ 9,791	\$ 14,340	\$ 9,000	\$ 9,000
INVESTMENT INCOME	102	222	590	200	500
OTHER SOURCES	-	-	-	4,800	4,500
TOTAL REVENUES	\$ 9,513	\$ 10,013	\$ 14,930	\$ 14,000	\$ 14,000
EXPENSES					
PUBLIC SAFETY	\$ 8,007	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000
TOTAL EXPENSES	\$ 8,007	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000

REVENUES

FINES AND FORFEITURES

Projected revenues for FY 2021 are \$9,000, the same as FY 2020. The following graph illustrates the fines and forfeitures revenue for the fund since FY 2017.



FUND BALANCE

A total of \$4,500 in fund balance is appropriated for use in FY 2021.

EXPENDITURES

Expenditures for FY 2021 are \$14,000, no change from last year. The budget provides for several opportunities for law enforcement officer training.

FUND BALANCE

There is a projected use of fund balance of \$4,500 in the Police Education Fund to balance the FY 2021 budget. The following schedule shows the projected fund balance at September 30, 2021.

**POLICE EDUCATION
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 15,396
19/20 Amended Reserve (Use) of Fund Balance	(4,800)
Projected Fund Balance as of 9/30/20	10,596
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	(4,500)
Projected "Available" Fund Balance as of 9/30/21	\$ 6,096

*COMMISSION APPROVED USE OF FUND BALANCE TO COVER ANTICIPATED EXPENSES FOR TRAINING IN FY 20/21.

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.

**TREE FUND BUDGET COMPARISON
FY 2017 THROUGH FY 2021**

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
PERMITS & SPECIAL ASSESSMENTS	\$ 428,875	\$ 312,165	\$ 160,440	\$ 150,000	\$ 151,500
FINES & FORFEITURES	750	9,820	1,550	10,000	-
INVESTMENT INCOME	7,579	9,804	40,594	2,000	34,000
OTHER SOURCES	800	-	-	7,780	-67,240
TOTAL REVENUES	\$ 438,004	\$ 331,789	\$ 202,584	\$ 169,780	\$ 118,260
EXPENSES					
PUBLIC SAFETY	\$ 297,896	\$ 186,455	\$ 99,517	\$ 119,780	\$ 118,260
CAPITAL				50,000	-
TOTAL EXPENSES	\$ 297,896	\$ 186,455	\$ 99,517	\$ 169,780	\$ 118,260

REVENUES

PERMITS AND SPECIAL ASSESSMENTS

Mitigation assessment fees charged for tree removals are a funding source for the Tree Fund. FY 2021 projected revenue from assessments is \$151,500, a \$1,500 increase from FY 2020. Previously, the mitigation fees had been charged to fines and forfeitures; beginning in FY 2018, the mitigation fees are now charged to permits and special assessments.

FINES AND FORFEITURES

Revenues are derived from fines related to violations of the City's tree ordinance. Projected revenues for FY 2021 include no revenues for fines, a decrease of \$10,000 from FY 2020.

MISCELLANEOUS REVENUES

Investment income of \$34,000 is projected for FY 2021.

FUND BALANCE

A total of \$67,240 is anticipated to be returned to fund balance.

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 \$65,080 for FY 2021, a decrease of \$5,820 or 8.21%. Effective FY 2018, only fifty percent of the personnel costs of the two arborist positions were paid out of the Tree Fund. The remainder of the personnel costs are funded in the Planning and Zoning budget (General Fund). Prior to FY 2018, one-hundred percent of the personnel costs of the arborist were funded by the Tree Fund.

Operating expenditures are budgeted at \$53,180 for FY 2021, an increase of \$4,300 or 8.80% due mainly to an increase in the administrative cost allocation paid to the General Fund.

There is no capital outlay budgeted for FY 2021.

FUND BALANCE

A total of \$67,240 is anticipated to be returned to fund balance in FY 2021. The following schedule shows the projected fund balance at September 30, 2021. Included in the fund balance report are the following:

**TREE FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 1,203,781
19/20 Amended Reserve (Use) of Fund Balance	(47,780)
Projected Fund Balance as of 9/30/20	1,156,001
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	67,240
Projected "Available" Fund Balance as of 9/30/21	\$ 1,088,761

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.

**WARM MINERAL SPRINGS FUND BUDGET COMPARISON
FY 2017 THROUGH FY 2021**

	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
CHARGES FOR SERVICES	\$ 1,180,512	\$ 1,251,676	\$ 1,300,917	\$ 1,268,360	\$ 1,281,050
INVESTMENT INCOME	7,837	13,104	59,816	5,000	40,000
OTHER SOURCES	-	-	-	(375,510)	(418,990)
TOTAL REVENUES	\$ 1,188,349	\$ 1,264,780	\$ 1,360,733	\$ 897,850	\$ 902,060
EXPENSES					
CULTURE & RECREATION	\$ 821,834	\$ 862,251	\$ 1,085,103	\$ 897,850	\$ 902,060
CAPITAL	9,792	-	87,919	-	-
TOTAL EXPENSES	\$ 831,626	\$ 862,251	\$ 1,173,022	\$ 897,850	\$ 902,060

REVENUES

CHARGES FOR SERVICE

A total of \$1,281,050 in charges for service is projected for FY 2021. Investment income of \$40,000 is expected for FY 2021.

FUND BALANCE

A total of \$418,990 is expected to be added to fund balance in FY 2020.

EXPENDITURES

Operating expenditures for FY 2021 are \$902,060, a \$4,210 increase from FY 2020 due to the increase in the transfer to the general fund for administrative costs.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**WARM MINERAL SPRINGS FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 1,712,248
19/20 Amended Reserve (Use) of Fund Balance	(309,282)
Projected Fund Balance as of 9/30/20	1,402,966
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	418,990
Projected "Available" Fund Balance as of 9/30/21	\$ 1,821,956

*INCREASED REVENUE PROJECTIONS EXCEED EXPENSES FOR FY 20/21. FUNDS WILL BE USED FOR RENOVATIONS TO THE CENTER.

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

**ESCHEATED LOTS – LAND & FUTURE PROJECTS BUDGET COMPARISON
FY 2017 THROUGH FY 2021**

	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
MISCELLANEOUS REVENUES	\$ 25,960	\$ -	\$ 11,203	\$ -	\$ -
OTHER SOURCES	-	-	-	-	-
TOTAL REVENUES	\$ 25,960	\$ -	\$ 11,203	\$ -	\$ -
EXPENSES					
OPERATING	\$ 8,000	\$ -	\$ 180,600	\$ -	\$ -
CAPITAL	-	382,538	69,596	-	-
TOTAL EXPENSES	\$ 8,000	\$ 382,538	\$ 250,196	\$ -	\$ -

REVENUES

No revenue is projected for the Escheated Lots-Land and Future Projects Fund for FY 2021.

EXPENDITURES

No operating expenditures or capital outlay are budgeted for FY 2021.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**ESCHEATED LOTS – LAND & FUTURE PROJECTS
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 1,489,523
19/20 Amended Reserve (Use) of Fund Balance	(1,450,285)
Projected Fund Balance as of 9/30/20	39,241
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	-
Projected "Available" Fund Balance as of 9/30/21	\$ 39,241

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.

**DEPARTMENT OF ENVIRONMENTAL PROTECTION MANAGEMENT FUND BUDGET COMPARISON
FY 2017 – 2021**

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
INVESTMENT INCOME	\$ 3,731	\$ 4,763	\$ 18,946	\$ 5,000	\$ 15,000
OTHER SOURCES	-	-	-	(5,000)	(15,000)
TOTAL REVENUES	\$ 3,731	\$ 4,763	\$ 18,946	\$ -	\$ -
EXPENSES					
CULTURE & RECREATION	\$ -	\$ -	\$ 10,708	\$ -	\$ -
CAPITAL	8,641	3,217	(340)	-	-
TOTAL EXPENSES	\$ 8,641	\$ 3,217	\$ 10,368	\$ -	\$ -

REVENUES

Investment income of \$15,000 is expected for FY 2021.

FUND BALANCE

A total of \$15,000 in fund balance is reserved for future use in FY 2021.

EXPENDITURES

No expenditures are scheduled for FY 2021.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**DEPARTMENT OF ENVIRONMENTAL PROTECTION MANAGEMENT FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 536,430
19/20 Amended Reserve (Use) of Fund Balance	(516,339)
Projected Fund Balance as of 9/30/20	20,091
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	15,000
Projected "Available" Fund Balance as of 9/30/21	\$ 35,091

***FUNDS WILL BE USED WHEN LAND ACQUISITIONS ARE REQUIRED. NO EXPENSES BUDGETED FOR FY 20/21.**

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, although the past three years have shown moderate increases. 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

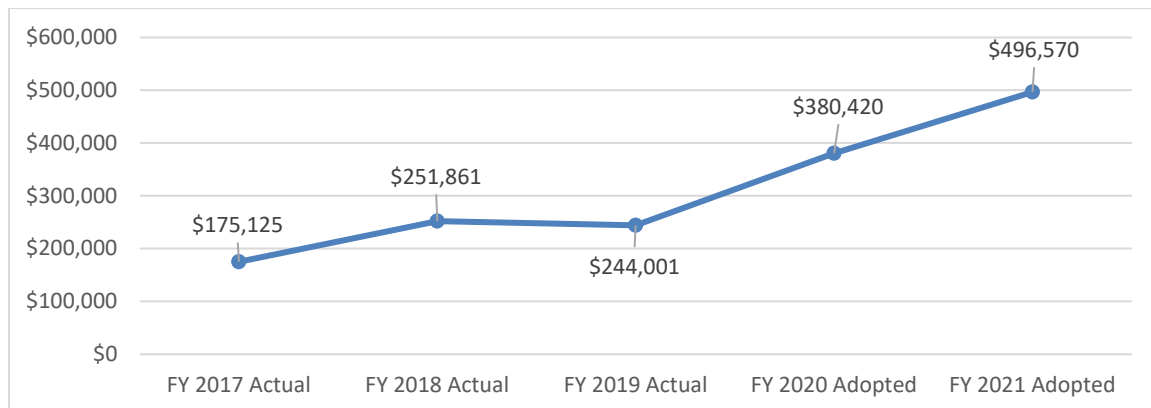
**LAW ENFORCEMENT IMPACT FEES BUDGET COMPARISON
FY 2017 THROUGH FY 2021**

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
REVENUES					
INVESTMENT INCOME	\$ 3,671	\$ 4,940	\$ 25,138	\$ 5,000	\$ 25,000
IMPACT FEES	175,125	251,861	251,861	380,240	496,570
OTHER SOURCES	-	-	-	(181,020)	(295,920)
TOTAL REVENUES	\$ 178,796	\$ 256,801	\$ 256,801	\$ 204,400	\$ 225,650
EXPENSES					
PUBLIC SAFETY	\$ 8,211	\$ 34,133	\$ 34,133	\$ -	\$ -
CAPITAL	95,590	176,373	176,373	204,400	-
TRANSFERS OUT	-	-	-	-	225,650
TOTAL EXPENSES	\$ 103,801	\$ 210,506	\$ 210,506	\$ 204,400	\$ 225,650

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 2021 show an increase of \$116,150, or 30.53% due to increased construction activity. Investment income is projected at \$25,000.

**LAW ENFORCEMENT IMPACT FEE REVENUE
FY 2017 THROUGH FY 2021**



FUND BALANCE

A total of \$295,920 in fund balance is reserved for future use.

EXPENDITURES

There are no capital expenditures budgeted for FY 2021.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**LAW ENFORCEMENT IMPACT FEE FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 833,264
19/20 Amended Reserve (Use) of Fund Balance	95,073
Projected Fund Balance as of 9/30/20	928,337
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	295,920
Projected "Available" Fund Balance as of 9/30/21	\$ 1,224,257

*IMPACT FEE FUNDS TO BE USED AS DETERMINED BY GROWTH IN THE CITY. INCREASES TO FUND BALANCE WILL BE RESERVED FOR FUTURE USE.

FIRE IMPACT FEES

FIRE IMPACT FEES BUDGET COMPARISON FY 2017 THROUGH FY 2021

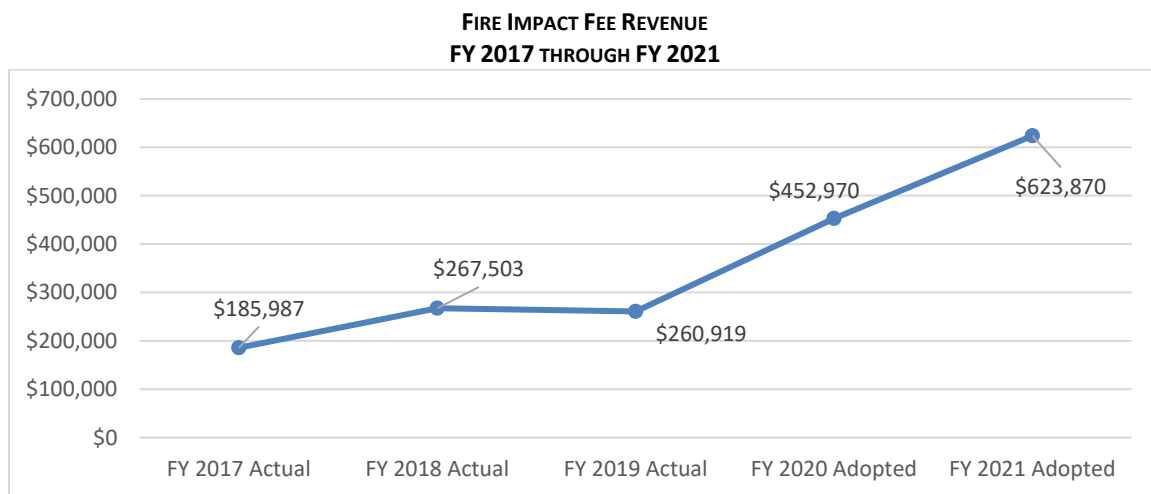
REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
INVESTMENT INCOME	\$ 5,835	\$ 7,955	\$ 36,379	\$ 10,000	\$ 35,000
IMPACT FEES	185,987	267,503	260,919	452,970	623,870
OTHER SOURCES	-	-	5,700	88,280	995,180
TOTAL REVENUES	\$ 191,822	\$ 275,458	\$ 302,998	\$ 551,250	\$ 1,654,050
EXPENSES					
PUBLIC SAFETY	\$ 19,397	\$ 10,774	\$ 6,989	\$ 8,000	\$ -
CAPITAL	518,305	41,306	95,926	543,250	1,266,600
TRANSFERS OUT					387,450
TOTAL EXPENSES	\$ 537,703	\$ 52,080	\$ 102,915	\$ 551,250	\$ 1,654,050

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 2021 are expected to increase \$103,870, or 39.49%, again due to increased construction activity and increased impact fees. Investment income is projected at \$35,000.

The following chart shows the economic impact to the Fire Impact Fees for a five-year period beginning in FY 2017.



FUND BALANCE

A total of \$995,180 use of fund balance is scheduled for fiscal year 2021.

EXPENDITURES

Capital expenditures of \$1,266,600 are scheduled for FY 2021 which includes \$850,000 for the repayment to WVID for a ladder truck, \$353,000 for a Fire Rescue vehicle and other equipment for \$63,600.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**FIRE IMPACT FEE FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 1,111,841
19/20 Amended Reserve (Use) of Fund Balance	(115,987)
Projected Fund Balance as of 9/30/20	995,854
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	(995,180)
Projected "Available" Fund Balance as of 9/30/21	\$ 674

*COMMISSION APPROVED USE OF FUND BALANCE TO COVER ANTICIPATED EXPENSES AS PER DEVELOPER'S AGREEMENT WITH WVID FOR REIMBURSEMENT OF LADDER TRUCK IN FY 20/21.

PARKS & RECREATION IMPACT FEES

**PARKS & RECREATION IMPACT FEES BUDGET COMPARISON
FY 2017 THROUGH FY 2021**

	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
REVENUES					
INVESTMENT INCOME	\$ 16,456	\$ 26,278	\$ 116,215	\$ 30,000	\$ 1,000
IMPACT FEES	468,900	643,271	662,273	1,056,400	1,536,700
OTHER SOURCES	-	-	-	(436,400)	(1,094,050)
TOTAL REVENUES	\$ 485,356	\$ 669,549	\$ 778,488	\$ 650,000	\$ 443,650
EXPENSES					
CULTURE & RECREATION	\$ 10,418	\$ -	\$ 73,821	\$ -	\$ -
CAPITAL	75,044	33,828	393,605	650,000	443,650
TOTAL EXPENSES	\$ 85,462	\$ 33,828	\$ 467,426	\$ 650,000	\$ 443,650

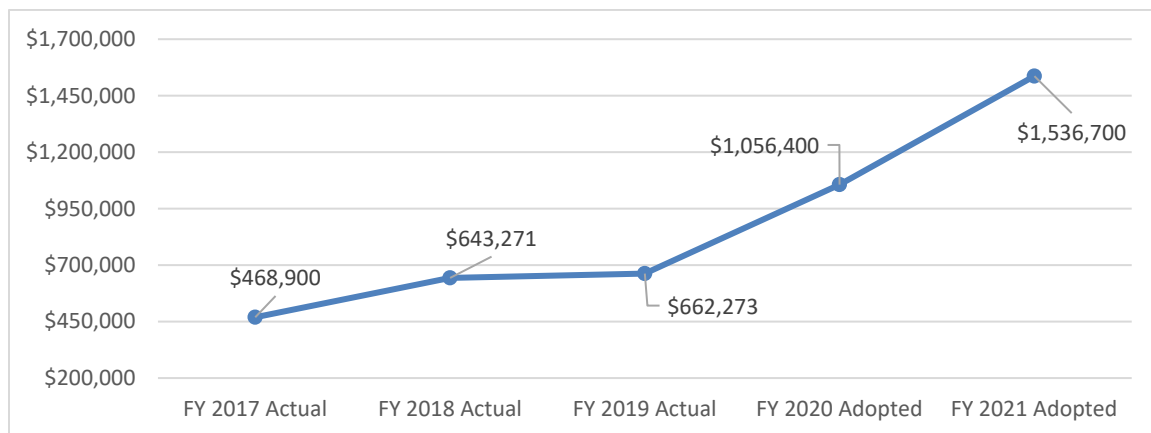
REVENUES

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 \$1,536,700; an increase of \$480,300 or 45.47% from FY 2020 due to increased construction activity and increased impact fees. Investment earnings estimates are \$1,000.

The following chart illustrates the economic impact to this revenue stream for a five-year period beginning in FY 2017.

**PARKS & RECREATION IMPACT FEE REVENUE
FY 2017 THROUGH FY 2021**



FUND BALANCE

A total of \$1,094,050 in fund balance is reserved for future use in FY 2021.

EXPENDITURES

Capital outlay totaling \$443,650 is scheduled for FY 2021 for repayment to WVID per the Developer's Agreement.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**PARKS & RECREATION IMPACT FEE FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 3,370,442
19/20 Amended Reserve (Use) of Fund Balance	(3,279,546)
Projected Fund Balance as of 9/30/20	90,896
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	1,094,500
Projected "Available" Fund Balance as of 9/30/21	\$ 1,185,396

*IMPACT FEE FUNDS TO BE USED AS DETERMINED BY GROWTH IN THE CITY. INCREASES TO FUND BALANCE WILL BE RESERVED FOR FUTURE USE.

TRANSPORTATION IMPACT FEES

**TRANSPORTATION IMPACT FEES BUDGET COMPARISON
FY 2017 THROUGH FY 2021**

	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
INVESTMENT INCOME	\$ 44,311	\$ 63,213	\$ 185,781	\$ 60,000	\$ 140,000
IMPACT FEES	1,790,895	2,661,848	2,505,844	4,450,080	6,143,390
OTHER SOURCES	-	-	-	(3,629,230)	(5,402,540)
TOTAL REVENUES	\$ 1,835,206	\$ 2,725,061	\$ 2,691,625	\$ 880,850	\$ 880,850
EXPENSES					
CAPITAL	\$ 24,074	\$ 47,668	\$ 1,337,017	-	-
DEBT SERVICE	1,821,260	1,821,260	2,700,493	-	-
OTHER USES	-	-	2,000,000	880,850	880,850
TOTAL EXPENSES	\$ 1,845,334	\$ 1,868,928	\$ 6,037,510	\$ 880,850	\$ 880,850

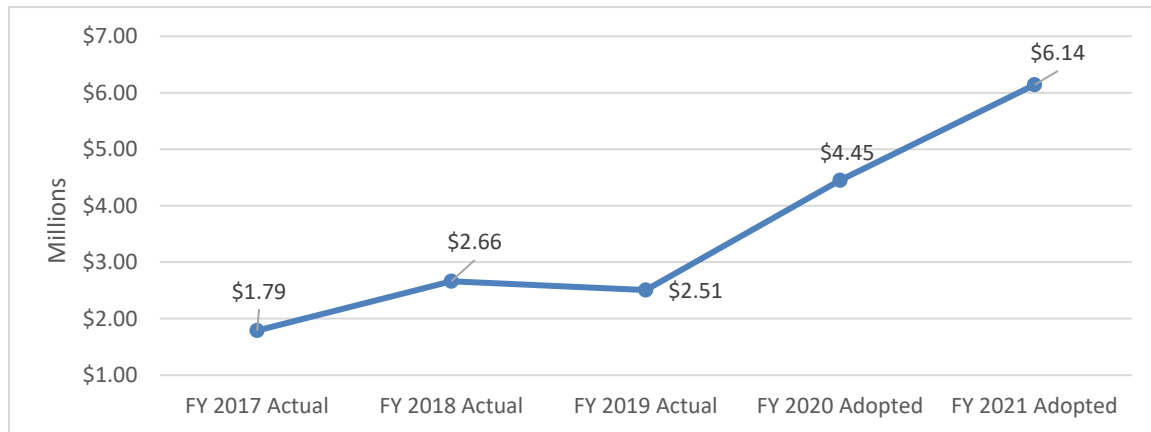
REVENUES

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 \$6,143,390 for FY 2021, an increase of \$1,693,310 or 38.05% due to increased construction activity and increased impact fees. No transportation impact fees were collected in FY 2012 through 2014. 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 January 31, 2015. Investment income is projected to be \$60,000.

The following chart shows the economic impact on the Transportation Impact Fees for a five-year period beginning in FY 2017.

**TRANSPORTATION IMPACT FEE REVENUE
FY 2017 THROUGH FY 2021**



FUND BALANCE

A total of \$5,402,540 is projected to be added to fund balance in FY 2021.

EXPENDITURES

A payment to Sarasota County in the amount of \$880,850 is budgeted for the LFA regarding River Road.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**TRANSPORTATION IMPACT FEE FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 4,221,535
19/20 Amended Reserve (Use) of Fund Balance	(1,110,914)
Projected Fund Balance as of 9/30/20	3,110,621
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	5,402,540
Projected "Available" Fund Balance as of 9/30/21	\$ 8,513,161

*IMPACT FEE FUNDS TO BE USED AS DETERMINED BY GROWTH IN THE CITY. INCREASES TO FUND BALANCE WILL BE RESERVED FOR FUTURE USE.

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 2017.

**SOLID WASTE IMPACT FEES BUDGET COMPARISON
FY 2017 THROUGH FY 2021**

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
INVESTMENT INCOME	\$ 1,890	\$ 4,117	\$ 21,689	\$ 6,000	\$ 6,000
IMPACT FEES	132,190	195,915	272,567	275,150	387,660
OTHER SOURCES	-	-	-	(281,150)	(84,160)
TOTAL REVENUES	\$ 134,080	\$ 200,032	\$ 294,256	\$ -	\$ 309,500
EXPENSES					
PHYSICAL ENVIRONMENT	\$ -	\$ -	\$ 118	\$ -	\$ 15,000
CAPITAL	100,001	-	631,884	-	294,500
TOTAL EXPENSES	\$ 100,001	\$ -	\$ 632,002	\$ -	\$ 309,500

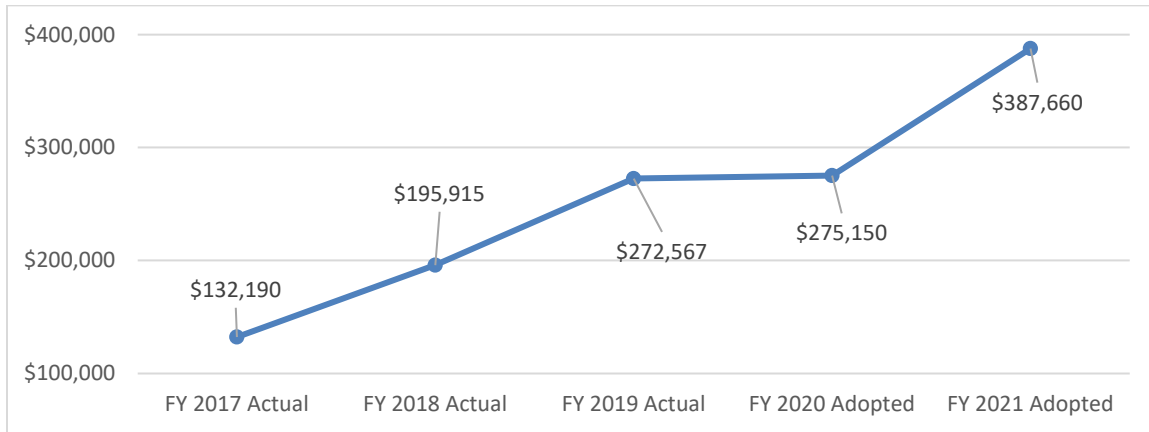
REVENUES

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 2021 is \$387,660, an increase of \$112,510 or 40.89% due to increased construction activity and increased impact fees. No solid waste impact fees were collected in FY 2012 & 2013. 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; therefore, the moratorium on Solid Waste impact fees was lifted and effective January 28, 2014.

The following chart illustrates the revenues from Solid Waste Impact Fees for a five-year period beginning in FY 2017.

**SOLID WASTE IMPACT FEE REVENUE
FY 2017 THROUGH FY 2021**



FUND BALANCE

A total of \$84,160 is expected to be added to the fund balance in FY 2021.

EXPENDITURES

There is \$15,000 budgeted in FY 2021 for environmental studies, cleaning and lease purchase of Yorkshire Property.

Three 53' Walking Floor Trailers will be purchased from the capital outlay for \$294,500.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**SOLID WASTE IMPACT FEE FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$	169,437
19/20 Amended Reserve (Use) of Fund Balance		280,972
Projected Fund Balance as of 9/30/20		450,409
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		84,160
Projected "Available" Fund Balance as of 9/30/21	\$	534,569

***IMPACT FEE FUNDS TO BE USED AS DETERMINED BY GROWTH IN THE CITY. INCREASES TO FUND BALANCE WILL BE RESERVED FOR FUTURE USE.**

GENERAL GOVERNMENT IMPACT FEES

GENERAL GOVERNMENT IMPACT FEES BUDGET COMPARISON FY 2017 THROUGH FY 2021

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
INVESTMENT INCOME	\$ 2,986	\$ 5,180	\$ 24,778	\$ 6,000	\$ 20,000
IMPACT FEES	129,341	186,019	180,091	376,270	566,990
OTHER SOURCES	-	-	-	(322,270)	(526,990)
TOTAL REVENUES	\$ 132,327	\$ 191,199	\$ 204,869	\$ 60,000	\$ 60,000
EXPENSES					
OPERATING	\$ -	\$ 118	\$ -	\$ -	\$ -
CAPITAL	-	45,829	-	60,000	60,000
TOTAL EXPENSES	\$ -	\$ 45,947	\$ -	\$ 60,000	\$ 60,000

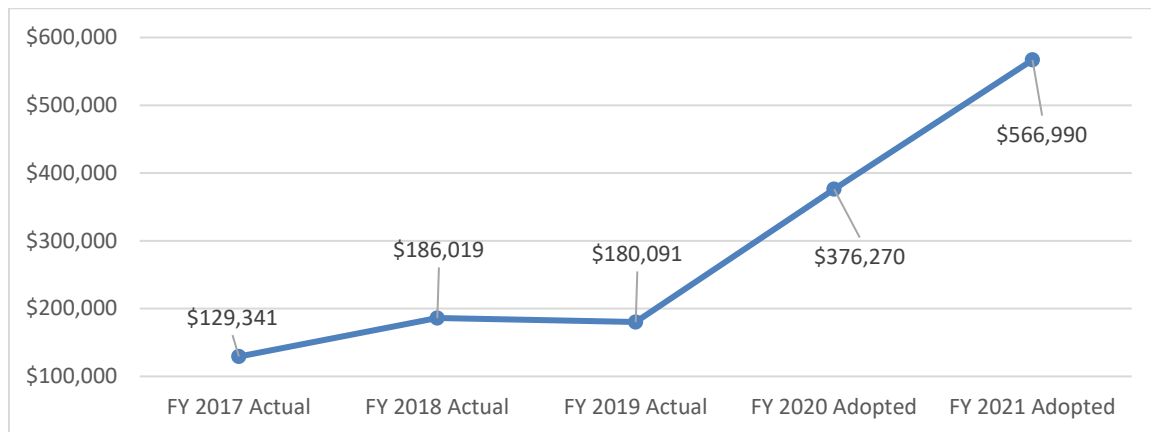
REVENUES

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 \$566,990, an increase of \$190,720 or 50.68% over FY 2020, and investment income of \$20,000 are projected for FY 2021. Again, impact fees are expected to rise due to the increased construction activity and increased impact fees.

The following chart illustrates the revenues from General Government Impact Fees for a five-year period beginning in FY 2017.

**GENERAL GOVERNMENT IMPACT FEE REVENUE
FY 2017 THROUGH FY 2021**



FUND BALANCE

A total of \$526,990 in fund balance is reserved for future use.

EXPENDITURES

A capital expenditure of \$60,000 for the Public Works facility is budgeted in FY 2021.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**GENERAL GOVERNMENT IMPACT FEE FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 806,947
19/20 Amended Reserve (Use) of Fund Balance	241,824
Projected Fund Balance as of 9/30/20	1,048,771
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	526,990
Projected "Available" Fund Balance as of 9/30/21	\$ 1,575,761

*IMPACT FEE FUNDS TO BE USED AS DETERMINED BY GROWTH IN THE CITY. INCREASES TO FUND BALANCE WILL BE RESERVED FOR FUTURE USE.

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.

**BOND RECONSTRUCTION BOND DEBT SERVICE FUND BUDGET COMPARISON
FY 2017 THROUGH FY 2021**

	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
SPECIAL ASSESSMENTS	\$ 3,113,042	\$ 3,042,290	\$ 3,058,700	\$ 3,009,610	\$ 3,009,610
INVESTMENT INCOME	17,960	23,105	107,489	15,000	80,000
OTHER SOURCES	-	-	-	(348,610)	(410,790)
TOTAL REVENUES	\$ 3,131,002	\$ 3,065,395	\$ 3,166,189	\$ 2,676,000	\$ 2,678,820
EXPENSES					
TRANSPORTATION	\$ 33,514	\$ 32,576	\$ 32,117	\$ 40,000	\$ 40,000
DEBT SERVICE	2,635,594	2,638,794	2,635,594	2,636,000	2,638,820
TOTAL EXPENSES	\$ 2,668,908	\$ 2,671,370	\$ 2,667,711	\$ 2,676,000	\$ 2,678,820

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 \$3,009,610 are projected for FY 2021.

FUND BALANCE

A total of \$410,790 in fund balance is reserved for future use.

EXPENDITURES

Operating expenditures include \$40,000 for tax collector fees. Debt payments of \$2,638,820 are budgeted for FY 2021.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**ROAD RECONSTRUCTION BOND DEBT SERVICE FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 2,411,580
19/20 Amended Reserve (Use) of Fund Balance	348,610
Projected Fund Balance as of 9/30/20	2,760,190
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	410,790
Projected "Available" Fund Balance as of 9/30/21	\$ 3,170,980

*FUND BALANCE WILL BE USED TO PAY DOWN PRINCIPAL WHEN LOAN IS REFINANCED.

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, Renewal and Replacement, and Road Reconstruction.

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.

INFRASTRUCTURE SALES SURTAX III BUDGET COMPARISON FY 2017 THROUGH FY 2021

REVENUES	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
OTHER TAXES	\$ 9,131,513	\$ 9,901,615	\$ 10,823,129	\$ 11,734,790	\$ 9,704,500
INTERGOVERNMENTAL	76,746	29,202	15,002	-	-
CHARGES FOR SERVICES	571,289	128,138	49,656	-	-
INVESTMENT INCOME	205,461	249,727	885,800	535,000	800,000
OTHER SOURCES	-	822,167	131,308	(3,049,970)	3,174,470
TOTAL REVENUES	\$ 9,985,009	\$ 11,130,849	\$ 11,904,895	\$ 9,219,820	\$ 13,678,970
EXPENSES					
GENERAL GOVERNMENT	\$ -	\$ -	\$ -	\$ -	\$ -
PUBLIC SAFETY	243,637	88,519	146,354	-	80,000
TRANSPORTATION	1,765,138	2,767,368	309,165	1,481,700	2,582,000
CULTURE AND RECREATION	167,352	4,753,592	313,198	-	-
CAPITAL	4,556,757	6,242,675	14,556,900	7,738,120	11,016,970
TOTAL EXPENSES	\$ 6,732,884	\$ 13,852,154	\$ 15,325,617	\$ 9,219,820	\$ 13,678,970

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 \$9,704,500 for FY 2021, a decrease of \$2,030,290 (17.30%) from FY 2020. Revenue estimates are provided by the State of Florida in July of each year and anticipated to decrease due to Covid. Investment income is estimated at \$800,000.

FUND BALANCE

A total of \$3,174,470 is anticipated to be used from fund balance in FY 2021.

EXPENDITURES

FY 2021 expenditures of \$13,678,970 include the following:

- ✓ Information Technology: Continuation of IT project to replace core networking equipment in City Hall (\$110,000)
- ✓ Police Department: feasibility study (\$80,000), public safety driving track (\$200,000), license plate readers (\$634,000), and construction of building for property/evidence (\$1,300,000)
- ✓ Fire: Construction escalator for the Fire Station 81 renovation (\$95,850)
- ✓ Parks & Recreation: Purchase and installation of a marquee sign at Butler Park (\$40,000), Dallas White Park conceptual master plan design and site renovations (\$1,500,000), replacement of SkyLogic controllers (\$36,000), acoustic improvements at the George Mullen Activity and Morgan Family Community Centers (\$25,350), phased ADA transition plan (\$50,000), replacement of playground equipment (\$225,000), park amenities (\$50,000), equipment needed for the transition of the County parks to the City (\$771,670) and construction of the LaBrea Park restrooms (\$200,000)
- ✓ Road & Drainage: Routine road rehabilitation (\$2,582,000), Tropicaire Blvd pedestrian and bicycle shared use path (\$117,600), sidewalks for Price Blvd (\$282,100), Hillsborough/Cranberry intersection improvements (\$125,000), rehabilitation of water control structure 108 (\$1,710,000), bridge rehabilitation and repair (\$274,500) and drainage system improvements (\$862,600)
- ✓ Utilities: Neighborhood water and wastewater expansion (\$1,252,600) and water distribution improvements (\$494,700)

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

INFRASTRUCTURE SALES SURTAX III FUND FUND BALANCE REPORT

09/30/2019 Audited Fund Balance	\$	23,162,135
19/20 Amended Reserve (Use) of Fund Balance		(18,516,664)
Projected Fund Balance as of 9/30/20		4,645,471
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		(3,174,470)
Projected "Available" Fund Balance as of 9/30/21	\$	1,471,001

*CITY COMMISSION APPROVED USE OF FUND BALANCE TO COVER LOSS OF REVENUES DUE TO COVID.

CAPITAL ACQUISITION FUND

The Capital Acquisition Fund was established in 2012 to provide for the purchase of new and replacement vehicles and equipment. Revenues were accumulated from the various operating funds to provide sufficient funding. The allocation from each operating fund was based upon a replacement schedule as determined by the Fleet Management Division. In FY 2019, renewal and replacement (R&R) funds were established for the General Fund, the Road and Drainage District Fund, the Fire Rescue District Fund, the Solid Waste District Fund, the Building Fund and the Fleet Management Fund. Consequently, all monies from the Capital Acquisition Fund have been transferred to the respective operating renewal and replacement funds.

RENEWAL & REPLACEMENT (R&R) FUNDS

The R&R funds were established for the FY 2019 budget and will be utilized to provide for the replacement of rolling stock and equipment and to support the upgrades of City facilities such as building components, playground equipment, shade structures, et cetera. Revenues in the R&R funds are acquired from transfers in from other funds. All monies from the Capital Acquisition Fund have been transferred into the respective operating R&R funds.

R&R GENERAL FUND

R&R GENERAL FUND FY 2019 – FY 2021

REVENUES	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 19-20 ADOPTED
INVESTMENT INCOME	\$ 23,840	\$ 6,000	\$ 25,000
TRANSFERS	833,896	358,000	605,500
OTHER SOURCES	-	(364,000)	(460,500)
TOTAL REVENUES	\$ 857,736	\$ -	\$ 170,000
EXPENSES			
CAPITAL	\$ 82,630	\$ -	\$ 170,000
OTHER USES	-	-	-
TOTAL EXPENSES	\$ 82,630	\$ -	\$ 170,000

REVENUES

For FY 2021, \$460,500 will be transferred for the following: EMS stretcher replacement program (\$33,000), the EMS Lifepak™ EKG replacement program (\$75,000), non-EMS uses (\$250,000) and the SANS replacement (\$247,500).

Interest income of \$25,000 is projected for FY 2021.

FUND BALANCE

In FY 2021, a total of \$460,500 is reserved for future use.

EXPENDITURES

LP15 Lifecycle replacement for \$170,000 is budgeted for FY 2021.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**R&R GENERAL FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 775,107
19/20 Amended Reserve (Use) of Fund Balance	213,810
Projected Fund Balance as of 9/30/20	988,917
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	460,500
Projected "Available" Fund Balance as of 9/30/21	\$ 1,449,417

*TRANSFERS TO THE R&R FUND WILL BE USED FOR NECESSARY CAPITAL PURCHASES

R&R ROAD & DRAINAGE DISTRICT FUND

**R&R ROAD & DRAINAGE DISTRICT FUND
FY 2019 – FY 2021**

	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
REVENUES			
INVESTMENT INCOME	\$ 59,026	\$ 17,000	\$ 50,000
TRANSFERS	2,263,946	850,000	850,000
OTHER SOURCES		(333,720)	(477,600)
TOTAL REVENUES	\$ 2,322,972	\$ 533,280	\$ 422,400
EXPENSES			
CAPITAL	\$ 801,031	\$ 533,280	\$ 422,400
OTHER USES	-	-	-
TOTAL EXPENSES	\$ 801,031	\$ 533,280	\$ 422,400

REVENUES

For FY 2021, \$850,000 will be transferred in for the renewal and replacement program.

Interest income of \$50,000 is projected for FY 2021.

FUND BALANCE

In FY 2021, a total of \$477,600 is reserved for future use.

EXPENDITURES

For FY 2021, \$422,400 is budgeted in capital funding for vehicle replacement.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**R&R ROAD AND DRAINAGE DISTRICT FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 1,521,941
19/20 Amended Reserve (Use) of Fund Balance	134,862
Projected Fund Balance as of 9/30/20	1,656,803
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	477,600
Projected "Available" Fund Balance as of 9/30/21	\$ 2,134,403

*TRANSFERS TO THE R&R FUND WILL BE USED FOR NECESSARY CAPITAL PURCHASES

R&R FIRE DISTRICT FUND

**R&R FIRE RESCUE DISTRICT FUND
FY 2019 – FY 2021**

REVENUES	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
INVESTMENT INCOME	\$ 49,018	\$ 15,000	\$ 40,000
TRANSFERS	3,053,913	1,195,000	1,615,000
OTHER SOURCES	6,500	(1,210,000)	(1,355,000)
TOTAL REVENUES	\$ 3,109,431	\$ -	\$ 300,000
EXPENSES			
PUBLIC SAFETY	\$ 153,327	\$ -	\$ -
CAPITAL	1,317,095		300,000
OTHER USES	-	-	-
TOTAL EXPENSES	\$ 1,470,422	\$ -	\$ 300,000

REVENUES

\$1,615,000 will be transferred in FY 2021 for the following: TRT equipment replacements (\$20,000), extrication equipment (\$35,000), self-contained breathing apparatus (SCBA) equipment (\$50,000), thermal imaging cameras (\$10,000), Station 81 renovation (\$300,000) and vehicle replacements (\$1,200,000).

Interest income of \$40,000 is projected for FY 2021.

TRANSFERS AND FUND BALANCE

In FY 2021, \$1,355,000 is reserved for future use.

EXPENDITURES

For FY 2021, \$300,000 is budgeted for Fire Station 81 renovation.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**R&R FIRE RESCUE DISTRICT FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 1,639,008
19/20 Amended Reserve (Use) of Fund Balance	261,381
Projected Fund Balance as of 9/30/20	1,900,389
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	1,355,000
Projected "Available" Fund Balance as of 9/30/21	\$ 3,255,389

*TRANSFERS TO THE R&R FUND WILL BE USED FOR NECESSARY CAPITAL PURCHASES

R&R SOLID WASTE DISTRICT FUND

**R&R SOLID WASTE DISTRICT FUND
FY 2019 – FY 2021**

REVENUES	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
INVESTMENT INCOME	\$ 159,189	\$ 45,000	\$ 100,000
TRANSFERS	4,744,805	688,860	486,130
OTHER SOURCES	-	1,960,330	1,249,270
TOTAL REVENUES	\$ 4,903,994	\$ 2,694,190	\$ 1,835,400
EXPENSES			
CAPITAL	\$ 132,850	\$ 2,694,190	\$ 1,835,400
OTHER USES	-	-	-
TOTAL EXPENSES	\$ 132,850	\$ 2,694,190	\$ 1,835,400

REVENUES

\$486,130 will be transferred in for the renewal and replacement program in FY 2021.

Interest income of \$100,000 is projected for FY 2020.

FUND BALANCE

In FY 2021, \$1,249,270 is appropriated from fund balance for use in the budget.

EXPENDITURES

For FY 2021, \$1,835,400 is appropriated for vehicle replacement: one side load truck, two claw trucks, one split body truck and two rear load trucks.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**R&R SOLID WASTE DISTRICT FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 4,771,144
19/20 Amended Reserve (Use) of Fund Balance	(1,960,330)
Projected Fund Balance as of 9/30/20	2,810,814
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	(1,249,270)
Projected "Available" Fund Balance as of 9/30/21	\$ 1,561,544

*TRANSFERS TO THE R&R FUND WILL BE USED FOR NECESSARY CAPITAL PURCHASES

R&R BUILDING FUND

**R&R BUILDING FUND
FY 2019 – FY 2021**

	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
REVENUES			
INVESTMENT INCOME	\$ 6,603	\$ 1,500	\$ 5,000
TRANSFERS	206,980	40,000	40,000
OTHER SOURCES	-	(41,500)	(45,000)
TOTAL REVENUES	\$ 213,583	\$ -	\$ -
EXPENSES			
CAPITAL	\$ 24,983	-	-
OTHER USES	-	-	-
TOTAL EXPENSES	\$ 24,983	\$ -	\$ -

REVENUES

\$40,000 will be transferred in for the renewal and replacement program in FY 2021.

Interest income of \$5,000 is projected for FY 2021.

FUND BALANCE

In FY 2021, \$45,000 is reserved for future use.

EXPENDITURES

For FY 2021, there are no expenditures budgeted.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**R&R BUILDING FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$	188,600
19/20 Amended Reserve (Use) of Fund Balance		41,500
Projected Fund Balance as of 9/30/20		230,100
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		45,000
Projected "Available" Fund Balance as of 9/30/21	\$	275,100

*TRANSFERS TO THE R&R FUND WILL BE USED FOR NECESSARY CAPITAL PURCHASES

R&R FLEET MANAGEMENT FUND

**R&R FLEET MANAGEMENT FUND
FY 2019 – FY 2021**

	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
REVENUES			
INVESTMENT INCOME	\$ 23,224	\$ 10,000	\$ 17,000
TRANSFERS	680,675	50,000	50,000
OTHER SOURCES	-	(30,580)	(58,750)
TOTAL REVENUES	\$ 703,899	\$ 29,420	\$ 8,250
EXPENSES			
CAPITAL	\$ 61,520	\$ 29,420	\$ 8,250
OTHER USES	-	-	-
TOTAL EXPENSES	\$ 61,520	\$ 29,420	\$ 8,250

REVENUES

\$50,000 will be transferred in for the renewal and replacement program in FY 2021.

Interest income of \$17,000 is projected for FY 2021.

FUND BALANCE

In FY 2021, \$58,750 is reserved for future use.

EXPENDITURES

For FY 2021, capital expenditures of \$8,250 are appropriated for a tire changer.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**R&R FLEET MANAGEMENT FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$	642,379
19/20 Amended Reserve (Use) of Fund Balance		30,580
Projected Fund Balance as of 9/30/20		672,959
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		58,750
Projected "Available" Fund Balance as of 9/30/21	\$	731,709

*TRANSFERS TO THE R&R FUND WILL BE USED FOR NECESSARY CAPITAL PURCHASES

ROAD RECONSTRUCTION FUND

The Road Reconstruction Fund was established in 2014 and provides for the rehabilitation of approximately 266 miles of roads.

BOND RECONSTRUCTION FUND BUDGET COMPARISON FY 2017-2021

	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
INVESTMENT INCOME	\$ 131,531	\$ 91,147	\$ 88,737	\$ 60,000	\$ -
OTHER SOURCES	-	-	-	(54,500)	-
TOTAL REVENUES	\$ 131,531	\$91,147	\$ 88,737	\$ 5,500	\$ -
EXPENSES					
TRANSPORTATION	\$ 4,965	\$ -	\$ -	\$ 5,500	\$ -
CAPITAL	9,177,346	6,184,469	1,654,966	-	-
TOTAL EXPENSES	\$ 9,182,311	\$ 6,184,469	\$ 1,654,966	\$ 5,500	\$ -

REVENUES & EXPENDITURES

There are no revenues or expenses budgeted for FY 20/21 as this fund will be closed at FYE 9/30/20.

The following schedule shows the projected fund balance at September 30, 2021.

ROAD RECONSTRUCTION FUND FUND BALANCE REPORT

09/30/2019 Audited Fund Balance	\$ 1,049,088
19/20 Amended Reserve (Use) of Fund Balance	(1,019,112)
Projected Fund Balance as of 9/30/20	\$ 29,976

INTERNAL SERVICE FUNDS

SELF INSURANCE RISK FUND

This internal service fund, which is a type of fund designed to account for the financing of services provided by one department for other departments within the City, was established in FY 2016 and is classified as a proprietary fund (a fund in which the services provided are financed and operated like those of a private business). The purpose of Self-Insurance – Risk Fund is to provide for the overall management of the City’s property & casualty insurance.

SELF-INSURANCE RISK FUND BUDGET COMPARISON FY 2017 THROUGH FY 2021

	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
CHARGES FOR SERVICES	\$ 1,563,630	\$ 1,545,430	\$ 1,437,190	\$ 1,630,940	\$ 1,942,270
INVESTMENT INCOME	6,609	8,323	32,553	10,000	25,000
MISCELLANEOUS	-	-	-	-	-
OTHER SOURCES	18,242	99,527	14,128	(10,000)	(25,000)
TOTAL REVENUES	\$ 1,588,481	\$ 1,653,280	\$ 1,483,871	\$ 1,630,940	\$ 1,942,270
EXPENSES					
GENERAL GOVERNMENT	\$ 1,808,632	\$ 1,488,791	\$ 1,904,886	\$ 1,630,940	\$ 1,942,270
TOTAL EXPENSES	\$ 1,808,632	\$ 1,488,791	\$ 1,904,886	\$ 1,630,940	\$ 1,942,270

REVENUES

CHARGES FOR SERVICE

A total of \$1,942,270 in charges for service is projected for FY 2021, an increase of \$311,330 or 19.09% from FY 2020. Investment income of \$25,000 is expected for FY 2021, an increase of \$15,000 from FY 2020.

FUND BALANCE

A total of \$25,000 in fund balance is reserved for future use.

EXPENDITURES

Operating expenditures for FY 2021 are \$1,942,270. Insurance costs of \$1,006,270, self-insurers assessment of \$25,000, professional services of \$27,500, actuarial services of \$6,000, building appraisal of \$50,000, bank transaction fees of \$2,500 and claims of \$825,000 are budgeted for FY 2021.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

SELF-INSURANCE RISK FUND FUND BALANCE REPORT

09/30/2019 Audited Fund Balance	\$	217,963
19/20 Amended Reserve (Use) of Fund Balance		10,000
Projected Fund Balance as of 9/30/20		227,963
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		25,000
Projected "Available" Fund Balance as of 9/30/21	\$	252,963

*INVESTMENT INCOME TO BE RETURNED TO FUND BALANCE

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, which include health, dental, vision, life, and disability insurance as well as a flex plan spending program, 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. Beginning in Fiscal Year 2019, medical healthcare is being funded through the City's newly established Self-Insurance – Medical Fund. The FY 2019 adopted budget reflects this change.

EMPLOYEE BENEFITS FUND BUDGET COMPARISON FY 2017 THROUGH FY 2021

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
INVESTMENT INCOME	\$ (722)	\$ 1,118	\$ 10,484	\$ 1,000	\$ 1,000
MISCELLANEOUS	6,498,918	7,092,895	303,288	887,700	909,620
OTHER SOURCES	-	-	-	(1,000)	(1,000)
TOTAL REVENUES	\$ 6,498,196	\$ 7,094,013	\$ 313,772	\$ 887,700	\$ 909,620
EXPENSES					
GENERAL GOVERNMENT	\$ 6,344,565	\$ 6,850,663	\$ 842,825	\$ 887,700	\$ 909,620
CAPITAL	-	-	-	-	-
TOTAL EXPENSES	\$ 6,344,565	\$ 6,850,663	\$ 842,825	\$ 887,700	\$ 909,620

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**EMPLOYEE BENEFITS FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ (236,215)
19/20 Amended Reserve (Use) of Fund Balance	1,000
Projected Fund Balance as of 9/30/20	(235,215)
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	1,000
Projected "Available" Fund Balance as of 9/30/21	\$ (234,215)

SELF INSURANCE MEDICAL FUND

This internal service fund, which is a type of fund designed to account for the financing of services provided by one department for other departments within the City, was established in FY 2019 and is classified as a proprietary fund (a fund in which the services provided are financed and operated like those of a private business). The purpose of the Self-Insurance Medical Fund is to provide for the overall management of the City's medical health insurance.

**SELF-INSURANCE MEDICAL FUND
FY 2019 – FY 2021**

	FY 18-19	FY 19-20	FY 20-21
REVENUES	ACTUAL	ADOPTED	ADOPTED
CHARGES FOR SERVICES	\$ 7,447,152	\$ 8,687,390	\$ 9,312,930
INVESTMENT INCOME	7,837	25,000	25,000
MISCELLANEOUS	311,840	274,710	561,450
OTHER SOURCES	1,025,441	-	-
TOTAL REVENUES	\$ 8,792,270	\$ 8,987,100	\$ 9,899,380
EXPENSES			
GENERAL GOVERNMENT	\$ 7,979,729	\$ 8,987,100	\$ 9,899,380
TOTAL EXPENSES	\$ 7,979,729	\$ 8,987,100	\$ 9,899,380

REVENUES

CHARGES FOR SERVICE

A total of \$9,312,930 in charges for service is projected for FY 2021. Interest earnings of \$25,000 are expected for FY 2021.

EXPENDITURES

Operating expenditures for FY 2020 are \$9,312,930. Administrative costs of \$255,970, reinsurance costs of \$1,236,690, 1095 preparation costs of \$2,000, Cobra costs of \$2,400, eflex forfeitures of \$900, flexible spending administration of \$7,560, insurance enrollment maintenance of \$20,530 and claims of \$7,946,080 are budgeted for FY 2021.

FUND BALANCE

The following schedule shows the projected fund balance at September 30, 2021.

**SELF-INSURANCE MEDICAL FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 812,541
19/20 Amended Reserve (Use) of Fund Balance	-
Projected Fund Balance as of 9/30/20	812,541
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	-
Projected "Available" Fund Balance as of 9/30/21	\$ 812,541

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 Adopted Utilities Budget for FY 2021 is \$36,422,930 which is a decrease of \$9,467,020 or 20.63% from FY 2020. The following chart is a summary budget of the Utilities Department for FY 2021.

**FISCAL YEAR 2021
NORTH PORT UTILITY FUND
BUDGET SUMMARY**

Utility Revenues	
Charges for Services	\$ 24,630,640
Permits & Special Assessments	2,224,810
Fines & Forfeitures	100
Investment Income	305,000
Miscellaneous Revenues	21,700
Transfers In	1,198,430
Capital Contributions	-
Appropriated Fund Balance	8,042,250
<i>Total Revenues & Other Financing Sources</i>	<i>\$ 36,422,930</i>
Expenses	
Utilities - Administration	\$ 8,440,060
Utilities - Water Systems	9,749,150
Utilities - Wastewater Systems	7,209,030
Utilities - Field Operations	6,710,400
Utilities - Engineering	895,990
Water Capacity Fees	2,689,870
Wastewater Capacity Fees	728,430
Utility Construction Fund	-
<i>Total Expenses</i>	<i>\$ 36,422,930</i>

UTILITIES REVENUE FUND

The Utilities Revenue Fund accounts for the operational activities administration, engineering, water systems, wastewater systems, and field operations. The following information shows revenue resources and operational expenses as they relate to the five divisions. Capacity fees and utility construction will be presented later in the document.

REVENUES

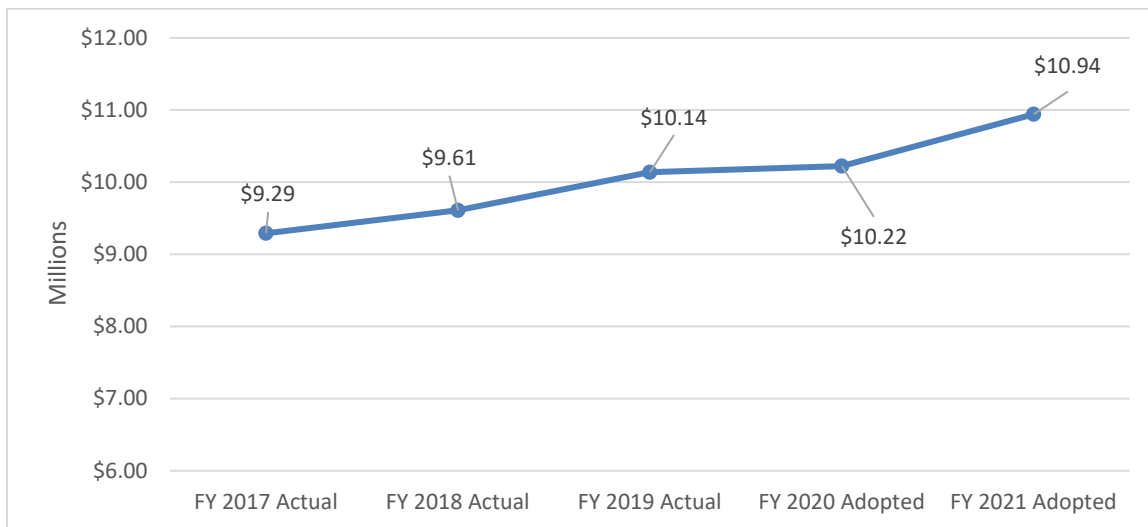
CHARGES FOR SERVICE

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 2019 a rate structure and fee analysis study was completed and residential and commercial water rates were increased. Water Utility revenue is projected at \$10,942,260

**WATER UTILITY REVENUE
HISTORICAL AND PROJECTED
FY 2017 THROUGH FY 2021**



Other Water Revenue includes shut-off and turn-on fees and after-hours fees. The estimated revenues from these fees are budgeted at \$270,000 for FY 2021; a decrease of \$24,000 from FY 2020. 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.

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. FY 2021 projected Water Guaranteed Revenues are \$189,440, no change from FY 2020.

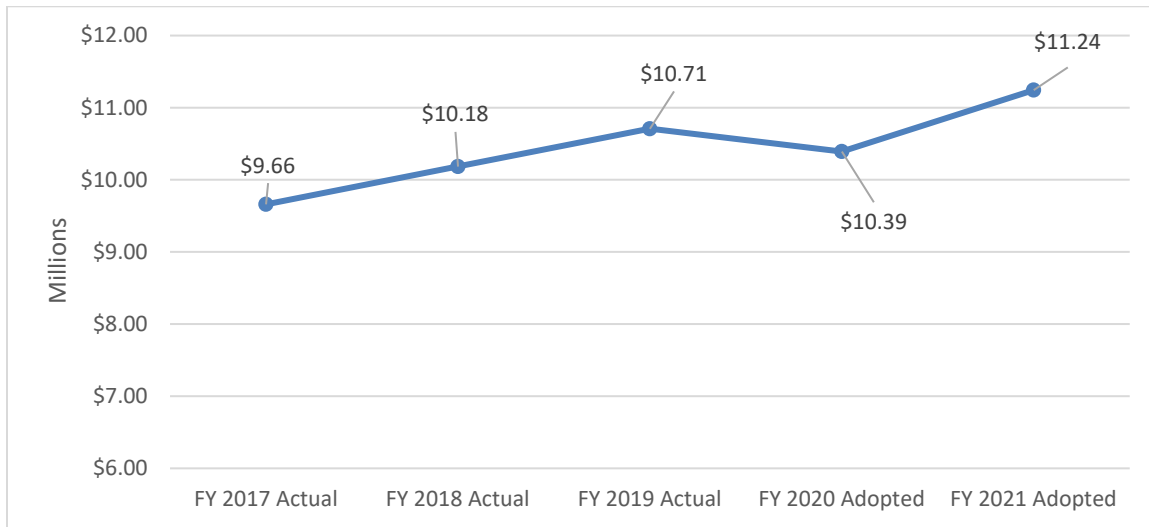
Installation Fees are revenues derived from new connections for water service within the City. The total estimated income from new connections for FY 2021 is \$325,400, a decrease of \$58,490 from FY 2020.

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 program was on hold due to state regulations which have now been resolved. There are no projected revenues for FY 2021.

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 2019 a rate structure and fee analysis study was completed and rates were increased. Wastewater Utility Revenue is projected at \$11,244,230; an increase of \$852,870 over FY 2020. The following graph illustrates growth in Wastewater Utility Revenue for a five-year period beginning in FY 2017.

**WASTEWATER UTILITY REVENUE
HISTORICAL AND PROJECTED
FY 2017 THROUGH FY 2021**



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 2021 is \$400,960, a \$186,660 increase from FY 2020.

Wastewater Guaranteed Revenues are paid by all developers in accordance with their utility developer agreements. FY 2021 projected Wastewater Guaranteed Revenues are \$125,000, a \$52,600 decrease from FY 2020.

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 2020.

MISCELLANEOUS REVENUE

One of the largest sources of miscellaneous revenue is from investment income. The projected investment income for FY 2021 is \$200,000. Another source of miscellaneous revenue is the charges to place and remove liens; this projected source of income is budgeted at \$12,000 for FY 2020. Finally, projected revenues of \$4,500 are expected for billing services from the Solid Waste Division for FY 2021.

TRANSFERS AND RESERVES

The FY 2021 Budget includes a transfer in of \$1,198,430 from the Sewer Impact Fee Fund to cover the portion of the debt service paid for by Sewer Impact Fees on the Water Treatment Plant (\$198,430) and from the Water Impact Fees for debt service on Peace River Expansion (\$1,000,000).

The Department anticipates an appropriated use of net assets of \$6,935,470.

DEPARTMENTAL FUNCTIONS

The North Port Utilities departmental functions are categorized in the following chart by type of service provided.

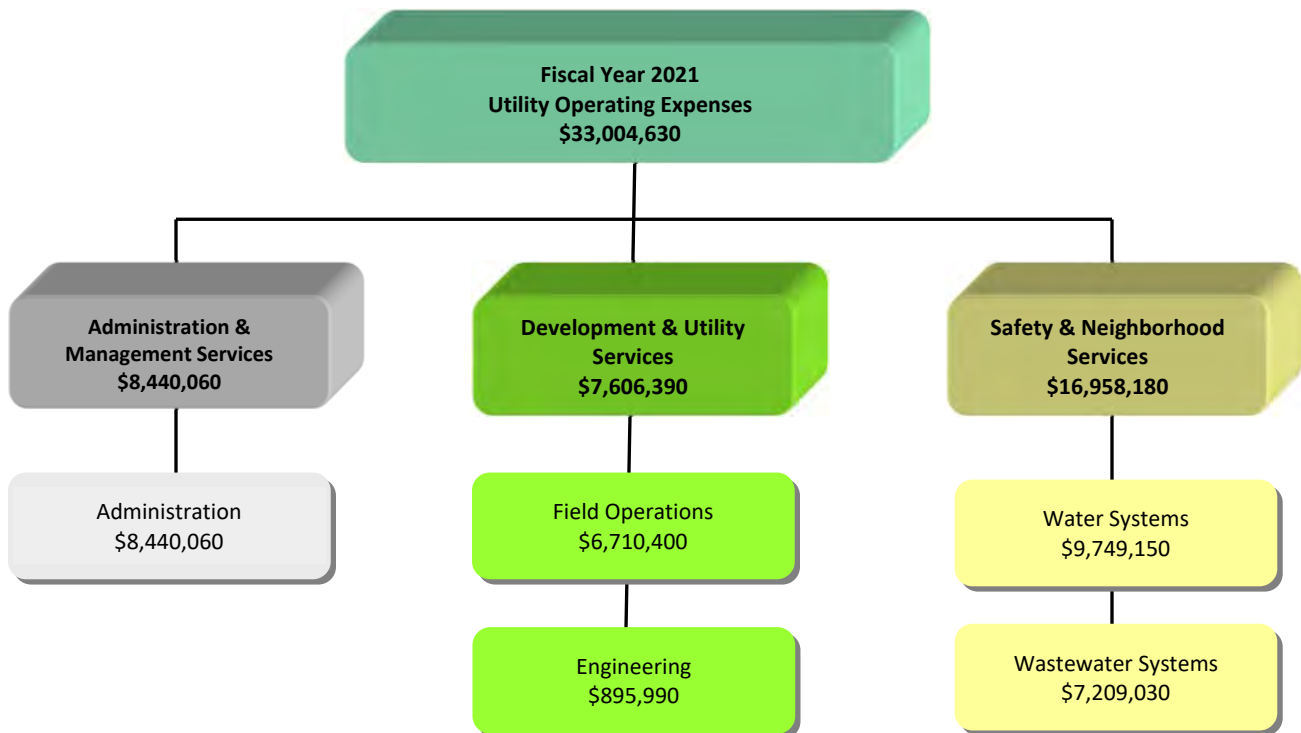
DEPARTMENTAL FUNCTIONS

SERVICE CATEGORY	SERVICE FUNCTION
Administration & Management Services	
Utilities - Administration	All administrative services including business management and public relations services.
Development & Utility Services	
Utilities – Field Operations	Repair and maintenance of utility infrastructure and oversight of meter installations and meter readings.
Utilities – Engineering	All engineering services including oversight of utilities construction, expansion of existing systems, inspections and locates, and promotion of environmental stewardship.
Safety & Community Services	
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 2021 Operating Budget within the service categories.

BREAKDOWN OF UTILITY OPERATING EXPENSES



FY 2021 Utilities personnel expenses reflect an increase of \$199,560 or 3.18% from FY 2020, partially due to the net addition of one position. Other increases are annual merit increases and increased health insurance.

Overall, operating expenses increased \$1,364,010 or 8.54% from FY 2020. The notable increase is in depreciation of \$1,160,970.

Capital outlay is \$5,325,790 and includes the following major projects: ;\$565,600 for permanent bypass pumps, \$1,120,000 for water transmission from San Mateo to Hills, \$643,850 for the Myakkahatchee Creek Water Treatment Plant, \$950,000 for Lift Station rehabilitation and \$400,000 for wastewater piping rehabilitation

UTILITIES REVENUE FUND BUDGET COMPARISONS

The following chart shows the actual revenues and expenses for the Utilities Revenue Fund for Fiscal Years 2017 through 2019 and the adopted revenues and expenses for FY 2020 and FY 2021. The chart provides a comparative view of the Utilities Revenue Fund for a five-year period.

**UTILITIES REVENUE FUND BUDGET COMPARISON
FY 2017 THROUGH FY 2021**

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
PERMITS & SPECIAL ASSESSMENTS	\$2,901	\$15,057	\$5,458	\$18,290	\$18,290
INTERGOVERNMENTAL	27,711	308,572	453,163	-	-
CHARGES FOR SERVICES	21,159,075	22,156,581	23,046,844	23,246,530	24,630,640
FINES AND FORFEITURES	-	-	400	100	100
MISCELLANEOUS INCOME	157,454	252,693	881,089	521,700	221,700
TRANSFERS	796,214	4,282,343	713,808	1,650,000	1,198,430
OTHER SOURCES	5,035,549	3,422,677	7,616,121	9,985,600	6,935,470
TOTAL REVENUES	\$27,178,904	\$30,437,923	\$32,716,883	\$35,422,220	\$33,004,630
EXPENSES					
ADMINISTRATION	\$4,706,950	\$4,851,949	\$4,681,534	\$13,703,660	\$8,440,060
WATER SYSTEMS	6,060,745	6,261,241	6,613,538	8,892,190	9,749,150
WASTEWATER SYSTEMS	3,878,253	4,059,110	3,920,530	5,802,970	7,209,030
FIELD OPERATIONS	3,953,654	5,155,655	4,742,645	6,111,170	6,710,400
ENGINEERING	-	-	944,113	912,230	895,990
TOTAL EXPENSES	\$18,599,602	\$20,327,955	\$20,902,360	\$35,422,220	\$33,004,630

**UTILITIES REVENUE FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$	25,383,487
19/20 Amended Reserve (Use) of Fund Balance (includes construction in progress)		(14,032,173)
Projected Fund Balance as of 9/30/20		11,351,314
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		(6,935,470)
Projected "Available" Fund Balance as of 9/30/21	\$	4,415,844

*COMMISSION APPROVED USE OF FUND BALANCE FOR CAPITAL PROJECTS IN THE FY 20/21 CIP

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 2017.

**CAPACITY FEES AND UTILITY CONSTRUCTION
BUDGET COMPARISON
FY 2016 THROUGH FY 2020**

REVENUES	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ADOPTED	FY 20-21 ADOPTED
INTERGOVERNMENTAL	\$107,487	\$499,038	\$22,462	-	-
CHARGES FOR SERVICES	24,281	19,469	3,500	-	-
INVESTMENT INCOME	86,158	149,055	639,230	100,000	105,000
CAPACITY FEES	3,670,813	5,597,461	4,503,212	1,504,410	2,206,520
TRANSFERS IN	-	-	-	-	-
APPROPRIATED FUND BALANCE	-	-	-	8,863,320	1,106,780
TOTAL REVENUES	\$3,888,739	\$6,265,023	\$5,168,404	\$10,467,730	\$3,418,300
EXPENSES					
WATER CAPACITY SYSTEM	\$151,491	\$2,115,551	\$513,808	\$6,267,730	\$2,689,870
WASTEWATER CAPACITY SYSTEM	200,000	2,088,737	296,689	4,200,000	728,430
UTILITY CONSTRUCTION	444,723	78,056	-	-	-
TOTAL EXPENSES	\$796,214	\$4,282,344	\$810,497	\$10,467,730	\$3,418,300

WATER CAPACITY FEES

Water Capacity Fees provide funding for the expansion of water systems.

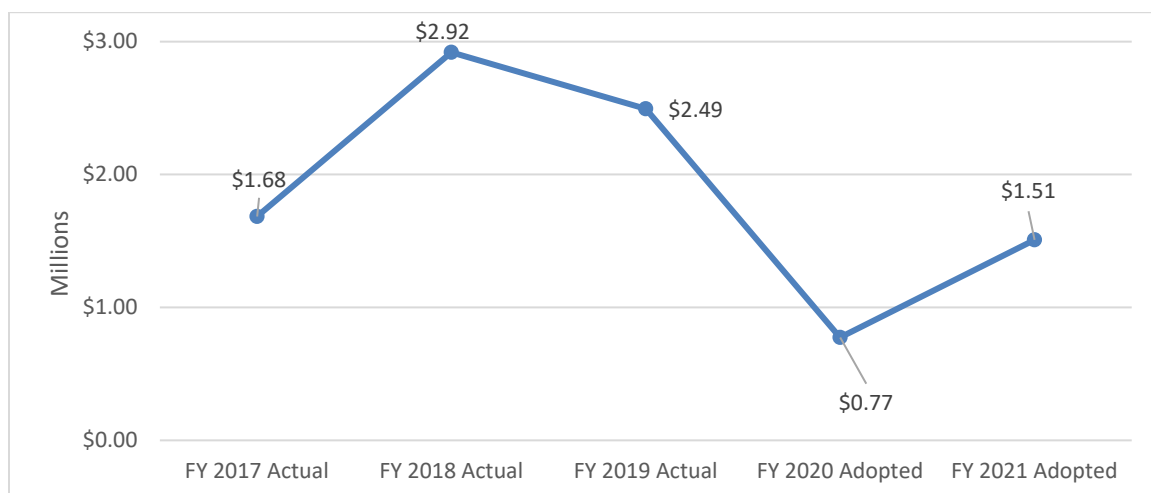
REVENUES

The purpose of the Water Capacity Fee is to provide a financial mechanism to fund growth-related projects for the expansion of water systems.

Water capacity fee revenue projections for FY 2021 total \$1,508,090, an increase of \$733,950 over FY 2020. Interest earnings are projected at \$75,000.

The following chart illustrates the economic impact to water capacity fees for a five-year period beginning in FY 2017.

**WATER CAPACITY FEE REVENUE
FY 2017 THROUGH FY 2021**



TRANSFERS AND RESERVES

A total of \$1,106,780 in fund balance is reserved for use in FY 2021.

EXPENSES

The total capital expense for FY 2021 is \$1,689,870 which is appropriated to the following capital projects:

- Water transmission oversizing - \$50,000
- Ortiz Water Transmission - \$1,154,870
- San Mateo Water Transmission - \$480,000
- Ortiz Bridge Watermain Replacement - \$5,000

FUND BALANCE

**WATER CAPACITY FEE FUND
FUND BALANCE REPORT**

09/30/2019 Audited Fund Balance	\$ 10,618,774
19/20 Amended Reserve (Use) of Fund Balance (includes construction in progress)	(6,618,918)
Projected Fund Balance as of 9/30/20	3,999,856
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	(1,106,760)
Projected "Available" Fund Balance as of 9/30/21	\$ 2,893,096

*COMMISSION APPROVED USE OF FUND BALANCE FOR PROJECTS IN THE FY 20/21 CAPITAL IMPROVEMENT PLAN

WASTEWATER CAPACITY FEES

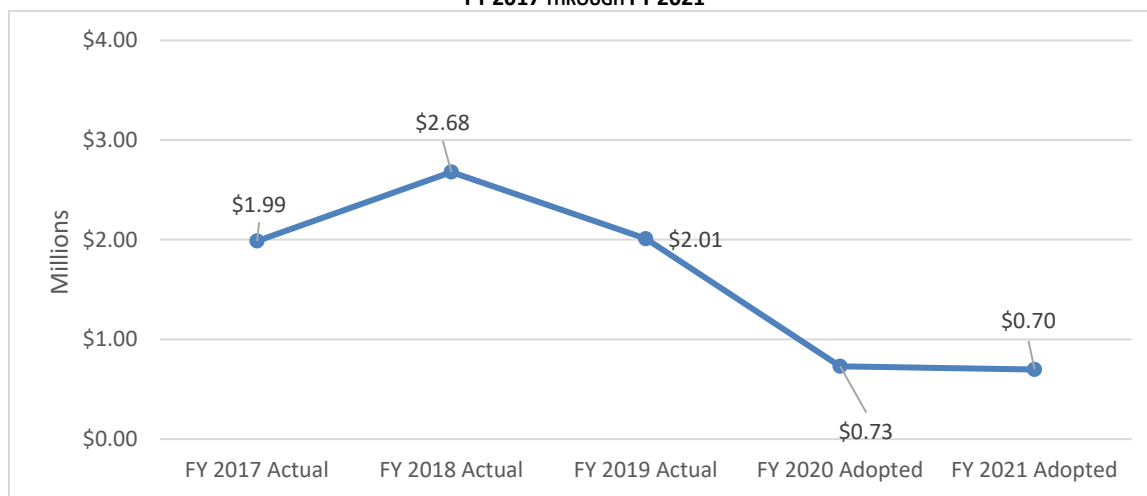
Wastewater Capacity Fees provide funding for the expansion of wastewater systems.

REVENUES

The purpose of the Wastewater Capacity Fee is to provide a financial mechanism to fund growth-related projects for the expansion of wastewater systems.

Projected wastewater capacity fee revenues total \$698,430, a decrease of \$31,840. 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 2017.

**WASTEWATER CAPACITY FEE REVENUE
FY 2017 THROUGH FY 2021**



TRANSFERS AND RESERVES

No fund balance is appropriated for use for FY 2021.

EXPENSES

The total capital expense for FY 2020 is \$530,000 which is appropriated to the following capital projects:

- Wastewater Transmission Oversizing - \$50,000
- Developer reimbursement to WVID - \$480,000

A transfer out of \$198,430 is scheduled to pay debt service related to wastewater expansion.

FUND BALANCE

WASTEWATER CAPACITY FEE FUND
FUND BALANCE REPORT

09/30/2019 Audited Fund Balance	\$	10,887,365
19/20 Amended Reserve (Use) of Fund Balance (includes construction in progress)		(11,439,730)
Projected Fund Balance as of 9/30/20		(532,365)
20/21 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		0
Projected "Available" Fund Balance as of 9/30/21	\$	(532,365)

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

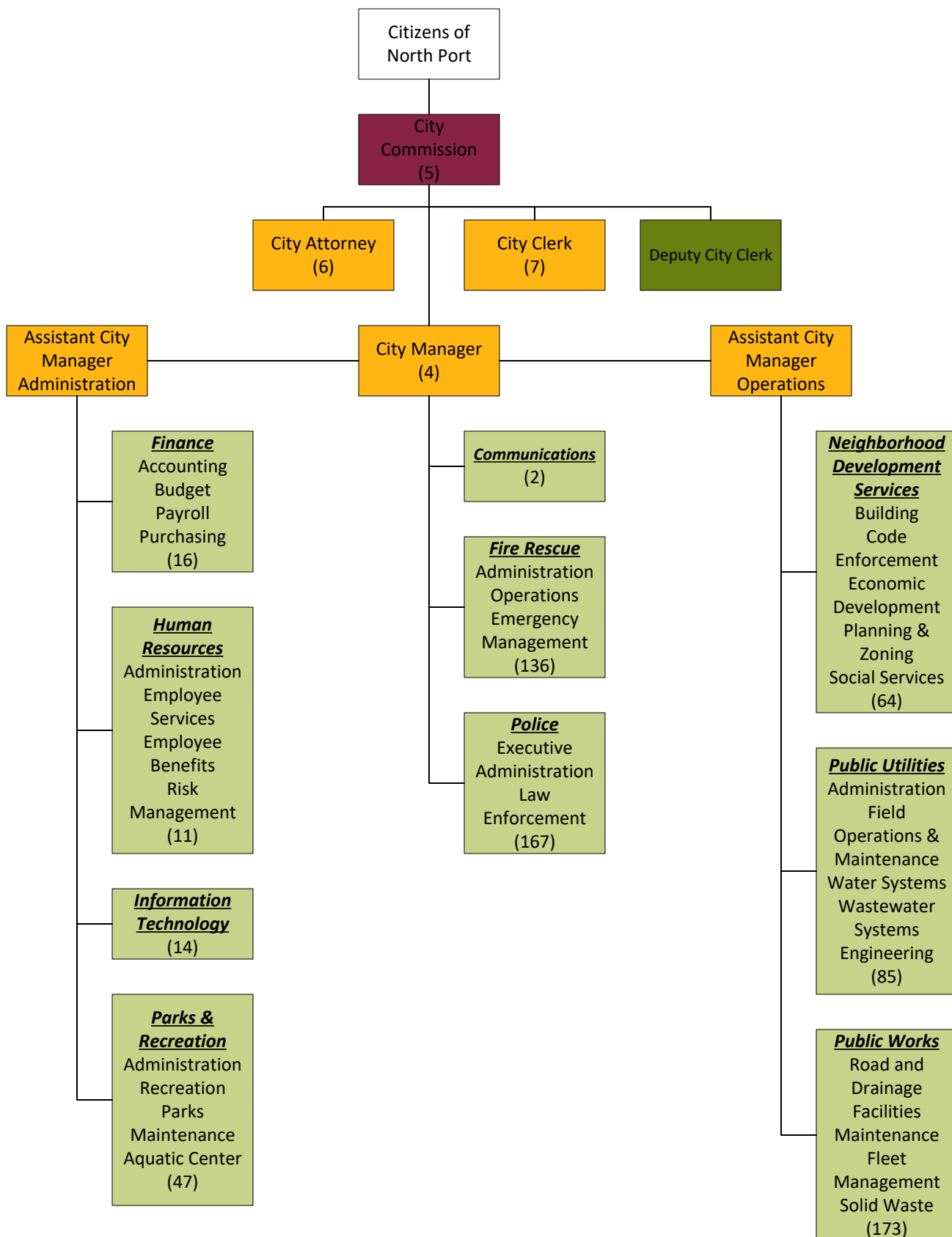
The Utilities Department does not anticipate receiving any loan funding from the State Revolving Loan for FY 2021. No interest revenue is projected for FY 2021.

EXPENSES

There is no capital expense scheduled for FY 2021.

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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.

Policy Agenda Accomplishments

- Purchased parcels to create wildlife corridor near Little Salt Springs and Myakkahatchee Creek
- Expand Parks & Recreation amenities east of Toledo Blade Boulevard
- Developed a land bank for the future that reflects the communities' priorities

Policy Initiatives

- Update the Unified Land Development Code
- Complete Price Boulevard widening project from Sumter Boulevard to Toledo Blade Boulevard

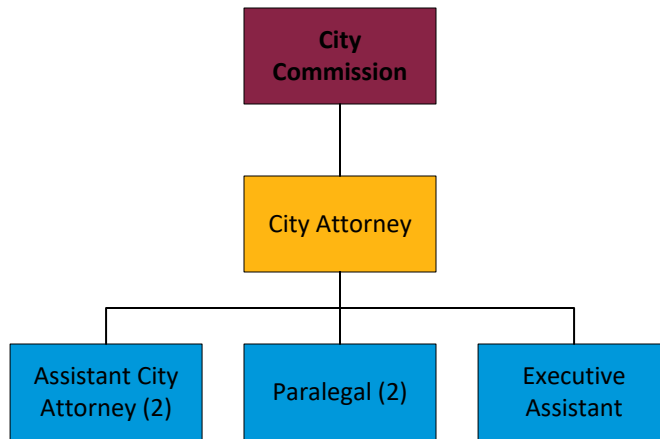
Operating Budget Detail

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$132,551	\$147,559	\$153,475	\$160,880	\$160,860
Employee Benefits	108,483	131,356	131,719	144,810	152,540
Personnel Expenditures	241,034	278,915	285,194	305,690	313,400
Professional/Contracted Services	57,789	56,771	57,269	56,700	56,750
Current Operating Charges	38,942	41,466	49,704	57,960	56,320
Operating Supplies	38,708	22,417	30,273	38,380	34,490
Operating Expenditures	135,439	120,654	137,246	153,040	147,560
TOTAL EXPENDITURES	\$376,473	\$399,569	\$422,440	\$458,730	\$460,960

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Commissioner – Charter position	5	5	5	5	5
TOTAL	5	5	5	5	5

6 Authorized Positions



City Attorney

Fund

001-General Fund

Department/Division

0200-Legal Department

Mission

The City Attorney's Office is committed to providing effective and timely legal representation and advice to the City Commission, City administration, and City boards and committees.

Core Services and Outputs

Legislative Acts and Legal Instruments

Primary Customer Group: City Commissioners, other charter officers, city employees

Customer Requirements: Timely, accurate and responsive

Definition Statement: Draft and review all ordinances, resolutions, contracts, interlocal agreements, deeds, leases, and other legal instruments in accordance with the City Charter and upon request of the City Commission and City administration.

Advisory Services

Primary Customer Group: City Commissioners, other charter officers, city employees, and advisory boards

Customer Requirements: Timely, accurate and responsive

Definition Statement:

- Provide legal analysis and guidance in establishing administrative policy and making top-level management decisions;
- Research and prepare legal opinions upon request of the City Commission and City administration; and
- Attend all meetings and workshops of the City Commission, Planning and Zoning Advisory Board, Zoning Board of Appeals, Charter Review Advisory Board, and other boards upon request, to render advice on legal issues and questions of law.

Claims and Litigation

Primary Customer Group: City Commissioners, other charter officers, city employees

Customer Requirements: Timely, accurate, and responsive

Definition Statement:

- Provide ethical and competent litigation representation in county, state, and federal courts
- Manage all litigation assigned to special litigation counsel

Accomplishments

Legal Excellence – The City Attorney's Office continued to define and implement its vision to provide excellent and ethical legal services to the City, including:

- Utilized recruitment process to hire a highly experienced Florida local government attorney to serve as the office's second Assistant City Attorney
- Conducted monthly team meetings and team building
- Conducted weekly one-on-one meetings
- Participated in conferences, continuing education, classes, and professional affiliations to expand knowledge, stay up to date with changing and emerging laws, and create and maintain professional relationships with colleagues

Increased Efficiencies – The City Attorney's Office evaluated potential efficiencies in City department, as well as its own office, including:

- Drafted templates for resolutions and numerous ordinances for use by City staff (in progress)
- Analyzed and streamlined workflow
- Procured new case management and document management systems with goal of implementing by end of fiscal year in order to increase efficiencies and provide analytics for management of work
- Developed standard operating procedure related to staff onboarding

Emergency Services – The City Attorney’s Office devoted significant resources to the COVID-19 pandemic, including:

- Drafted ordinance declaring state of local emergency
- Drafted administrative orders extending state of local emergency
- Drafted City Manager’s emergency orders
- Researched legal issues related to the City’s emergency authority, the City Manager’s emergency authority, virtual meetings, and public comment
- Worked with the City Manager, City Clerk, IT Division, and Planning Division to develop meeting notices, instructions, and protocols for virtual meetings and public comment
- Researched and advised on personnel-related issues, including those arising under the Families First Coronavirus Response Act, Family Medical Leave Act, collective bargaining agreements, and the governor’s executive orders
- Analyzed the City’s performance related to numerous existing contracts
- Attended numerous conferences and webinars on emergency-related topics through the Florida Association of Police Advisors, the Florida Bar, the Texas State Bar, and the International Municipal Lawyers Association
- Moving to a completely remote setup while maintaining the same quality of legal work

Proactive and In-house Handling of Employment / Personnel Matters – The City Attorney’s Office worked proactively with departments related to personnel matters, thereby reducing risk and exposure to the City while saving outside counsel fees.

In-house Property Acquisition – The City Attorney’s Office provided real estate related services from start to finish, performing title searches, negotiations, and closings in house, resulting in a financial savings to the City, including:

- Acquiring properties for Price Boulevard expansion project
- Actively pursuing properties for donation or low-price acquisition
- Preparing deeds and conducting closings on donated parcels

Implementation and Analysis of State Legislation – The City Attorney’s Offices stays updated as laws change, and strives to apprise, analyze, and inform City departments of same, including:

- Followed relevant legislation in the current legislative session, in order to apprise and forward new legislation to relevant City departments
- Researched and consulted with Police Department Records Division and City Clerk’s Office regarding requests for public records and any possible exemptions or exceptions to the release of records under the Sunshine Law

Local Legislation – The City Attorney’s Office researched, drafted, and revised all local legislation (resolutions and ordinances), including:

- Drafted amendments to the City Charter to present in the November 2020 referendum
- Collaborated with Utilities Department to draft resolution and accompanying documents related to the acceptance of the wastewater treatment plant in the West Villages
- Researched, drafted, and revised ordinances/resolutions related to impact fees, regulation of tobacco products and e-cigarettes relative to minors, elimination of the backflow opt-in program, the establishment of Commission policies, and evidencing the Commission’s support for certain policies or interests
- Collaborated with Neighborhood Development Services to research, draft, and revise ordinances relating to fence height, urban market gardens, makers market, and food trucks
- Worked with City departments regarding enforcement of the City’s codes related to trees

Training – The City Attorney’s Office offered in-house training to boards and departments:

- Trained advisory boards in public records laws, open meeting laws, ethics, quasi-judicial procedures, and Robert’s Rules of Order
- Designed an ongoing training program for relevant departments and City Attorney’s Office staff utilizing webinars from the International Municipal Lawyers Association (in progress)

Board Representation – The City Attorney’s Office serves as legal counsel for the City Commission, and City boards and committees, providing services including:

- Attended all workshops and meetings of City Commission, special district governing bodies, Planning and Zoning Advisory Board, Zoning Board of Appeals, and Charter Review Advisory Board
- Attended agenda briefings with individual Commissioners and addressed Commissioner inquiries related to pending agenda items
- Provided research and analysis in response to inquiries related to ethics, conflicts of interest, public records, and open meetings

Contracts and Policy – The City Attorney’s Office negotiated, drafted, and revised contracts and policy affecting all City departments and protecting the City’s legal interests, including:

- Worked with City Manager’s Office, Finance Department, Police Department, Fire Department, Parks & Recreation Department, and Planning Division to negotiate, draft, and finalize the *West Villages Developer Agreement (Post Annexation)* and related documents
- Negotiated and drafted impact fee reimbursement agreements related to the Central Parc development
- Negotiated and drafted easement agreements related to the Atlanta Braves spring training facility (Cool Today Park)
- Negotiated and drafted interlocal agreement with Charlotte County for the intersection at Cranberry and Hillsborough
- Drafted economic development interlocal agreement with numerous cities

Litigation – The City Attorney’s Office represented the City in and managed litigation matters, including:

- Joined an *amicus curia* brief to support local governments’ rights to adopt and enforce human rights ordinances
- Analyzed and tracked opiate negotiation class, of which the City is a member
- Litigated all City requests for Risk Protection Order in state circuit court, coordinating with the Police Department to secure information and testimony
- Defended the City in multiple foreclosure and bankruptcy cases
- Litigated multiple Police Department forfeiture actions
- Retained and coordinated special litigation counsel as needed, in collaboration with the City Manager and Risk Division

Initiatives

- Continue to provide ethical and excellent legal services to the City
- Maintain employee engagement and performance by improving workload balance of employees and optimize teambuilding in the City Attorney’s Office
- Continue to evaluate and identify opportunities for efficiencies City-wide in drafting and reviewing legal documents and providing legal services
- Continue enhancing efficiencies by working with departments to develop, refresh, and revise templates for legal documents
- Continue enhancing proactive legal services, by communicating with each department director to assess the provision of legal services and identify areas in which the City Attorney’s Office can proactively provide legal services to minimize risk or exposure to the City and/or enhance departmental functions

Goals and Objectives

GOAL 1: *Identify and reduce exposure to legal risks.*

Objectives:

- Identify legal risks and craft strategies to reduce the City’s legal exposures.
- Provide relevant training and information to City officials and staff to reduce legal risk exposure.
- Assist new and existing employees to comply with public service requirements, such as ethics, conflicts of interest, open meetings, and public records laws.

GOAL 2: *Evaluate all litigation promptly, resolving disputes where appropriate, and vigorously prosecuting or defending the City’s interests.*

Objectives:

- Thoroughly investigate to promptly and appropriately resolve cases.
- Increase transparency by reporting all lawsuits.
- Advocate effectively when legal actions are brought against the City.
- Analyze legal efficacy and cost-effectiveness of assigned special litigation counsel.

GOAL 3: *Review of departmental processes and procedures within the City to ensure legal compliance.*

Objectives:

- Provide practical and effective advice and education that includes creative solutions to difficult problems.
- Propose alternative, legally acceptable ways to accomplish objectives.
- Regularly brief City department on legal developments that impact their areas of service.

Key Performance Measures

- The City Attorney’s Office will enhance the timeliness of delivery of legal services by striving to return legal responses on routine files to internal clients within 10 business days of receiving all necessary information, data, and documents.
- The City Attorney’s Office will enhance the timeliness of delivery of legal services by striving to return legal responses on non-routine file to internal clients within 30 business days of receiving all necessary information, data, and documents.
- Meet with each department director to assess the provision of legal services and identify areas in which the City Attorney’s Office can proactively provide legal services to minimize risk or exposure to the City and/or enhance departmental functions.

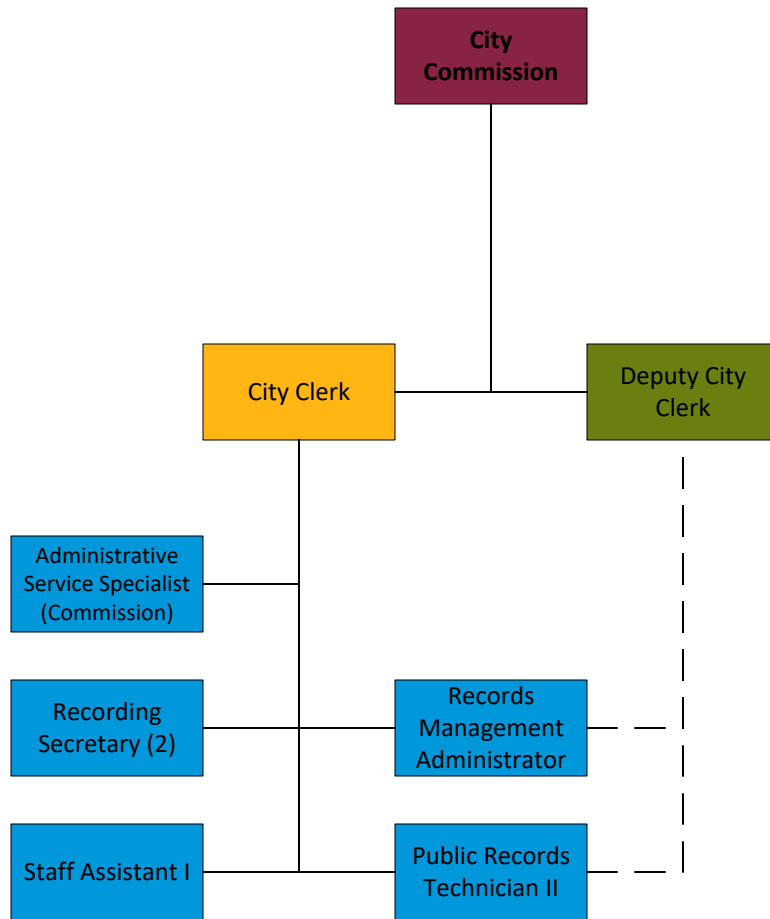
Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$334,195	\$302,417	\$361,318	\$467,010	\$543,410
Employee Benefits	124,029	123,751	139,673	165,520	211,540
PERSONNEL EXPENDITURES	458,224	426,168	500,991	632,530	754,950
Professional/Contracted Services	182,320	143,872	170,260	201,000	201,000
Current Operating Charges	8,236	7,422	9,078	14,780	15,600
Operating Supplies	15,476	17,886	18,913	19,580	23,740
OPERATING EXPENDITURES	206,032	169,180	198,251	235,360	240,340
TOTAL EXPENDITURES	\$664,256	\$595,348	\$699,242	\$867,890	\$995,290

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>Amended</u>	FY 2018 <u>Amended</u>	FY 2019 <u>Amended</u>	FY 2020 <u>Amended</u>	FY 2021 <u>Adopted</u>
City Attorney	1	1	1	1	1
Paralegal	1	1	1	1	2
Assistant City Attorney	1	1	2	2	2
Executive Assistant	1	1	1	1	1
Total	4	4	5	5	6

8 Authorized Positions



City Clerk

Fund

001-General Fund




Department/Division

0300-City Clerk's Office

Mission

The mission of the City Clerk's office is to strive to be value-driven and dedicated to responsive, respectful and courteous customer service.

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.

The City Clerk directly supports the City's Strategic Plan Priority area of Efficient & Effective Government by the following accomplishments and initiatives:

Accomplishments

- Continued the cross training of City Clerk staff.
- Continued reorganization of the City records management system.
- Continued training of city employees on the use of the Legistar program.
- Purchased and implemented Laserfiche for electronic records management.
- Purchased and implemented Gov QA for public records requests.
- Purchased Granicus Boards and Commissions module for advisory boards management.

Initiatives

- Successfully manage the applications for the 2020 election for City Commission candidates.
- Continue implementation of GovQA.
- Continue implementation and reorganization of Laserfiche.
- Implement Granicus Boards and Commissions module.
- Continue development of the City records management plan.
- Develop and maintain department standard operating procedures (SOP).

Goals and Objectives

GOAL 1

Lead the agenda management process and records management program promoting transparency, accountability, and effective service delivery.

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 selection processes.
- Create and maintain community partnerships to enhance the public’s knowledge of, and interest in, serving on advisory boards.
- Provide Sunshine Law presentations for advisory board members (presentations and booklets).

Key Performance Measures

PERCENTAGE OF ACTION MINUTES POSTED WITHIN ONE MONTH AFTER THE COMMISSION MEETING

Goal	Lead the agenda management process and records management program promoting transparency, accountability, and effective service delivery.				
Objective	Transcribe and post Commission action minutes within one month of meeting date.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Percentage of commission meeting minutes that are presented to Commission for review within 14 days of the City Commission meeting	50%	75%	50%	95%	95%
Description	After each Commission meeting, the City Clerk’s Office transcribes and posts the actions the Commission took online.				
Purpose	This supports transparency and informed decision making, by providing the public with Commission actions in a timely manner.				

Status	With the addition of staff and modification of processing minutes the projection has increased to 95%.
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PERCENTAGE OF COMMISSION MEETING AGENDA PACKET MATERIALS POSTED 48 HOURS PRIOR TO THE REGULAR SCHEDULED CITY COMMISSION MEETING

Goal	Lead the agenda management process and records management program promoting transparency, accountability, and effective service delivery.				
Objective	Ensure that preparation and distribution of the Commission’s agenda packets are on time, accurate, and responsive.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Percentage of City Commission agenda packets that are posted online 48 hours prior to the meeting	98%	98%	98%	100%	100%
Description	We strive to get all agenda packets out to the City Commission and public one week prior to the next regular scheduled meeting.				
Purpose	Provide the public with adequate time to review upcoming issues that will be discussed by the City Commission, ensuring transparency of Commission proceedings.				
Status	Change in the posting process has ensured 100% compliance with the 48-hour City Code requirement.				

Workload Measures

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Number of commission meeting minutes posted annually	58	94	95	85	55
Number of commission meeting agenda packets produced annually	58	94	95	85	55
Number of public records requests received annually	250	2,169	2,000	3,570	2,000
Number of advisory board minutes processed.	51	103	76	71	65

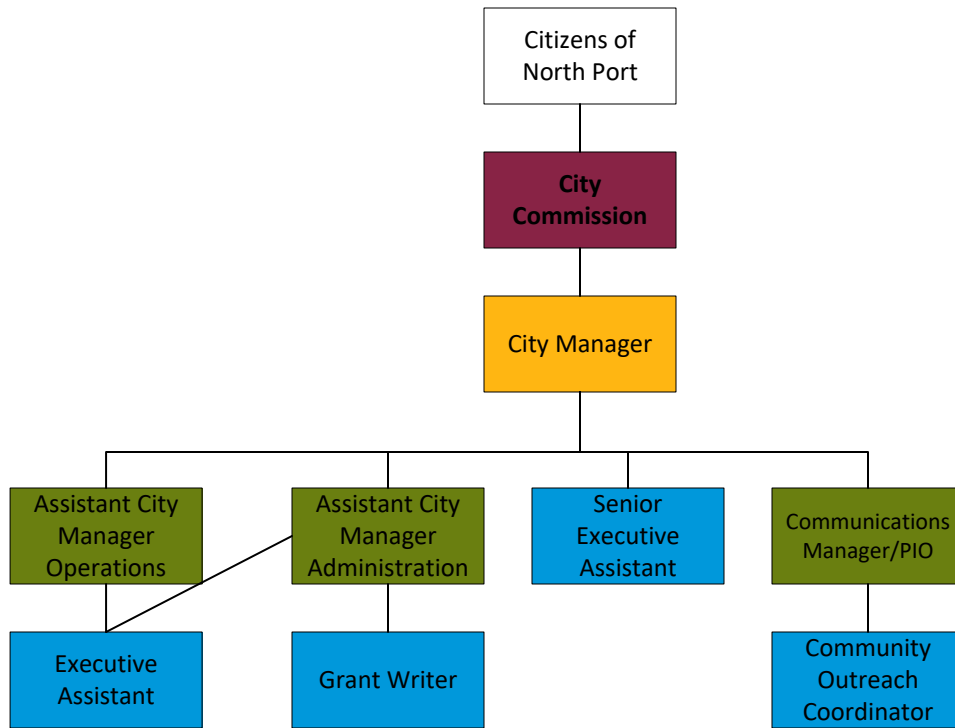
Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$382,312	\$346,439	\$447,258	\$490,280	\$496,710
Employee Benefits	122,686	132,174	194,133	223,490	201,830
Personnel Expenditures	504,998	478,613	641,392	713,770	698,540
Professional/Contracted Services	46,639	28,311	65,569	70,130	41,660
Current Operating Charges	42,832	115,269	43,628	67,190	60,750
Operating Supplies	7,976	6,000	14,881	29,670	14,680
Operating Expenditures	97,447	149,580	124,078	166,990	117,090
Capital Expenditures	6,870	0	0	0	0
TOTAL EXPENDITURES	\$609,315	\$628,193	\$765,469	\$880,760	\$815,630
DEPARTMENT GENERATED REVENUES					
Permits and Special Assessments	-400	-200	0	0	0
Charges for Services	-403	-1,950	-700	-1,000	-10,100
TOTAL GENERATED REVENUES	-\$803	-\$2,150	-\$700	-\$1,000	-\$10,100
NET EXPENDITURES	\$608,512	\$626,043	\$764,769	\$879,760	\$805,530

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
City Clerk	1	1	1	1	1
Deputy City Clerk	1	1	1	1	1
Executive Assistant	2	2	0	0	0
Records Management Admin	1	1	1	1	1
Administrative Services Specialist	1	2	2	2	1
Staff Assistant I	1	1	1	1	1
Recording Secretary	0	0	2	2	2
Public Records Technician II	0	2	2	1	1
TOTAL	7	10	10	9	8

8 Authorized Positions



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

Management Agenda Accomplishments

- Successfully navigated the COVID-19 crisis, maintaining vital customer service while providing for the safety of staff and public.
- Successfully coordinated the completion of the West Villages Post-Annexation Developers Agreement.
- Facilitated expansion of internet service to the Estates.
- Successful budget completion despite an unexpected \$4.5 million revenue shortfall.
- Highly successful Census effort, with North Port resident participation ranking fifth in the state for Cities of similar size.
- Successful negotiations of the PBA, IAFF, and AFSCME labor union contract extensions.
- Continued with a Capital Improvement Program monthly status update with staff to improve departmental communication related to projects.
- Led the Strategic Planning update with City Commission.
- Coordinated the design of the Public Safety Complex with North Port Police Department and Fire Rescue to be constructed in Wellen Park.
- Presented the annual "State of the City" address to the North Port Chamber of Commerce.
- 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.
- 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 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$496,276	\$386,089	\$556,120	\$571,280	\$614,280
Employee Benefits	188,788	150,364	211,631	232,250	265,560
Personnel Expenditures	685,064	536,453	767,751	803,530	879,840
Professional/Contracted Services	27,465	32,590	25,675	39,000	47,000
Current Operating Charges	15,774	21,040	25,852	28,560	30,690
Operating Supplies	29,315	18,798	35,910	24,210	23,550
Operating Expenditures	72,554	72,428	87,437	91,770	101,240
TOTAL EXPENDITURES	\$757,618	\$608,881	\$855,188	\$895,300	\$981,080

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
City Manager	1	1	1	1	1
Assistant City Manager	1	2	2	2	2
Grant Writer	-	-	1	1	1
Intern	1	1	1	-	-
Senior Executive Assistant	1	1	1	1	1
Executive Assistant	-	-	-	1	1
Staff Assistant II	1	1	1	-	-
TOTAL	5	6	7	6	6

Communications

Fund

001-General Fund





Department/Division

0850-Communications

Mission

The mission of the Communications Division is to achieve positive outcomes by promoting a stronger sense of community while being able to react to the needs of the media and residents.

In order to accomplish this mission, the Communications Division 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;
-  building trust and transparency through communication; and
-  informing residents before, during and after emergency situations.

Core Services

Community Connection Services

Primary Customer Group: Citizens and visitors

Customer Requirements: Communications and opportunities

Definition Statement: To provide a forum for open, accurate, consistent and accessible local government information, resources and relationships.

Community Communication Services

Primary Customer Group: 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: Citizens, visitors and businesses

Customer Requirements: Collaboration

Definition Statement: To explore other methods of outreach to improve interaction with the community.

Accomplishments

- Continuing to provide timely information to local media outlets.
- Continuing the City's in-house editing and design of outreach materials at a cost savings to taxpayers.
- Solving cases within the North Port Police Department using social media.
- Provided tours for local groups such as Leadership North Port and many local schools and children's' groups.
- Organized dozens of outreach activities in the community.
- Followed and helped lead Incident Command at City-operated festivals and events.
- Maintained and updated the City's website, www.cityofnorthport.com, including utilizing the Siteimprove program which has helped with ADA requirements and overall functionality.
- Produced, wrote, shot, edited and distributed dozens of online videos for multiple departments.
- Grew the City's social media to a reach of more than 24 million this past year alone. Added the Nextdoor application for more community engagement.
- Helped write the State of the City address. Including video for the community to view.
- Focused on selling the city's History Book "Out of the Wilderness."
- Communications Manager was named the President Elect of the Florida Municipal Communicators Association through the Florida League of Cities.
- The Communications Division played a large role in the Digital Cities Survey. Not only the survey itself but also the digital services highlighted by the organization.

Initiatives

- Continue to implement the City’s social media and digital communication strategy.
- Continue to build and strengthen the relationship between the City of North Port, North Port Fire Rescue and North Port Police Department with the media.
- Continue to tell the story of North Port as a quality place to live, which includes the *North RePort* quarterly newsletter, the North RePort Audio Updates and social media outreach.
- Provide quality public relation programs, including City Government Month, Community Conversations, tours and events.
- Expand efforts to reach residents through social media, including Pinterest.

Goals and Objectives

GOAL 1

Lead the City’s efforts to offer opportunities for residents to connect with their City and other residents.

OBJECTIVES:

- Respond to inquiries and requests for assistance in discovering North Port.
- Respond to all media requests.
- 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, systems and programs to assist in reaching a broader audience.
- Continue to develop measurable tactics that communicate with the public.

GOAL 3

Identify opportunities to foster community values.

OBJECTIVES:

- Expand efforts to increase the overall audience that is reached.
- Continue to brand the City of North Port as a destination.
- Focus telling the story based on the City Commission’s strategic plan.

Key Performance Measures

NUMBER OF RESIDENTS REACHED THROUGH COMMUNICATION AND OUTREACH PROGRAMS

Goal 1	Lead the City’s efforts to offer opportunities for residents to connect with their City and other residents.				
Objective A	Provide a forum for open, accurate, consistent and accessible local government information, resources and relationships.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 202 Projected
Reach more than 11,000,000 people throughout the year using outreach programs such as Facebook, Twitter and other social media tools.	10 million	12.3 million	11 million	24 million	11 million
Description	Create user-friendly tools, systems, and programs to assist in reaching a broader audience.				
Purpose	To provide greater opportunities for residents to connect with their City and other residents.				
Status	This is the third year for this measure.				

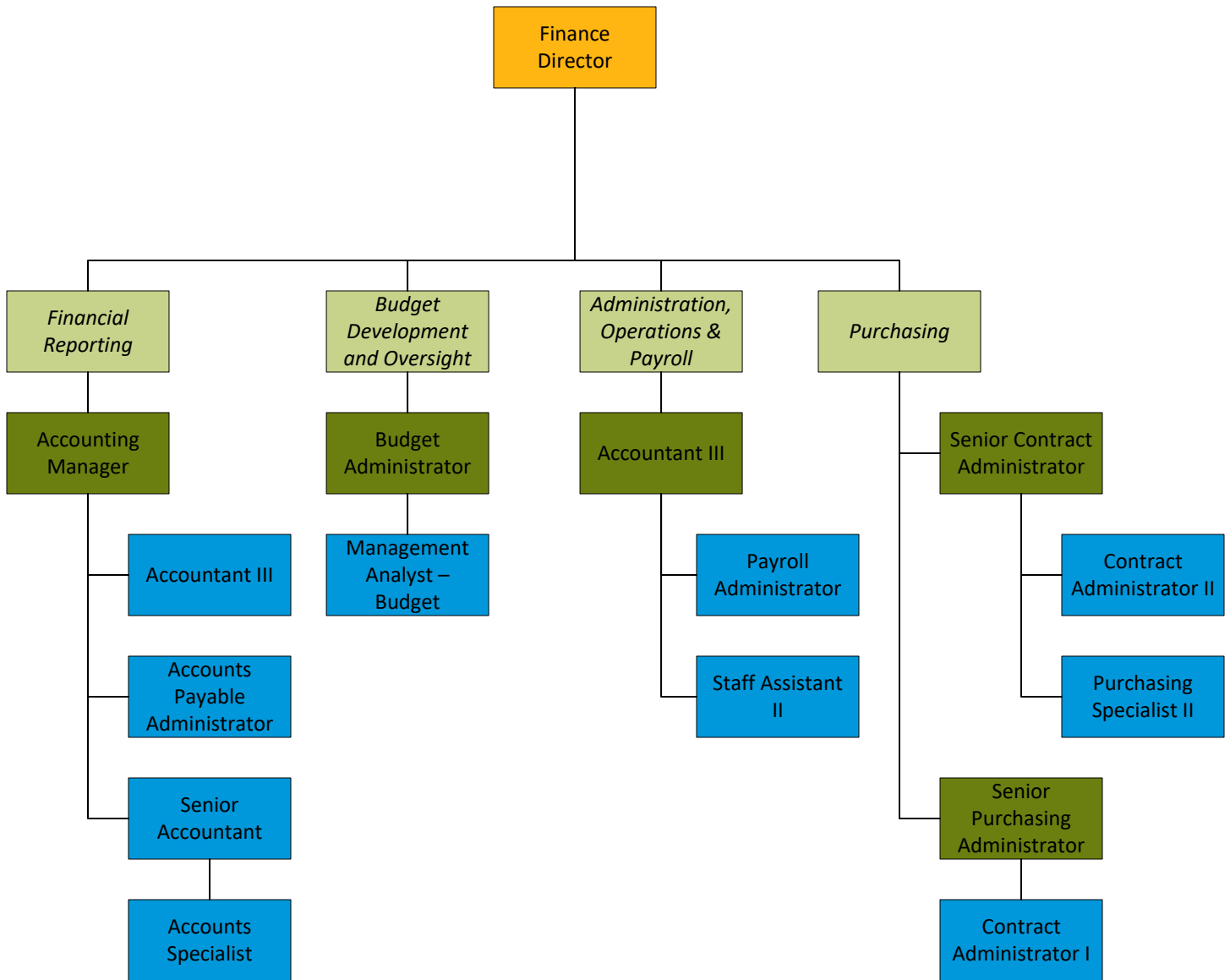
Operating Budget Summary

DESCRIPTION	FY 2017 <u>ACTUAL</u>	FY 2018 <u>ACTUAL</u>	FY 2019 <u>ACTUAL</u>	FY 2020 <u>ADOPTED</u>	FY 2021 <u>ADOPTED</u>
Salaries & Wages	\$81,134	\$126,525	\$136,694	\$140,670	\$149,430
Employee Benefits	20,125	44,092	42,228	49,010	55,220
PERSONNEL EXPENDITURES	101,259	170,617	178,923	189,680	204,650
Professional/Contracted Services	26,104	26,864	36,288	48,000	48,000
Current Operating Charges	21,917	6,703	7,199	26,110	21,190
Operating Supplies	16,994	11,521	18,942	17,390	18,910
OPERATING EXPENDITURES	65,015	45,088	62,429	91,500	88,100
TOTAL EXPENDITURES	\$166,274	\$215,705	\$241,352	\$281,180	\$292,750

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Communications Manager/Public Information Officer	1	1	1	1	1
Community Outreach Coordinator	1	1	1	1	1
TOTAL	2	2	2	2	2

16 Authorized Positions



Finance

Fund

001-General Fund

Department/Division

0401-Finance

Mission

The mission of the Finance Department is to achieve community outcomes by preserving the financial integrity and fiscal management of the organization, while assuring the availability of funds to accomplish the City's goals, 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.

Accomplishments

- Earned an unmodified audit opinion for fiscal year 2019.
- Received the Government Finance Officers Association (GFOA) Award for Excellence in Financial Reporting for fiscal year 2018, the twenty-third consecutive year.
- Continued training of city employees on procurement processes and laws.
- Implemented GovMax budgeting application.
- Introduced Comparable cities.
- Eliminated one of the budget phases.
- Received the GFOA Distinguished Budget Presentation Award for the fiscal year 2019 adopted budget; the thirteenth consecutive year.

Initiatives

- Continue to assess and analyze processes to improve customer service.
- Continue to transition to a Centralized Procurement Service.
- Earn an unmodified audit opinion for fiscal year 2020.
- Receive the GFOA awards for Excellence in Financial Reporting and Distinguished Budget Presentation.
- Continue with the development of a Capital Replacement Program for city-wide infrastructure.

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

Goal	Provide timely and accurate financial reporting and transactions.				
Objective	Enhance financial reporting mechanisms to ensure that departmental financial information is relevant and timely.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Projected	FY 2021 Projected
Obtain the Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	Yes	Yes	Yes
Description	The program ensures the users of the City's financial statements have the information needed for informed decision-making.				
Purpose	This supports transparency and financial accountability.				
Status	The City has received this award for twenty-three consecutive years.				

PERCENTAGE OF VENDOR INVOICES ENTERED ARE PAID WITHIN 42 DAYS OF DATE OF RECEIPT

Goal	Provide timely and accurate financial reporting and transactions.				
Objective	Ensure that payroll processing, vendor payments, budget, and annual financial reporting are clear, timely, and accurate.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Pay 95% of vendor invoice entries within 42 days of date of receipt	98.1%	97.8%	95%	97.5%	95%
Description	The timely payment of vendor invoices.				
Purpose	This models the City's value of excellent stewardship and sustainability of city assets and resources.				
Status	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 WORKING DAY OF THE FOLLOWING MONTH

Goal	Provide timely and accurate financial reporting and transactions.				
Objective	Ensure that payroll processing, vendor payments, budget, and annual financial reporting are clear, timely, and accurate.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Close each financial reporting month by the ninth (9 th) working day of the following month 90% of the time.	100%	100%	90%	100%	90%
Description	The closing of each month enhances financial reporting mechanisms.				
Purpose	This supports transparency and full disclosure in financial reporting.				
Status	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 th) working day of the following month.
Post all adjusting journal entries by the ninth (9 th) working day of the following month.
Provide a complete draft of the Comprehensive Annual Financial Report to the auditors by March 15 th of each year.

Key Performance Measures – Budget Development and Oversight

ATTAIN THE DISTINGUISHED BUDGET PRESENTATION AWARD ANNUALLY

Goal	Implement programs to support and enhance communication, accountability, and positive outcomes.				
Objective	Continue refining the budget documents to enhance communication.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Attain the Distinguish Budget Presentation Award Annually	Yes	Yes	Yes	Yes	Yes
Description	The program encourages and assists state and local government to prepare budget documents of the highest quality.				
Purpose	This supports transparency financial accountability.				
Status	The City has received this award for thirteen consecutive years.				

ANNUAL REVENUE AND EXPENDITURE VARIANCES

Goal	Ensure the City of North Port’s short and long-term financial status is healthy and sound.				
Objective	Continue strategic balanced budget planning within Commission approved reserve levels.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain a variance of +/- 5% between estimated and actual revenues by operating fund	1.09%	(.70%)	+/- 5%	4.92%	+/- 5%
Maintain a variance of +/- 10% between estimated and actual expenditures by operating fund	(5.11%)	(14.30%)	+/- 10%	(24.25%)	+/- 10%
Description	The provision of the best possible estimates of revenues and expenditures.				
Purpose	This supports the City’s plan to actively provide a structurally balanced budget.				
Status	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

Goal	Provide timely and accurate financial reporting and transactions.				
Objective	Ensure that payroll processing is timely, and accurate.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Reduce the number of timesheet corrections needed to prepare an accurate payroll to 5% or less	4.1%	4.61%	5.0%	3.40%	5.0%
Description	This measure reflects the accuracy of timesheets.				
Purpose	This supports payroll services training efforts to reduce timesheet errors and corrections.				
Status	The City utilizes a time and attendance program to help reduce timesheet errors and corrections.				

FEDERAL PAYROLL REPORTING REQUIREMENTS

Goal	Provide timely and accurate financial reporting and transactions.				
Objective	Ensure that payroll processing is timely, and accurate.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Complete the quarterly reconciliation and required payroll reports by the tenth (10 th) of the month following quarter end 90% of the time	100%	100%	90%	100%	90%
Description	The reporting requirements are set by federal law.				
Purpose	This measure ensures the federally required reports are submitted in a timely fashion to meet federal guidelines.				
Status	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

Goal	Provide timely and accurate financial reporting and transactions. Implement programs to support and enhance communication, accountability, and positive outcomes.				
Objective	Continue developing and implementing Procurement process improvements.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Process 90% of all authorized requisitions subject to the receipt of all required documentation within three working days of submission	93.9%	93.4%	90%	91.2%	90%
Description	The ability of departments to procure goods and services while satisfying all procurement requirements.				
Purpose	This supports providing effective, efficient and timely customer service.				
Status	The City utilizes several levels of authorization established by policy and procurement dollar threshold guidelines and required supporting data.				

CLOSING OF THE MONTH

Goal	Provide timely and accurate financial reporting and transactions.				
Objective	Ensure purchasing services remain timely and accurate.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Close the month by the tenth (10 th) of the new month, or the first business day thereafter, 90% of the time.	100%	100%	90%	100%	90%
Description	The monthly closing is part of the on-going annual maintenance of the Purchasing/Inventory Module.				
Purpose	This measure ensures that transactions remain up-to-date and the system continues to function properly.				
Status	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.

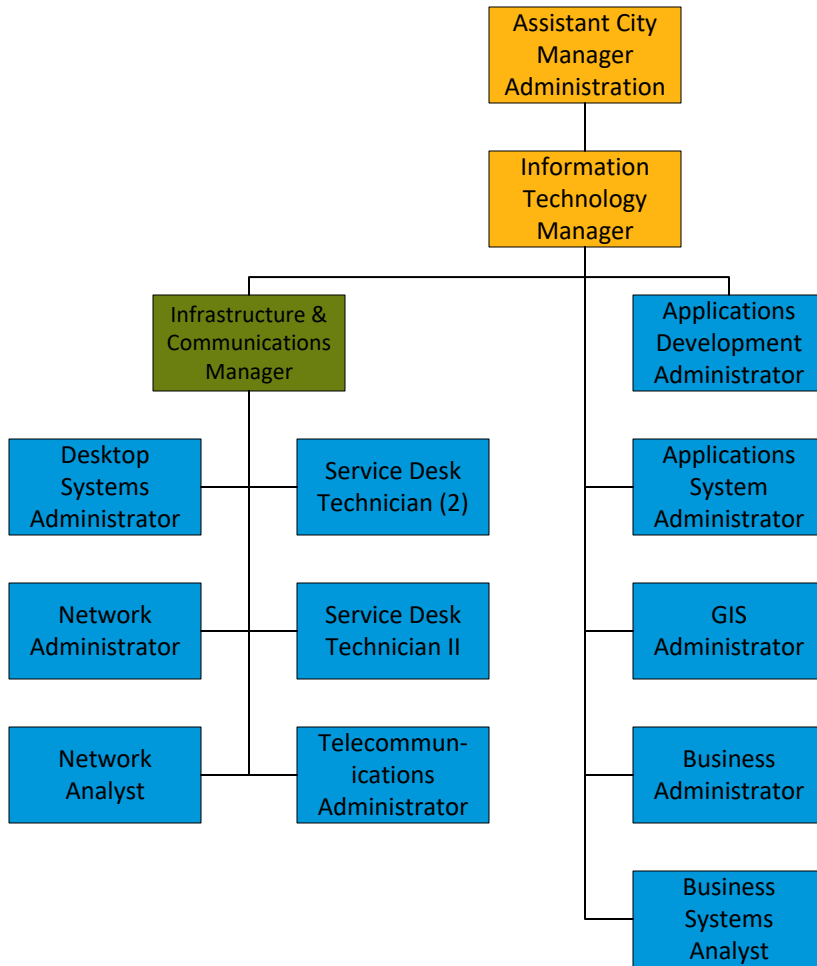
Operating Budget Summary

DESCRIPTION	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Salaries & Wages	\$864,108	\$1,054,501	\$1,142,736	\$1,198,650	\$1,219,870
Employee Benefits	272,546	326,889	322,197	368,780	401,990
Personnel Expenditures	1,136,654	1,381,390	1,464,932	1,567,430	1,621,860
Professional/Contracted Services	72,247	83,225	92,357	76,900	75,710
Current Operating Charges	22,538	27,713	41,213	33,340	32,160
Operating Supplies	47,731	44,076	25,493	28,510	30,200
Operating Expenditures	142,516	155,014	159,063	138,750	138,070
Capital	0	5,980	0	0	0
TOTAL EXPENDITURES	\$1,279,170	\$1,542,384	\$1,623,995	\$1,706,180	\$1,759,930

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Finance Director	1	1	1	1	1
Accounting Manager	1	1	1	1	1
Budget Administrator	1	1	1	1	1
Management Analyst - Budget	1	1	1	2	1
Payroll Administrator	1	1	1	1	1
Accountant II	1	1	1	-	-
Accountant III	1	1	1	2	2
Revenue Specialist	1	1	-	-	-
Senior Accountant	1	1	1	1	1
Account Specialist	1	1	1	1	1
Accounts Payable Administrator	1	1	1	1	1
Senior Purchasing Administrator	1	1	1	1	1
Senior Contract Administrator	1	1	1	1	1
Contract Specialist	1	-	-	-	-
Purchasing Specialist II	1	2	2	1	1
Contract Administrator II	-	1	1	1	1
Contract Administrator I	-	1	1	1	1
Staff Assistant II	-	-	1	1	1
TOTAL	15	17	17	17	16

14 Authorized Positions



Information Technology

Fund

001-General Fund

Department/Division

0710-Information Technology

Mission

The mission of the Information Technology Department is to provide superior customer service while achieving the Strategic Plan and Vision set forth by the Commission and the City's Leadership.

The Information Technology Division provides the City government with technology solutions to deliver outstanding service to the North Port community.

We leverage cyber security and industry best practices to support and protect City systems, data, and reputation.

IT continually seeks out opportunities to improve communication, services, and efficiencies by serving as the catalyst to implement technology along with associated standards throughout the organization.

Core Services and Outputs

Access to Information

Primary Customer Group: Employees in their delivery of services for our community

Customer Requirements: Reliability, secure accessibility to information

Definition Statement: To provide reliable, secure access to information to meet the needs of our employees and citizens.

Support the Use of Technology

Primary Customer Group: Employees in their delivery of services for our community

Customer Requirements: Current technology, functional technology, accessible, timely

Definition Statement: To ensure technology tools are current, functional and employees are supported.

Accomplishments

- ♦ Placed 6th in the 2019 Digital Cities Survey
- ♦ Enhanced video surveillance at City facilities and Parks
- ♦ Created AWS Workstations for many users for work from home during COVID-19
- ♦ Increased Wi-Fi capacity and coverage at City Hall
- ♦ Implemented online payments within GovQA
- ♦ Completed 1st pass of CIS Top 20 Assessment for security purposes
- ♦ Completed installation of technology, and communications for the Aquatic Center and WV Wastewater Plant
- ♦ Improved call flow for citizens utilizing our phone systems
- ♦ Deployed NPWeb 2.0 on SharePoint Online
- ♦ Streamed Zoom remote meetings to Granicus and YouTube during pandemic
- ♦ Increased security with the installation of new firewalls and improved visibility of vulnerabilities
- ♦ Upgraded and expanded mobile devices city-wide
- ♦ Enhanced Commission Chambers audio visual hardware and implemented live closed caption abilities for our Citizens

Initiatives

- Continue to enhance online services for external customers.
- Support an open and responsive municipal government through technology.
- Strengthen IT involvement in department process analysis and business solutions.
- Continue to leverage use of geographic information and applications.
- Promote training opportunities for City business systems and software applications.

Goals and Objectives

GOAL 1

Ensure a secure and reliable technology infrastructure.

OBJECTIVES:

- Analyze alternative service delivery models.
- Review opportunities for new and/or enhanced technology services.
- Continue strategic information technology planning.

GOAL 2

To develop technology solutions that improve our external customers' ability to interact with the City.

OBJECTIVES:

- Develop technology solutions that improve our external customers' ability to interact with the City.
- Provide access to information that allows for online public records requests.
- Improve the online GIS/mapping capabilities.

Key Performance Measures

MANAGING SERVICE LEVEL AGREEMENTS

Goal	Ensure and support the use of technology.				
Objective	Provide effective and superior customer service to all city business.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain 80% of service level agreements assigned to categories of service orders	93.2%	86.15%	80%	89.80%	80%
Description	The division categorizes Help Desk requests based upon projected completion time.				
Purpose	This measure assists the division's ability in meeting standardized response and completion times for service requests.				
Status	This is the fourth fiscal year in which this measure will be used.				

AVAILABILITY OF INFORMATION SYSTEM TECHNOLOGY

Goal	Ensure the reliability and accessibility to information.				
Objective	Provide effective and superior customer service to all city business.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain 97% of information systems (network, email, desk phones) uptime/availability.	99.6%	97%	97%	99.93%	97%
Description	The division ensures the availability of information systems city-wide.				
Purpose	This measure tracks the availability of information systems (network, email, desk phones).				
Status	The division consistently exceeds the performance mark of 97%.				

ACCESS TO APPLICATIONS AND INFORMATION

Goal	Ensure the reliability and accessibility to information.				
Objective	Provide effective and superior customer service to all city business.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain uptime/availability above 95%	99.2%	99.9%	95%	99.75%	95%
Description	The division ensures the reliability and accessibility to information city-wide.				
Purpose	This measure tracks the availability of information.				
Status	This is the fourth fiscal year in which this measure will be used.				

Output Measures

Staff Help Desk 24x7, 365 days per year.
Provide on-call service (support) 128 hours per week.
Coordinate various user training opportunities annually.

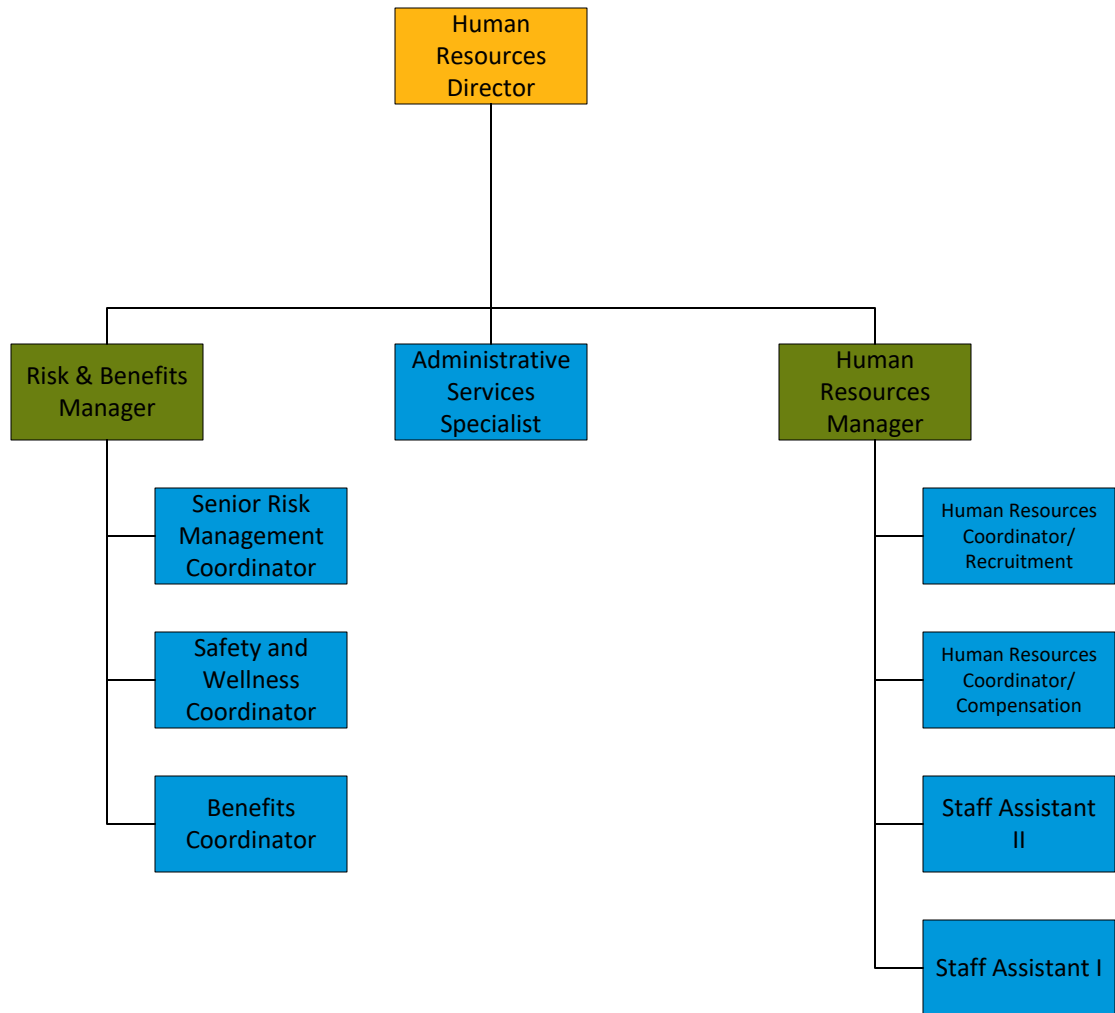
Operating Budget Summary

DESCRIPTION	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Salaries & Wages	\$605,101	\$763,183	\$748,020	\$848,550	\$910,070
Employee Benefits	188,666	227,217	237,540	265,260	305,100
Personnel Expenditures	793,767	990,400	985,560	1,113,810	1,215,170
Professional/Contracted Services	36,747	50,615	44,580	20,000	9,000
Current Operating Charges	550,283	407,948	441,413	483,520	480,180
Operating Supplies	469,943	555,371	715,319	867,970	866,150
Operating Expenditures	1,056,973	1,013,934	1,201,311	1,371,490	1,355,330
Capital Expenditures	204,961	390,328	262,898	0	16,000
Other Uses	0	0	0	0	247,500
TOTAL EXPENDITURES	\$2,055,701	\$2,394,662	\$2,449,769	\$2,485,300	\$2,834,000

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
IT Manager	1	1	1	1	1
IT Network Administrator	1	1	1	1	1
GIS Administrator	1	1	1	1	1
Business Systems Analyst	1	1	1	1	1
Applications Development Administrator	1	1	1	1	1
Telecom Systems Administrator	1	1	1	1	1
Business Administrator	1	1	1	1	1
Desktop Systems Administrator	1	1	1	1	1
Service Desk Technician	2	2	2	2	2
Land Management Administrator	1	1	1	-	-
Network Technician	1	1	1	-	-
Audio Visual Technician	-	-	1	-	-
Service Desk Technician II	-	-	-	1	1
Infrastructure and Communications Manager	-	-	-	1	1
Network Analyst	-	-	-	1	1
Application System Administrator	-	-	-	1	1
TOTAL	12	12	13	14	14

11 Authorized Positions



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 fostering 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; risk management, 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

Accomplishments

- Enhanced the recruitment process through participation in numerous interview panels with departments throughout the fiscal year.
- Negotiated the creation of a professional development program with the PBA for its membership.
- Transitioned to a new health insurance carrier to maintain broad medical service to employees.
- Hosted monthly "Meet and Greets" session with new employees to allow time for City staff and Commissioners to be introduced to new members of the City team. These sessions were conducted prior to the official introductions which occur at the monthly Commission Special Meetings.
- Researched and revised employee personnel policies and procedures manual for senior leadership review.
- Human Resources hosted mandatory training for all employees on the topics of diversity, workplace harassment and ethics. These sessions were recorded and made available online for employees unable to attend the sessions. In addition, training was conducted for supervisors on the topics of performance management, leadership and team building.
- Facilitated numerous healthy living and wellness programs through lunch and learns, a safety and wellness fair, walking workstations and various events throughout the year.
- Reviewed and researched job descriptions for City positions through coordination with all departments.
- Worked with senior leadership to implement precautionary measures to include social distancing, effective remote work and proper sanitation measures to provide a safe and healthy workplace for all employees during the COVID-019 pandemic.
- Coordinated successful recognition programs through the annual employee luncheon, summer employee cookout and the veterans' appreciation ceremony for City employees who are veterans.
- Participated in safety awareness through ride-alongs and various breakfast and lunch and learns with departments.
- Led quarterly meetings with all directors to discuss liability and claims management for incidents in their departments.

Initiatives

- Transition all employee personnel files to paperless, electronic format for proper maintenance and storage.
- Attend job fairs and other career fair events to promote the City brand and remain competitive with surrounding public and private employers.
- Work senior leadership across the City departments to meet the needs of an evolving workplace with flexibility in scheduling and exploring continued remote work opportunities.
- Enhance the current onboarding program through use of online software and one-on-one employee meetings to support new hire needs as well as those of the organization.
- Coordinate with management the maintenance of accurate job descriptions and appropriate compensation for City positions.
- Continue to facilitate and coordinate a variety of wellness programs for City employees throughout the workweek. Topics such as mental health and financial wellness will be offered along with healthy diet, sleep and exercise opportunities.
- Monitor the self-insured Risk Management program to include attending training opportunities for HR staff and offering workplace safety training for City employees.
- Distribute revised employee personnel policies and procedures manual to include presentations to employees regarding new and revised policies.
- Provide accessible training opportunities on various workplace topics (harassment, diversity, customer service, etc.) to City employees in all departments.
- Maintain the City's self-funded program for health insurance. Staff will continue its efforts to maximize the City's program while observing cost-saving measures to enhance the health insurance for employees.
- Review of all operating procedures by risk management to improve safety measures and training for all employees.
- Conduct an appraisal of all City owned facilities.
- Coordinate employee recognition programs throughout the year while being conscious of social distancing and precautionary measures.
- Attend human resources and risk related training to maintain workplace compliance per employment and risk management regulations.

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.
- Enhance first year retention with higher quality of hires and closer performance coaching.

GOAL 2

Enhance City culture of engagement and innovation.

OBJECTIVES:

- Ensure new employees have a positive and engaging onboarding experience both in Human Resources and in the hiring department.
- Enhance learning opportunities through employee development plans and effective training.
- 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.
- Provide safety training to employees and supervisors.

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.
- Participate in ICS meetings with other City staff to plan for safe and successful City events

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

MAINTAIN STAFFING BY IDENTIFYING REASONS FOR TURNOVER

Goal	To determine reasons for turnover and retain a committed workforce.				
Objective	Maintain the City's workforce.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain annual turnover of less than 15%	10%	15.08%	15%	10.92%	15%
Description	Track turnover by division and overall.				
Purpose	Review turnover in a tactical and analytical way to identify potential issues.				
Status	This is the fifth year for this measure.				

MAINTAIN 80% OF THE ON-THE-JOB INJURIES TO LESS THAN 7 WORKDAYS LOST

Goal	Minimize loss of productivity and disruption of services.				
Objective	Reduce the number of costly lost time claims filed and days away from work.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain 80% of the on-the-job injuries to less than 7 workdays lost	80%	91.84%	80%	93.65%	80%
Description	The reduction of days away from work for on-the-job injuries.				
Purpose	This supports the City's goal to minimize loss of productivity and disruption of services due to on-the-job injuries.				
Status	This is the fifth year for this measure.				

Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$443,267	\$511,465	\$656,463	\$695,570	\$735,580
Employee Benefits	160,946	187,443	227,423	264,630	299,380
Personnel Expenditures	604,213	698,908	883,886	960,200	1,034,960
Professional/Contracted Services	76,511	94,055	14,056	16,780	63,400
Current Operating Charges	16,211	23,284	24,474	25,590	23,650
Operating Supplies	34,026	51,087	23,825	20,960	20,860
Operating Expenditures	126,748	168,426	62,354	63,330	107,910
TOTAL EXPENDITURES	\$730,961	\$867,334	\$946,240	\$1,023,530	\$1,142,870

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Human Resources Director	1	1	1	1	1
Human Resources Manager	1	1	1	1	1
Benefits Coordinator	1	1	1	1	1
Human Resources Coordinator	2	2	2	2	2
Administrative Services Specialist	1	1	1	1	1
Risk and Benefits Manager	-	1	1	1	1
Safety and Wellness Coordinator	2	1	1	1	1
Senior Risk Management Coordinator	2	1	1	1	1
Staff Assistant I	-	1	1	1	1
Staff Assistant II	-	-	1	1	1
TOTAL	10	10	11	11	11

Non-Departmental

Fund

001-General Fund

Department/Division

9100-Non-Departmental

Mission

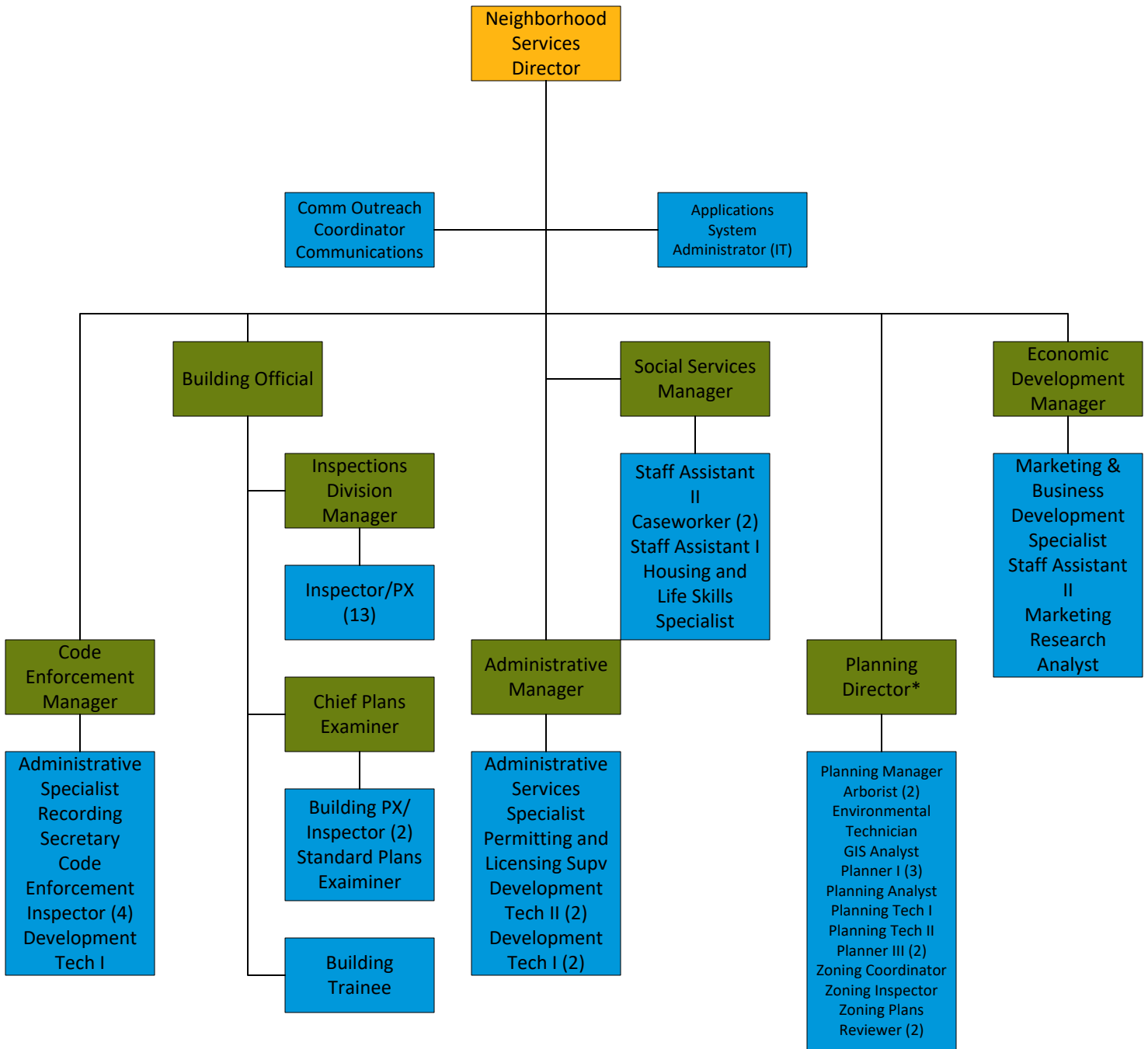
The mission of the Non-Departmental division is to serve as the budgetary division for all non-department specific costs that need to be allocated to all General Fund departments.

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 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2020 <u>Adopted</u>
Employee Benefits	\$3,818	\$8,807	\$709	\$3,500	\$3,500
Personnel Expenditures	3,818	8,807	709	3,500	3,500
Professional/Contracted Services	103,541	105,707	90,667	95,000	111,910
Current Operating Charges	363,324	348,360	561,315	582,180	664,060
Operating Supplies	37	3	104	0	0
Operating Expenditures	466,902	454,070	652,086	677,180	775,970
Capital Expenditures	17,199	21,819	51	0	0
Other Uses	0	250,000	250,000	250,000	250,000
TOTAL EXPENDITURES	\$487,919	\$734,696	\$902,846	\$930,680	\$1,029,470

65 Authorized Positions



*Position approved by Commission, but not funded

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.

Accomplishments

- Continued to work on the ULDC rewrite.
- Reviewed expansion of City infrastructure at Southwest Water Treatment Plant.
- Processed two special exception applications and a DMP for a 7-11 gas station (denied, now in FLUEDRA proceedings).
- Processed applications for many new business' developments such as Firestone, Chase Bank, and 7-11.
- Received grant from Florida Resilient Coastlines Program to update Comprehensive Plan.
- Woodlands Phase 1 project approvals to include a combination of 288,510 square feet of light industrial, flex warehouse and office space.
- Approved West Villages plans for initial development of the downtown area, including restaurants, office space, and a grand lake.
- Revising neighborhood commercial regulations.

Initiatives

- Complete analysis of Activity Center 6.
- Coordinate development for mixed use development in West Villages Town Center.
- Finalize ULDC rewrite.
- Standardize review process and procedures.
- Increase development management by working closely with outside partners as well as internal staff.
- Continue management of West Villages development.
- Work with NDS outreach to create a communications strategy for the public.
- Form-based code overlay for Activity Center design standards.

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.
- Initiate an update/replacement to the Activity Center Design Standards Pattern Book.

Key Performance Measures

REVIEW OF FORMAL PETITIONS

Goal	Encourage sustainable development.				
Objective	Ensure all development proposals are consistent and in compliance with City codes and plans.				
	FY 2018 Actual	FY 2019 Adopted	FY 2019 Actual	FY 2020 Actual	FY 2021 Projected
Ensure that 75% of the land development petitions submitted are processed and reviewed by Planning staff within the specified review deadlines.	75%	75%	83.5%	57.7%	75%
Description	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.				
Purpose	This measure is to assist in delivering reliable city services.				
Status	The additional position added in FY 2016 has provided the necessary resources to meet the projected performance measure.				

Output Measures

Twenty-eight (28) 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 2018 Actual	FY 2019 Adopted	FY 2019 Actual	FY 2020 Actual	FY 2021 Projected
Number of petitions reviewed	270	N/A	307	274	300

Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$620,490	\$712,747	\$739,574	\$937,990	\$823,080
Employee Benefits	205,768	243,252	271,171	360,920	346,070
Personnel Expenditures	826,258	955,999	1,010,745	1,298,910	1,169,150
Professional/Contracted Services	171,924	54,571	61,875	41,600	169,600
Current Operating Charges	12,690	12,312	18,688	24,090	19,600
Operating Supplies	11,891	21,298	21,021	19,000	15,220
Operating Expenditures	196,505	88,181	101,584	84,690	204,420
Capital Expenditures	0	47,015	0	0	0
TOTAL EXPENDITURES	\$1,022,763	\$1,091,195	\$1,112,329	\$1,383,600	\$1,373,570
DEPARTMENT GENERATED REVENUES					
Grant Revenues	(33,000)	0	0	0	0
Charges for Service	(261,010)	(297,699)	(180,174)	(227,600)	(235,040)
TOTAL GENERATED REVENUES	(294,010)	(297,699)	(180,174)	(227,600)	(235,040)
NET EXPENDITURES	\$728,753	\$793,496	\$932,155	\$1,156,000	\$1,138,530

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Director	-	-	-	-	1
Planning Division Manager	1	1	1	1	1
Planning Analyst	-	-	-	-	1
Planner	4	3	4	4	-
Planner I	-	-	-	-	3
Planner III	-	-	-	-	2
Senior Planner	-	2	2	2	-
Zoning Plans Examiner	2	2	2	2	2
Zoning Coordinator	1	1	1	1	1
Zoning Inspector	-	-	-	-	1
Planning Technician I	-	-	-	-	1
Planning Technician II	-	-	-	-	1
Development Tech II	2	2	2	2	-
Development Tech I	2	2	2	1	-
Environmental Technician	-	1	1	1	1
Arborist	-	2	2	-	2
GIS Analyst Addressing Specialist	-	-	-	1	1
TOTAL	12	16	17	15	18

Neighborhood Development Services

Fund

001-General Fund

Department/Division

2750-Code Enforcement

Mission

The mission of the Code Enforcement Division is to assure and maintain the community standards 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.

Accomplishments

- Proactive inspectors.
- Restructured the department, to improve administration.
- Staff continues to utilize all available training methods to enhance job performance.
- Implemented new courtesy notice to notify residents if a code violation is sited on their property.
- Implemented a new Thank You notice to residents that comply with code enforcement requirements.
- Performed 14,964 total inspections.
- Processed 4,248 notices of violation.
- Posted 2,433 affidavits on properties scheduled for hearings.
- Forwarded 3,150 cases for lien processing.
- Processed 113 special assessment liens.
- Processed 59 release of liens.
- Closed 4,236 cases.
- Reassigned two Arborists to Code Enforcement Division.
- Provided inspectors with new identification badges.
- New lettering on department vehicles to help residents easily identify City staff.
- Serviced over 25,000 phone calls.
- Conducted a Gopher Tortoise Awareness forum.

Initiatives

- Additional education for the Public, utilizing Outreach Coordinator
- Updating website
- Work with local businesses along US41 to help improve their properties by cleaning up trash and debris.

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

Goal	Encourage sustainable development. Ensure regulatory compliance to protect property, the environment and the lives of residents and visitors.				
Objective	Active cases brought into compliance without going to the Special Magistrate.				
	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2019 Actual	FY 2020 Actual
Maintain 90% of active cases brought into compliance without property owners going to the Hearing Officer	92.8%	82.0%	90%	87.57%	91.17%
Description	The division responds to, inspects, and investigates all code enforcement complaints.				
Purpose	This measure is to assist in bringing properties up to standard without involving the Hearing Officer.				

Output Measures

Process, schedule and inspect or investigate code enforcement complaints monthly.

Conduct re-inspections to check for compliance monthly.

Close active code enforcement cases brought into compliance monthly.

Submit to Hearing Officer code enforcement cases for non-compliance monthly.

Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$337,298	\$350,689	\$341,323	\$430,390	\$352,820
Employee Benefits	111,918	123,285	135,493	162,140	149,470
Personnel Expenditures	449,216	473,974	476,817	592,530	502,290
Professional/Contracted Services	89,336	145,982	174,523	241,000	241,000
Current Operating Charges	28,150	28,727	33,117	24,630	25,710
Operating Supplies	29,822	13,049	13,024	21,780	13,040
Operating Expenditures	147,308	187,758	220,663	287,410	279,750
Capital Expenditures	23,717	800	0	0	0
TOTAL EXPENDITURES	\$620,241	\$662,532	\$697,479	\$879,940	\$782,040
DEPARTMENT GENERATED REVENUES					
Tax Revenue	(118,613)	(137,009)	(130,086)	(141,000)	(150,260)
Permits & Special Assessments	(309,325)	(307,246)	(312,627)	(364,000)	(363,600)
Charges for Service	(184,644)	(268,000)	(234,928)	(244,730)	(207,700)
Fines and Forfeitures	(102,745)	(81,781)	(36,510)	(60,000)	(70,000)
TOTAL GENERATED REVENUES	(715,327)	(794,036)	(714,151)	(809,730)	(791,560)
NET EXPENDITURES	(\$95,086)	(\$131,504)	(\$16,672)	\$70,210	(\$9,520)

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$337,298	\$350,689	\$341,323	\$430,390	\$352,820
Employee Benefits	111,918	123,285	135,493	162,140	149,470
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Operating Expenditures	147,308	187,758	220,663	287,410	279,750
Capital Expenditures	23,717	800	0	0	0
TOTAL EXPENDITURES	\$620,241	\$662,532	\$697,479	\$879,940	\$782,040

DEPARTMENT GENERATED REVENUES					
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NET EXPENDITURES	(\$95,086)	(\$131,504)	(\$16,672)	\$70,210	(\$9,520)

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 AMENDED	FY 2018 AMENDED	FY 2019 AMENDED	FY 2020 AMENDED	FY 2021 ADOPTED
Code Enforcement Manager	1	1	1	1	1
Code Enforcement Inspector	5	5	5	5	4
Lien Specialist	1	1	1	1	1
Staff Assistant I	1	1	1	1	1
Administrative Services Specialist	-	-	-	1	1
Arborist	-	-	-	2	-
TOTAL	8	8	8	11	8

Neighborhood Development Services

Fund

001-General Fund

Department/Division

0730-Social Services

Mission

The mission of the Social Services Division to ensure the availability, awareness, and accessibility of programs and resources in the community, and to assist families and individuals while improving their overall quality of life.

In order to accomplish this mission, the Social Services Department 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.

Accomplishments

- Prescreened 740 applicants needing assistance.
- Provided 4,873 information requests to the public.
- Provided 497 rent and/or utility services to the public.
- Completed 25 access points by coordinating with other agencies.
- Obtained Suite 2 at the Family Service Center to expand services to our residents
- Served 100 seniors at the Senior Giving Tree Event.
- Served 653 children through the adopt and shop program.
- Distributed 370 backpacks at the Back to School Resource Fair.

Initiatives

- Create the North Port Office of Aging and Community Resources.
- Capture additional service data from tenants within the Family Service and Community Education Center.
- Develop workshops for client sustainability.

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.
- Bring additional programming and services to the community through public and private sector partners.
- Create a bridge between socio-economic groups and develop a greater sense of community.

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

REVIEW AND PROCESSING OF HOUSING ASSISTANCE APPLICATIONS

Goal	Offer community enrichments services and support.				
Objective	Provide effective and superior customer service to all requests for assistance.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Complete review and processing of Housing Assistance applications within five business days 80% of the time	97%	52%	95%	49%	95%
Description	The division provides housing assistance to residents.				
Purpose	Ensures the division is responsive in a timely manner.				
Status	The division continues to strive in meeting 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.

PARTICIPATE OR PROMOTE 9 OUTREACH ACTIVITIES

Goal	Offer community enrichments services and support.				
Objective	Provide effective and superior customer service to all requests for assistance.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Participate or promote in 9 outreach activities with external agencies for Community Enhancement	N/A	74%	90%	63%	90%
Description	The division collaborates with area agencies to increase Community Resources.				
Purpose	Ensures the continuing growth for funding opportunities				
Status	The division continues to strive in meeting 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 (5) agencies in the community to provide funding assistance.

Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$156,928	\$191,698	\$220,424	\$229,340	\$289,390
Employee Benefits	51,637	82,777	91,666	104,870	129,620
Personnel Expenditures	208,565	274,475	312,090	334,210	419,010
Professional/Contracted Services	0	3,593	0	0	500
Current Operating Charges	48,151	85,019	85,830	41,870	36,010
Operating Supplies	3,134	4,468	5,344	8,320	22,360
Operating Expenditures	51,285	93,080	91,174	50,190	58,870
Capital Expenditures	0	0	0	0	9,220
TOTAL EXPENDITURES	\$259,850	\$367,555	\$403,264	\$384,400	\$487,100
DEPARTMENT GENERATED REVENUES					
Grant Revenues	(\$77,400)	(\$65,370)	(\$116,749)	(\$54,000)	(\$54,000)
Miscellaneous Revenues	(109,131)	(111,447)	(104,670)	(106,500)	(65,700)
TOTAL GENERATED REVENUES	(186,531)	(176,817)	(221,419)	(160,500)	(119,700)
NET EXPENDITURES	\$73,319	\$190,738	\$181,845	\$223,900	\$367,400

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Social Services Manager	1	1	1	1	1
Staff Assistant II	1	1	1	1	1
Staff Assistant I	1	1	1	1	-
Case Worker	2	2	2	2	2
Administrative Services Specialist	-	-	-	-	1
Housing and Life-Skills Specialist	-	-	-	-	1
TOTAL	5	5	5	5	6

Neighborhood Development Services

Fund

001-General Fund

Department/Division

0830-Economic Development

Mission

North Port's economic development mission is to promote growth, sustainability, job creation, and improve quality of life through the attraction of new and the retention of existing businesses.

Its mission is accomplished through the strategic use of marketing, local and state partnerships, programs, and policies designed to generate a stable tax base for the City and its citizens.

Core Services and Outputs

Business Attraction and Recruitment Services

Primary Customer Group: New business and industry

Customer Requirements: Site selection, provision of incentives and general business assistance to successfully navigate development and permitting processes

Definition Statement: Provide research, business intelligence and information required to attract business

Local Business Retention and Expansion Services

Primary Customer Group: Existing business

Customer Requirements: Expansion, growth and business development

Definition Statement: Provide resources to help existing businesses meet current needs and increase capacity and revenues

Business Climate

Primary Customer Group: Primary stakeholders are both new and existing business and City government

Customer Requirements: Positive community and government attitude toward business

Definition Statement: Promote existing resources available to businesses as well as influence processes, programs and policies affecting job creation and quality of life

Accomplishments

- North Port Economic Development and EDC of Sarasota County planned and executed an IEDC-award willing Inbound Mission in February 2020 which brought venture capital, technology, and site selection professionals to North Port and Sarasota County to showcase/market our unique community. This was our 2nd Annual Inbound Mission.
- Lead the City-wide BIG RALLY event and pre-event hosting 100 influential business, economic development, and elected leaders to celebrate the first full opening season of Atlanta Braves Spring Training at the new CoolToday Park.
- Built momentum among partners, community and government leaders in focusing resources on critical infrastructure at Sumter--and Toledo Blade--Interstate-75 Interchanges.
- Problem resolution for 70 plus companies.
- Community outreach and speaking engagements educating several hundred community leaders.
- 2020 FY --15 active pipeline projects.
- Revised Agreement and provided performance measures for the EDC of Sarasota for inclusion in the revised *Sarasota County Economic Development Interlocal Agreement*.
- Provided economic development expertise to first North Port hotel, the Hampton Inn & Suites.
- Organized and hosted the Future of Health Care Forum to educate and inform elected officials, community and potential healthcare providers regarding possible sites and opportunities; next steps include a working committee to focus on providing appropriate major healthcare to North Port.
- Planned and hosted a commercial and residential real estate forum to showcase and promote the community's assets and growth opportunities.
- Evaluated and procured a Customer Relationship Management software program for reporting and measuring existing and prospective businesses. This promotes efficiency, transparency and ease of data retrieval.
- Expanded staff to include a market research analyst and a marketing and business development specialist.

- With community partners, planned and executed the September 2020 Women In Business Virtual Forum.
 - Actively participated in the planning for the West Villages Town Center.
 - Nominated and supported the selection of EarthBalance as a 50 Companies to Watch in Florida.
 - On direction of Commission, revived the North Port Youth Council and serve as staff liaison.
 - Revitalized the Community and Economic Development Advisory Board (CEDAB).
 - Collaborate with and support the initiatives of GrowFL, a second-stage growth, state-wide organization.
 - Contacted over 500 businesses in response to COVID-19 event.
 - Collaborated with Planning to provide information for Commission work on Impact Fee Deferral (ordinance TBD).
 - Authored Economic Development 101 presentation for education of various targeted audiences.
 - Brought to Commission Home-Based Business and Manufacturing Proclamations and hosted a celebratory reception.
 - Publishing a monthly newsletter for outreach to local businesses.
- Evaluated and procured data solutions: JobsEQ (workforce) and IMPLAN (impact model, shared with Planning).

Initiatives

- At Commission direction, worked with CEDAB on an Equity Study for Business Tax Revenue Fee Schedule.
- With other departments, working to eliminate silos to provide seamless, accessible inter-government services.
- Work with the Planning Division to development Activity Center 6, The Shire.
- Work with NDS divisions to assist with updating ULDC rewrite and impact fee deferral framework.
- Develop a plan to increase health care options for North Port residents.
- Develop a home-based and creatives-industry support networks.
- Plan In-and-outbound recruitment missions focused on targeted industries.
- Revamp the Economic Development section of the City of North Port website.
- Complete hard infrastructure to Sumter/I-75 and Warm Mineral Springs.
- Facilitate development of and participate in 2021 Women in Business Forum.
- Develop solutions to provide for resiliency and sustainability of local businesses.
- Support the development of additional commercial property in the Toledo Blade/I-75 Interchange, Activity Center 4, Panacea.

Goals and Objectives

GOAL 1

Identify opportunities to increase business recruitment and attraction.

OBJECTIVES:

- Employ various marketing strategies to help attract retail and commercial businesses.
- Respond to inquiries and requests for assistance in the permitting process.
- Improve service delivery to businesses by providing creative solutions to difficult problems.
- Effectively manage the business advocacy program.
- Partner with education and workforce agencies to educate, train and attract talent necessary for North Port's workforce needs.

GOAL 2

Provide support for existing, local businesses to help expand and increase their revenues.

OBJECTIVES:

- Create innovative partnerships to support existing businesses and expansion.
- Provide would-be entrepreneurs, startups and existing business owners with tools and resources for success.

GOAL 3

Provide local, state and regional resources that assist with recruitment, retention, resilience, and expansion of business and industry.

OBJECTIVES:

- Initiate RFP process for Market Feasibility Study.
- Implement findings of Market Feasibility Study as informed by the updated strategic plan.
- Create user-friendly tools to assist in business recruitment and attraction.
- Employ various marketing tactics to help attract retail and commercial businesses.
- Encourage infrastructure completion and land assemblage for competitive market.

Key Performance Measures

BUSINESS ATTRACTION – LEAD GENERATION

Goal 1	Identify opportunities to increase business recruitment and attraction.				
Objective A	Employ various marketing strategies to help attract retail and commercial businesses.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Number of recruitment prospects identified.	15	15	20	20	15
Description	The city-wide strategic plans and the Market Feasibility Study inform the process for recruitment.				
Purpose	To position and market North Port as a desirable destination to do business.				
Status	This is the fifth fiscal year in which this measure is being used to encourage business growth.				

BUSINESS RETENTION – SUPPORT ISSUES RESPONDED TO WITHIN ONE BUSINESS DAY OF REQUEST

Goal 2	Provide support for existing, local businesses to help expand and increase their revenues.				
Objective A	Respond to business support issues within 24 business hours of request.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Percent of local businesses who indicate they agree or strongly agree that the information provided was satisfactory.	N/A	N/A	100%	90%	95%
Description	Upon receiving a request for business assistance, the Division will qualify the concern and direct the business to appropriate support and/or attempt mitigation as appropriate.				
Purpose	To provide support services and education to businesses as organizational processes and codes allow.				
Status	This is the second fiscal year in which this measure will be used; however, calculation has been modified from a one-week response to one business day.				

BUSINESSES RETENTION – BUSINESSES FINDING VALUE WITH OUTSIDE PROGRAM REFERRALS

Goal 3	Provide local, state and regional resources that assist with recruitment, retention, resilience, and expansion of business and industry.				
Objective A	Create innovative partnerships to support existing businesses and expansion.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Percent of businesses who indicate satisfaction with program and organizational referrals.	67%	90%	75%	90%	75%
Description	The Division will conduct an assessment and identify business needs and refer businesses to appropriate local, state and regional resources.				
Purpose	To guide companies through the landscape of business assistance programs that are available locally, regionally, and state-wide designed for business growth and sustainability.				
Status	This is the fifth fiscal year in which this measure will be used.				

BUSINESSES RETENTION – BUSINESSES FINDING VALUE WITH CITY-PROVIDED OR SPONSORED PROGRAMS

Goal 4	Provide local, state and regional resources that assist with recruitment, retention, resilience, and expansion of business and industry.				
Objective B	Provide entrepreneurs, startups, and existing business owners with tools and resources for success.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Total program average of the cap attendance as an indication of value of program presented (staff considers 80% capacity success.)	N/A	N/A	N/A	N/A	80%
Description	Programs designed for business owners and managers to participate in training and education to grow their businesses.				
Purpose	This is to ensure business owners and managers to participate in training and education to grow their businesses.				
Status	This is the first fiscal year in which this measure will be used.				

Workload Measures

	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Number of Business Advocacy issues.	30	25	30	30	35
Number of Recruitment Prospects	15	20	20	20	15

Operating Budget Summary

DESCRIPTION	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ADOPTED	FY 2021 ADOPTED
Salaries & Wages	\$112,832	\$115,492	\$75,603	\$175,260	\$236,050
Employee Benefits	44,699	45,391	34,447	45,850	71,140
PERSONNEL EXPENDITURES	157,531	160,883	110,051	221,110	307,190
Professional/Contracted Services	23,554	53,192	63,959	67,110	31,900
Current Operating Charges	36,343	39,531	21,480	96,240	84,680
Operating Supplies	72,754	71,495	81,104	93,090	22,020
OPERATING EXPENDITURES	132,651	164,218	166,544	256,440	138,600
TOTAL EXPENDITURES	\$290,182	\$325,101	\$276,594	\$477,550	\$445,790

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2016 AMENDED	FY 2017 AMENDED	FY 2018 AMENDED	FY 2019 AMENDED	FY 2020 ADOPTED
Economic Development Program Manager	1	1	1	1	1
Business Advocate	1	1	1	1	1
Marketing & Business Development Specialist	-	-	-	-	1
Staff Assistant II	-	-	-	1	1
TOTAL	2	2	2	3	4

Neighborhood Development Services

Fund





135-Building Fund

Department/Division

2700-Building

Mission

The mission of the Building Division is to provide for the safety, health, and welfare of our citizens by assuring and maintaining a safely built structural environment by:

-  monitoring construction to ensure community values are sustained;
-  maintaining and enforcing building codes;
-  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.

Accomplishments

- Build out of the Atlanta Braves Premium Club @ the Braves Spring Training Stadium.
- New Water Treatment Plant for Wellen Park.
- New Welcome Center for Wellen Park.
- Experienced Living Assisted Living Facility.
- Florida Cancer Center.
- Build outs in West Villages - Chase Bank, Dunkin Donuts, Irma's Tacos, Bucco Luppo Pizzeria.
- Completion of the Flats at Sundown apartment complex.
- Serviced 85,701 phone calls.
- Performed 61,204 inspections.
- Issued 12,232 miscellaneous permits.
- Issued 1,543 new residential home permits representing a valuation of \$363,265,612.
- Issued 1,474 certificates of occupancy for new residential homes.
- Issued 59 commercial permits.
- Improved Emergency Management processes related to COVID-19 Pandemic.
- Continued training for staff on electronic plan review.
- Continued education to meet certification requirements of the state.
- Issued Code Enforcement Identification Badges for all code enforcement inspectors
- Building and Code Enforcement newsletter

Initiatives

- Implement electronic submittal and plan review for all commercial projects.
- Implement formal solicitation process for new permitting software.
- Continue to work with IT to monitor and assess equipment and software needs.
- Develop a process for improved record keeping, filing and storage.
- Develop a career track pipeline for inspectors and plans examiners.
- Utilize new outreach position to create an overall communications strategy for the new department.
- Develop contractor corner.
- Remodel City Hall 1st floor.
- Establish development services center for West Villages and other adjacent areas.
- Continue to create handouts for the community.
- Continue to update lettering on vehicles for better City staff identification.
- Continue to streamline city review process.
- Implement customer service survey.
- Create a Trades Advisory Board.
- Remote inspections program using Drone technology

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 business days
- Process and review miscellaneous single/double review applications within three (3) business days.

Key Performance Measures

PROCESSING AND REVIEWING OF RESIDENTIAL APPLICATIONS

Goal	Ensure a high level of customer service through application review, processing, and permit issuance times.				
Objective	Process and review residential applications within ten business days.				
	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2019 Actual	FY 2020 Actual
Process and review 90% of residential applications within ten business days	86.3%	88.9%	90%	72%	76%
Description	This measure tracks the percentage of applications processed and reviewed by the division.				
Purpose	This measure assists the division in developing efficiencies in the processing and reviewing time of applications.				
Status	Fiscal year 2015 was the first year this measure was tracked.				

PROCESSING AND REVIEWING OF COMMERCIAL APPLICATIONS

Goal	Ensure a high level of customer service through application review, processing, and permit issuance times.		
Objective	Process and review commercial applications within thirty (30) business days.		
		FY2020 Adopted	FY 2020 Actual
Process and review 90% of commercial applications within thirty business days		90%	81%
Description	This measure tracks the percentage of applications processed and reviewed by the division.		
Purpose	This measure assists the division in developing efficiencies in the processing and reviewing time of applications.		
Status	This was a new measure for the FY19/20		

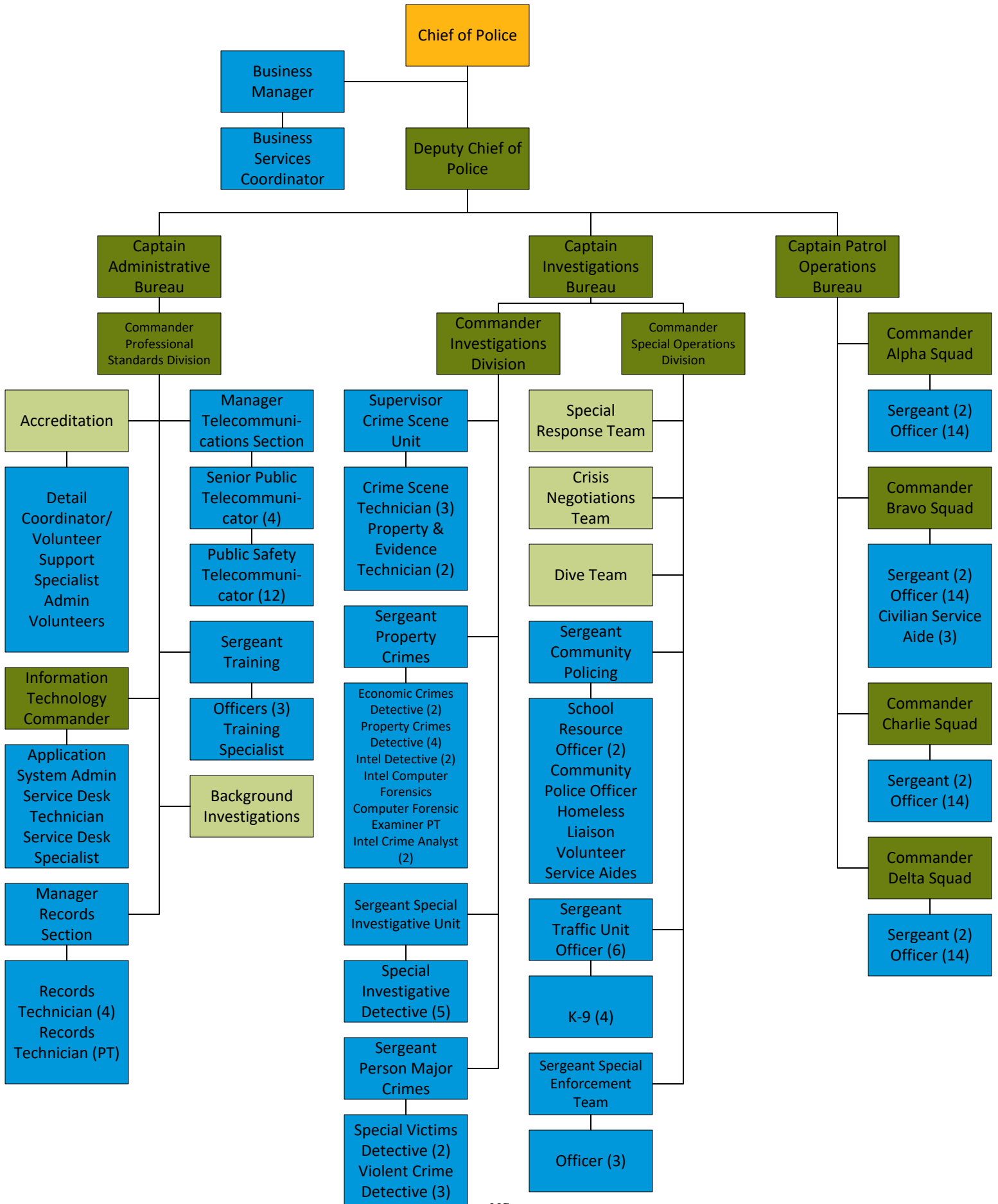
Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$1,014,731	\$1,267,908	\$1,362,851	\$1,524,240	\$1,821,140
Employee Benefits	334,967	397,610	433,029	515,840	690,830
Personnel Expenditures	1,349,698	1,665,518	1,795,880	2,040,080	2,511,970
Professional/Contracted Services	38,207	49,988	52,309	430,860	450,860
Current Operating Charges	422,188	647,203	682,354	716,770	1,057,350
Operating Supplies	54,687	55,651	44,383	228,960	74,360
Operating Expenditures	515,082	752,842	779,046	1,376,590	1,582,570
Capital Expenditures	74,250	397,676	59,128	2,434,000	69,130
Other Uses	40,000	40,000	1,397,650	40,000	40,000
TOTAL EXPENDITURES	\$1,979,030	\$2,856,036	\$4,031,704	\$5,890,670	\$4,203,670

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Neighborhood Services Director	1	1	1	1	1
Inspections Division Manager	1	1	1	1	1
Building Official	1	1	1	1	1
Chief Plans Examiner	1	1	1	1	1
Plans Examiner/Inspector	11	14	14	15	15
Administrative Division Manager	1	1	1	1	1
Admin Services Specialist	1	1	1	1	1
Permitting & Licensing Supervisor				1	1
Development Tech I	1	1	1	1	2
Development Tech II	1	2	3	2	2
Community Outreach Coordinator	-	-	-	1	1
Plans Examiner/Inspector Trainee	-	-	-	-	1
Standards Plans Examiner	-	-	-	-	1
TOTAL	19	23	24	26	29

167 Authorized Positions



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.

Accomplishments

- Successful completion of security operations for the first Spring Training Season for the Atlanta Braves.
- Development of a Professional Development Plan for Officers and Telecommunication Operators.
- Implementation of a new Computer Automated Dispatch and Records Management System.
- Completion of the 2019 Annual Report.
- Completion of phase two hiring of 4, of 8 planned Officers for our new Zone 1 (West Villages).
- Awarded \$150,00.00 of (federal grant) for the purchases of two message boards, and a speed trailer.
- Donation of an additional canine for explosive detection.
- Donation of an additional canine for narcotics detection.
- New Design of Department Patch.
- Partnership with Sarasota Police Department in adding one of our officers to their Explosive Materials Unit.
- Community Events
 - Shop with a Cop
 - Coffee with a Cop

- National Night Out
- Hearts Program
- Cyber Security Awareness
- Provided numerous Neighborhood/ School Outreach events

Initiatives

- Promote public trust and legitimacy.
- Enhance policy and oversight.
- Enhancement of technology and educate through social media.
- Enhance community policing and crime reduction.
- Maintain high level of training and education for sworn and civilian personnel.
- Promote officer safety and wellness.
- Expansion of existing Police Headquarters or New Public Safety Facility to meet current and future needs.
- Planning and Development of the Whelen Park Police Substation.

Goals and Objectives

GOAL 1

Protect and serve the public through proactive and effective policing 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

Goal	Cultivate, enhance, and foster trustworthy relationships with the community.				
Objective	Create opportunities for increased communication, visibility, and interaction with community members.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain a percentage rate of 80% of residents who feel that North Port has remained a safe place to live	94.8%	90.8%	80%	95.5%	80%
Description	The department conducts surveys to ascertain the level of safety people believe exists in North Port.				
Purpose	This measure is to assist in delivering policing services which provide opportunities to interact with community members and increase police visibility in the city.				
Status	The department consistently achieves the benchmark.				

MAINTAIN THE NATIONAL AVERAGE FOR UNIFORM CRIME REPORTS (UCR) FOR PERSON CRIMES

Goal	Protect and serve the public through proactive and effective policing.				
Objective	Reduce crime rates.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain the national average of four (4) UCR Person Crimes per 1,000 residents	0.4 p/1,000	0.4 p/1,000	4.0 p/1,000	0.4 p/1,000	4.0 p/1,000
Description	The department utilizes the national average to measure the Police Department's effectiveness.				
Purpose	This measure is used to reflect the effectiveness of the policing services provided by the department.				
Status	The department consistently remains below the national average.				

MAINTAIN THE NATIONAL AVERAGE FOR UNIFORM CRIME REPORTS (UCR) FOR PROPERTY CRIMES

Goal	Protect and serve the public through proactive and effective policing.				
Objective	Reduce crime rates.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain the national average of thirty-two (32) UCR Property Crimes per 1,000 residents	4.2 p/1,000	3.9 p/1,000	32.0 p/1,000	3.0 p/1,000	32.0 p/1,000
Description	The department utilizes the national average to measure the Police Department's effectiveness.				
Purpose	This measure is used to reflect the effectiveness of the policing services provided by the department.				
Status	The department consistently remains below the national average.				

MAINTAIN AN AVERAGE RESPONSE TIME FOR ALL PRIORITY SERVICE CALLS AT TEN (10) MINUTES OR LESS

Goal	Protect and serve the public through proactive and effective policing.				
Objective	Respond promptly to urgent calls for service.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain an average response time for all priority service calls at ten (10) minutes or less	9:02	9:35	10:00	9:29	10:00
Description	The average response time of ten (10) minutes for all priority service calls.				
Purpose	Priority calls require the timeliest police response because they are generally life threatening or represent higher danger crimes in progress.				
Status	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

Goal	Protect and serve the public through proactive and effective policing.				
Objective	Apprehend and assist with prosecution of offenders.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain the national average person clearance crime rate of 48.4%	61.4%	75.60%	48.4%	76.95%	48.4%
Description	The department utilizes the national average to measure the Police Department's effectiveness.				
Purpose	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.				
Status	This is the seventh fiscal year in which this measure will be used.				

MAINTAIN THE NATIONAL AVERAGE FOR PROPERTY CLEARANCE CRIME RATE

Goal	Protect and serve the public through proactive and effective policing.				
Objective	Respond promptly to urgent calls for service.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain the national average property crimes clearance rate of 20.1%	30.3%	33.43%	20.1%	29.94%	20.1%
Description	The department utilizes the national average to measure the Police Department's effectiveness.				
Purpose	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.				
Status	The department consistently exceeds the national average.				

Output Measures

80% of all person's 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

Goal	Cultivate, enhance, and foster trustworthy relationships with the community.				
Objective	Create opportunities for increased communication, visibility, and interaction with community members.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain a 75% satisfaction rate of residents who participate in the monthly Neighborhood Watch meetings.	100%	100%	75%	100%	75%
Description	The department conducts monthly Neighborhood Watch meetings.				
Purpose	This measure is used to determine the effectiveness of the meetings as related to developing partnerships with the North Port Police Department.				
Status	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

Goal	Cultivate, enhance, and foster trustworthy relationships with the community.				
Objective	Create opportunities for increased communication, visibility, and interaction with community members.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain a 75% satisfaction rate of residents who participate in the annual Citizen Public Safety Academy	100%	100%	75%	N/A	75%
Description	The department conducts an annual Citizen Public safety Academy.				
Purpose	This measure is used to determine the effectiveness of the meetings as related to developing partnerships with the North Port Police Department.				
Status	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.

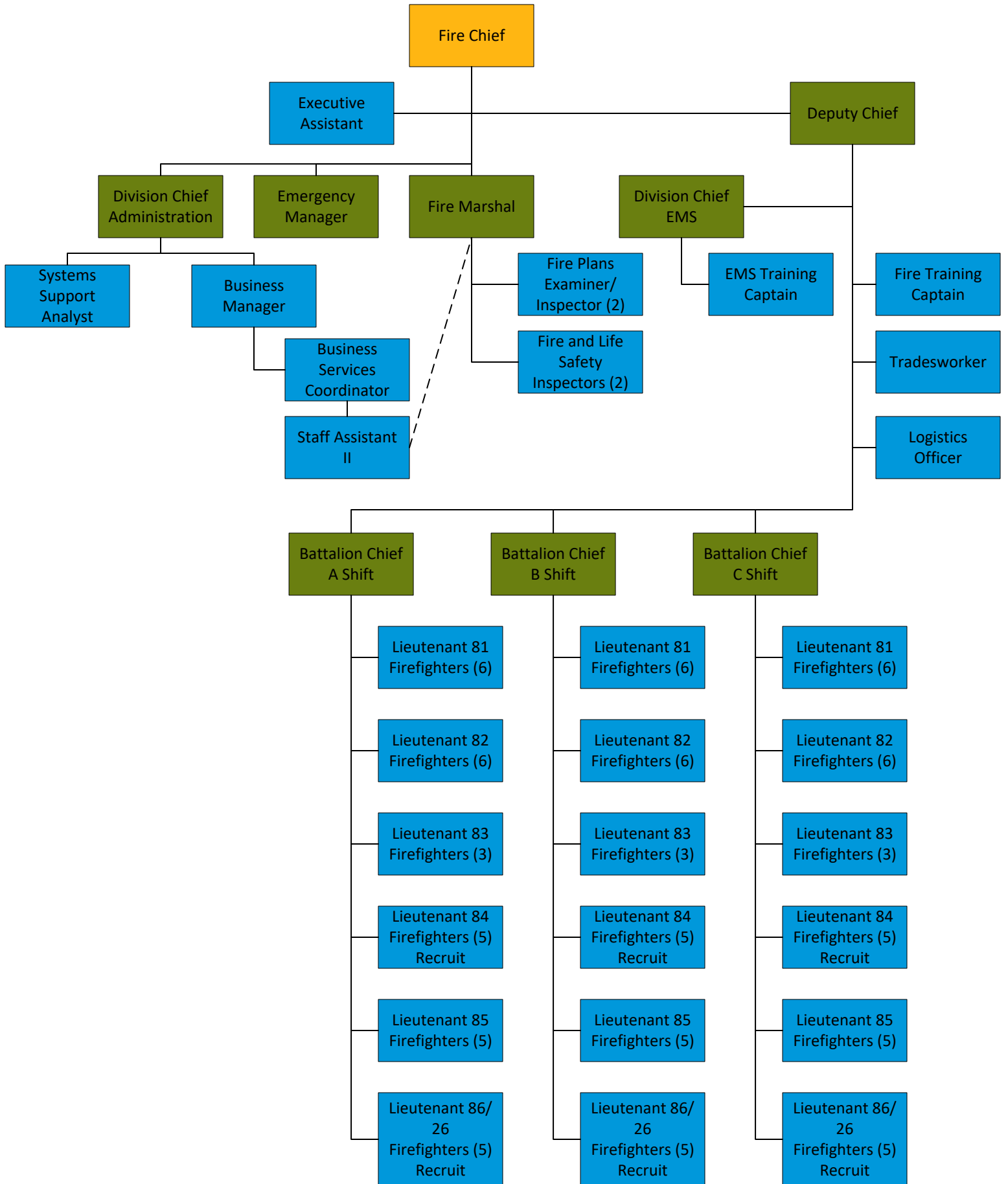
Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$8,774,780	\$9,287,000	\$10,117,839	\$11,237,680	\$12,191,570
Employee Benefits	4,416,872	5,015,105	5,560,258	6,269,220	6,593,380
Personnel Expenditures	13,191,652	14,302,105	15,678,098	17,506,900	18,784,950
Professional/Contracted Services	46,184	230,179	264,864	285,940	235,330
Current Operating Charges	772,739	778,299	867,588	1,052,130	1,131,220
Operating Supplies	562,322	822,232	1,002,507	1,133,270	1,060,560
Operating Expenditures	1,381,245	1,830,710	2,134,959	2,471,340	2,427,110
Capital Expenditures	59,228	67,738	421,892	9,500	0
Debt Service	41,465	0	0	0	0
TOTAL EXPENDITURES	\$14,673,590	\$16,200,553	\$18,234,949	\$19,987,740	\$21,212,060
DEPARTMENT GENERATED REVENUES					
Tax Revenue	(405,720)	(453,918)	(495,381)	(475,000)	(524,010)
Grant Revenues	(15,638)	(13,579)	(293,393)	(480,520)	(686,620)
Charges for Service	(405,141)	(492,271)	(549,532)	(284,660)	(296,390)
Fines and Forfeitures	(66,430)	(82,146)	(114,147)	(91,710)	(99,410)
Miscellaneous Revenue	(13,147)	(43,352)	(34,026)	(32,000)	(32,000)
TOTAL GENERATED REVENUES	(906,076)	(1,085,266)	(1,486,479)	(1,363,890)	(1,638,430)
NET EXPENDITURES	\$13,767,514	\$15,115,287	\$16,748,470	\$18,623,850	\$19,573,630

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 AMENDED	FY 2018 AMENDED	FY 2019 AMENDED	FY 2020 AMENDED	FY 2021 ADOPTED
Chief of Police	1	1	1	1	1
Deputy Chief of Police	1	1	1	1	1
Captain	2	2	2	3	3
Lieutenant	-	-	-	-	-
Police Commander (Sworn)	6	6	6	6	8
Police Commander (Civilian)	1	1	1	1	0
Sergeant	14	15	15	15	15
Police Officers	79	84	92	95	95
Staff Inspector	1	1	1	-	-
Business Manager	1	1	1	1	1
Information Technology Manager	1	1	1	1	-
Information Technology Technician	1	1	1	-	-
Service Desk Technician	-	1	1	1	1
Applications Systems Administrator	-	-	1	1	1
Accreditation Administrator	1	1	1	1	1
Animal Control Officer	-	-	-	-	-
Community Service Officer	3	3	3	3	3
Telecommunicators	15	16	16	16	16
Background Investigator	1	1	1	1	1
Forensic Supervisor	1	1	1	1	1
Crime Scene Specialist	1	-	-	-	-
Crime Scene Technician	2	3	3	3	3
Crime Analyst	1	1	1	1	2
Computer Forensic Examiner(part-time)	-	-	-	-	1
Property/Evidence Technician	1	1	2	2	2
Records Manager	1	1	1	1	1
Records Technician	3	3	3	4	4
Records Technician (part-time)	1	1	1	1	1
Staff Assistant I	2	1	1	1	-
Training Specialist	-	-	-	-	1
Executive Assistant	-	1	1	-	-
Volunteer Support Specialist	-	1	1	1	1
Victim Advocate	-	-	1	-	-
Business Services Coordinator	-	-	-	1	1
Service Desk Specialist	-	-	-	1	1
Telecommunications Center Manager	-	-	-	1	1
TOTAL	141	150	162	165	167

136 Authorized Positions



Public Safety – Emergency Medical Services

Fund




001-General Fund

Department/Division

2222-Emergency Medical Services

Mission

The mission of Emergency Medical Services is to provide exceptional public safety services in a safe, compassionate and professional manner through execution of our vision.

-  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, exceptional, safe, compassionate, professional and courteous.

Definition Statement: To provide emergency medical services for the treatment and/or transport of individuals requesting medical evaluation and treatment.

The Fire Rescue Department – Emergency Medical Services Division directly supports the City’s Strategic Plan Priority areas of Health & Public Safety, Economic Development & Job Creation, Efficient & Effective Government by the following accomplishments and initiatives:

Accomplishments

- Re-awarded ISO Class 1 status after extensive third-party evaluation
- Continued providing City Fire Rescue services to the West Villages Improvement District through the addition of three Lieutenants and eighteen Firefighter/EMT/Paramedic positions.
- A Business Manager was hired to help manage the department’s financial services including budget, medical billing, and accounting.
- Purchased a new Expedition for the Emergency Manager position.
- Upgraded the Fire Station doors system to be on the same system as the City’s. The new system allows for centralized management for all stations.
- Percentage of cardiac arrest events occurring prior to EMS arrival for which bystander CPR was performed is 50%, with the statewide average being 36%.
- Percentage of non-traumatic cardiac arrest events for which patients were no longer in arrests upon arrival at the hospital is 39%, with the statewide average being 8%.

Initiatives

- Begin design and construction of Fire Training Tower.
- Begin design and construction of Fire Station 86 in West Villages.
- Begin design and construction of Fire Station 81 remodel.
- Purchase an additional Rescue/Ambulance.
- Purchase an additional utility vehicle.
- Purchase a PortaCount Respirator Fit Tester.

- Lifecycle replacement of nine LP15 Cardiac Monitors
- Continue cross training of firefighters as paramedics.
- Remain a fiscally sustainable department by continuing with the Commission adopted rate study recommendations.
- Install updated station alerting software and devices to improve response times.
- Established an aggressive campaign to provide free CPR training to the public for the purposes of increasing bystander CPR prior to EMS arrival for increasing the survival rate of cardiac arrest patients.

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 (ALS/BLS) to the North Port community.
- Provide the highest level of patient care and response standards by ensuring all calls for EMS services are mitigated through the use of EMTs or Paramedics and per established protocols.
- EMS average response time of seven 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 annual mandatory skills evaluation.
- Provide an education incentive program to send employees to Paramedic school to receive certification.

Key Performance Measures

Performance measures quantify response times, training, compliance and citizen satisfaction and address the Strategic Plan Priority of Health & Public Safety, Economic Development & Job Creation, Efficient & Effective Government by fulfilling the strategic objectives to “Enhance services and expand availability of resources provided to residents, establish city facilities strategically throughout the City and provide convenient, customer focused, modern and technologically advanced services.”

CUSTOMER SATISFACTION OF QUALITY OF CARE PROVIDED

Goal	Arrive at the scene of emergencies safely and in a timely manner within the Department’s targeted response times.				
Objective	Ensure consistent medical care in both Advanced and Basic Life Support (ALD/BLS) to the North Port community.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain a percentage rate of 99% of persons requiring medical treatment that feel the quality of care was satisfactory (previously 95% in FY 2018)	99.7%	99.1%	99%	100%	99%
Description	The department conducts surveys to obtain feedback on the customer satisfaction of the quality of care provided.				
Purpose	This feedback assists the department in determining our effectiveness and improves communication with the community.				
Status	The department consistently provides surveys to persons treated and billed for feedback on service provided.				

COMPLIANCE RATE AS OUTLINED IN EMS PROTOCOLS

Goal	Enhance training and compliance.				
Objective	Promote timely adherence to North Port’s Emergency Medical Services (EMS) protocols.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain 99% compliance rate as outlined in current EMS protocols (previously 97% in FY 2018)	99.9%	99.9%	99%	99.9%	99%
Description	The department utilizes established protocols to effectively provide EMS services.				
Purpose	This measure is used to reflect the effectiveness of meeting all established protocols.				
Status	The department consistently exceeds the required minimum.				

EMERGENCY MEDICAL SERVICE RESPONSE TIMES

Goal	Arrive at the scene of emergencies safely and in a timely manner within the Department’s targeted response times.				
Objective	EMS average response time of seven minutes or less for 90% of EMS calls.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
EMS average response time of seven minutes or less for 90% of EMS calls (previously six minutes of less in FY 2018)	86.3%	90%	90%	88.5%	90%
Description	This measure tracks the percentage of calls for service that are within established response times’ percentiles.				
Purpose	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.				
Status	In fiscal years 2013, 2014 and 2019, 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 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$2,571,717	\$2,826,482	\$3,471,502	\$4,529,440	\$5,101,770
Employee Benefits	1,143,362	1,280,621	1,624,303	2,158,850	2,569,330
Personnel Expenditures	3,715,079	4,107,103	5,095,805	6,688,290	7,671,100
Professional/Contracted Services	115,492	125,726	178,728	213,170	198,380
Current Operating Charges	257,253	294,666	319,459	341,450	603,480
Operating Supplies	270,451	338,488	565,587	441,140	241,480
Operating Expenditures	643,196	758,880	1,063,774	995,760	1,043,340
Capital Expenditures	0	0	421,598	0	0
Other Uses	67,000	70,000	85,000	108,000	108,000
TOTAL EXPENDITURES	\$4,425,275	\$4,935,983	\$6,666,177	\$7,792,050	\$8,822,440
DEPARTMENT GENERATED REVENUES					
Tax Revenues	(139,168)	(153,366)	(167,919)	(180,000)	(213,750)
Grant Revenues	(3,541)	(3,873)	(278,684)	(480,550)	(686,650)
Charges for Service	(1,452,450)	(1,669,308)	(1,982,264)	(1,900,300)	(2,476,460)
Bay Flight Lease	(17,904)	(17,904)	(17,904)	(17,900)	(10,050)
TOTAL GENERATED REVENUES	(1,613,063)	(1,844,451)	(2,446,771)	(2,578,750)	(3,386,910)
NET EXPENDITURES	\$2,812,212	\$3,091,532	\$4,219,406	\$5,213,300	\$5,435,530

Public Safety – Fire Rescue

Fund





110-Fire Rescue District

Department/Division

2222-Fire Rescue

Mission

The mission of the Fire Rescue Department is to provide exceptional public safety services in a safe, compassionate and professional manner through execution of our vision.

-  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, exceptional, safe, compassionate, professional, 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.

The Fire Rescue Department – Fire and Emergency Management Division directly supports the City's Strategic Plan Priority areas of Health & Public Safety, Neighborhood Enhancement, Economic Development & Job Creation and Efficient & Effective Government by the following accomplishments and initiatives:

Accomplishments

- Re-awarded ISO Class 1 status after extensive third-party evaluation.
- Continued providing City Fire Rescue services to the West Villages Improvement District through the addition of three Lieutenants and eighteen Firefighter/EMT/Paramedic positions.
- Purchased a new Expedition for the Emergency Manager position and a new F-550 to pull the Technical Rescue Team (TRT) trailer.
- Upgraded our current cache of technical rescue equipment. The upgrade was necessary to maintain the standards of high-risk technical rescues. In addition, this meets the commitment at the State level as our Technical Rescue Team is listed as a state resource for natural and man-made disasters under the Florida Urban Search and Rescue System.
- Upgraded the Fire Station doors system to be on the same system as the City's. The new system allows for centralized management for all stations.

Initiatives

- Begin design and construction of Fire Training Tower.
- Begin design and construction of Fire Station 86 in West Villages.
- Begin design and construction of Fire Station 81 remodel.
- Purchase an additional utility vehicle.
- Purchase a PortaCount Respirator Fit Tester.
- Continue cross training of firefighters as paramedics.
- Remain a financially sustainable department by continuing with the Commission adopted rate study recommendations.
- Install updated station alerting software and devices to improve response times.

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 eight 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 fire related training evolution per month.
- Fire certified personnel will complete a minimum of one live fire training evolution per year.
- Maintain records of training related to all fire personnel.

Key Performance Measures

Performance measures quantify levels of compliance and response and address the Strategic Plan Priority of Health and Public Safety, Economic Development and Job Creation and Efficient and Effective Government by fulfilling the strategic objectives to "Enhance services and expand availability of resources provided to residents, maintain the adopted level of health and public safety services and provide convenient, customer focused, modern and technologically advanced services."

FIRE INSPECTION SERVICES

Goal	Ensure reasonable life safety conditions through inspection programs.				
Objective	Ensure regulatory compliance to protect property, the environment and the lives of the residents and visitors.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Inspection 100% of all businesses located within the City of North Port annually.	100%	99.7%	100%	98.9%	100%
Description	The department conducts inspections of all businesses within the City.				
Purpose	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.				
Status	This is the eighth fiscal year in which this measure will be used.				

FIRE INSPECTION SERVICES COMPLIANCE

Goal	Ensure reasonable life safety conditions through inspection programs.				
Objective	Ensure regulatory compliance to protect property, the environment and the lives of the residents and visitors.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Within forty-five (45) days of initial fire safety inspection, have 95% compliance when applicable	92.4%	94.6%	95%	97.2%	95%
Description	The department conducts follow-up inspections of all businesses not in compliance with fire codes.				
Purpose	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.				
Status	This is the eighth fiscal year in which this measure will be used.				

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

Goal	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
Objective	Fire average response time of eight minutes or less for 90% of fire service calls.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Average fire response time of eight minutes or less for 90% of fire service calls (previously seven minutes in FY 2018)	89.7%	94%	90%	93.5%	90%
Description	This measure tracks the percentage of fire service calls that are within established response times' percentiles.				
Purpose	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.				
Status	This is the eighth fiscal year in which this measure will be used.				

FIRE ATTACK ACTIONS

Goal	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
Objective	Protect the community by promptly responding to calls for service.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain average turnout time of eighty-seconds or less for 90% of Fire Service calls	N/a	92%	90%	88.8%	90%
Description	This measure tracks the percentage of fire service calls that are within established response times' percentiles.				
Purpose	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.				
Status	Since fiscal year 2019, the Fire Department has consistency met the measurement requirement.				

FIRE CONTAINMENT ACTIONS

Goal	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
Objective	Protect the community by promptly responding to calls for service.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Contain the fire to area of involvement for 95% of fires (previously 90% in FY 2018)	94.5%	100%	95%	100%	95%
Description	This measure tracks the percentage of fire service calls that are within established response times' percentiles.				
Purpose	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.				
Status	The department consistently meets or exceeds the measurement requirement.				

Output Measures

Response Times-Review maps of response areas a minimum of two hours per month.
Effective Water Supply-Review water supply standard operating guidelines (SOG) at a minimum of one time per month. Conduct training on water supply operations a minimum of one 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 fire related training evolution per month. Fire certified personnel will complete a minimum of one live fire training evolution per year.

CUSTOMER SATISFACTION OF QUALITY OF COMMUNITY EMERGENCY PREPAREDNESS EDUCATION

Goal	Develop, maintain, and sustain a comprehensive community risk reduction program that engages the whole community.				
Objective	Offer a variety of safe activities and safety education.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain a percentage rate of 99% of residents/business contacts who feel information provided by the Fire Department will help prepare them for an emergency (previously 95% in FY2018)	100%	100%	95%	100%	95%
Description	The department conducts surveys to obtain feedback on the customer satisfaction of the quality of community emergency preparedness education.				
Purpose	This feedback assists the department in determining the effectiveness of community educational classes and community sponsored events.				
Status	The department consistently provides surveys to participants in educational classes and sponsored events.				

Output Measures

Conduct forty-eight community educational classes per year.
Participate in eight community sponsored events per year.

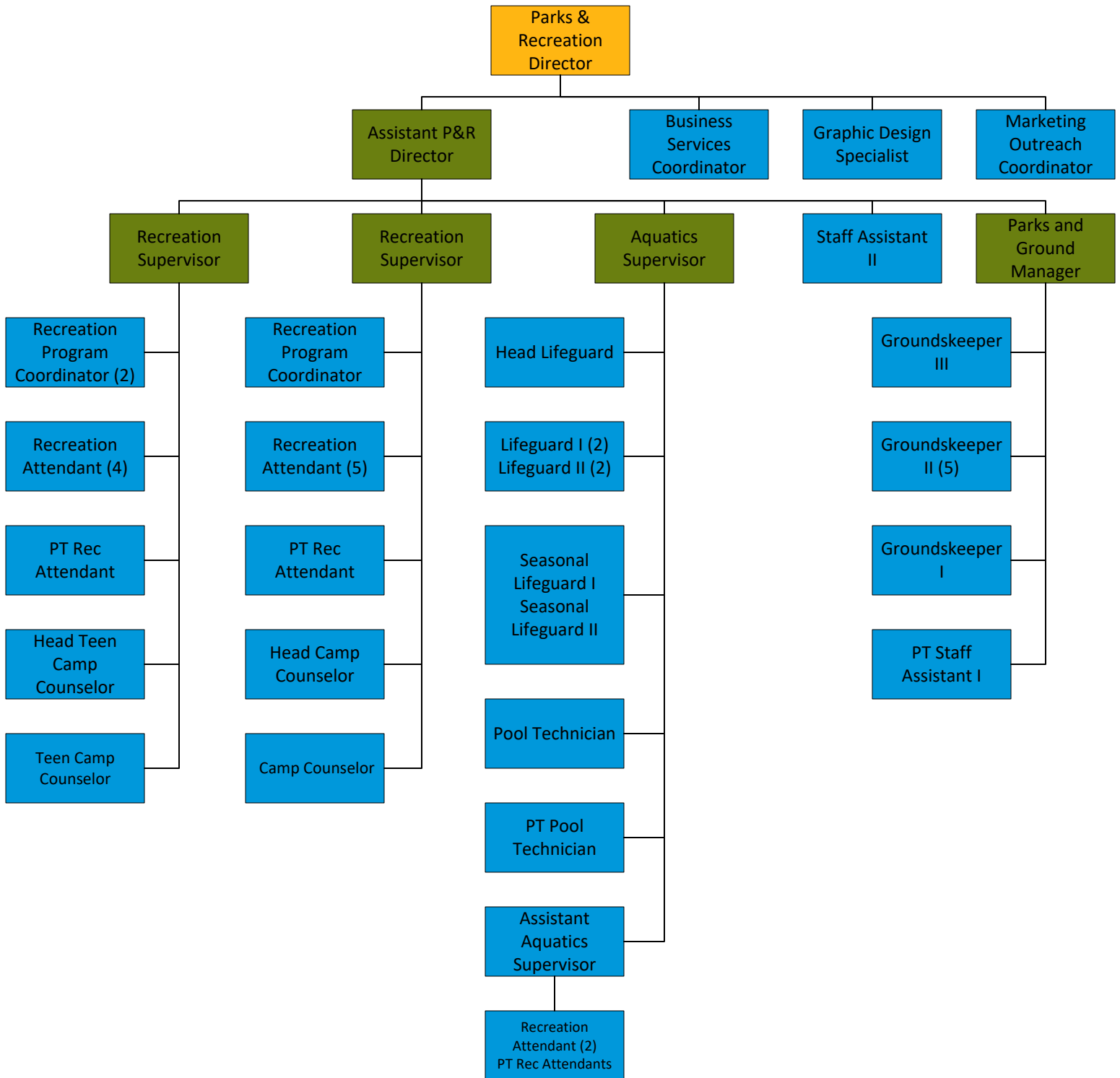
Operating Budget Summary

DESCRIPTION	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted
Salaries & Wages	\$4,108,719	\$4,704,010	\$5,570,554	\$5,855,680	\$5,694,760
Employee Benefits	1,992,503	2,196,525	2,536,766	2,735,150	2,770,800
Personnel Expenditures	6,101,222	6,900,535	8,107,320	8,590,830	8,465,560
Professional/Contracted Services	92,818	181,326	67,747	75,930	85,250
Current Operating Charges	1,407,755	1,464,816	1,815,893	1,893,080	2,177,750
Operating Supplies	300,948	260,177	396,119	382,990	425,300
Operating Expenditures	1,801,521	1,906,319	2,279,759	2,352,000	2,688,300
Capital Expenditures	432,443	29,982	57,899	0	0
Other Uses	655,000	860,000	695,000	1,195,000	1,615,000
TOTALS	\$8,990,186	\$9,696,836	\$11,139,978	\$12,137,830	\$12,768,860

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Fire Chief	1	1	1	1	1
Deputy Fire Chief	1	1	1	1	1
Fire Marshal	1	1	1	1	1
Division Chief of Emergency Medical Services	1	1	1	1	1
Division Chief of Administration	1	1	1	1	1
Desktop Systems Administrator	-	1	-	-	-
Training Officer	-	-	2	2	2
Quality Improvement Program Officer	-	-	1	-	-
Battalion Chief	3	3	3	3	3
Lieutenant	15	15	18	18	18
Firefighters/Paramedics	69	72	90	90	90
Transitional Recruit	-	6	6	-	6
Logistics Officer	1	1	1	1	1
Life Safety Fire Prevention Officer	2	2	2	2	2
Plans Examiner/Inspector-Fire	1	1	2	2	2
Building Tech III/Trades Worker Journeyman	1	1	1	1	1
Business Operations Coordinator	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Staff Assistant II	1	1	1	1	1
System Support Analyst	-	-	1	1	1
Business Manager	-	-	-	1	1
Division Chief of Emergency Management	-	-	1	1	1
TOTAL	100	110	135	130	136

47 Authorized Positions



Parks and Recreation

Fund

001-General Fund

Department/Division

3036-Recreation

Mission

Recreation is a Division of the Parks & Recreation Department. The mission of the Parks & Recreation Department is to promote healthy and socially rewarding activities through the preservation of cultural resources and the provision of diverse, high-quality parks and natural spaces. The Recreation Division support this mission by:

- providing recreational facilities and programs that build community and enrich life experiences for all ages;
- ensuring availability of diverse year-round recreational opportunities, community programs and activities; and
- creating a balanced park system promoting health and wellness, and the protection of environmental resources

Core Services and Outputs

Community Park System

Primary Customer Group: North Port Residents

Customer Requirements: Variety, cleanliness, safety, attractive, playful

Definition Statement: To provide a variety of high-quality 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 activities, services and events for North Port residents to enrich life experiences.

Accomplishments

- Warm Mineral Springs Master Plan was adopted.
- The buildings at Warm Mineral Springs were added to the National Historic registry.
- Completed Interlocal Agreement with Sarasota County Schools for the use of parking at Heron Creek Middle School.
- Design plans completed for a new walking trail at the Garden of the Five Senses.
- Earned CAPRA Accreditation. This designation has only been awarded to 2% of Parks & Recreation departments throughout the nation.

Events

- Collaborated with Economic Development to organize the BIG Rally event.
- Worked through COVID restrictions to provide a Fourth of July Firework show utilizing online registration for 750 available parking spaces.
- A socially distanced Concert in the Park was held on September 25 with pre-registration available for eight-foot circles painted on the grass.
- More than 500 people pre-registered for free admission Discover Warm Mineral Springs Park Day on September 19.

Programs

- Logged over 13,400 participants in events between October 1 – February 29, compared to 12,100 for the same period in FY19.
- Increased revenue by 18.49% for the first five months of FY20, outperforming the previous year. (\$171,588 compared to \$144, 812).
- Introduced adaptive offerings at programs and events incorporating various sensory modifications to Trick or Treat, Egg Hunts and Tea Time events.
- Created and offered unique Recreate at Home programs including Bunny Squad Scramble; Storytime with Sam; Art with Austin; Science with the Curious Mr. George; Bingo; Virtual 5k; Family trivia night; and assisted the Police Department with a virtual scavenger hunt at the Garden of Five Senses.

- Maximized vendor capacity at the Community Yard Sale events and more than doubled shopper attendance with over 1,200 people.
- Attracted 360 attendees to Newcomer Day to learn about North Port from 65 local organizations and businesses.
- Attracted 464 people to the Concert in the Park featuring “American Made”.
- Increased Winter Camp participation to 44 campers compared to 32 campers in the previous year.
- Attracted over 900 attendees to Woofstock.
- Attracted over 100 people for the Book Swap event with over 3,000 items swapped.

Initiatives

- Continue implementation of recommendations from the Parks & Recreation Master Plan.
- Increase positive engagement with all members of our community with a special focus on teen activities at the Morgan Center.
- Continue to identify opportunities to increase facility and program accessibility, including working with partners to create sensory safe options at events.
- Prepare for transitioning the operation and management of city-owned parks back to the Parks & Recreation Department.
- Increase awareness and visibility of Parks & Recreation activities, facilities and services.
- Utilize Florida Recreation and Parks Association Impact Calculator to gauge park use and impact based on industry standards.
- Secure supplemental funding through grants, sponsorships and scholarship support.
- Continue oversight of contracted management for the operations of Warm Mineral Springs Park.
- Continue progress on the Warm Mineral Springs Park Master Plan efforts.
- Increase level of service related to ongoing maintenance and landscaping at Warm Mineral Springs Park.
- Host successful community celebrations, including ribbon cutting ceremonies, for the department’s major CIP projects.
- Continue to find ways to engage residents in the department’s programs, services and projects.

Goals and Objectives

GOAL 1

Expand access to community recreation, green spaces and Blueways for public enjoyment.

OBJECTIVES

- Expand and improve accessibility to Greenways and Blueways connections.
- Expand parks and recreation amenities east of Toledo Blade Boulevard.
- Address capital improvement needs of Dallas White Campus.

GOAL 2

Create and sustain a safe and healthy environment for residents and visitors of North Port.

OBJECTIVES

- Enhance services and expand availability of resources provided to residents.
- Implement phased approach to increase accessibility within parks, programs and facilities.

GOAL 3

Protect and promote our natural, cultural, and historical heritage that help define the City’s identity, contribute to the economy, maintain balance, and improve quality of life.

- Promote the City’s historical, cultural, and natural environment.
- Preserve Myakkahatchee Creek in a responsible manner.
- Preserve, protect, and restore Warm Mineral Springs.

Key Performance Measures

PARK FACILITY RENTAL CUSTOMER SATISFACTION

Goal	Provide high quality, relevant, and diverse services and programs to the public.				
Objective	Achieve a high level of customer satisfaction for all programs and services offered by the Department.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Percent of survey respondents who agree or strongly agree that the overall rental facility experience is satisfactory-85% goal.	85%	96%	85%	93%	85%
Description	Parks & Recreation provides rental of park facilities to the public.				
Purpose	This feedback assists the Department in determining its customer service and improves communication with the renters of city facilities.				
Status	The Department has annually met this performance measure.				

PARK FACILITY RENTAL REQUEST FULFILLED

Goal	Provide high quality, relevant, and diverse services and programs to the public.				
Objective	Ensure programs are responsive to a broad range of needs within the community.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain 90% goal for park rental requests fulfilled for facility requested or alternative facilities.	95%	90%	95%	96%*	95%
Description	Parks & Recreation provides rental of park facilities to the public. *Facility rentals were accommodated; however, many were cancelled due to COVID 19.				
Purpose	Rental requests on a first come, first served basis. When requested facilities are already scheduled, the Department provides alternative facilities that may meet the requestors' need.				
Status	The Department has been successful in renting park facilities through innovative and alternative methods.				

Output Measures

Conduct four joint assessments of park facilities annually.

Evaluate twelve maintenance inspections annually.

Host community events in three different parks annually.

FITNESS CLASS CUSTOMER SATISFACTION

Goal	Provide high quality, relevant, and diverse services and programs to the public.				
Objective	Ensure programs are responsive to a broad range of needs within the community.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Percent of customers who will rate Fitness Orientation Class is satisfactory-90% goal	100%	90%	90%	93%	90%
Description	The Department offers a fitness orientation class to the public.				
Purpose	The Department conducts diverse fitness programs for the public.				
Status	This is the first year for this performance measure.				

SPECIAL EVENT PROJECTS

Goal	Provide innovative, well-managed programs and services.				
Objective	Monitor cost recovery to facilitate sustainability of programs and services.				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
90% of special event projects are completed within budget.	90%	92%	90%	100%*	90%
Description	The Department hosts special events throughout the year that are open to the public.				
Purpose	The Department estimates a budget amount for each of the projects.				
Status	Projects that require additional funding above the adopted budget must go through a budget approval process to add funds for any project. *During FY19-20 events were impacted/cancelled due to COVID 19.				

Output Measures

Provide ten different programs each month.
Host twelve community events annually.
Publish and distribute two comprehensive activity guides per year.

Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$659,927	\$709,592	\$956,908	\$1,049,070	\$1,087,730
Employee Benefits	236,149	247,664	335,710	366,360	438,190
Personnel Expenditures	896,076	957,256	1,292,617	1,415,430	1,525,920
Professional/Contracted Services	75,992	87,184	144,674	126,780	130,730
Current Operating Charges	89,158	95,224	114,313	168,950	156,450
Operating Supplies	101,634	108,901	114,393	137,550	85,050
Operating Expenditures	266,784	291,309	373,380	433,280	372,230
Capital Expenditures	4,482	59,257	83,298	0	0
TOTAL EXPENDITURES	\$1,167,342	\$1,307,822	\$1,749,295	\$1,848,710	\$1,898,150
DEPARTMENT GENERATED REVENUES					
Charges for Service	(344,321)	(393,397)	(367,282)	(399,640)	(425,260)
Miscellaneous Revenues	(4,965)	(17,146)	(20,378)	(17,000)	(19,000)
TOTAL GENERATED REVENUES	(349,286)	(410,543)	(387,660)	(416,640)	(444,260)
NET EXPENDITURES	\$818,056	\$897,279	\$1,361,635	\$1,432,070	\$1,453,890

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2020 <u>ADOPTED</u>
Parks & Recreation Director	1	1	1	1	1
Business Services Coordinator	1	1	1	1	1
Marketing & Outreach Coordinator	1	1	1	1	1
Asst. Parks & Recreation Director	1	1	1	1	1
Recreation Supervisor	2	2	2	2	2
Recreation Program Coordinator	3	3	3	3	3
Graphic Design Specialist	1	1	1	1	1
Recreation Attendant	7	7	9	9	9
Recreation Attendant – PT	5	5	3	3	2
Staff Assistant I – PT	0	0	0	0	1
Staff Assistant II	1	1	1	1	1
TOTAL	23	23	23	23	23

Parks and Recreation

Fund




001-General Fund

Department/Division

3037-North Port Aquatic Center

Mission

The North Port Aquatic Center is a Division of the Parks & Recreation Department. The mission of the Parks & Recreation Department is to promote healthy and socially rewarding activities through the preservation of cultural resources and the provision of diverse high-quality parks and natural spaces. The Aquatic Center supports this mission by:

-  ensuring a safe and aesthetically pleasing aquatic center;
-  providing an accessible facility and recreational opportunities to enhance the quality of life; and
-  ensuring availability of community programs and activities.

Core Services and Outputs

North Port Aquatic Center

Primary Customer Group: North Port Residents

Customer Requirements: Variety, cleanliness, safety, attractive, playful

Definition Statement: To provide an aquatic center for the enjoyment of a diverse community.

Community Enrichment

Primary Customer Group: North Port residents

Customer Requirements: Variety

Definition Statement: To promote healthy and socially rewarding activities through a variety of recreational aquatic programming opportunities and community events that enrich life experiences for North Port residents.

Accomplishments

- Achieved American Red Cross #14 ranking in the top 25 (FL) provider status for the North Port Aquatic Center in May 2020.
- Created and organized the first 'Swim with Santa' event and the first Polar Plunge event.
- Implemented a sponsorships wall and with 13 plaques sold for total of \$6,400.
- Water Polo and SCUBA classes started in January 2020.
- Secured Superior Pools and Southwest Florida Water Polo Foundation as amenity sponsors.
- Conducted 16 hours of drowning prevention outreach classes at North Port High School and Imagine School.
- Hosted more than 100 second-grade students from Cranberry Elementary school as part of the Gulf Coast Community Foundation Kids SWIM (Safe Water Instruction Matters) program.
- Committed over 900 hours in support of other departments throughout the City during the COVID response to help clean City Hall to CDC standards; 200 hours in support of pressure washing amenities and facilities; and 180 hours assisting with security at Warm Mineral Springs Park.
- Collaborated with communications team to provide information for drowning prevention public service announcement videos.
- In July, the North Port Aquatic Center hosted a modified World's Largest Swim Lesson, with a MAYDAY drowning prevention day.
- Received a \$2,000 donation for Learn to Swim program scholarships.
- Staff lead programs Aqua Zen, 20H20 Intense Hydro fit, Water Walk Club started.
- From opening day on October 16, 2019 through September 30, 2020 NPAC had 36,556 visitors.
- Group activities held at the center attracted more than 2,500 participants.
- Concession sales for FY19/20 exceeded \$51,200, compared to anticipated revenues budgeted at \$27,460.

Initiatives

- Expand programming and water based recreational opportunities.
- Increase water safety awareness and drowning prevention programs.
- Continue to develop partnerships and promote opportunities for scholarships and sponsorships.
- Analyze staffing and operations.

Operating Budget Summary

DESCRIPTION	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$105,663	\$872,570	\$938,720
Employee Benefits	40,464	216,570	225,750
Personnel Expenditures	146,127	1,089,140	1,164,470
Professional/Contracted Services	0	66,100	24,710
Current Operating Charges	6,591	211,500	224,990
Operating Supplies	50,018	181,590	192,020
Operating Expenditures	56,609	459,190	441,720
TOTAL EXPENDITURES	\$202,736	\$1,548,330	\$1,606,190
DEPARTMENT GENERATED REVENUES			
Charges for Service	0	(769,660)	(767,480)
Miscellaneous Revenues	(4,750)	(16,750)	(16,750)
TOTAL GENERATED REVENUES	(4,750)	(786,410)	(784,230)
NET EXPENDITURES	\$197,986	\$761,920	\$821,960

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Aquatics Supervisor	1	1	1
Assistant Aquatics Supervisor	1	1	1
Aquatic Recreation Attendant - FT	2	2	2
Pool Technician - FT	1	1	1
Head Lifeguard	1	1	1
Lifeguard I - FT	1	1	1
Lifeguard II - FT	2	2	2
Budgeted by hours:			
Lifeguard I (Seasonal/Part-Time)			
Pool Technician			
Aquatic Recreation Attendant (PT)			
TOTAL	9	9	9

Parks and Recreation

Fund



001-General Fund

Department/Division

3038-Parks Maintenance

Mission

Park Maintenance is a Division of the Parks & Recreation Department. The mission of the Parks & Recreation Department is to promote health and socially rewarding activities through the preservation of cultural resources and the provision of diverse high-quality parks and natural spaces. The Parks Maintenance Division support this mission by:

-  ensuring the City parks maintained grounds and landscaping are safe, aesthetically pleasing and environmentally sustainable; and
-  ensuring innovative and cost-effective resource management.

Core Services and Outputs

Parks Maintenance

Primary Customer Group: North Port residents and employees

Customer Requirements: Safe, accessible, high quality, clean and effective.

Definition Statement: To maintain the quality of City parks and natural spaces for residents and employees.

Accomplishments

- Conducted mowing of over 80 acres multiple times per week, resulting in approximately 12,480 acres of mowing annually.
- Installed, raked and maintained over 2,520 cubic feet of mulch.
- Groundskeepers maintained Limited Lawn Ornamental and/or Commercial Applicators certifications to ensure chemical applications met all current code and industry standards for safe and appropriate use.
- Conducted monthly playground inspections to ensure the safety of equipment for park users. Over 144 park playground inspections are conducted annually.
- Conducted weekly park inspections, resulting in over 1,200 inspections per year.
- Pruned over 150 trees and inspected and maintained approximately 15,000 feet of irrigation plumbing.
- Maintained kayak launches at three locations, replaced playground pieces at four playgrounds.
- Dedicated over 520 staff hours for cleaning and maintaining the Canine Club.
- Maintained more than 6,100 plants and trees at the Garden of Five Senses.
- To protect the waterways, staff maintained over 8,300 linear feet (approximately 1.5 miles) of waterfront land using hand tools and minimal eco-friendly chemical applications.
- Installed Fibar Mulch to three playgrounds.

Initiatives

- Continue to ensure cost-effective resource management.
- Continue to provide quality landscaping and maintenance.
- Continue to develop and implement standards for high quality parks and safety.

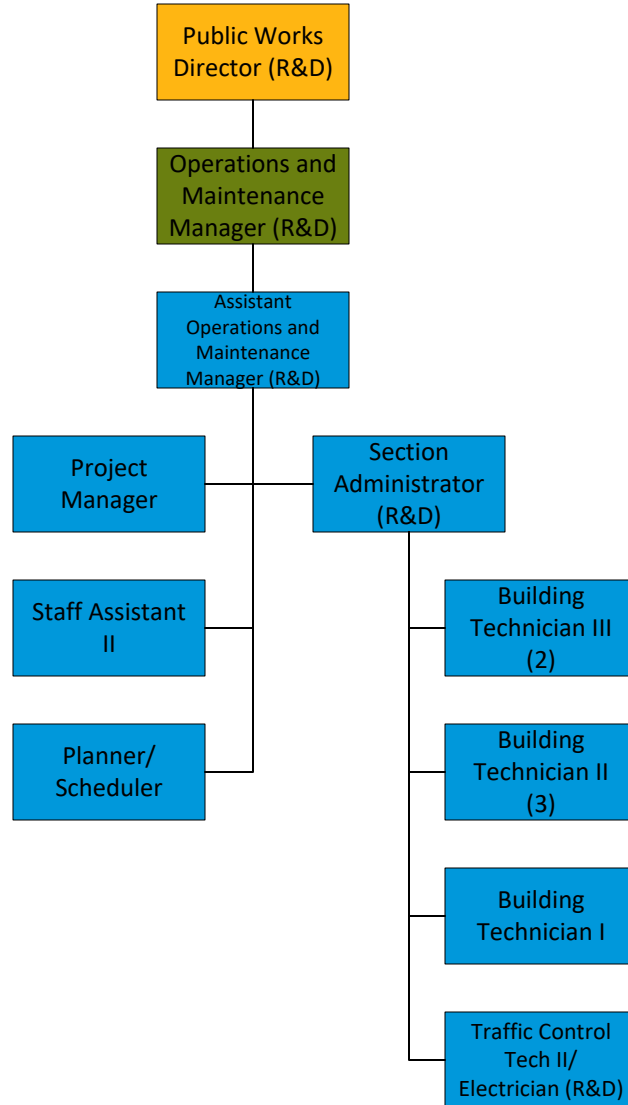
Operating Budget Summary

DESCRIPTION	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$333,967	\$378,170	\$396,480
Employee Benefits	121,381	149,350	165,280
Personnel Expenditures	455,348	527,520	561,760
Professional/Contracted Services	7,137	0	80,060
Current Operating Charges	228,172	226,260	242,320
Operating Supplies	45,185	40,220	47,520
Operating Expenditures	280,494	266,480	369,900
Capital Outlay	0	30,000	30,000
TOTAL EXPENDITURES	\$735,842	\$824,000	\$961,660

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Parks and Grounds Manager	1	1	1
Groundskeeper I	1	1	1
Groundskeeper II	4	5	5
Groundskeeper III	1	1	1
TOTAL	7	8	8

9 Authorized Positions



Public Works – Facilities Maintenance

Fund



001-General Fund

Department/Division

0760-Facilities Maintenance

Mission

The mission of the Facilities 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; and
-  ensuring innovative and cost-effective resource management.

In order to accomplish this mission, Facilities 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.

Accomplishments

- Provided support to all City Departments in response to the COVID-19 pandemic. Distributed sanitizing supplies, installed additional hand sanitizing stations, built handwashing stations outside of key locations and worked with the Fleet Management Division to design, construct and install shielding for staff at all public contact areas in City Hall and other ancillary City facilities.
- Metal Roof replacement at Community Education Center.
- Roof restoration at Warm Mineral Springs.
- Completed roof repairs at the Family Service Center and City Hall.
- Developed a schedule for pressure washing and painting of all City facilities.
- Worked cooperatively with the Department of Neighborhood Development Services to complete a Security Assessment/Improvements Plan for City Hall.
- The Operations and Maintenance Manager met with all City Departments to identify repairs to their facilities and Capital Projects being requested in Fiscal Year 2021. Departments will be responsible for funding Capital Projects within their budget and cost allocations will be appropriated for repairs.

Initiatives

- Continue to assess and improve security in City facilities.
- Continue to evaluate operations and identify efficiencies.
- Develop a Five-Year Facilities Maintenance Plan.

Goals and Objectives

GOAL 1

Provide cost-effective and scheduled preventative maintenance and repair services to City Facilities.

OBJECTIVES:

- Reduce reactive Work Order maintenance by developing a scheduled Preventive Maintenance Plan.

Key Performance Measures

Complete 90% of Work Order requests within 10 business days

Goal	Provide cost-effective and scheduled preventative maintenance and repair services to City Facilities.				
Objective	Complete 90% of Work Order requests within 10 business days.				
	FY 2018	FY2019	FY 2020	FY 2020	FY 2021
	No Data	Actual	Adopted	Actual	Projected
New Objective in 2021					
Complete 90% Work Orders within 10 business days.	no data	80%	90%	83%	90%
Description	This measure records the efficiency of the Facility Maintenance work order processing.				
Purpose	The Division has set a goal to complete 90% of Work Order requests within 10 business days.				
Status	The Division is working to meet the set performance measure.				

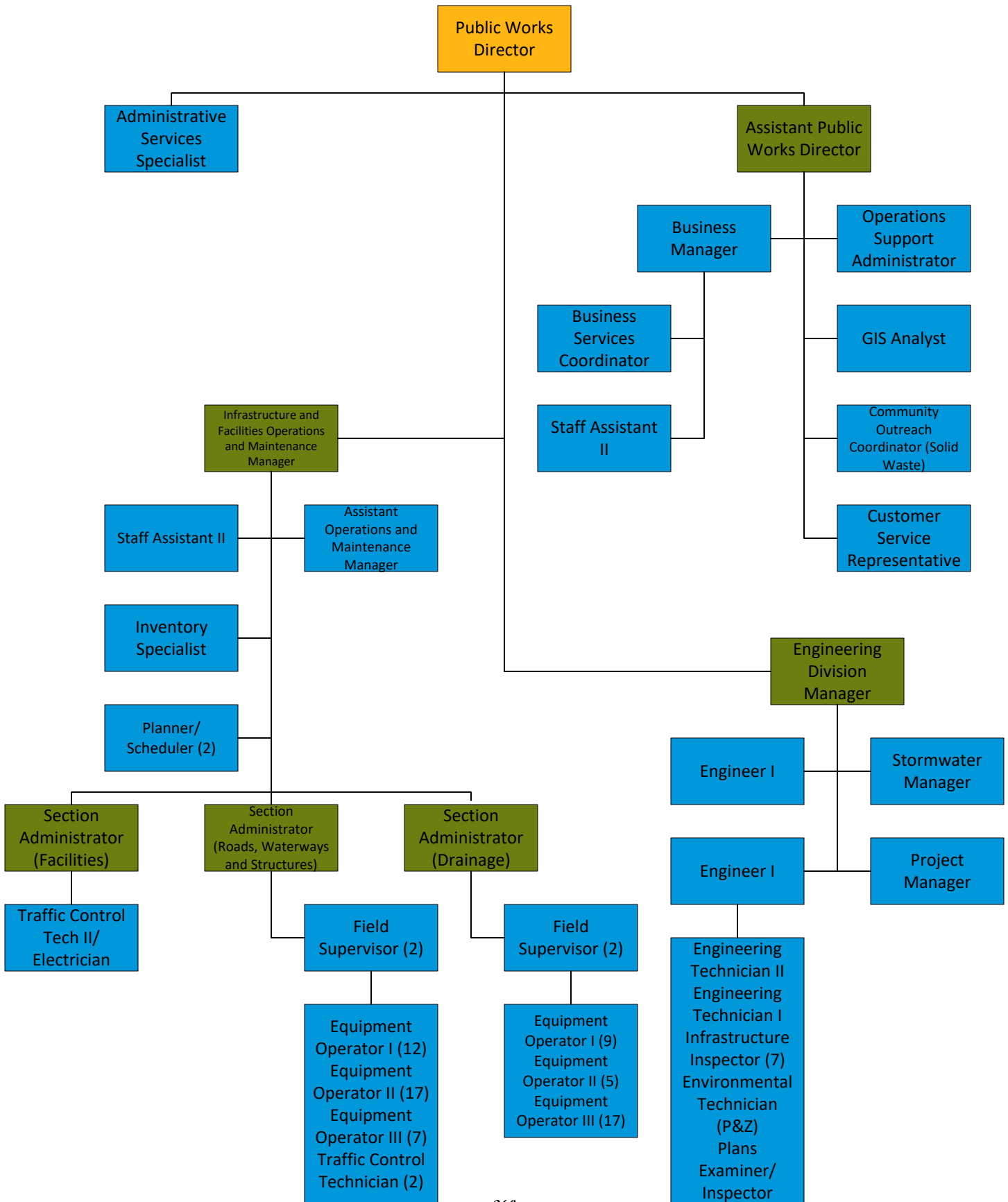
Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$714,566	\$780,071	\$470,329	\$521,910	\$522,230
Employee Benefits	286,759	306,473	183,913	225,930	245,020
Personnel Expenditures	1,001,325	1,086,544	654,242	747,840	767,250
Professional/Contracted Services	206,533	214,179	223,967	284,040	205,640
Current Operating Charges	1,279,143	1,422,697	1,020,481	1,043,650	1,054,960
Operating Supplies	139,494	192,180	128,219	119,870	120,500
Operating Expenditures	1,625,170	1,829,056	1,372,667	1,447,560	1,381,100
Capital Expenditures	298,966	242,472	107,860	0	14,570
TOTAL EXPENDITURES	\$2,925,461	\$3,158,072	\$2,134,769	\$2,195,400	\$2,162,920

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Project Manager	1	1	1	1	1
Building Technician III	1	1	2	2	2
Building Technician II	3	3	3	3	3
Building Technician I	1	1	1	1	1
Equipment Operator I (shared 50/50 with R&D)	2	2	2	-	-
Planner/Scheduler	1	1	1	1	1
Staff Assistant II	1	1	1	1	1
TOTAL	10	10	11	9	9

106 Authorized Positions



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 efficiently maintaining the public infrastructure and providing services to ensure the safety, health and well-being of our customers 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.

Accomplishments

- Continued the Annual Road Rehabilitation Project.
- Developed a new Operations and Maintenance Division spoil pile (excavated soil) storage area which will also be used as a Disaster Debris Staging Area during Citywide emergencies such as hurricanes.
- Completed construction of sidewalks along Eldron Avenue.
- Guardrail Repair/Replacement Project in eight (8) locations was completed
- Continued making stormwater improvements outlined in the 10-Year Stormwater Management Plan.
- Completed rehabilitation of the Pan American Boulevard Bridge.
- Installed decorative banners on streetlight poles at the north and south ends of Sumter Boulevard and Toledo Blade Boulevard.
- Completed 100% Design Plans for the Price Boulevard Widening Project between Sumter Boulevard and Toledo Blade Boulevard.
- Continued the land acquisition process for stormwater facilities for the Price Boulevard Widening Project between Sumter Boulevard and Toledo Blade Boulevard.
- Completed replacement of Water Control Structure No. 106 (Cocoplum Waterway at North Port Boulevard).
- Painted traffic signal masts and arms City Center Green at the following locations:
 - Sumter Boulevard and US41
 - Cocoplum Plaza and US41
 - Salford Boulevard and US 41
 - Galleria Boulevard and US41

- Villages Parkway and US41
- Completed Design Plans for San Mateo Drive Sidewalk.
- Painted 207 streetlight poles on Toledo Blade Boulevard.
- Continued implementing City-wide stormwater drainage system improvements.
- Completed Cultural Study of proposed Public Works Facility Phase II location.
- Commenced Hillsborough Boulevard/Cranberry Boulevard Intersection Study.
- Completed Design Plans for the US 41 Multimodal Path Amenities.
- Initiated standards to identify and track sidewalk issues Citywide utilizing Geographic Information Systems (GIS) mapping.

Initiatives

- Transition the finished mowing functions from a contracted service to an in-house service for greater efficiencies.
- Continue the annual Routine Road Rehabilitation Project
- Complete design for reconstruction of Water Control Structure No. 108 (Cocoplum Waterway west of Collingswood Boulevard).
- Complete construction of Biscayne Drive Bike Lanes.
- Continue the structural inspection of pedestrian bridges within the City utilizing in-house resources.
- Continue making stormwater improvements outlined in the 10-Year Stormwater Management Plan.
- Complete sidewalk construction on the west side of San Mateo Drive from Pasadena Lane, where the existing sidewalk ends, to Adelaide Avenue.
- Begin the Construction of the Tropicaire Boulevard Road Reconstruction Project.
- Complete land acquisition and start design of Public Works Facility Phase II.
- Complete Hillsborough Boulevard/Cranberry Boulevard Intersection Improvements Study and initiate the Design and Permitting Phase.
- Begin Construction of the Price Boulevard Widening Project between Sumter Boulevard and Toledo Blade Boulevard.
- Complete Design Plans for the Traffic Signal for Price Boulevard and North Port High School/Heron Creek Middle School driveway entrances.
- Complete Design Plans and Construct an 8' wide sidewalk along the north side of Price Boulevard from Atwater Drive to Barcelona Drive.
- Complete Design Plans for the City of North Port Welcome Sign at the City's boundary on east US 41.
- Complete Design Plans and Construct Neighborhood Subdivision signs.
- Complete Design Plan for a 5' wide Sidewalk along the north side of Woodhaven Drive from its easterly terminus to Haberland Boulevard to include a Pedestrian Bridge over the Bass Point Waterway.
- Start Design Plans for Water Control Structure No. 113 located on the Snover Waterway east of the Myakkahatchee Creek.

Goals and Objectives

GOAL 1

Ensure the City's infrastructure inventory is updated and well-maintained and respond to Customer Requests within 3 Business Days.

OBJECTIVES:

- Maintain and enhance the overall condition of the City's streets while effectively communicating the Program's accomplishments to the public.
- Continue the Road Rehabilitation Program.
- 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:

- Continue with the Sidewalk Construction Program.
- Provide oversight to the City Roadway Improvement Projects.
- Provide cost-effective maintenance services for roadways, sidewalks, streetlights, and rights-of-way.

GOAL 3

Effectively manage the stormwater drainage system to ensure adequate local drainage and maintain a timely response to Customer Service Requests.

OBJECTIVES:

- Maintain and continue improving the City’s stormwater drainage system.
- Continue the Water Control Structure Rehabilitation Program and the Drainage System Improvements Program.
- Provide cost-effective maintenance services for stormwater drainage systems and water control structures.

Key Performance Measures

TIMELY RESPONSE TO CUSTOMER REQUESTS FOR SERVICE

Goal	Ensure timely response to customer requests for service				
Objective	Respond to 95% of Customer Requests for Service within 3 business days.				
	FY2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Estimated	FY 2021 Projected
New Objective in 2021					
Respond to 95% of Customer Requests For Service within 3 business days.	no data	90%	95%	98%	95%
Description	This measure records efficiency of response to customer requests for service.				
Purpose	The Department has set a goal of responding to Customer Requests for Service in a timely manner.				
Status	The Department is working to meet the set performance measure.				

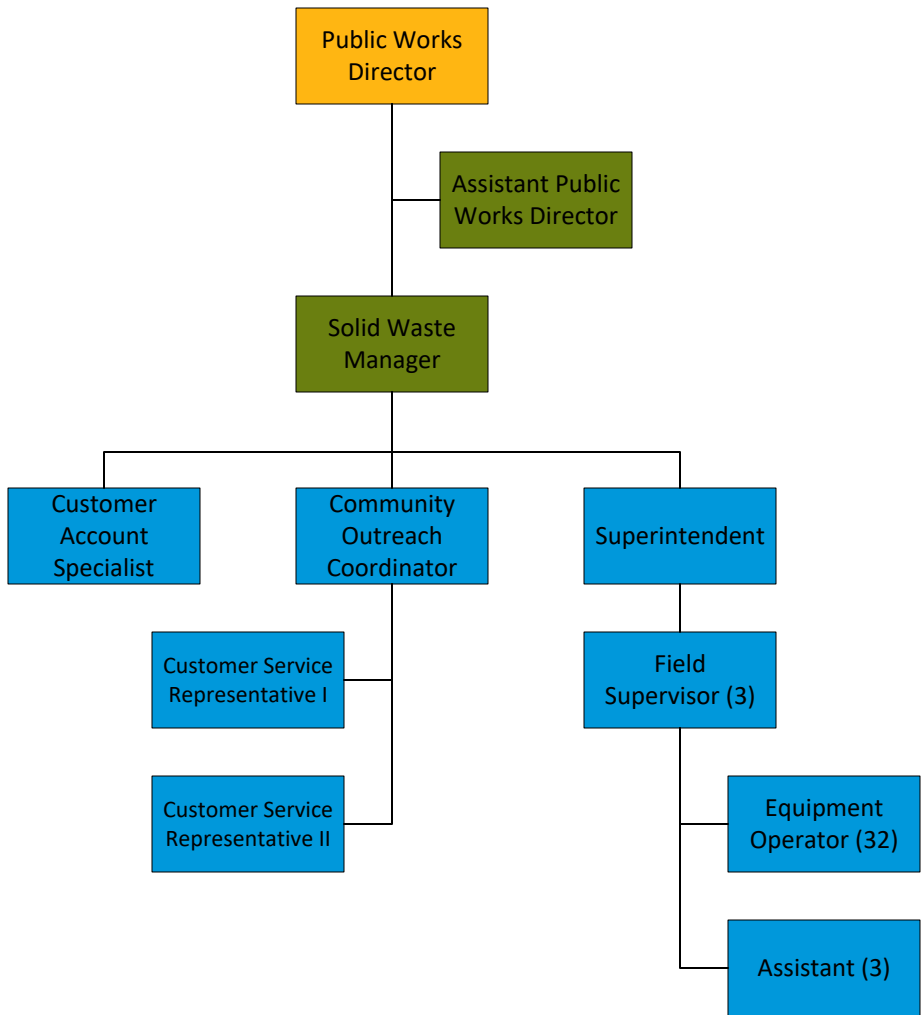
Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$3,442,036	\$3,984,106	\$4,323,503	\$4,912,760	\$5,180,010
Employee Benefits	1,223,192	1,434,470	1,529,375	1,838,770	2,168,160
Personnel Expenditures	4,665,228	5,418,576	5,852,878	6,751,530	7,348,170
Professional/Contracted Services	299,578	1,369,955	343,037	296,450	229,650
Current Operating Charges	8,839,895	8,817,855	5,068,519	9,328,510	8,706,880
Operating Supplies	823,872	699,280	601,865	672,190	763,560
Operating Expenditures	9,963,345	10,887,090	6,013,421	10,297,150	9,700,090
Capital Expenditures	1,071,384	1,466,477	1,497,154	1,594,570	2,094,620
Other Uses	380,000	1,320,000	850,000	850,000	850,000
TOTAL EXPENDITURES	\$16,079,957	\$19,092,143	\$14,213,453	\$19,493,250	\$19,992,880

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 AMENDED	FY 2018 AMENDED	FY 2019 AMENDED	FY 2020 AMENDED	FY 2021 ADOPTED
Public Works Director	1	1	1	1	1
Assistant Public Works Director	1	1	1	1	1
Business Manager	1	1	1	1	1
Infrastructure & Facilities Operations & Maintenance Manager	1	1	1	1	1
Project Engineer	1	1	1	1	1
Stormwater Manager	1	1	1	1	1
Engineering Division Manager	1	1	1	1	1
Road, Waterways & Structures Section Administrator	1	1	1	1	1
Drainage Section Administrator	1	1	1	1	1
Operations Support Administrator	1	1	1	1	1
Engineer I	2	2	2	2	2
Engineering Inspector	1	-	-	-	-
GIS Analyst	1	1	1	1	1
Field Supervisor	4	4	4	4	4
Equipment Operator III	22	22	22	23	24
Equipment Operator II	11	15	19	20	22
Equipment Operator I	14	15	16	18	21
Herbicide Technician	4	4	-	-	-
Traffic Control Technician I	2	2	2	2	2
Inventory Specialist	1	1	1	1	1
Infrastructure Inspector	3	4	5	6	7
Planner/Scheduler	2	2	2	2	2
Traffic Control/Lighting Supervisor	1	1	1	1	1
Traffic Control Tech II/Electrician	1	1	1	1	1
Engineering Technician I	-	1	1	1	1
Engineering Technician II	1	1	1	1	1
Administrative Services Specialist	2	1	1	1	1
Staff Assistant II	-	1	1	1	2
Business Services Coordinator	1	1	1	1	1
Customer Service Representative I	1	1	1	1	1
Staff Assistant I	1	1	1	1	0
Assistant Operations & Maintenance Manager	-	-	-	1	1
TOTAL	86	91	93	99	106

44 Authorized Positions



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.

The Public Works Department – Solid Waste District directly supports the City’s Strategic Plan Priority areas of Health & Public Safety, Historical, Cultural, & Environmental Preservation and Efficient & Effective Government by the following accomplishments and initiatives:

Accomplishments

- Initiated a targeted Recycling Campaign to educate residents who were not recycling correctly or trashing materials that are accepted in the Recycling Program.
- Collected an additional 60 tons traditional recyclables in fiscal year 2020 over the same period in fiscal year 2019.
- Opened the City’s Recycling Center at 5455 Pan American Boulevard for the City’s recycling material.
- Replaced 3 side load trucks, a grapple truck, a frontload commercial truck, a box truck, a pick-up truck and 5 Curotto Cans.
- Began work to establish Organics Transfer Station within the City to provide more options for sustainability.

Initiatives

- No increase to the District budget request compared to Fiscal Year 2020.
- Develop a 5-Year Plan for a Solid Waste Transfer Station.
- Acquire property for an Organics Transfer Station.
- Explore more advantageous yard waste disposal operations.
- Identify additional waste diversion options.
- Increase recycling tonnage by 5% and yard waste tonnage by 5%.
- Continue to explore better collection technologies to advance cost effective and environmentally sustainable Solid Waste District services.
- Increase Outreach Programs to improve waste diversion in the community.
- Schedule preventative maintenance and repairs for all Solid Waste District vehicles and equipment within established timeframes.

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 public 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 Educational Programs and public 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 COMPLETING A SUBSTANTIAL NUMBER OF WEEKLY BULK COLLECTIONS

Goal	Keep community clean through efficient collection of bulk material.				
Objective	Implement efficiencies to increase the number of weekly bulk collections.				
	FY2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
New Objective in 2021	411	398	500/week	405/week	450/week
Description	This measure records the average number of weekly bulk collections.				
Purpose	The Division has set a goal of 500 bulk collections per week.				
Status	The Division is working to meet the set performance measure.				

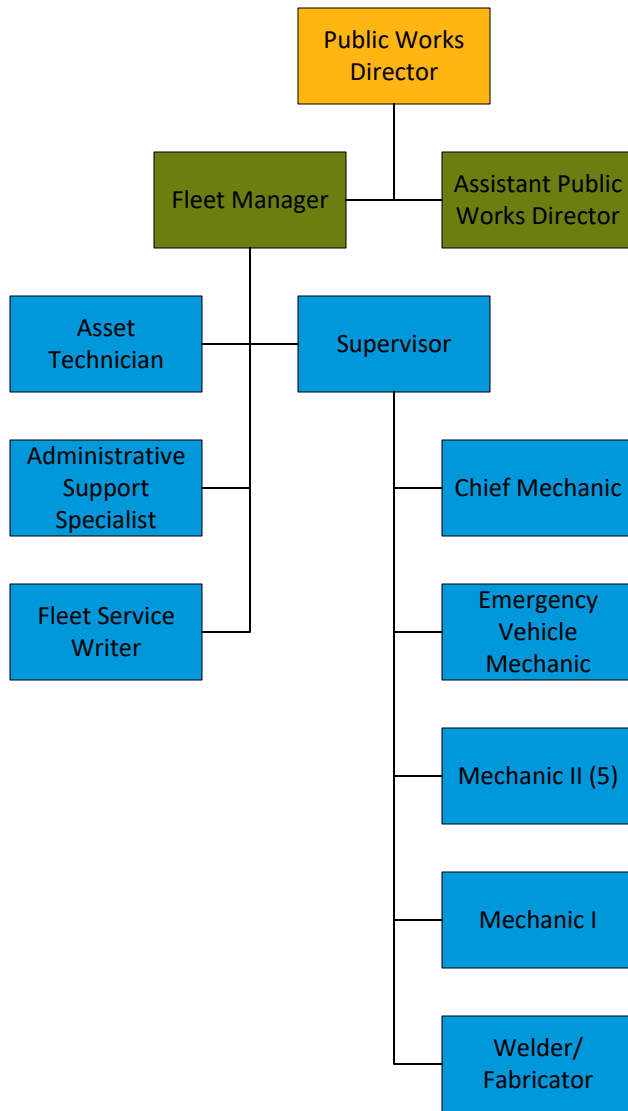
Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$1,652,805	\$1,828,583	\$1,932,589	\$2,250,270	\$2,213,140
Employee Benefits	647,781	719,595	712,430	839,460	911,640
Personnel Expenditures	2,300,586	2,548,178	2,645,019	3,089,730	3,124,780
Professional/Contracted Services	1,771,987	1,832,924	2,780,345	2,673,250	2,805,220
Current Operating Charges	1,656,521	1,787,730	1,957,636	2,032,730	2,408,170
Operating Supplies	2,668,173	799,936	856,600	1,041,510	1,037,970
Operating Expenditures	6,096,681	4,420,590	5,594,581	5,747,490	6,251,360
Capital Expenditures	176,171	0	1,247,722	138,590	254,900
Other Uses	941,860	1,402,770	450,000	688,860	486,130
TOTAL EXPENDITURES	\$9,515,298	\$8,371,538	\$9,937,322	\$9,664,670	\$10,117,170

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Solid Waste Manager	1	1	1	1	1
Solid Waste Superintendent	1	1	1	1	1
Solid Waste Field Supervisor	2	2	3	3	3
Solid Waste Equipment Operator	31	31	32	32	32
Solid Waste Assistant	1	1	2	3	3
Community Outreach Coordinator (shared equally with R&D)	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 Representative I	1	1	1	1	1
TOTAL	40	40	43	44	44

14 Authorized Positions



Public Works – Fleet Management

Fund




520-Fleet Management Fund

Department/Division

3035-Fleet Management

Mission

The mission of the Fleet Management 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 Management 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 Management

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.

The Public Works Department – Fleet Management Division directly supports the City's Strategic Plan Priority area of Efficient & Effective Government by the following accomplishments and initiatives:

Accomplishments

- Purchased vehicles and equipment by February 2020.
- Increased training opportunities for Mechanics to broaden their fleet knowledge, skills and abilities.
- Enhanced budget management of all rolling stock vehicles and equipment.
- Updated and utilized a 3-year average for the City's Maintenance and Repair Units (MRU).
- Project Graduation was canceled due to Covid-19

Initiatives

- Continue to explore efficiencies in Fleet Management and the Work Management System while transitioning to RTA SaaS. This will streamline the processes and ensure the support required will be met to facilitate the increasing number of City vehicles and equipment.
- Increase overall Fleet Management knowledge through external training and updated technology.
- Enhance the Fleet Management Division's effectiveness by cross training and diversifying the roles and responsibilities of the Fleet Management Division's employees.
- Increase the number and diversity of vehicles (Cars, pick-up trucks and SUV's) in the Fleet Management Division's loaner vehicle pool by re-purposing some vehicles which are due for replacement and can be utilized at a lesser capacity.
- Continue to update and utilize the City's Maintenance and Repair Units (MRU) based on a 3-year average.
- Decrease overall outsourcing with increased training, knowledge, skills and abilities within Fleet Management.

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 management and the Work Management System.

GOAL 2

Provide cost-effective and scheduled 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 efficiency improvements in completion of preventative maintenance and repairs quarterly.
- Develop the fleet management process and organization.

Key Performance Measures

PROVIDE COST-EFFECTIVE AND SCHEDULED PREVENTIVE MAINTENANCE AND REPAIR SERVICES

Goal	Maximize the availability and safety of the City's vehicles and equipment.				
Objective	Complete 95% of 350 Preventive Maintenance jobs each Quarter.				
	FY2018 Actual	FY2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
New Objective in 2021 Complete 95% of 350 Preventative Maintenance (PM) jobs each Quarter.	no data	316 PM's	350 PM's 95%	317 PM's 95.3%	325 PM's 95%
Description	This measure records the number of preventative maintenance jobs completed in each quarter of the year.				
Purpose	The Division has set a goal of completing 95% of 350 preventative maintenance jobs each Quarter to maximize the availability and safety of the City's vehicles and equipment.				
Status	The Division is working to meet the set performance measure.				

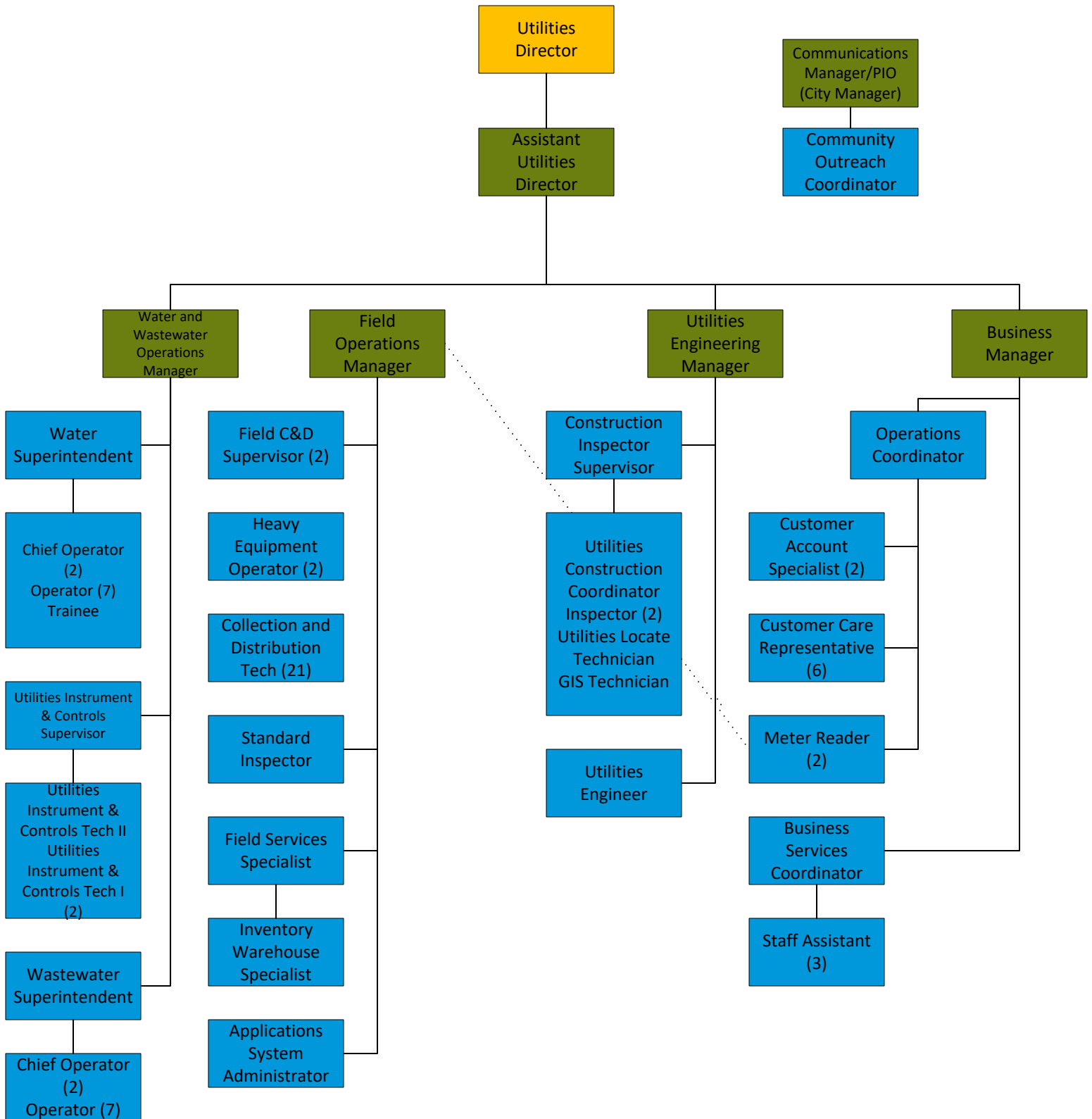
Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$602,942	\$685,234	\$799,969	\$874,120	\$931,170
Employee Benefits	193,168	234,567	260,949	307,480	348,020
Personnel Expenditures	796,110	919,801	1,060,918	1,181,600	1,279,190
Professional/Contracted Services	211,714	201,682	204,683	214,880	219,170
Current Operating Charges	1,842,815	2,022,410	2,161,312	2,104,960	2,495,180
Operating Supplies	1,048,808	1,324,700	1,374,446	1,680,050	1,864,960
Operating Expenditures	3,103,337	3,548,792	3,740,441	3,999,890	4,579,310
Capital Expenditures	0	0	78,806	0	56,000
Other Uses	50,000	50,000	50,000	50,000	50,000
TOTAL EXPENDITURES	\$3,949,447	\$4,518,593	\$4,930,165	\$5,231,490	\$5,964,500

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>ADOPTED</u>	FY 2021 <u>ADOPTED</u>
Fleet Manager	1	1	1	1	1
Fleet Services Supervisor	1	1	1	1	1
Chief Mechanic	1	1	1	1	1
Emergency Vehicle Technician	-	1	1	1	1
Mechanic II	5	5	5	5	5
Mechanic I	1	1	1	1	1
Fleet Asset Technician	1	1	1	1	1
Administrative Support Specialist	1	1	1	1	1
Fleet Service Writer	1	1	1	1	1
Welder Fabricator	-	-	-	1	1
TOTAL	12	13	13	14	14

83 Authorized Positions



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:

-  overseeing, directing and managing the provision of safe drinking water;
-  overseeing, directing and managing the exploration of viable options to improve water quality;
-  overseeing, directing and managing the treatment and disposition of wastewater in a sound and environmentally approved method;
-  overseeing, directing and managing the processes of ensuring adequate water and wastewater treatments to enhance community sustainability; and
-  overseeing, directing and managing the expansion of our system to accommodate the growth of our community through methodical project planning.

In order to accomplish this mission, the North Port Utilities – Administration is responsible for overseeing, directing and managing the provision of safe drinking water, environmentally sound wastewater and reclaim water services to the community.

Core Services and Outputs

Utility Billing/Quality Customer Service

Primary Customer Group: Utility customers

Customer Requirements: accuracy and courtesy

Definition Statement: To provide prompt service and accurate billing information to utility customers in a courteous manner.

The North Port Utilities Department – Administration Division directly supports the City’s Strategic Plan Priority areas of Neighborhood Enhancement and Efficient & Effective Government by the following accomplishments and initiatives:

Accomplishments

- Continued training and education programs to enhance customer service, support educational opportunities to staff and provide opportunities to receive certifications.
- Received grant funding for the Salford Bridge Pipeline Watermain Replacement and FY19/20 Water Main Looping Project.
- Applied for grant funding on the Permanent Bypass Pumps Project and Inflow and Infiltration.
- The City of North Port placed first in The Wyland Foundations annual National Mayor’s Challenge for Water Conservation.
- Provided utility billing and cashiering services.
- Adopted rates for e-bill notification grew to 37%. Industry standards for utilities in 2014 was 19%.
- Reviewed 30% design plans for the new Utilities Administration building and Field Operations center.
- Completed addendum to Site Selection Report.

Initiatives

- Continue to prepare for construction of the new facility – Utilities Administration Building and Field Operations Center.
- Educate the community on the importance of water conservation and protecting our wastewater infrastructure.
- Support staff with various training and education opportunities.
- Implementation of a new payment processing and notification system for ease of use.
- Educate customers on e-bill notifications and the benefits.
- Refinancing of current State Revolving Fund loans to a lower interest rate.
- Develop a recommendation for the next neighborhood expansion.

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

Goal	Provide effective and excellent customer service				
Objective	Maintain a high level of customer satisfaction				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Maintain a 96% satisfaction rating for utility billing customers based on promptness, accuracy of information and courteous behavior	96.0%	96.0%	90.0%	97.0%	96%
Description	This measure provides feedback on customer service satisfaction.				
Purpose	This measure supports the division's goal of providing effective and excellent customer service.				
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 workday onto a spreadsheet

ELECTRONIC BILLING UTILIZATION

Goal	Improve billing efficiency and customer satisfaction while reducing billing costs and paper				
Objective	Increase saturation of e-bill notification among utilities customers				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Exceed 34% adoption rate monthly for e-billing.	29.0%	33.0%	29.0%	37.0%	35.0%
Description	This measure provides feedback on customer utilization of utilities e-bill notifications.				
Purpose	This measure supports the division's goals of providing effective and excellent customer service and ensuring fiscally sound and cost-effective services.				
Status	With the implementation of a new notification system in the very near future, we are certain it will increase the adoption rate.				

Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$866,026	\$967,544	\$865,018	\$970,530	\$986,010
Employee Benefits	272,602	381,058	331,383	345,470	390,560
Personnel Expenses	1,138,628	1,348,602	1,196,401	1,316,000	1,376,570
Professional/Contracted Services	15,285	18,505	34,567	18,250	10,750
Current Operating Charges	2,391,552	2,397,466	2,465,115	2,839,710	3,134,830
Operating Supplies	47,060	49,257	35,575	42,120	49,560
Operating Expenses	2,453,897	2,465,228	2,535,257	2,900,080	3,195,140
Capital	0	0	0	5,600,000	0
Debt Service	1,114,425	1,038,119	949,874	3,887,580	3,868,350
TOTAL EXPENDITURES	\$4,706,950	\$4,851,949	\$4,681,532	\$13,703,660	\$8,440,060

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Utilities Director	1	1	1	1	1
Assistant Utilities Director	-	1	1	1	1
Business Manager	1	1	1	1	1
Water & Wastewater Plant Operations Manager	1	1	1	1	1
Engineering Division Manager	1	1	-	-	-
Engineer	1	1	-	-	-
Executive Assistant	1	-	-	-	-
Business Services Coordinator	1	1	1	1	1
Community Outreach Coordinator	1	1	1	1	1
Operations Coordinator	1	1	1	1	1
Customer Account Specialist III	1	1	1	1	1
Customer Account Specialist II	1	1	1	1	1
Staff Assistant III	-	1	1	1	1
Staff Assistant II	1	1	1	1	1
Staff Assistant I	1	1	1	1	1
Customer Care Rep III	1	1	1	1	1
Customer Care Rep II	1	1	1	1	1
Customer Care Rep I	4	4	4	4	4
TOTAL	19	20	18	18	18

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 quantity;
-  ensuring adequate capacity of the water treatments to enhance community sustainability; and
-  Supporting the expansion of our system to accommodate the growth of our community through methodical project planning.

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.

The North Port Utilities Department – Water Systems Division directly supports the City's Strategic Plan Priority areas of Health & Public Safety, Infrastructure, Neighborhood Enhancement and Efficient & Effective Government by the following accomplishments and initiatives:

Accomplishments

- Replaced Lazy River water main, installing it deeper to avoid damage.
- Installed a new water main beneath the Snover Canal to replace the water main on the Salford/Snover Bridge that was leaking and had reached the end of its service life.
- Completed booster station improvements.
- Completed Structural Analysis for the conventional water treatment plant.
- Installed raw water intake variable frequency drives at the Water Treatment Plant.
- Installed upgraded main control panel at the Water Treatment Plant.
- Installed variable frequency drives at the booster stations.
- Replaced flocculation basin floor and walls per structural analysis.
- Replaced clarifier effluent piping for the old side clarifier.
- Replaced chemical pumps at Southwest Booster Station.
- Replaced Chlorine Bulk Tank at the Water Treatment Plant.
- Installed lightning protection at the Northeast Booster Station.
- Replaced SCADA system servers.

Initiatives

- Conduct a surface water treatability study that will help shape the future of the water treatment plant and the possible processes for water treatment.
- Investigate the feasibility of reclaimed water as an alternative source for potable water.
- Construct a water transmission along San Mateo which will replace the various sized mains that run partially along San Mateo and other various streets in the area.
- Continue construction of the water lines along U.S. 41 going from the Myakkahatchee Creek Water Treatment Plant (MCWTP) to Ortiz Boulevard.
- Install a new water main beneath the waterways to replace the water main on Biscayne and Pan American

- Bridges that are leaking and have reached the end of their service lives.
- Continue improvements to the Myakkahatchee Creek Water Treatment Plant which were outlined in the initial structural analysis to include rehabilitation to the flocculation basin, rehabilitation of the filters, and rehabilitation of flash mixer.
- Implement 24-hour operations including SCADA control strategies.
- Replace old chemical pumps.
- Replace Degas and Scrubber media.

Goals and Objectives

GOAL 1

Increase the percentage of water produced from the Myakkahatchee Creek Water Treatment Plant by 5% of the total system demand.

OBJECTIVES:

- Utilize the plant to maximize efficiency and quality.
- Make our system more self-reliant and less dependent to ensure resiliency.

Key Performance Measures

QUALITY CONTROL REGULATIONS

Goal	Increase Production to Meet Demand				
Objective	Utilize the water treatment plant to maximize efficiency, quality and resiliency				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Increase the percentage of water produced from the Myakkahatchee Creek Water Treatment Plant by 5% of the total system demand.	62.71%	39.81%	49.0%	44.67%	49.0%
Description	Increasing the ability to produce water at the plant increases our quality and efficiency				
Purpose	Increase our efficiencies and resiliencies				
Status	We have had obstacles with parts of the treatment process being down due to rehabilitation but are currently on pace to meet our goal				

Output Measures

Analyze the previous year's water production and demand and increase production by 5%.

Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$506,510	\$545,049	\$578,201	\$602,780	\$629,420
Employee Benefits	174,276	209,415	211,234	207,770	243,040
Personnel Expenses	680,786	754,464	789,435	810,550	872,460
Professional/Contracted Services	246,189	194,048	322,178	625,130	551,150
Current Operating Charges	3,188,494	3,286,559	3,418,244	3,545,480	3,613,030
Operating Supplies	1,945,276	2,026,170	2,083,679	2,200,230	2,471,220
Operating Expenses	5,379,959	5,506,777	5,824,101	6,370,840	6,635,400
Capital Expenses	0	0	0	1,710,800	2,241,290
TOTAL EXPENDITURES	\$6,060,745	\$6,261,241	\$6,613,536	\$8,892,190	\$9,749,150

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Water Superintendent	1	1	1	1	1
Chief Operator	1	1	1	1	2
Instrument & Controls Tech I	-	-	-	-	1
Instrument & Controls Supervisor	1	1	1	1	1
Operators	6	6	7	7	7
Water Treatment Plant Trainee	1	1	-	-	1
TOTAL	10	10	10	10	13

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:

-  Treatment and disposition of wastewater in a sound and environmentally approved method;
-  ensuring adequate capacity of the wastewater treatments to enhance community sustainability; and
-  Supporting the expansion of our system to accommodate the growth of our community through methodical project planning.

In order to accomplish this mission, the North Port Utilities – Wastewater Systems is responsible for providing environmentally sound wastewater and reclaimed water 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.

The North Port Utilities Department – Wastewater Systems Division directly supports the City’s Strategic Plan Priority areas of Infrastructure by the following accomplishments and initiatives:

Accomplishments

- Construction of the WVID 2MGD Wastewater Treatment Facility was completed and dedicated to the City.
- Maintained and repaired special equipment.
- The grit cyclone at the Wastewater Treatment Plant was rehabilitated.
- The server and SCADA systems were upgraded to Wonderware.
- Continued with the Lift Station Rehabilitation Program.
- Replaced influent channel coating.
- Replaced Lazy River force main, installing it deeper to avoid damage.
- Coating of the clarifier mechanism was completed.
- Replaced the forcemain at Lift Station 47.

Initiatives

- Continue with the Lift Station Rehabilitation Program.
- Install lightning protection around the Wastewater Treatment Plant.
- Coating the reuse tank.
- Replacing bar screens.

Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$451,628	\$498,911	\$437,434	\$641,960	\$657,140
Employee Benefits	136,433	182,015	209,870	240,390	261,590
Personnel Expenses	588,061	680,926	647,304	882,350	918,730
Professional/Contracted Services	340,929	276,375	200,355	246,490	271,340
Current Operating Charges	418,966	513,869	441,719	852,440	819,220
Operating Supplies	2,530,297	2,587,940	2,631,153	2,614,390	3,415,740
Operating Expenses	3,290,192	3,378,184	3,273,227	3,713,320	4,506,300
Capital Expenses	0	0	0	1,207,300	1,784,000
TOTAL EXPENDITURES	\$3,878,253	\$4,059,110	\$3,920,531	\$5,802,970	\$7,209,030

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Wastewater Superintendent	1	1	1	1	1
Chief Operator	1	1	1	1	2
Instrument & Controls Tech I	1	1	1	1	1
Instrument & Controls Tech II	-	-	-	-	1
Operators	6	6	6	6	7
Wastewater Treatment Plant Trainee	1	2	4	4	-
TOTAL	10	11	13	13	12

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:

-  maintaining safe drinking water;
-  maintaining water quality in the distribution system;
-  maintaining the wastewater collection system in a sound and environmentally approved method; and
-  Supporting the expansion of our system to accommodate the growth of our community through methodical project planning.

In order to accomplish this mission, the North Port Utilities – Field Operations is responsible for maintaining the provision of safe drinking water and environmentally sound wastewater and reclaimed water services to the community.

Core Services and Outputs

Collection and Distribution

Primary Customer Group: Regulatory agencies and utility customers

Customer Requirements: compliance, efficiency and courtesy

Definition Statement: To maintain the water distribution and wastewater collection systems in an efficient, safe and productive manner.

The North Port Utilities Department – Field Operations Division directly supports the City's Strategic Plan Priority areas of Infrastructure and Efficient & Effective Government by the following accomplishments and initiatives:

Accomplishments

- Ensured compliance of all commercial customers with the backflow prevention device certification requirements
- Continued implementation of portions of the asset management system
- Continued cleaning and televising gravity lines
- Performed annual maintenance and repair of specialized equipment
- Ensured all licenses, fees, and permits were 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

- Educate customers about backflow preventions as part of the City's Backflow Cross Connection Program
- Improve inventory control through the implementation of customized inventory management software
- Improve the management efficiency and effectiveness of the valve and hydrant maintenance programs
- Complete the AMR Meter Change Out Program
- Continue the Inflow & Infiltration Program
- Continue installing permanent bypass pumps at designated lift stations in a prioritized manner
- Maintenance on valve insertions throughout the city for improved isolation when repairing water mains

Goals and Objectives

GOAL 1

Operate high quality, cost-effective facilities

OBJECTIVES:

- Mitigate cost increase and extraneous treatment of stormwater through effective maintenance of the system and analysis of potential operational efficiencies.

Key Performance Measures

QUALITY CONTROL REGULATIONS

Goal	Identify and reduce inflow and infiltration throughout the system to the Wastewater Treatment Plant				
Objective	Efficient operation of the collection system and Wastewater Treatment Plant				
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2020 Actual	FY 2021 Projected
Clean and televise four miles of gravity sewer main per quarter	N/A	N/A	1 Mile	4.725 Miles	4 Miles
Description	The collection system has many miles of pipe in service, which is aging infrastructure that requires maintenance.				
Purpose	Cleaning and televising the collection system allows Utilities to identify areas that require inflow and infiltration reduction measures.				
Status	Utilities continues to clean and televise the system to identify these areas and make the necessary improvements.				

Output Measures

Utilities continues to rehabilitate the collection system and manholes.

Operating Budget Summary

DESCRIPTION	FY 2017 <u>Actual</u>	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$1,652,967	\$1,841,782	\$1,686,569	\$1,835,830	\$1,754,220
Employee Benefits	571,123	762,014	593,223	699,650	734,390
Personnel Expenses	2,224,090	2,603,796	2,279,792	2,535,480	2,488,610
Professional/Contracted Services	22,327	72,227	5,016	200,550	90,120
Current Operating Charges	709,669	942,556	850,515	1,006,240	1,084,240
Operating Supplies	997,568	1,537,076	1,607,321	1,652,430	1,746,930
Operating Expenses	1,729,564	2,551,859	2,462,852	2,859,220	2,921,290
Capital Expenses	0	0	0	716,470	1,300,500
TOTAL EXPENDITURES	3,953,654	5,155,655	4,742,644	6,111,170	6,710,400

Staffing – Funded Authorized Positions

DESCRIPTION	FY 2017 <u>AMENDED</u>	FY 2018 <u>AMENDED</u>	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Field Operations Manager	1	1	1	1	1
GIS Technician	1	1	-	-	-
Collection/Distribution Supervisor	2	2	2	2	2
Heavy Equipment Operator	2	2	2	2	2
C & D Technician III	1	2	2	2	3
C & D Technician II	11	11	11	10	9
C & D Technician I	4	5	5	8	9
Utility Equipment Specialist	1	1	1	1	-
Field Instrument Control Technician	1	1	1	1	-
Meter Reader II	1	1	1	1	1
Meter Reader I	2	2	2	2	1
Utilities Construction Coordinator	1	1	-	-	-
Standard Inspector	1	1	1	1	1
Inspector	1	2	-	-	-
Inventory Specialist	-	-	-	-	-
Field Services Specialist	1	1	1	1	1
Inventory Warehouse Specialist	-	-	1	1	1
Utilities Locate Technician	-	1	-	-	-
Utilities Construction Supervisor	-	1	-	-	-
Applications System Administrator					1
TOTAL	31	36	31	33	32

North Port Utilities – Engineering

Fund





420-Utilities Fund

Department/Division

6065-Engineering

Mission

The mission of North Port Utilities – Engineering is to achieve community outcomes by providing safe, high quality drinking water and environmentally sound wastewater services by:

-  advising staff, providing technical review, engineering guidance and inspection of infrastructure for the provision of safe drinking water and the treatment and disposition of wastewater;
-  exploring viable options to improve water quality and quantity;
-  ensuring adequate capacity of the water and wastewater treatments through appropriate planning and designing to enhance community sustainability; and
-  Planning expansion of our system to accommodate the growth of the community in a methodical manner.

In order to accomplish this mission, North Port Utilities – Engineering is responsible for providing safe drinking water and environmentally sound wastewater and reclaimed water services to the community through generally accepted engineering practices and technology.

Core Services and Outputs

Engineering

Primary Customer Group: Regulatory agencies, developers and utility customers

Customer Requirements: Compliance, efficiency and value

Definition Statement: To provide engineering services for public safety and to protect the City's natural resources in an efficient manner.

Accomplishments

- Management of the design and construction of water distribution, wastewater collection, water and wastewater plant improvement projects
- Specifications and standard details have been updated for future City and developer projects
- Oversight and project management for all Utility capital improvement program projects

Initiatives

- To provide quality engineering services and guidance
- To inspect North Port Utilities' infrastructure
- To protect the City's natural resources
- Management of the design and construction of Capital Improvement Projects
- Development of future water sources to provide sustainability to the City

Operating Budget Summary

DESCRIPTION	FY 2019 <u>Actual</u>	FY 2020 <u>Adopted</u>	FY 2021 <u>Adopted</u>
Salaries & Wages	\$580,222	\$558,840	\$611,190
Employee Benefits	271,022	178,830	214,050
Personnel Expenses	851,244	737,670	825,240
Professional/Contracted Services	7,476	58,240	8,490
Current Operating Charges	30,481	35,220	32,790
Operating Supplies	54,911	27,950	29,470
Operating Expenses	92,868	121,410	70,750
Capital Outlay	0	53,150	0
TOTAL EXPENDITURES	\$944,112	\$912,230	\$895,990

Staffing – Funded Authorized Positions








DESCRIPTION	FY 2019 <u>AMENDED</u>	FY 2020 <u>AMENDED</u>	FY 2021 <u>ADOPTED</u>
Engineering Manager	1	1	1
Engineer	1	1	1
GIS Technician	1	1	1
Utilities Construction Coordinator	1	1	1
Inspector	2	2	2
Utilities Locate Technician	1	1	1
Utilities Construction Supervisor	1	1	1
TOTAL	8	8	8

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Plan (CIP) is a five-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 and is designed to ensure that capital improvements will be made when and where they are needed, and that the City will have available funding for these improvements and needed maintenance.

WHAT ARE CAPITAL IMPROVEMENTS?







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. Capital improvement projects are non-routine capital expenditures that generally cost \$50,000 or more 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. 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;

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.

PAYING FOR CAPITAL IMPROVEMENTS








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 we need it?
-  Can I wait?
-  Are there other options?
-  What must wait if we proceed with it?
-  Can we afford it?
-  Do we need financial help to attain it?

If the purchase plan moves forward, a decision must be made about the initial cost; however, the City needs to find longer-term financing to cover some costs for capital improvements. For example, repayment of a loan increases the cost of a capital improvement. Most large capital improvements cannot be financed solely from a single year's revenue stream or by increasing income or decreasing expenses. The long-term costs must be considered.

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 \$50,000 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. During the capital planning process, compliance with legal limits and financial resources are critical and the City Commission constantly considers the desires of the citizens.

The first year of the plan is the only year appropriated by Commission. The remaining nine years are for planning purposes and the City Commission makes the final decision about funding future years. 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. The City Commission then reviews the recommended CIP during the budget workshops and considers the recommendations of staff before making a final decision.

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 2021 – 2024 to be used for city projects. The projections are conservative, and staff estimates funding to steadily decline in the following years, based upon local economists’ projections.

City Projections	Transportation	Parks	Law Enforcement	Fire	General Government	Solid Waste	Total
FY 2021	\$6,143,390	\$1,536,700	\$496,570	\$623,870	\$566,990	\$387,660	\$9,755,180
FY 2022	\$6,755,750	\$1,690,380	\$546,110	\$686,080	\$623,530	\$426,370	\$10,728,220
FY 2023	\$7,429,350	\$1,859,420	\$600,600	\$754,510	\$685,720	\$468,950	\$11,798,550
FY 2024	\$8,170,300	\$2,045,360	\$660,530	\$829,790	\$754,130	\$515,790	\$12,975,900
Total	\$28,498,790	\$7,131,860	\$2,303,810	\$2,894,250	\$2,630,370	\$1,798,770	\$45,257,850

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 8.6%.

FY 2021	FY 2022	FY 2023	FY 2024	Total
\$9,704,500	\$12,702,720	\$13,701,150	\$14,778,060	\$50,886,430

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-Station 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 and most new capital improvements entail ongoing expenses for routine operation, repair and maintenance upon completion. Any new capital facilities may require new staffing positions. Existing city facilities and equipment that were once considered state of the art require rehabilitation, increased maintenance, renovation or upgrades to accommodate new uses and/or address safety and structural improvements.

Each department estimates the cost of future operations and maintenance for new CIP projects and operating costs are carefully considered in deciding which projects move forward in the CIP. Implementation timetables are established that stagger projects over time in order to fund large-scale projects that have significant operating budget impacts.

CAPITAL IMPROVEMENT PROGRAM GUIDE

WHAT IS THE DIFFERENCE BETWEEN A CAPITAL ASSET AND A CAPITAL PROJECT?

The following definitions for a capital asset and a capital project help distinguish the difference between the two types of capital items and how they are handled in the budget process.

Definition of a Capital Asset – *An item with a value of \$5,000 or more and an expected life of more than one year, such as equipment, furniture and automobiles.*

These items will continue to be included in the operating budget. Surtax funded projects are included in the CIP based upon City policy to provide transparent accounting to the Citizen Tax Oversight Committee required by state statute.

Definition of a Capital Project – *A project expected to have a useful life greater than ten years and an estimated Cost of \$50,000 or more. Capital projects include the construction, purchase, or major renovation of buildings, Utility systems, or other structures; purchase of land and major machinery and equipment.*

Projects meeting the above definition will be included in the Capital Improvement Program and will be tied to the operating budget within each defined fund.

WHAT IS IMPORTANT TO KNOW WHEN REVIEWING THE CAPITAL IMPROVEMENT PROGRAM (CIP)?

- The CIP is a long-range planning tool, but only the dollars included in the first year of the program are actually adopted by the Commission.
- The CIP provides an overall perspective to capital planning, as it includes projects that are funded from all funds.
- The CIP is a planning document to be used as a companion to the Operating Budget document.
- The CIP represents the current goals and intentions of the City Commission. The CIP is a dynamic process that will include changes over time. These changes may be necessitated by organizational changes, funding uncertainties, unforeseen emergencies, project delays, or plans by other entities that can throw off even the most meticulously planned and analyzed CIP. Even though changes will occur, there are many benefits to the long-term planning and analysis that go into the development of the CIP.
- Summaries of CIP information are included to show CIP data in table and graph form to help the reader in understanding the Capital Improvement Program of the City.

WHAT SUMMARY INFORMATION IS INCLUDED IN THE CIP DOCUMENT?

- **FY 2021 CIP by Category** provides an overview of funding for the CIP by department/function and project type including all project funding sources.
- **FY 2021 CIP Project** provides a more detailed summary that includes individual project information of funding for the CIP by department/function, funding source and project category.
- **FY 2021-2025 CIP Project Funding Summary** provides five years of funding information on all projects in the CIP and also includes prior year appropriations on the projects. This summary is organized by department/function and includes the projects in the same order as the detailed project forms included in the document.
- **FY 2021-2025 CIP by Funding Source** provides an overall summary of the 5-year CIP by funding type.
- Following are several summaries of all CIP project information by individual fund source and includes the project expense type – new asset, improvement of existing asset, replacement or renovation of existing asset and the funding for the ten-year CIP period.

Project – The number sequence assigned in SunGard, used primarily for tracking the project.

Title – A descriptive name given to each project.

Category – The department/function within the City that is responsible for the project.

Project Description – Includes a description and specific justification for the project.

Project Rationale - If the project is needed to meet service demands, environmental impacts, health or safety issues, or is mandated by law, it will be discussed in this part of the form. Also, the location and type of work performed will be included.

Budget Impact – Provides narrative on the impact to the operating budget and includes the **Estimated Cost** of the project.

Capital Improvement Element – Includes information on the project's impact on the City's Comprehensive Plan which assists the City in determining if the project meets state statutory requirements.

Funding Source – This section includes the proposed funding source(s) for the project. In most cases, the funding sources will be impact/capacity fees or Surtax funding. Some of the City's new asset expansion projects include funding from *Developer Agreements*. These projects are noted as such in project detail information. Typically, a *Developer Agreement* provides for the City to reimburse costs associated with the new asset over a period of years.

Expenditure Type – This table outlines the proposed expenditures for the project in each of the five to ten years. Expenditures are separated into the following categories:

- Planning & Design – any outside contractual service needed to complete a project.
- Land – any purchase of land needed to complete a project.
- Construction – any outside contractual service of construction crews needed to complete a project.
- Equipment, Materials, Furniture – any purchase of these items needed to complete the project.

Operating Impacts – The last section of each project form includes the projected impact the project has on the operating budget. Many projects can significantly impact the operating budget such as maintenance, staffing, utilities, and equipment. It is important to consider these issues prior to adopting the project so additional savings or costs are factored into the decision-making process.

**City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program**

CIP Category / Funding Source	Appropriated	FY 2021	Un-Appropriated Subsequent Years				5 Year	CIP
	To Date	CM	FY 2022	FY 2023	FY 2024	FY 2025	Total	Total
ADMINISTRATION & MGMT								
Information Technology	264,000	110,000	495,000	0	0	0	605,000	869,000
ADMINISTRATION & MGMT Projects	264,000	110,000	495,000	0	0	0	605,000	869,000
BUILDING								
Neighborhood Development Service	2,434,000	69,130	0	0	0	0	69,130	2,503,130
BUILDING Projects	2,434,000	69,130	0	0	0	0	69,130	2,503,130
FIRE RESCUE								
City Facilities	1,705,000	0	0	0	0	0	0	1,705,000
Information Technology	0	0	85,000	0	0	0	85,000	85,000
Public Safety - Fire Rescue	4,905,710	395,850	88,200	0	5,164,000	0	5,648,050	10,553,760
FIRE RESCUE Projects	6,610,710	395,850	173,200	0	5,164,000	0	5,733,050	12,343,760
NON-DEPARTMENTAL								
City Facilities	70,000	0	0	0	0	0	0	70,000
NON-DEPARTMENTAL Projects	70,000	0	0	0	0	0	0	70,000
POLICE DEPARTMENT								
Public Safety - Police	453,000	2,134,000	566,000	0	0	0	2,700,000	3,153,000
POLICE DEPARTMENT Projects	453,000	2,134,000	566,000	0	0	0	2,700,000	3,153,000
PUBLIC SERVICES								
City Facilities	155,000	180,000	3,317,070	0	0	0	3,497,070	3,652,070
Information Technology	0	0	12,200	0	0	0	12,200	12,200
Parks & Recreation	10,903,004	2,126,350	9,925,000	1,012,794	325,000	705,000	14,094,144	24,997,148
Public Works - Solid Waste	0	0	0	423,500	4,235,000	0	4,658,500	4,658,500
PUBLIC SERVICES Projects	11,058,004	2,306,350	13,254,270	1,436,294	4,560,000	705,000	22,261,914	33,319,918
ROAD & DRAINAGE								
City Facilities	95,000	95,000	3,864,600	0	0	0	3,959,600	4,054,600
Information Technology	0	0	46,600	0	0	0	46,600	46,600
Public Works - Drainage	1,747,000	3,577,920	2,812,530	2,885,720	2,935,600	2,973,650	15,185,420	16,932,420
Public Works - Transportation	26,696,671	7,424,200	5,921,360	6,058,400	6,200,650	11,629,430	37,234,040	63,930,711
ROAD & DRAINAGE Projects	28,538,671	11,097,120	12,645,090	8,944,120	9,136,250	14,603,080	56,425,660	84,964,331
WATER & SEWER UTILITIES								
City Facilities	13,110,000	0	0	0	0	0	0	13,110,000
Information Technology	0	0	48,600	0	0	0	48,600	48,600
Public Works - Transportation	810,090	0	0	0	0	0	0	810,090
Utilities - Wastewater Systems	2,720,760	1,702,600	1,527,700	1,653,300	1,579,380	1,379,380	7,842,360	10,563,120
Utilities - Water Systems	9,551,145	4,206,160	4,336,700	1,197,730	957,940	658,700	11,357,230	20,908,375
WATER & SEWER UTILITIES Projects	26,191,995	5,908,760	5,913,000	2,851,030	2,537,320	2,038,080	19,248,190	45,440,185
Total Project Cost	75,620,380	22,021,210	33,046,560	13,231,444	21,397,570	17,346,160	107,042,944	182,663,324
FUNDING TYPE								
CAPITAL FUNDS	25,913,058	12,467,300	15,800,900	5,880,094	10,453,800	5,418,230	50,020,324	75,933,382
DISTRICT FUNDS	12,571,211	5,238,320	12,758,690	5,894,820	6,025,830	10,402,930	40,320,590	52,891,801
ENTERPRISE FUNDS	22,986,235	4,161,460	4,130,700	1,033,030	682,940	250,000	10,258,130	33,244,365
GENERAL FUND	264,646	0	0	0	0	0	0	264,646
IMPACT FEE FUNDS	5,614,315	60,000	331,270	423,500	4,235,000	1,275,000	6,324,770	11,939,085
OTHER FUNDING SOURCES	33,500	0	0	0	0	0	0	33,500
OTHER SPECIAL REVENUE	8,237,415	94,130	25,000	0	0	0	119,130	8,356,545
FUNDING TYPE Funding	75,620,380	22,021,210	33,046,560	13,231,444	21,397,570	17,346,160	107,042,944	182,663,324
Total Funding	75,620,380	22,021,210	33,046,560	13,231,444	21,397,570	17,346,160	107,042,944	182,663,324

City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program - CIP Category Financial Plan

Project Title / Funding Source	Appropriated To Date	FY 2021 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2022	FY 2023	FY 2024	FY 2025		
<u>City Facilities</u>								
FUNDING TYPE								
CAPITAL FUNDS	1,705,000	0	0	0	0	0	0	1,705,000
DISTRICT FUNDS	190,000	190,000	6,870,400	0	0	0	7,060,400	7,250,400
ENTERPRISE FUNDS	13,110,000	0	0	0	0	0	0	13,110,000
GENERAL FUND	70,000	0	0	0	0	0	0	70,000
IMPACT FEE FUNDS	60,000	60,000	286,270	0	0	0	346,270	406,270
OTHER SPECIAL REVENUE	0	25,000	25,000	0	0	0	50,000	50,000
FUNDING TYPE Funding	15,135,000	275,000	7,181,670	0	0	0	7,456,670	22,591,670
Projects								
Emergency Operations Center and City Hall Generator	1,775,000	0	0	0	0	0	0	1,775,000
Public Works Facility Phase II	250,000	275,000	7,181,670	0	0	0	7,456,670	7,706,670
Utilities Administration Building & Field Operations Center	13,110,000	0	0	0	0	0	0	13,110,000
Total Project Cost	15,135,000	275,000	7,181,670	0	0	0	7,456,670	22,591,670

City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program - CIP Category Financial Plan

Project Title / Funding Source	Appropriated To Date	FY 2021 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2022	FY 2023	FY 2024	FY 2025		

Information Technology

FUNDING TYPE

CAPITAL FUNDS	264,000	110,000	495,000	0	0	0	605,000	869,000
DISTRICT FUNDS	0	0	143,800	0	0	0	143,800	143,800
ENTERPRISE FUNDS	0	0	48,600	0	0	0	48,600	48,600
FUNDING TYPE Funding	264,000	110,000	687,400	0	0	0	797,400	1,061,400

Projects

Network Infrastructure	264,000	110,000	192,400	0	0	0	302,400	566,400
Storage Area Network (SAN) Replacement	0	0	495,000	0	0	0	495,000	495,000
Total Project Cost	264,000	110,000	687,400	0	0	0	797,400	1,061,400

City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program - CIP Category Financial Plan

Project Title / Funding Source	Appropriated To Date	FY 2021 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2022	FY 2023	FY 2024	FY 2025		

Neighborhood Development Service

FUNDING TYPE

OTHER SPECIAL REVENUE	2,434,000	69,130	0	0	0	0	69,130	2,503,130
FUNDING TYPE Funding	2,434,000	69,130	0	0	0	0	69,130	2,503,130

Projects

North Port City Hall NDS Development Management Center	1,384,000	39,310	0	0	0	0	39,310	1,423,310
West Villages Development Services Center	1,050,000	29,820	0	0	0	0	29,820	1,079,820
Total Project Cost	2,434,000	69,130	0	0	0	0	69,130	2,503,130

City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program - CIP Category Financial Plan

Project Title / Funding Source	Appropriated To Date	FY 2021 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2022	FY 2023	FY 2024	FY 2025		
<u>Parks & Recreation</u>								
FUNDING TYPE								
CAPITAL FUNDS	5,123,128	2,126,350	9,880,000	1,012,794	325,000	430,000	13,774,144	18,897,272
GENERAL FUND	141,646	0	0	0	0	0	0	141,646
IMPACT FEE FUNDS	1,651,315	0	45,000	0	0	275,000	320,000	1,971,315
OTHER FUNDING SOURCES	33,500	0	0	0	0	0	0	33,500
OTHER SPECIAL REVENUE	3,953,415	0	0	0	0	0	0	3,953,415
FUNDING TYPE Funding	10,903,004	2,126,350	9,925,000	1,012,794	325,000	705,000	14,094,144	24,997,148
Projects								
Acoustic Improvements at the George Mullen Activity and Morgan Family Community Centers	49,360	25,350	0	0	0	0	25,350	74,710
Atwater Park - Phase IV	800,000	0	9,000,000	0	0	0	9,000,000	9,800,000
Blueways/Greenways Access - Blue Ridge Park	353,000	0	0	0	0	0	0	353,000
Boca Chica Neighborhood Park	0	0	300,000	0	0	0	300,000	300,000
Butler Park Marquee Sign	0	40,000	0	0	0	0	40,000	40,000
Canal & Creek Master Plan - Phase II	0	0	0	637,794	0	0	637,794	637,794
Dallas White Park - Conceptual Master Plan Design & Site Renovations	0	1,500,000	0	0	0	0	1,500,000	1,500,000
Deer Prairie Creek Connector Bridge	33,500	0	175,000	0	0	0	175,000	208,500
Disc Golf Course	50,000	0	0	0	0	0	0	50,000
Environmental Park Improvements	340,000	0	0	0	0	0	0	340,000
Field Light Controller	0	36,000	0	0	0	0	36,000	36,000
LaBrea Park Restrooms	0	200,000	0	0	0	0	200,000	200,000
Langlais Park Development	0	0	0	0	0	25,000	25,000	25,000
Marina Park Restrooms	175,000	0	0	0	0	0	0	175,000
Myakkahatchee Creek Corridor - Land Acquisition	4,102,174	0	0	0	0	0	0	4,102,174
Myakkahatchee Greenway Linear Park	1,500,005	0	0	0	0	0	0	1,500,005
North Port South River Road Park	0	0	0	0	0	275,000	275,000	275,000
Park Amenities Program	0	50,000	50,000	50,000	50,000	50,000	250,000	250,000
Phased ADA Transition Plan	20,350	50,000	50,000	75,000	25,000	130,000	330,000	350,350
Replacement Playground Equipment - Dallas White Park	0	0	250,000	0	0	0	250,000	250,000
Replacement Playground Equipment - George Mullen Activity Center	0	0	0	0	250,000	0	250,000	250,000
Replacement Playground Equipment - Kirk Park	0	225,000	0	0	0	0	225,000	225,000
Replacement Playground Equipment - McKibben Park	0	0	0	250,000	0	0	250,000	250,000
Replacement Playground Equipment - Pine Park	0	0	0	0	0	225,000	225,000	225,000
Spring Haven Land Acquisition	1,500,000	0	0	0	0	0	0	1,500,000
Veteran's Park Relocation	0	0	100,000	0	0	0	100,000	100,000
Warm Mineral Springs Building Rehabilitation	1,979,615	0	0	0	0	0	0	1,979,615
Total Project Cost	10,903,004	2,126,350	9,925,000	1,012,794	325,000	705,000	14,094,144	24,997,148

City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program - CIP Category Financial Plan

Project Title / Funding Source	Appropriated To Date	FY 2021 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2022	FY 2023	FY 2024	FY 2025		

Public Safety - Fire Rescue

FUNDING TYPE

CAPITAL FUNDS	4,905,710	395,850	88,200	0	5,164,000	0	5,648,050	10,553,760
FUNDING TYPE Funding	4,905,710	395,850	88,200	0	5,164,000	0	5,648,050	10,553,760

Projects

Fire Station 81 Renovation	3,375,000	395,850	0	0	0	0	395,850	3,770,850
Fire Station Alerting System	200,000	0	0	0	0	0	0	200,000
Future Fire Station	0	0	0	0	3,364,000	0	3,364,000	3,364,000
Public Safety Communication Replacement	0	0	0	0	1,800,000	0	1,800,000	1,800,000
Public Safety Training Complex	1,330,710	0	88,200	0	0	0	88,200	1,418,910
Total Project Cost	4,905,710	395,850	88,200	0	5,164,000	0	5,648,050	10,553,760

City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program - CIP Category Financial Plan

Project Title / Funding Source	Appropriated To Date	FY 2021 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2022	FY 2023	FY 2024	FY 2025		
<u>Public Safety - Police</u>								
FUNDING TYPE								
CAPITAL FUNDS	400,000	2,134,000	566,000	0	0	0	2,700,000	3,100,000
GENERAL FUND	53,000	0	0	0	0	0	0	53,000
FUNDING TYPE Funding	453,000	2,134,000	566,000	0	0	0	2,700,000	3,153,000
<u>Projects</u>								
Construction of Building for Property/Evidence	0	1,300,000	0	0	0	0	1,300,000	1,300,000
License Plate Readers	0	634,000	566,000	0	0	0	1,200,000	1,200,000
Police Station Construction	453,000	0	0	0	0	0	0	453,000
Public Safety Driving Track	0	200,000	0	0	0	0	200,000	200,000
Total Project Cost	453,000	2,134,000	566,000	0	0	0	2,700,000	3,153,000

City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program - CIP Category Financial Plan

Project Title / Funding Source	Appropriated To Date	FY 2021 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2022	FY 2023	FY 2024	FY 2025		
<u>Public Works - Drainage</u>								
<u>FUNDING TYPE</u>								
CAPITAL FUNDS	845,600	2,572,600	879,900	897,500	915,500	929,240	6,194,740	7,040,340
DISTRICT FUNDS	901,400	1,005,320	1,932,630	1,988,220	2,020,100	2,044,410	8,990,680	9,892,080
FUNDING TYPE Funding	1,747,000	3,577,920	2,812,530	2,885,720	2,935,600	2,973,650	15,185,420	16,932,420
<u>Projects</u>								
Drainage Improvement Program	0	0	1,609,530	1,641,720	1,674,600	1,703,520	6,629,370	6,629,370
Drainage System Improvements	1,547,000	1,577,920	0	0	0	0	1,577,920	3,124,920
Rehabilitation of Water Control Structure 108	200,000	1,710,000	0	0	0	0	1,710,000	1,910,000
Water Control Structure 113	0	290,000	0	0	0	0	290,000	290,000
Water Control Structure Program	0	0	1,203,000	1,244,000	1,261,000	1,270,130	4,978,130	4,978,130
Total Project Cost	1,747,000	3,577,920	2,812,530	2,885,720	2,935,600	2,973,650	15,185,420	16,932,420

City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program - CIP Category Financial Plan

Project Title / Funding Source	Appropriated To Date	FY 2021 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2022	FY 2023	FY 2024	FY 2025		
<u>Public Works - Solid Waste</u>								
<u>FUNDING TYPE</u>								
IMPACT FEE FUNDS	0	0	0	423,500	4,235,000	0	4,658,500	4,658,500
FUNDING TYPE Funding	0	0	0	423,500	4,235,000	0	4,658,500	4,658,500
<u>Projects</u>								
Solid Waste Transfer Station	0	0	0	423,500	4,235,000	0	4,658,500	4,658,500
Total Project Cost	0	0	0	423,500	4,235,000	0	4,658,500	4,658,500

City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program - CIP Category Financial Plan

Project Title / Funding Source	Appropriated To Date	FY 2021 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2022	FY 2023	FY 2024	FY 2025		
Public Works - Transportation								
FUNDING TYPE								
CAPITAL FUNDS	9,463,860	3,381,200	2,109,500	2,151,800	2,194,920	2,270,910	12,108,330	21,572,190
DISTRICT FUNDS	11,479,811	4,043,000	3,811,860	3,906,600	4,005,730	8,358,520	24,125,710	35,605,521
ENTERPRISE FUNDS	810,090	0	0	0	0	0	0	810,090
IMPACT FEE FUNDS	3,903,000	0	0	0	0	1,000,000	1,000,000	4,903,000
OTHER SPECIAL REVENUE	1,850,000	0	0	0	0	0	0	1,850,000
FUNDING TYPE Funding	27,506,761	7,424,200	5,921,360	6,058,400	6,200,650	11,629,430	37,234,040	64,740,801
Projects								
2019 - Road Rehabilitation	6,068,610	0	0	0	0	0	0	6,068,610
2020 - Road Rehabilitation	5,055,000	0	0	0	0	0	0	5,055,000
2021 Bridge Rehabilitation and Repair	0	274,500	0	0	0	0	274,500	274,500
2021 Road Rehabilitation	0	6,155,000	0	0	0	0	6,155,000	6,155,000
Biscayne Drive Bike Lanes	1,349,409	0	0	0	0	0	0	1,349,409
Bridge Rehabilitation & Repair Program	0	0	325,000	350,000	378,000	408,240	1,461,240	1,461,240
Hillsborough/Cranberry Intersection Improvements	200,000	125,000	0	0	0	0	125,000	325,000
Price Boulevard Widening Phase I	7,413,090	0	0	0	0	0	0	7,413,090
Price Traffic Signal at High School	112,942	350,000	0	0	0	0	350,000	462,942
Price Widening Phase II - Sumter Boulevard to Westerly Terminus of Middle School and High School Road Rehabilitation Program	0	0	5,186,160	5,289,950	5,395,800	5,535,800	21,407,710	21,407,710
Sidewalk and Pedestrian Bridge - Woodhaven Drive	0	120,000	287,800	0	0	0	407,800	407,800
Sidewalk and Pedestrian Bridges Program	0	0	122,400	418,450	426,850	435,390	1,403,090	1,403,090
Sidewalks - Price Boulevard	13,920	282,100	0	0	0	0	282,100	296,020
Sidewalks - San Mateo Drive	774,080	0	0	0	0	0	0	774,080
Tamiami Trail Parking - North	89,360	0	0	0	0	0	0	89,360
Tamiami Trail Parking - South	58,394	0	0	0	0	0	0	58,394
Tropicaire Boulevard Pedestrian and Bicycle Ways Shared-Use Path	2,220,668	117,600	0	0	0	0	117,600	2,338,268
Tropicaire Boulevard Road Reconstruction	4,151,288	0	0	0	0	0	0	4,151,288
US 41 Multimodal Path Amenities Design	0	0	0	0	0	0	0	0
Welcome Sign on East US 41	0	0	0	0	0	0	0	0
Total Project Cost	27,506,761	7,424,200	5,921,360	6,058,400	6,200,650	11,629,430	37,234,040	64,740,801

City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program - CIP Category Financial Plan

Project Title / Funding Source	Appropriated To Date	FY 2021 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2022	FY 2023	FY 2024	FY 2025		
<u>Utilities - Wastewater Systems</u>								
FUNDING TYPE								
CAPITAL FUNDS	2,720,760	1,252,600	1,277,700	1,303,300	1,329,380	1,329,380	6,492,360	9,213,120
ENTERPRISE FUNDS	0	450,000	250,000	350,000	250,000	50,000	1,350,000	1,350,000
FUNDING TYPE Funding	2,720,760	1,702,600	1,527,700	1,653,300	1,579,380	1,379,380	7,842,360	10,563,120
<u>Projects</u>								
Neighborhood Water/Wastewater Line Extensions	325,190	521,519	1,277,700	1,303,300	1,329,380	1,329,380	5,761,279	6,086,469
Neighborhood Water/Wastewater Line Extensions-Sumter Blvd.	2,395,570	731,081	0	0	0	0	731,081	3,126,651
Wastewater Transmission Oversizing	0	50,000	50,000	50,000	50,000	50,000	250,000	250,000
Wastewater Treatment Plant Improvements	0	400,000	200,000	300,000	200,000	0	1,100,000	1,100,000
Total Project Cost	2,720,760	1,702,600	1,527,700	1,653,300	1,579,380	1,379,380	7,842,360	10,563,120

City of North Port
Fiscal Year 2021 thru 2025 Capital Improvement Program - CIP Category Financial Plan

Project Title / Funding Source	Appropriated To Date	FY 2021 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2022	FY 2023	FY 2024	FY 2025		
Utilities - Water Systems								
FUNDING TYPE								
CAPITAL FUNDS	485,000	494,700	504,600	514,700	525,000	458,700	2,497,700	2,982,700
ENTERPRISE FUNDS	9,066,145	3,711,460	3,832,100	683,030	432,940	200,000	8,859,530	17,925,675
FUNDING TYPE Funding	9,551,145	4,206,160	4,336,700	1,197,730	957,940	658,700	11,357,230	20,908,375
Projects								
Aquifer, Storage, and Recovery (ASR) - Permanent Facilities	1,625,525	0	0	0	0	0	0	1,625,525
Flocculator No.1 Rehabilitation	575,000	0	0	0	0	0	0	575,000
Myakkahatchee Creek Water Treatment Plant (MCWTP) Improvements	0	643,850	582,100	593,030	382,940	0	2,201,920	2,201,920
Myakkahatchee Creek Water Treatment Plant (MCWTP)-Transfer Pump Upgrades	301,090	0	0	0	0	0	0	301,090
Ortiz Blvd to Warm Mineral Springs - Bridge Watermain Replacement	0	50,000	200,000	0	0	0	250,000	250,000
Sludge Press	0	0	3,000,000	0	0	0	3,000,000	3,000,000
Water Distribution System Improvements	0	557,440	229,600	384,700	355,000	458,700	1,985,440	1,985,440
Water Pipeline Bridge Replacements	0	0	0	0	0	150,000	150,000	150,000
Water Pipeline Bridge Replacements - Biscayne/Pan American	465,000	0	0	0	0	0	0	465,000
Water Pipeline Bridge Replacements - Haberland/Woodhaven/North Toledo Blade	0	150,000	275,000	170,000	170,000	0	765,000	765,000
Water Pipeline Bridge Replacements - Salford/Snover	360,000	0	0	0	0	0	0	360,000
Water Transmission from Myakkahatchee Creek Water Treatment Plant (MCWTP) to Ortiz	3,474,530	1,154,870	0	0	0	0	1,154,870	4,629,400
Water Transmission on San Mateo Drive from Price Boulevard to Hillsborough Boulevard	2,750,000	1,600,000	0	0	0	0	1,600,000	4,350,000
Water Transmission Oversizing	0	50,000	50,000	50,000	50,000	50,000	250,000	250,000
Total Project Cost	9,551,145	4,206,160	4,336,700	1,197,730	957,940	658,700	11,357,230	20,908,375

CIP Expenditure Budget Report Grouped by CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>City Facilities</u>									
<u>Existing CIP Project</u>									
CF19EO Emergency Operations Center and City Hall Generator									
10	306-2222-522	62-00	250,000	250,000	0	0	0	0	0
Equipment/Materials/Furniture									
14	Professional Fees	001-9100-525	31-05	70,000	70,000	0	0	0	0
14	Professional Fees	306-2222-522	62-00	107,500	107,500	0	0	0	0
5	Construction	306-2222-522	62-00	1,347,500	1,347,500	0	0	0	0
R20FAC Public Works Facility Phase II									
1	Plan/Design/Engineering	107-5000-541	62-00	95,000	95,000	0	0	0	0
1	Plan/Design/Engineering	120-3032-534	62-00	95,000	95,000	0	0	0	0
1	Plan/Design/Engineering	157-3035-519	62-00	60,000	60,000	0	0	0	0
5	Construction	107-5000-541	62-00	3,959,600	0	95,000	3,864,600	0	0
5	Construction	120-3032-534	62-00	3,100,800	0	95,000	3,005,800	0	0
5	Construction	157-3035-519	62-00	346,270	0	60,000	286,270	0	0
5	Construction	520-3035-519	62-00	50,000	0	25,000	25,000	0	0
U18UAB Utilities Administration Building & Field Operations Center									
10	420-6060-536	64-00	600,000	600,000	0	0	0	0	0
Equipment/Materials/Furniture									
1	Plan/Design/Engineering	420-6060-536	62-00	850,000	850,000	0	0	0	0
4	Land Acquisition	420-6060-536	61-00	1,660,000	1,660,000	0	0	0	0
5	Construction	420-6060-536	62-00	5,000,000	5,000,000	0	0	0	0
5	Construction	423-6061-533	63-00	2,500,000	2,500,000	0	0	0	0
5	Construction	424-6062-535	62-00	2,500,000	2,500,000	0	0	0	0
Existing CIP Project			22,591,670	15,135,000	275,000	7,181,670	0	0	0
City Facilities			22,591,670	15,135,000	275,000	7,181,670	0	0	0

Information Technology

Closed

IT20FI Fiber Install on Pan American Blvd

10	306-0710-516	63-00	35,000	35,000	0	0	0	0	0
Equipment/Materials/Furniture									

IT20SR TriCaster Server Replacement

10	306-0710-516	64-00	45,000	45,000	0	0	0	0	0
Equipment/Materials/Furniture									
Closed			80,000	80,000	0	0	0	0	0

CIP Expenditure Budget Report Grouped by CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
Information Technology									
Existing CIP Project									
IT20NI Network Infrastructure									
10	107-5000-541	64-00	46,600	0	0	46,600	0	0	0
Equipment/Materials/Furniture									
10	110-2222-522	64-00	85,000	0	0	85,000	0	0	0
Equipment/Materials/Furniture									
10	120-3032-534	64-00	12,200	0	0	12,200	0	0	0
Equipment/Materials/Furniture									
10	306-0710-516	64-00	374,000	264,000	110,000	0	0	0	0
Equipment/Materials/Furniture									
10	420-6061-533	64-00	24,300	0	0	24,300	0	0	0
Equipment/Materials/Furniture									
10	420-6062-535	64-00	24,300	0	0	24,300	0	0	0
Equipment/Materials/Furniture									
IT22SR Storage Area Network (SAN) Replacement									
10	321-0710-516	64-00	495,000	0	0	495,000	0	0	0
Equipment/Materials/Furniture									
Existing CIP Project			1,061,400	264,000	110,000	687,400	0	0	0
Information Technology			1,141,400	344,000	110,000	687,400	0	0	0

Neighborhood Development Service

Existing CIP Project

BD20NR North Port City Hall NDS Development Management Center

5	Construction	135-2700-524	62-00	1,423,310	1,384,000	39,310	0	0	0	0
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BD20WV West Villages Development Services Center

5	Construction	135-2700-524	62-00	1,079,820	1,050,000	29,820	0	0	0	0
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Existing CIP Project			2,503,130	2,434,000	69,130	0	0	0	0
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Neighborhood Development Service			2,503,130	2,434,000	69,130	0	0	0	0
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CIP Expenditure Budget Report Grouped by CIP Category, CIP Status

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>Parks & Recreation</u>									
<u>Closed</u>									
P17BPG Boundless Adventures Playground									
5 Construction	306-3036-572	63-00	589,000	589,000	0	0	0	0	0
P17CEC Community Education Center - Parking Lot Improvements									
1 Plan/Design/Engineering	001-3036-572	63-00	45,900	45,900	0	0	0	0	0
5 Construction	001-3036-572	63-00	8,100	8,100	0	0	0	0	0
5 Construction	144-3036-572	63-00	46,000	46,000	0	0	0	0	0
5 Construction	146-3036-572	63-00	20,000	20,000	0	0	0	0	0
5 Construction	306-3036-572	63-00	500,000	500,000	0	0	0	0	0
P17NPP North Port Aquatic Center									
10 Equipment/Materials/Furniture	001-0710-516	64-00	76,000	76,000	0	0	0	0	0
1 Plan/Design/Engineering	152-3036-572	63-00	500,000	500,000	0	0	0	0	0
5 Construction	152-3036-572	63-00	400,000	400,000	0	0	0	0	0
5 Construction	306-3036-572	63-00	11,100,000	11,100,000	0	0	0	0	0
P19BPG Garden of the Five Senses, Walking Trail (CDBG Grant project)									
1 Plan/Design/Engineering	001-3036-572	63-00	55,773	55,773	0	0	0	0	0
5 Construction	001-3036-572	63-00	294,227	294,227	0	0	0	0	0
P20BPL Butler Park Field Lighting									
5 Construction	306-3036-572	63-00	475,000	475,000	0	0	0	0	0
P20BPP Replacement Park Pavilion - Blue Ridge Park									
5 Construction	306-3036-572	63-00	300,000	300,000	0	0	0	0	0
P20BPS Butler Park Shade Structures									
5 Construction	306-3036-572	63-00	160,000	160,000	0	0	0	0	0
P20PAI Park Amenities Program									
10 Equipment/Materials/Furniture	306-3036-572	63-00	0	0	0	0	0	0	0
P23GNC Garden of the Five Senses - Nature Center with Pavilion & Parking									
1 Plan/Design/Engineering	306-3036-572	63-00	150,000	0	0	0	150,000	0	0
5 Construction	306-3036-572	63-00	750,000	0	0	0	0	750,000	0
		Closed	15,470,000	14,570,000	0	0	150,000	750,000	0
<u>Existing CIP Project</u>									
GM20AT Phased ADA Transition Plan									
5 Construction	306-3038-572	63-00	350,350	20,350	50,000	50,000	75,000	25,000	130,000
P10MCG Myakkahatchee Greenway Linear Park									
1 Plan/Design/Engineering	306-3036-572	63-00	43,287	43,287	0	0	0	0	0
5 Construction	306-3036-572	63-00	1,456,718	1,456,718	0	0	0	0	0
P15MCC Myakkahatchee Creek Corridor - Land Acquisition									
1 Plan/Design/Engineering	170-3036-572	31-05	6,510	6,510	0	0	0	0	0
4 Land Acquisition	144-3036-572	61-00	2,416,062	2,416,062	0	0	0	0	0
4 Land Acquisition	152-3036-572	61-00	501,315	501,315	0	0	0	0	0
4 Land Acquisition	170-3036-572	61-00	718,568	718,568	0	0	0	0	0
4 Land Acquisition	306-3036-572	61-00	459,719	459,719	0	0	0	0	0
P17BGA Blueways/Greenways Access - Blue Ridge Park									
1 Plan/Design/Engineering	152-3036-572	63-00	36,235	36,235	0	0	0	0	0
5 Construction	152-3036-572	63-00	263,765	263,765	0	0	0	0	0
5 Construction	306-3036-572	63-00	53,000	53,000	0	0	0	0	0

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>Parks & Recreation</u>									
<u>Existing CIP Project</u>									
P17DGC Disc Golf Course									
1 Plan/Design/Engineering	152-3036-572	63-00	7,500	7,500	0	0	0	0	0
5 Construction	152-3036-572	63-00	42,500	42,500	0	0	0	0	0
P17EPI Environmental Park Improvements									
1 Plan/Design/Engineering	306-3036-572	63-00	11,763	11,763	0	0	0	0	0
5 Construction	306-3036-572	63-00	328,237	328,237	0	0	0	0	0
P18SHA Spring Haven Land Acquisition									
4 Land Acquisition	306-3036-572	61-00	1,500,000	1,500,000	0	0	0	0	0
P19AP4 Atwater Park - Phase IV									
1 Plan/Design/Engineering	152-3036-572	63-00	150,000	150,000	0	0	0	0	0
5 Construction	152-3036-572	63-00	650,000	650,000	0	0	0	0	0
5 Construction	306-3036-572	63-00	9,000,000	0	0	9,000,000	0	0	0
P20GAI Acoustic Improvements at the George Mullen Activity and Morgan Family Community Centers									
10 Equipment/Materials/Furniture	306-3036-572	64-00	74,710	49,360	25,350	0	0	0	0
P20MPR Marina Park Restrooms									
5 Construction	306-3036-572	63-00	175,000	175,000	0	0	0	0	0
P21DWR Dallas White Park - Conceptual Master Plan Design & Site Renovations									
5 Construction	306-3036-572	63-00	1,500,000	0	1,500,000	0	0	0	0
P21KPP Replacement Playground Equipment - Kirk Park									
5 Construction	306-3038-572	63-00	225,000	0	225,000	0	0	0	0
P21LPR LaBrea Park Restrooms									
5 Construction	306-3036-572	63-00	200,000	0	200,000	0	0	0	0
P22DPB Deer Prairie Creek Connector Bridge									
1 Plan/Design/Engineering	306-3036-572	63-00	175,000	0	0	175,000	0	0	0
5 Construction	306-3036-572	63-00	33,500	33,500	0	0	0	0	0
P22DWP Replacement Playground Equipment - Dallas White Park									
5 Construction	306-3036-572	63-00	250,000	0	0	250,000	0	0	0
P22PAS Boca Chica Neighborhood Park									
1 Plan/Design/Engineering	152-3036-572	63-00	45,000	0	0	45,000	0	0	0
5 Construction	306-3036-572	63-00	255,000	0	0	255,000	0	0	0
P23CMP Canal & Creek Master Plan - Phase II									
5 Construction	306-3036-572	63-00	637,794	0	0	0	637,794	0	0
P23MPP Replacement Playground Equipment - McKibben Park									
5 Construction	306-3036-572	63-00	250,000	0	0	0	250,000	0	0
P24GMP Replacement Playground Equipment - George Mullen Activity Center									
5 Construction	306-3038-572	63-00	250,000	0	0	0	0	250,000	0
P25LPD Langlais Park Development									
1 Plan/Design/Engineering	306-3036-572	63-00	25,000	0	0	0	0	0	25,000
P25RRP North Port South River Road Park									
5 Construction	152-3036-572	63-00	275,000	0	0	0	0	0	275,000
WM19BR Warm Mineral Springs Building Rehabilitation									
1 Plan/Design/Engineering	125-3036-572	31-05	362,275	362,275	0	0	0	0	0
1 Plan/Design/Engineering	125-3036-572	62-00	450,000	450,000	0	0	0	0	0
1 Plan/Design/Engineering	306-3036-572	62-00	561,850	561,850	0	0	0	0	0
5 Construction	306-3036-572	62-00	605,490	605,490	0	0	0	0	0
Existing CIP Project			24,346,148	10,903,004	2,000,350	9,775,000	962,794	275,000	430,000

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>Parks & Recreation</u>									
<u>New Request</u>									
P21BPS Butler Park Marquee Sign									
5 Construction	306-3036-572	63-00	40,000	0	40,000	0	0	0	0
P21FLC Field Light Controller									
10 Equipment/Materials/Furniture	306-3036-572	63-00	36,000	0	36,000	0	0	0	0
P21PAI Park Amenities Program									
10 Equipment/Materials/Furniture	306-3038-572	63-00	50,000	0	50,000	0	0	0	0
P21VET Veteran's Park Relocation									
5 Construction	306-3036-572	63-00	100,000	0	0	100,000	0	0	0
P22PAI Park Amenities Program									
10 Equipment/Materials/Furniture	306-3036-572	52-50	200,000	0	0	50,000	50,000	50,000	50,000
P25PPP Replacement Playground Equipment - Pine Park									
10 Equipment/Materials/Furniture	306-3038-572	63-00	225,000	0	0	0	0	0	225,000
	New Request		651,000	0	126,000	150,000	50,000	50,000	275,000
	Parks & Recreation		40,467,148	25,473,004	2,126,350	9,925,000	1,162,794	1,075,000	705,000

Public Safety - Fire Rescue

Existing CIP Project

F15FPT Public Safety Training Complex									
1 Plan/Design/Engineering	306-2222-522	62-00	150,000	150,000	0	0	0	0	0
5 Construction	306-2222-522	62-00	1,268,910	1,180,710	0	88,200	0	0	0
F17R81 Fire Station 81 Renovation									
5 Construction	306-2222-522	62-00	3,120,850	3,025,000	95,850	0	0	0	0
5 Construction	321-2222-526	62-00	75,000	75,000	0	0	0	0	0
5 Construction	321-2222-526	63-00	50,000	50,000	0	0	0	0	0
5 Construction	323-2222-522	62-00	475,000	175,000	300,000	0	0	0	0
5 Construction	323-2222-522	63-00	50,000	50,000	0	0	0	0	0
F20SAS Fire Station Alerting System									
10 Equipment/Materials/Furniture	306-2222-522	64-00	200,000	200,000	0	0	0	0	0
F23FS7 Future Fire Station									
5 Construction	110-2222-522	62-00	3,364,000	0	0	0	0	3,364,000	0
F24PSC Public Safety Communication Replacement									
10 Equipment/Materials/Furniture	306-2222-522	64-00	1,800,000	0	0	0	0	1,800,000	0
	Existing CIP Project		10,553,760	4,905,710	395,850	88,200	0	5,164,000	0
	Public Safety - Fire Rescue		10,553,760	4,905,710	395,850	88,200	0	5,164,000	0

Public Safety - Police

Existing CIP Project

PD18PS Police Station Construction									
1 Plan/Design/Engineering	306-2100-521	62-00	400,000	400,000	0	0	0	0	0
2 Feasibility Study	001-2100-521	31-05	53,000	53,000	0	0	0	0	0
	Existing CIP Project		453,000	453,000	0	0	0	0	0

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>Public Safety - Police</u>									
<u>New Request</u>									
PD21DT Public Safety Driving Track									
1 Plan/Design/Engineering	306-2100-521	64-00	200,000	0	200,000	0	0	0	0
PD21LP License Plate Readers									
10 Equipment/Materials/Furniture	306-2100-521	64-00	1,200,000	0	634,000	566,000	0	0	0
PD21PE Construction of Building for Property/Evidence									
1 Plan/Design/Engineering	306-2100-521	64-00	1,300,000	0	1,300,000	0	0	0	0
		New Request	2,700,000	0	2,134,000	566,000	0	0	0
	Public Safety - Police		3,153,000	453,000	2,134,000	566,000	0	0	0
<u>Public Works - Drainage</u>									
<u>Existing CIP Program</u>									
RProgram-DSI Drainage Improvement Program									
5 Construction	107-5000-541	63-00	3,007,230	0	0	729,630	744,220	759,100	774,280
5 Construction	306-5000-541	63-00	3,622,140	0	0	879,900	897,500	915,500	929,240
RProgram-WCS Water Control Structure Program									
1 Plan/Design/Engineering	107-5000-541	63-00	918,130	0	0	203,000	234,000	241,000	240,130
5 Construction	107-5000-541	63-00	4,060,000	0	0	1,000,000	1,010,000	1,020,000	1,030,000
	Existing CIP Program		11,607,500	0	0	2,812,530	2,885,720	2,935,600	2,973,650
<u>Existing CIP Project</u>									
R20DSI Drainage System Improvements									
5 Construction	107-5000-541	63-00	701,400	701,400	0	0	0	0	0
5 Construction	306-5000-541	63-00	845,600	845,600	0	0	0	0	0
R20S08 Rehabilitation of Water Control Structure 108									
1 Plan/Design/Engineering	107-5000-541	63-00	200,000	200,000	0	0	0	0	0
5 Construction	306-5000-541	63-00	1,710,000	0	1,710,000	0	0	0	0
	Existing CIP Project		3,457,000	1,747,000	1,710,000	0	0	0	0
<u>New Request</u>									
R21DSI Drainage System Improvements									
5 Construction	107-5000-541	63-00	715,320	0	715,320	0	0	0	0
5 Construction	306-5000-541	63-00	862,600	0	862,600	0	0	0	0
R21S13 Water Control Structure 113									
1 Plan/Design/Engineering	107-5000-541	63-00	290,000	0	290,000	0	0	0	0
5 Construction	107-5000-541	63-00	0	0	0	0	0	0	0
	New Request		1,867,920	0	1,867,920	0	0	0	0
	Public Works - Drainage		16,932,420	1,747,000	3,577,920	2,812,530	2,885,720	2,935,600	2,973,650

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>Public Works - Solid Waste</u>									
<u>Existing CIP Project</u>									
SW24TS Solid Waste Transfer Station									
1 Plan/Design/Engineering	156-3032-534	62-00	423,500	0	0	0	423,500	0	0
5 Construction	156-3032-534	62-00	4,235,000	0	0	0	0	4,235,000	0
	Existing CIP Project		4,658,500	0	0	0	423,500	4,235,000	0
	Public Works - Solid Waste		4,658,500	0	0	0	423,500	4,235,000	0

Public Works - Transportation

Existing CIP Program

RProgram-BRR Bridge Rehabilitation & Repair Program

5 Construction	107-5000-541	63-00	307,170	0	0	45,000	64,400	86,680	111,090
5 Construction	306-5000-541	63-00	1,154,070	0	0	280,000	285,600	291,320	297,150

RProgram-RRH Road Rehabilitation Program

5 Construction	107-5000-541	46-10	15,021,040	0	0	3,644,460	3,717,350	3,791,700	3,867,530
5 Construction	306-5000-541	46-10	6,386,670	0	0	1,541,700	1,572,600	1,604,100	1,668,270

RProgram-SWC Sidewalk and Pedestrian Bridges Program

1 Plan/Design/Engineering	107-5000-541	63-00	504,500	0	0	122,400	124,850	127,350	129,900
5 Construction	306-5000-541	63-00	898,590	0	0	0	293,600	299,500	305,490
	Existing CIP Program		24,272,040	0	0	5,633,560	6,058,400	6,200,650	6,379,430

Existing CIP Project

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
Public Works - Transportation									
Existing CIP Project									
R15PW1/U15PW1 Price Boulevard Widening Phase I									
1 Plan/Design/Engineering	153-5000-541	63-00	2,583,380	2,583,380	0	0	0	0	0
1 Plan/Design/Engineering	420-6061-533	63-00	494,870	494,870	0	0	0	0	0
1 Plan/Design/Engineering	420-6062-535	63-00	315,220	315,220	0	0	0	0	0
4 Land Acquisition	144-5000-541	31-05	8,000	8,000	0	0	0	0	0
4 Land Acquisition	144-5000-541	61-00	527,537	527,537	0	0	0	0	0
4 Land Acquisition	144-5000-541	63-00	1,314,463	1,314,463	0	0	0	0	0
4 Land Acquisition	306-5000-541	61-00	150,000	150,000	0	0	0	0	0
5 Construction	153-5000-541	63-00	1,319,620	1,319,620	0	0	0	0	0
5 Construction	306-5000-541	63-00	700,000	700,000	0	0	0	0	0
R16TTP Tamiami Trail Parking - South									
1 Plan/Design/Engineering	306-5000-541	63-00	58,394	58,394	0	0	0	0	0
R18BBL Biscayne Drive Bike Lanes									
1 Plan/Design/Engineering	107-5000-541	63-00	114,100	114,100	0	0	0	0	0
5 Construction	107-5000-541	63-00	1,235,309	1,235,309	0	0	0	0	0
R18PBT Tropicaire Boulevard Pedestrian and Bicycle Ways Shared-Use Path									
1 Plan/Design/Engineering	306-5000-541	63-00	2,338,268	2,220,668	117,600	0	0	0	0
R18SSM Sidewalks - San Mateo Drive									
1 Plan/Design/Engineering	306-5000-541	63-00	119,080	119,080	0	0	0	0	0
5 Construction	107-5000-541	63-00	160,500	160,500	0	0	0	0	0
5 Construction	306-5000-541	63-00	494,500	494,500	0	0	0	0	0
R19RRH 2019 - Road Rehabilitation									
5 Construction	107-5000-541	46-10	4,616,010	4,616,010	0	0	0	0	0
5 Construction	306-5000-541	46-10	1,452,600	1,452,600	0	0	0	0	0
R19SPR Sidewalks - Price Boulevard									
1 Plan/Design/Engineering	306-5000-541	63-00	13,920	13,920	0	0	0	0	0
5 Construction	306-5000-541	63-00	282,100	0	282,100	0	0	0	0
R19TRR Tropicaire Boulevard Road Reconstruction									
5 Construction	107-5000-541	63-00	1,467,650	1,467,650	0	0	0	0	0
5 Construction	306-5000-541	63-00	2,683,638	2,683,638	0	0	0	0	0
R19TTP Tamiami Trail Parking - North									
1 Plan/Design/Engineering	306-5000-541	63-00	89,360	89,360	0	0	0	0	0
R20HCI Hillsborough/Cranberry Intersection Improvements									
1 Plan/Design/Engineering	107-5000-541	63-00	100,000	100,000	0	0	0	0	0
1 Plan/Design/Engineering	306-5000-541	63-00	125,000	0	125,000	0	0	0	0
14 Professional Fees	107-5000-541	31-05	100,000	100,000	0	0	0	0	0
R20MPA US 41 Multimodal Path Amenities Design									
1 Plan/Design/Engineering	306-5000-541	63-00	0	0	0	0	0	0	0
5 Construction	306-5000-541	63-00	0	0	0	0	0	0	0
R20PTS Price Traffic Signal at High School									
1 Plan/Design/Engineering	107-5000-541	63-00	112,942	112,942	0	0	0	0	0
5 Construction	107-5000-541	63-00	350,000	0	350,000	0	0	0	0
R20RRH 2020 - Road Rehabilitation									
5 Construction	107-5000-541	46-10	3,573,300	3,573,300	0	0	0	0	0
5 Construction	306-5000-541	46-10	1,481,700	1,481,700	0	0	0	0	0

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Public Works - Transportation									
Existing CIP Project									
R21WSE Welcome Sign on East US 41									
1 Plan/Design/Engineering	306-5000-541	63-00	0	0	0	0	0	0	0
5 Construction	306-5000-541	63-00	0	0	0	0	0	0	0
R25PW2 Price Widening Phase II - Sumter Boulevard to Westerly Terminus of Middle School and High School									
1 Plan/Design/Engineering	107-5000-541	63-00	1,650,000	0	0	0	0	0	1,650,000
1 Plan/Design/Engineering	153-5000-541	63-00	1,000,000	0	0	0	0	0	1,000,000
4 Land Acquisition	107-5000-541	61-00	2,600,000	0	0	0	0	0	2,600,000
Existing CIP Project			33,631,461	27,506,761	874,700	0	0	0	5,250,000
New Request									
R21BRR 2021 Bridge Rehabilitation and Repair									
5 Construction	306-5000-541	63-00	274,500	0	274,500	0	0	0	0
R21RRH 2021 Road Rehabilitation									
5 Construction	107-5000-541	46-10	3,573,000	0	3,573,000	0	0	0	0
5 Construction	306-5000-541	46-10	2,582,000	0	2,582,000	0	0	0	0
R21SWD Sidewalk and Pedestrian Bridge - Woodhaven Drive									
1 Plan/Design/Engineering	107-5000-541	63-00	120,000	0	120,000	0	0	0	0
5 Construction	306-5000-541	63-00	287,800	0	0	287,800	0	0	0
New Request			6,837,300	0	6,549,500	287,800	0	0	0
Public Works - Transportation			64,740,801	27,506,761	7,424,200	5,921,360	6,058,400	6,200,650	11,629,430
Utilities - Wastewater Systems									
Existing CIP Program									
U21STO Wastewater Transmission Oversizing									
5 Construction	424-6062-535	63-00	50,000	0	50,000	0	0	0	0
USTO Wastewater Transmission Oversizing									
5 Construction	424-6062-535	63-00	200,000	0	0	50,000	50,000	50,000	50,000
Existing CIP Program			250,000	0	50,000	50,000	50,000	50,000	50,000
Existing CIP Project									
U19NEP Neighborhood Water/Wastewater Line Extensions									
1 Plan/Design/Engineering	306-6064-536	63-00	325,190	325,190	0	0	0	0	0
5 Construction	306-6064-536	63-00	5,761,279	0	521,519	1,277,700	1,303,300	1,329,380	1,329,380
U20WES Neighborhood Water/Wastewater Line Extensions-Sumter Blvd.									
1 Plan/Design/Engineering	306-6064-536	63-00	50,000	50,000	0	0	0	0	0
5 Construction	306-6064-536	63-00	3,076,651	2,345,570	731,081	0	0	0	0
U21WWI Wastewater Treatment Plant Improvements									
5 Construction	420-6062-535	63-00	1,100,000	0	400,000	200,000	300,000	200,000	0
Existing CIP Project			10,313,120	2,720,760	1,652,600	1,477,700	1,603,300	1,529,380	1,329,380
Utilities - Wastewater Systems			10,563,120	2,720,760	1,702,600	1,527,700	1,653,300	1,579,380	1,379,380

CIP Expenditure Budget Report Grouped by CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>Utilities - Water Systems</u>									
<u>Existing CIP Program</u>									
U21WBR Water Pipeline Bridge Replacements - Haberland/Woodhaven/North Toledo Blade									
1 Plan/Design/Engineering	420-6061-533	63-00	150,000	0	150,000	0	0	0	0
5 Construction	306-6061-533	63-00	575,000	0	0	275,000	130,000	170,000	0
5 Construction	420-6061-533	63-00	40,000	0	0	0	40,000	0	0
U21WDI Water Distribution System Improvements									
1 Plan/Design/Engineering	420-6061-533	63-00	28,340	0	28,340	0	0	0	0
5 Construction	306-6061-533	63-00	494,700	0	494,700	0	0	0	0
5 Construction	420-6061-533	63-00	34,400	0	34,400	0	0	0	0
U21WTO Water Transmission Oversizing									
5 Construction	423-6061-533	63-00	50,000	0	50,000	0	0	0	0
UWBR Water Pipeline Bridge Replacements									
1 Plan/Design/Engineering	420-6061-533	63-00	150,000	0	0	0	0	0	150,000
UWDI Water Distribution System Improvements									
1 Plan/Design/Engineering	306-6061-533	63-00	361,340	0	0	87,920	89,940	91,740	91,740
5 Construction	306-6061-533	63-00	1,066,660	0	0	141,680	294,760	263,260	366,960
UWTO Water Transmission Oversizing									
5 Construction	423-6061-533	63-00	200,000	0	0	50,000	50,000	50,000	50,000
	Existing CIP Program		3,150,440	0	757,440	554,600	604,700	575,000	658,700

CIP Expenditure Budget Report Grouped by CIP Category, CIP Status

City of North Port

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
Utilities - Water Systems									
Existing CIP Project									
U17ASR Aquifer, Storage, and Recovery (ASR) - Permanent Facilities									
1 Plan/Design/Engineering	423-6061-533	63-00	160,000	160,000	0	0	0	0	0
5 Construction	423-6061-533	63-00	1,465,525	1,465,525	0	0	0	0	0
U17WTP Myakkahatchee Creek Water Treatment Plant (MCWTP)-Transfer Pump Upgrades									
1 Plan/Design/Engineering	420-6061-533	63-00	44,940	44,940	0	0	0	0	0
5 Construction	420-6061-533	63-00	6,800	6,800	0	0	0	0	0
5 Construction	423-6061-533	63-00	249,350	249,350	0	0	0	0	0
U18WT2 Water Transmission from Myakkahatchee Creek Water Treatment Plant (MCWTP) to Ortiz									
1 Plan/Design/Engineering	423-6061-533	63-00	340,000	290,000	50,000	0	0	0	0
5 Construction	423-6061-533	63-00	4,289,400	3,184,530	1,104,870	0	0	0	0
U19WBR Water Pipeline Bridge Replacements - Salford/Snover									
1 Plan/Design/Engineering	420-6061-533	63-00	150,000	150,000	0	0	0	0	0
5 Construction	306-6061-533	63-00	100,000	100,000	0	0	0	0	0
5 Construction	420-6061-533	63-00	110,000	110,000	0	0	0	0	0
U19WSM Water Transmission on San Mateo Drive from Price Boulevard to Hillsborough Boulevard									
1 Plan/Design/Engineering	420-6061-533	63-00	350,000	350,000	0	0	0	0	0
5 Construction	420-6061-533	63-00	3,520,000	2,400,000	1,120,000	0	0	0	0
5 Construction	423-6061-533	63-00	480,000	0	480,000	0	0	0	0
U20F1R Flocculator No.1 Rehabilitation									
1 Plan/Design/Engineering	420-6061-533	63-00	75,000	75,000	0	0	0	0	0
5 Construction	420-6061-533	63-00	500,000	500,000	0	0	0	0	0
U20WBR Water Pipeline Bridge Replacements - Biscayne/Pan American									
5 Construction	306-6061-533	63-00	385,000	385,000	0	0	0	0	0
5 Construction	420-6061-533	63-00	80,000	80,000	0	0	0	0	0
U21WPI Myakkahatchee Creek Water Treatment Plant (MCWTP) Improvements									
1 Plan/Design/Engineering	420-6061-533	63-00	104,860	0	30,660	27,720	28,240	18,240	0
5 Construction	420-6061-533	63-00	2,097,060	0	613,190	554,380	564,790	364,700	0
U22WSP Sludge Press									
1 Plan/Design/Engineering	420-6061-533	63-00	500,000	0	0	500,000	0	0	0
5 Construction	420-6061-533	63-00	2,500,000	0	0	2,500,000	0	0	0
Existing CIP Project			17,507,935	9,551,145	3,398,720	3,582,100	593,030	382,940	0
New Request									
U21WMS Ortiz Blvd to Warm Mineral Springs - Bridge Watermain Replacement									
1 Plan/Design/Engineering	420-6061-533	63-00	45,000	0	45,000	0	0	0	0
1 Plan/Design/Engineering	423-6061-533	63-00	5,000	0	5,000	0	0	0	0
5 Construction	420-6061-533	63-00	180,000	0	0	180,000	0	0	0
5 Construction	423-6061-533	63-00	20,000	0	0	20,000	0	0	0
New Request			250,000	0	50,000	200,000	0	0	0
Utilities - Water Systems			20,908,375	9,551,145	4,206,160	4,336,700	1,197,730	957,940	658,700
Report Total			198,213,324	90,270,380	22,021,210	33,046,560	13,381,444	22,147,570	17,346,160

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
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001 GENERAL FUND

City Facilities

Existing CIP Project

CF19EO Emergency Operations Center and City Hall Generator

14 Professional Fees	001-9100-525	31-05	70,000	70,000	0	0	0	0	0
	Existing CIP Project		70,000	70,000	0	0	0	0	0
	City Facilities		70,000	70,000	0	0	0	0	0

Parks & Recreation

Closed

P17CEC Community Education Center - Parking Lot Improvements

1 Plan/Design/Engineering	001-3036-572	63-00	45,900	45,900	0	0	0	0	0
5 Construction	001-3036-572	63-00	8,100	8,100	0	0	0	0	0

P17NPP North Port Aquatic Center

10 Equipment/Materials/Furniture	001-0710-516	64-00	76,000	76,000	0	0	0	0	0
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P19BPG Garden of the Five Senses, Walking Trail (CDBG Grant project)

1 Plan/Design/Engineering	001-3036-572	63-00	55,773	55,773	0	0	0	0	0
5 Construction	001-3036-572	63-00	294,227	294,227	0	0	0	0	0
	Closed		480,000	480,000	0	0	0	0	0
	Parks & Recreation		480,000	480,000	0	0	0	0	0

Public Safety - Police

Existing CIP Project

PD18PS Police Station Construction

2 Feasibility Study	001-2100-521	31-05	53,000	53,000	0	0	0	0	0
	Existing CIP Project		53,000	53,000	0	0	0	0	0
	Public Safety - Police		53,000	53,000	0	0	0	0	0

001 GENERAL FUND			603,000	603,000	0	0	0	0	0
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107 ROAD & DRAINAGE DISTRICT

City Facilities

Existing CIP Project

R20FAC Public Works Facility Phase II

1 Plan/Design/Engineering	107-5000-541	62-00	95,000	95,000	0	0	0	0	0
5 Construction	107-5000-541	62-00	3,959,600	0	95,000	3,864,600	0	0	0
	Existing CIP Project		4,054,600	95,000	95,000	3,864,600	0	0	0
	City Facilities		4,054,600	95,000	95,000	3,864,600	0	0	0

Information Technology

Existing CIP Project

IT20NI Network Infrastructure

10 Equipment/Materials/Furniture	107-5000-541	64-00	46,600	0	0	46,600	0	0	0
	Existing CIP Project		46,600	0	0	46,600	0	0	0
	Information Technology		46,600	0	0	46,600	0	0	0

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>107 ROAD & DRAINAGE DISTRICT</u>									
<u>Public Works - Drainage</u>									
<u>Existing CIP Program</u>									
RProgram-DSI Drainage Improvement Program									
5 Construction	107-5000-541	63-00	3,007,230	0	0	729,630	744,220	759,100	774,280
RProgram-WCS Water Control Structure Program									
1 Plan/Design/Engineering	107-5000-541	63-00	918,130	0	0	203,000	234,000	241,000	240,130
5 Construction	107-5000-541	63-00	4,060,000	0	0	1,000,000	1,010,000	1,020,000	1,030,000
	Existing CIP Program		7,985,360	0	0	1,932,630	1,988,220	2,020,100	2,044,410
<u>Existing CIP Project</u>									
R20DSI Drainage System Improvements									
5 Construction	107-5000-541	63-00	701,400	701,400	0	0	0	0	0
R20S08 Rehabilitation of Water Control Structure 108									
1 Plan/Design/Engineering	107-5000-541	63-00	200,000	200,000	0	0	0	0	0
	Existing CIP Project		901,400	901,400	0	0	0	0	0
<u>New Request</u>									
R21DSI Drainage System Improvements									
5 Construction	107-5000-541	63-00	715,320	0	715,320	0	0	0	0
R21S13 Water Control Structure 113									
1 Plan/Design/Engineering	107-5000-541	63-00	290,000	0	290,000	0	0	0	0
5 Construction	107-5000-541	63-00	0	0	0	0	0	0	0
	New Request		1,005,320	0	1,005,320	0	0	0	0
	Public Works - Drainage		9,892,080	901,400	1,005,320	1,932,630	1,988,220	2,020,100	2,044,410
<u>Public Works - Transportation</u>									
<u>Existing CIP Program</u>									
RProgram-BRR Bridge Rehabilitation & Repair Program									
5 Construction	107-5000-541	63-00	307,170	0	0	45,000	64,400	86,680	111,090
RProgram-RRH Road Rehabilitation Program									
5 Construction	107-5000-541	46-10	15,021,040	0	0	3,644,460	3,717,350	3,791,700	3,867,530
RProgram-SWC Sidewalk and Pedestrian Bridges Program									
1 Plan/Design/Engineering	107-5000-541	63-00	504,500	0	0	122,400	124,850	127,350	129,900
	Existing CIP Program		15,832,710	0	0	3,811,860	3,906,600	4,005,730	4,108,520

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>107 ROAD & DRAINAGE DISTRICT</u>									
<u>Public Works - Transportation</u>									
<u>Existing CIP Project</u>									
R18BBL Biscayne Drive Bike Lanes									
1 Plan/Design/Engineering	107-5000-541	63-00	114,100	114,100	0	0	0	0	0
5 Construction	107-5000-541	63-00	1,235,309	1,235,309	0	0	0	0	0
R18SSM Sidewalks - San Mateo Drive									
5 Construction	107-5000-541	63-00	160,500	160,500	0	0	0	0	0
R19RRH 2019 - Road Rehabilitation									
5 Construction	107-5000-541	46-10	4,616,010	4,616,010	0	0	0	0	0
R19TRR Tropicaire Boulevard Road Reconstruction									
5 Construction	107-5000-541	63-00	1,467,650	1,467,650	0	0	0	0	0
R20HCI Hillsborough/Cranberry Intersection Improvements									
1 Plan/Design/Engineering	107-5000-541	63-00	100,000	100,000	0	0	0	0	0
14 Professional Fees	107-5000-541	31-05	100,000	100,000	0	0	0	0	0
R20PTS Price Traffic Signal at High School									
1 Plan/Design/Engineering	107-5000-541	63-00	112,942	112,942	0	0	0	0	0
5 Construction	107-5000-541	63-00	350,000	0	350,000	0	0	0	0
R20RRH 2020 - Road Rehabilitation									
5 Construction	107-5000-541	46-10	3,573,300	3,573,300	0	0	0	0	0
R25PW2 Price Widening Phase II - Sumter Boulevard to Westerly Terminus of Middle School and High School									
1 Plan/Design/Engineering	107-5000-541	63-00	1,650,000	0	0	0	0	0	1,650,000
4 Land Acquisition	107-5000-541	61-00	2,600,000	0	0	0	0	0	2,600,000
	Existing CIP Project		16,079,811	11,479,811	350,000	0	0	0	4,250,000
<u>New Request</u>									
R21RRH 2021 Road Rehabilitation									
5 Construction	107-5000-541	46-10	3,573,000	0	3,573,000	0	0	0	0
R21SWD Sidewalk and Pedestrian Bridge - Woodhaven Drive									
1 Plan/Design/Engineering	107-5000-541	63-00	120,000	0	120,000	0	0	0	0
	New Request		3,693,000	0	3,693,000	0	0	0	0
	Public Works - Transportation		35,605,521	11,479,811	4,043,000	3,811,860	3,906,600	4,005,730	8,358,520
	107 ROAD & DRAINAGE DISTRICT		49,598,801	12,476,211	5,143,320	9,655,690	5,894,820	6,025,830	10,402,930
<u>110 FIRE RESCUE DISTRICT</u>									
<u>Information Technology</u>									
<u>Existing CIP Project</u>									
IT20NI Network Infrastructure									
10 Equipment/Materials/Furniture	110-2222-522	64-00	85,000	0	0	85,000	0	0	0
	Existing CIP Project		85,000	0	0	85,000	0	0	0
	Information Technology		85,000	0	0	85,000	0	0	0
<u>Public Safety - Fire Rescue</u>									
<u>Existing CIP Project</u>									
F23FS7 Future Fire Station									
5 Construction	110-2222-522	62-00	3,364,000	0	0	0	0	3,364,000	0
	Existing CIP Project		3,364,000	0	0	0	0	3,364,000	0
	Public Safety - Fire Rescue		3,364,000	0	0	0	0	3,364,000	0
	110 FIRE RESCUE DISTRICT		3,449,000	0	0	85,000	0	3,364,000	0

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
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120 SOLID WASTE DISTRICT

City Facilities

Existing CIP Project

R20FAC Public Works Facility Phase II

1 Plan/Design/Engineering	120-3032-534	62-00	95,000	95,000	0	0	0	0	0
5 Construction	120-3032-534	62-00	3,100,800	0	95,000	3,005,800	0	0	0
	Existing CIP Project		3,195,800	95,000	95,000	3,005,800	0	0	0
	City Facilities		3,195,800	95,000	95,000	3,005,800	0	0	0

Information Technology

Existing CIP Project

IT20NI Network Infrastructure

10 Equipment/Materials/Furniture	120-3032-534	64-00	12,200	0	0	12,200	0	0	0
	Existing CIP Project		12,200	0	0	12,200	0	0	0
	Information Technology		12,200	0	0	12,200	0	0	0
	120 SOLID WASTE DISTRICT		3,208,000	95,000	95,000	3,018,000	0	0	0

125 WARM MINERAL SPRINGS

Parks & Recreation

Existing CIP Project

WM19BR Warm Mineral Springs Building Rehabilitation

1 Plan/Design/Engineering	125-3036-572	31-05	362,275	362,275	0	0	0	0	0
1 Plan/Design/Engineering	125-3036-572	62-00	450,000	450,000	0	0	0	0	0
	Existing CIP Project		812,275	812,275	0	0	0	0	0
	Parks & Recreation		812,275	812,275	0	0	0	0	0
	125 WARM MINERAL SPRINGS		812,275	812,275	0	0	0	0	0

135 BUILDING

Neighborhood Development Service

Existing CIP Project

BD20NR North Port City Hall NDS Development Management Center

5 Construction	135-2700-524	62-00	1,423,310	1,384,000	39,310	0	0	0	0
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BD20WV West Villages Development Services Center

5 Construction	135-2700-524	62-00	1,079,820	1,050,000	29,820	0	0	0	0
	Existing CIP Project		2,503,130	2,434,000	69,130	0	0	0	0
	Neighborhood Development Service		2,503,130	2,434,000	69,130	0	0	0	0
	135 BUILDING		2,503,130	2,434,000	69,130	0	0	0	0

144 ESCH LOT-LAND/FUTURE PROJ

Parks & Recreation

Closed

P17CEC Community Education Center - Parking Lot Improvements

5 Construction	144-3036-572	63-00	46,000	46,000	0	0	0	0	0
	Closed		46,000	46,000	0	0	0	0	0

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
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144 ESCH LOT-LAND/FUTURE PROJ

Parks & Recreation

Existing CIP Project

P15MCC Myakkahatchee Creek Corridor - Land Acquisition

4 Land Acquisition	144-3036-572	61-00	2,416,062	2,416,062	0	0	0	0	0
		Existing CIP Project	2,416,062	2,416,062	0	0	0	0	0
		Parks & Recreation	2,462,062	2,462,062	0	0	0	0	0

Public Works - Transportation

Existing CIP Project

R15PW1/U15PW1 Price Boulevard Widening Phase I

4 Land Acquisition	144-5000-541	31-05	8,000	8,000	0	0	0	0	0
4 Land Acquisition	144-5000-541	61-00	527,537	527,537	0	0	0	0	0
4 Land Acquisition	144-5000-541	63-00	1,314,463	1,314,463	0	0	0	0	0
		Existing CIP Project	1,850,000	1,850,000	0	0	0	0	0
		Public Works - Transportation	1,850,000	1,850,000	0	0	0	0	0
		144 ESCH LOT-LAND/FUTURE PROJ	4,312,062	4,312,062	0	0	0	0	0

146 ESCHEATED LOTS - PARKS

Parks & Recreation

Closed

P17CEC Community Education Center - Parking Lot Improvements

5 Construction	146-3036-572	63-00	20,000	20,000	0	0	0	0	0
		Closed	20,000	20,000	0	0	0	0	0
		Parks & Recreation	20,000	20,000	0	0	0	0	0
		146 ESCHEATED LOTS - PARKS	20,000	20,000	0	0	0	0	0

152 PRKS & REC IMPCT FEE FUND

Parks & Recreation

Closed

P17NPP North Port Aquatic Center

1 Plan/Design/Engineering	152-3036-572	63-00	500,000	500,000	0	0	0	0	0
5 Construction	152-3036-572	63-00	400,000	400,000	0	0	0	0	0
		Closed	900,000	900,000	0	0	0	0	0

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>152 PRKS & REC IMPCT FEE FUND</u>									
<u>Parks & Recreation</u>									
<u>Existing CIP Project</u>									
P15MCC Myakkahatchee Creek Corridor - Land Acquisition									
4 Land Acquisition	152-3036-572	61-00	501,315	501,315	0	0	0	0	0
P17BGA Blueways/Greenways Access - Blue Ridge Park									
1 Plan/Design/Engineering	152-3036-572	63-00	36,235	36,235	0	0	0	0	0
5 Construction	152-3036-572	63-00	263,765	263,765	0	0	0	0	0
P17DGC Disc Golf Course									
1 Plan/Design/Engineering	152-3036-572	63-00	7,500	7,500	0	0	0	0	0
5 Construction	152-3036-572	63-00	42,500	42,500	0	0	0	0	0
P19AP4 Atwater Park - Phase IV									
1 Plan/Design/Engineering	152-3036-572	63-00	150,000	150,000	0	0	0	0	0
5 Construction	152-3036-572	63-00	650,000	650,000	0	0	0	0	0
P22PAS Boca Chica Neighborhood Park									
1 Plan/Design/Engineering	152-3036-572	63-00	45,000	0	0	45,000	0	0	0
P25RRP North Port South River Road Park									
5 Construction	152-3036-572	63-00	275,000	0	0	0	0	0	275,000
			Existing CIP Project	1,971,315	1,651,315	0	45,000	0	275,000
			Parks & Recreation	2,871,315	2,551,315	0	45,000	0	275,000
152 PRKS & REC IMPCT FEE FUND			2,871,315	2,551,315	0	45,000	0	0	275,000

153 NP TRANSPORT IMPACT FEES

Public Works - Transportation

Existing CIP Project

R15PW1/U15PW1 Price Boulevard Widening Phase I

1 Plan/Design/Engineering	153-5000-541	63-00	2,583,380	2,583,380	0	0	0	0	0
5 Construction	153-5000-541	63-00	1,319,620	1,319,620	0	0	0	0	0

R25PW2 Price Widening Phase II - Sumter Boulevard to Westerly Terminus of Middle School and High School

1 Plan/Design/Engineering	153-5000-541	63-00	1,000,000	0	0	0	0	0	1,000,000
			Existing CIP Project	4,903,000	3,903,000	0	0	0	1,000,000
			Public Works - Transportation	4,903,000	3,903,000	0	0	0	1,000,000

153 NP TRANSPORT IMPACT FEES 4,903,000 3,903,000 0 0 0 0 0 1,000,000

156 SOLID WASTE IMPACT FEES

Public Works - Solid Waste

Existing CIP Project

SW24TS Solid Waste Transfer Station

1 Plan/Design/Engineering	156-3032-534	62-00	423,500	0	0	0	423,500	0	0
5 Construction	156-3032-534	62-00	4,235,000	0	0	0	0	4,235,000	0
			Existing CIP Project	4,658,500	0	0	0	423,500	4,235,000
			Public Works - Solid Waste	4,658,500	0	0	0	423,500	4,235,000

156 SOLID WASTE IMPACT FEES 4,658,500 0 0 0 0 423,500 4,235,000 0

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>157 GENERAL GOV'T IMPACT FEES</u>									
<u>City Facilities</u>									
<u>Existing CIP Project</u>									
R20FAC Public Works Facility Phase II									
1 Plan/Design/Engineering	157-3035-519	62-00	60,000	60,000	0	0	0	0	0
5 Construction	157-3035-519	62-00	346,270	0	60,000	286,270	0	0	0
		Existing CIP Project	406,270	60,000	60,000	286,270	0	0	0
		City Facilities	406,270	60,000	60,000	286,270	0	0	0
		157 GENERAL GOV'T IMPACT FEES	406,270	60,000	60,000	286,270	0	0	0

170 DEP ENVIRONMENTAL MNGMNT

Parks & Recreation

Existing CIP Project

P15MCC Myakkahatchee Creek Corridor - Land Acquisition

1 Plan/Design/Engineering	170-3036-572	31-05	6,510	6,510	0	0	0	0	0
4 Land Acquisition	170-3036-572	61-00	718,568	718,568	0	0	0	0	0
		Existing CIP Project	725,078	725,078	0	0	0	0	0
		Parks & Recreation	725,078	725,078	0	0	0	0	0
		170 DEP ENVIRONMENTAL MNGMNT	725,078	725,078	0	0	0	0	0

306 SURTAX

City Facilities

Existing CIP Project

CF19EO Emergency Operations Center and City Hall Generator

10 Equipment/Materials/Furniture	306-2222-522	62-00	250,000	250,000	0	0	0	0	0
14 Professional Fees	306-2222-522	62-00	107,500	107,500	0	0	0	0	0
5 Construction	306-2222-522	62-00	1,347,500	1,347,500	0	0	0	0	0
		Existing CIP Project	1,705,000	1,705,000	0	0	0	0	0
		City Facilities	1,705,000	1,705,000	0	0	0	0	0

Information Technology

Closed

IT20FI Fiber Install on Pan American Blvd

10 Equipment/Materials/Furniture	306-0710-516	63-00	35,000	35,000	0	0	0	0	0
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IT20SR TriCaster Server Replacement

10 Equipment/Materials/Furniture	306-0710-516	64-00	45,000	45,000	0	0	0	0	0
		Closed	80,000	80,000	0	0	0	0	0

Existing CIP Project

IT20NI Network Infrastructure

10 Equipment/Materials/Furniture	306-0710-516	64-00	374,000	264,000	110,000	0	0	0	0
		Existing CIP Project	374,000	264,000	110,000	0	0	0	0
		Information Technology	454,000	344,000	110,000	0	0	0	0

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
306 SURTAX									
Parks & Recreation									
Closed									
P17BPG Boundless Adventures Playground									
5 Construction	306-3036-572	63-00	589,000	589,000	0	0	0	0	0
P17CEC Community Education Center - Parking Lot Improvements									
5 Construction	306-3036-572	63-00	500,000	500,000	0	0	0	0	0
P17NPP North Port Aquatic Center									
5 Construction	306-3036-572	63-00	11,100,000	11,100,000	0	0	0	0	0
P20BPL Butler Park Field Lighting									
5 Construction	306-3036-572	63-00	475,000	475,000	0	0	0	0	0
P20BPP Replacement Park Pavilion - Blue Ridge Park									
5 Construction	306-3036-572	63-00	300,000	300,000	0	0	0	0	0
P20BPS Butler Park Shade Structures									
5 Construction	306-3036-572	63-00	160,000	160,000	0	0	0	0	0
P20PAI Park Amenities Program									
10 Equipment/Materials/Furniture	306-3036-572	63-00	0	0	0	0	0	0	0
P23GNC Garden of the Five Senses - Nature Center with Pavilion & Parking									
1 Plan/Design/Engineering	306-3036-572	63-00	150,000	0	0	0	150,000	0	0
5 Construction	306-3036-572	63-00	750,000	0	0	0	0	750,000	0
		Closed	14,024,000	13,124,000	0	0	150,000	750,000	0

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
306 SURTAX									
Parks & Recreation									
Existing CIP Project									
GM20AT Phased ADA Transition Plan									
5 Construction	306-3038-572	63-00	350,350	20,350	50,000	50,000	75,000	25,000	130,000
P10MCG Myakkahatchee Greenway Linear Park									
1 Plan/Design/Engineering	306-3036-572	63-00	43,287	43,287	0	0	0	0	0
5 Construction	306-3036-572	63-00	1,456,718	1,456,718	0	0	0	0	0
P15MCC Myakkahatchee Creek Corridor - Land Acquisition									
4 Land Acquisition	306-3036-572	61-00	459,719	459,719	0	0	0	0	0
P17BGA Blueways/Greenways Access - Blue Ridge Park									
5 Construction	306-3036-572	63-00	53,000	53,000	0	0	0	0	0
P17EPI Environmental Park Improvements									
1 Plan/Design/Engineering	306-3036-572	63-00	11,763	11,763	0	0	0	0	0
5 Construction	306-3036-572	63-00	328,237	328,237	0	0	0	0	0
P18SHA Spring Haven Land Acquisition									
4 Land Acquisition	306-3036-572	61-00	1,500,000	1,500,000	0	0	0	0	0
P19AP4 Atwater Park - Phase IV									
5 Construction	306-3036-572	63-00	9,000,000	0	0	9,000,000	0	0	0
P20GAI Acoustic Improvements at the George Mullen Activity and Morgan Family Community Centers									
10 Equipment/Materials/Furniture	306-3036-572	64-00	74,710	49,360	25,350	0	0	0	0
P20MPR Marina Park Restrooms									
5 Construction	306-3036-572	63-00	175,000	175,000	0	0	0	0	0
P21DWR Dallas White Park - Conceptual Master Plan Design & Site Renovations									
5 Construction	306-3036-572	63-00	1,500,000	0	1,500,000	0	0	0	0
P21KPP Replacement Playground Equipment - Kirk Park									
5 Construction	306-3038-572	63-00	225,000	0	225,000	0	0	0	0
P21LPR LaBrea Park Restrooms									
5 Construction	306-3036-572	63-00	200,000	0	200,000	0	0	0	0
P22DPB Deer Prairie Creek Connector Bridge									
1 Plan/Design/Engineering	306-3036-572	63-00	175,000	0	0	175,000	0	0	0
5 Construction	306-3036-572	63-00	33,500	33,500	0	0	0	0	0
P22DWP Replacement Playground Equipment - Dallas White Park									
5 Construction	306-3036-572	63-00	250,000	0	0	250,000	0	0	0
P22PAS Boca Chica Neighborhood Park									
5 Construction	306-3036-572	63-00	255,000	0	0	255,000	0	0	0
P23CMP Canal & Creek Master Plan - Phase II									
5 Construction	306-3036-572	63-00	637,794	0	0	0	637,794	0	0
P23MPP Replacement Playground Equipment - McKibben Park									
5 Construction	306-3036-572	63-00	250,000	0	0	0	250,000	0	0
P24GMP Replacement Playground Equipment - George Mullen Activity Center									
5 Construction	306-3038-572	63-00	250,000	0	0	0	0	250,000	0
P25LPD Langlais Park Development									
1 Plan/Design/Engineering	306-3036-572	63-00	25,000	0	0	0	0	0	25,000
WM19BR Warm Mineral Springs Building Rehabilitation									
1 Plan/Design/Engineering	306-3036-572	62-00	561,850	561,850	0	0	0	0	0
5 Construction	306-3036-572	62-00	605,490	605,490	0	0	0	0	0
Existing CIP Project			18,421,418	5,298,274	2,000,350	9,730,000	962,794	275,000	155,000

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
306 SURTAX									
<u>Parks & Recreation</u>									
<u>New Request</u>									
P21BPS Butler Park Marquee Sign									
5 Construction	306-3036-572	63-00	40,000	0	40,000	0	0	0	0
P21FLC Field Light Controller									
10	306-3036-572	63-00	36,000	0	36,000	0	0	0	0
Equipment/Materials/Furniture									
P21PAI Park Amenities Program									
10	306-3038-572	63-00	50,000	0	50,000	0	0	0	0
Equipment/Materials/Furniture									
P21VET Veteran's Park Relocation									
5 Construction	306-3036-572	63-00	100,000	0	0	100,000	0	0	0
P22PAI Park Amenities Program									
10	306-3036-572	52-50	200,000	0	0	50,000	50,000	50,000	50,000
Equipment/Materials/Furniture									
P25PPP Replacement Playground Equipment - Pine Park									
10	306-3038-572	63-00	225,000	0	0	0	0	0	225,000
Equipment/Materials/Furniture									
		New Request	651,000	0	126,000	150,000	50,000	50,000	275,000
		Parks & Recreation	33,096,418	18,422,274	2,126,350	9,880,000	1,162,794	1,075,000	430,000
<u>Public Safety - Fire Rescue</u>									
<u>Existing CIP Project</u>									
F15FPT Public Safety Training Complex									
1 Plan/Design/Engineering	306-2222-522	62-00	150,000	150,000	0	0	0	0	0
5 Construction	306-2222-522	62-00	1,268,910	1,180,710	0	88,200	0	0	0
F17R81 Fire Station 81 Renovation									
5 Construction	306-2222-522	62-00	3,120,850	3,025,000	95,850	0	0	0	0
F20SAS Fire Station Alerting System									
10	306-2222-522	64-00	200,000	200,000	0	0	0	0	0
Equipment/Materials/Furniture									
F24PSC Public Safety Communication Replacement									
10	306-2222-522	64-00	1,800,000	0	0	0	0	1,800,000	0
Equipment/Materials/Furniture									
		Existing CIP Project	6,539,760	4,555,710	95,850	88,200	0	1,800,000	0
		Public Safety - Fire Rescue	6,539,760	4,555,710	95,850	88,200	0	1,800,000	0
<u>Public Safety - Police</u>									
<u>Existing CIP Project</u>									
PD18PS Police Station Construction									
1 Plan/Design/Engineering	306-2100-521	62-00	400,000	400,000	0	0	0	0	0
		Existing CIP Project	400,000	400,000	0	0	0	0	0
<u>New Request</u>									
PD21DT Public Safety Driving Track									
1 Plan/Design/Engineering	306-2100-521	64-00	200,000	0	200,000	0	0	0	0
PD21LP License Plate Readers									
10	306-2100-521	64-00	1,200,000	0	634,000	566,000	0	0	0
Equipment/Materials/Furniture									
PD21PE Construction of Building for Property/Evidence									
1 Plan/Design/Engineering	306-2100-521	64-00	1,300,000	0	1,300,000	0	0	0	0
		New Request	2,700,000	0	2,134,000	566,000	0	0	0
		Public Safety - Police	3,100,000	400,000	2,134,000	566,000	0	0	0

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
306 SURTAX									
Public Works - Drainage									
Existing CIP Program									
RProgram-DSI Drainage Improvement Program									
5 Construction	306-5000-541	63-00	3,622,140	0	0	879,900	897,500	915,500	929,240
	Existing CIP Program		3,622,140	0	0	879,900	897,500	915,500	929,240
Existing CIP Project									
R20DSI Drainage System Improvements									
5 Construction	306-5000-541	63-00	845,600	845,600	0	0	0	0	0
R20S08 Rehabilitation of Water Control Structure 108									
5 Construction	306-5000-541	63-00	1,710,000	0	1,710,000	0	0	0	0
	Existing CIP Project		2,555,600	845,600	1,710,000	0	0	0	0
New Request									
R21DSI Drainage System Improvements									
5 Construction	306-5000-541	63-00	862,600	0	862,600	0	0	0	0
	New Request		862,600	0	862,600	0	0	0	0
	Public Works - Drainage		7,040,340	845,600	2,572,600	879,900	897,500	915,500	929,240
Public Works - Transportation									
Existing CIP Program									
RProgram-BRR Bridge Rehabilitation & Repair Program									
5 Construction	306-5000-541	63-00	1,154,070	0	0	280,000	285,600	291,320	297,150
RProgram-RRH Road Rehabilitation Program									
5 Construction	306-5000-541	46-10	6,386,670	0	0	1,541,700	1,572,600	1,604,100	1,668,270
RProgram-SWC Sidewalk and Pedestrian Bridges Program									
5 Construction	306-5000-541	63-00	898,590	0	0	0	293,600	299,500	305,490
	Existing CIP Program		8,439,330	0	0	1,821,700	2,151,800	2,194,920	2,270,910

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
306 SURTAX									
Public Works - Transportation									
Existing CIP Project									
R15PW1/U15PW1 Price Boulevard Widening Phase I									
4 Land Acquisition	306-5000-541	61-00	150,000	150,000	0	0	0	0	0
5 Construction	306-5000-541	63-00	700,000	700,000	0	0	0	0	0
R16TTP Tamiami Trail Parking - South									
1 Plan/Design/Engineering	306-5000-541	63-00	58,394	58,394	0	0	0	0	0
R18PBT Tropicaire Boulevard Pedestrian and Bicycle Ways Shared-Use Path									
1 Plan/Design/Engineering	306-5000-541	63-00	2,338,268	2,220,668	117,600	0	0	0	0
R18SSM Sidewalks - San Mateo Drive									
1 Plan/Design/Engineering	306-5000-541	63-00	119,080	119,080	0	0	0	0	0
5 Construction	306-5000-541	63-00	494,500	494,500	0	0	0	0	0
R19RRH 2019 - Road Rehabilitation									
5 Construction	306-5000-541	46-10	1,452,600	1,452,600	0	0	0	0	0
R19SPR Sidewalks - Price Boulevard									
1 Plan/Design/Engineering	306-5000-541	63-00	13,920	13,920	0	0	0	0	0
5 Construction	306-5000-541	63-00	282,100	0	282,100	0	0	0	0
R19TRR Tropicaire Boulevard Road Reconstruction									
5 Construction	306-5000-541	63-00	2,683,638	2,683,638	0	0	0	0	0
R19TTP Tamiami Trail Parking - North									
1 Plan/Design/Engineering	306-5000-541	63-00	89,360	89,360	0	0	0	0	0
R20HCI Hillsborough/Cranberry Intersection Improvements									
1 Plan/Design/Engineering	306-5000-541	63-00	125,000	0	125,000	0	0	0	0
R20MPA US 41 Multimodal Path Amenities Design									
1 Plan/Design/Engineering	306-5000-541	63-00	0	0	0	0	0	0	0
5 Construction	306-5000-541	63-00	0	0	0	0	0	0	0
R20RRH 2020 - Road Rehabilitation									
5 Construction	306-5000-541	46-10	1,481,700	1,481,700	0	0	0	0	0
R21WSE Welcome Sign on East US 41									
1 Plan/Design/Engineering	306-5000-541	63-00	0	0	0	0	0	0	0
5 Construction	306-5000-541	63-00	0	0	0	0	0	0	0
		Existing CIP Project	9,988,560	9,463,860	524,700	0	0	0	0
New Request									
R21BRR 2021 Bridge Rehabilitation and Repair									
5 Construction	306-5000-541	63-00	274,500	0	274,500	0	0	0	0
R21RRH 2021 Road Rehabilitation									
5 Construction	306-5000-541	46-10	2,582,000	0	2,582,000	0	0	0	0
R21SWD Sidewalk and Pedestrian Bridge - Woodhaven Drive									
5 Construction	306-5000-541	63-00	287,800	0	0	287,800	0	0	0
		New Request	3,144,300	0	2,856,500	287,800	0	0	0
		Public Works - Transportation	21,572,190	9,463,860	3,381,200	2,109,500	2,151,800	2,194,920	2,270,910

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
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306 SURTAX

Utilities - Wastewater Systems

Existing CIP Project

U19NEP Neighborhood Water/Wastewater Line Extensions

1 Plan/Design/Engineering	306-6064-536	63-00	325,190	325,190	0	0	0	0	0
5 Construction	306-6064-536	63-00	5,761,279	0	521,519	1,277,700	1,303,300	1,329,380	1,329,380

U20WES Neighborhood Water/Wastewater Line Extensions-Sumter Blvd.

1 Plan/Design/Engineering	306-6064-536	63-00	50,000	50,000	0	0	0	0	0
5 Construction	306-6064-536	63-00	3,076,651	2,345,570	731,081	0	0	0	0

Existing CIP Project			9,213,120	2,720,760	1,252,600	1,277,700	1,303,300	1,329,380	1,329,380
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Utilities - Wastewater Systems			9,213,120	2,720,760	1,252,600	1,277,700	1,303,300	1,329,380	1,329,380
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Utilities - Water Systems

Existing CIP Program

U21WBR Water Pipeline Bridge Replacements - Haberland/Woodhaven/North Toledo Blade

5 Construction	306-6061-533	63-00	575,000	0	0	275,000	130,000	170,000	0
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U21WDI Water Distribution System Improvements

5 Construction	306-6061-533	63-00	494,700	0	494,700	0	0	0	0
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UWDI Water Distribution System Improvements

1 Plan/Design/Engineering	306-6061-533	63-00	361,340	0	0	87,920	89,940	91,740	91,740
5 Construction	306-6061-533	63-00	1,066,660	0	0	141,680	294,760	263,260	366,960

Existing CIP Program			2,497,700	0	494,700	504,600	514,700	525,000	458,700
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Existing CIP Project

U19WBR Water Pipeline Bridge Replacements - Salford/Snover

5 Construction	306-6061-533	63-00	100,000	100,000	0	0	0	0	0
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U20WBR Water Pipeline Bridge Replacements - Biscayne/Pan American

5 Construction	306-6061-533	63-00	385,000	385,000	0	0	0	0	0
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Existing CIP Project			485,000	485,000	0	0	0	0	0
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Utilities - Water Systems			2,982,700	485,000	494,700	504,600	514,700	525,000	458,700
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306 SURTAX			85,703,528	38,942,204	12,167,300	15,305,900	6,030,094	7,839,800	5,418,230
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321 R & R - GENERAL FUND

Information Technology

Existing CIP Project

IT22SR Storage Area Network (SAN) Replacement

10 Equipment/Materials/Furniture	321-0710-516	64-00	495,000	0	0	495,000	0	0	0
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Existing CIP Project			495,000	0	0	495,000	0	0	0
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Information Technology			495,000	0	0	495,000	0	0	0
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Public Safety - Fire Rescue

Existing CIP Project

F17R81 Fire Station 81 Renovation

5 Construction	321-2222-526	62-00	75,000	75,000	0	0	0	0	0
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5 Construction	321-2222-526	63-00	50,000	50,000	0	0	0	0	0
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Existing CIP Project			125,000	125,000	0	0	0	0	0
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Public Safety - Fire Rescue			125,000	125,000	0	0	0	0	0
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321 R & R - GENERAL FUND			620,000	125,000	0	495,000	0	0	0
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CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>323 R & R - FR DISTRICT</u>									
<u>Public Safety - Fire Rescue</u>									
<u>Existing CIP Project</u>									
F17R81 Fire Station 81 Renovation									
5 Construction	323-2222-522	62-00	475,000	175,000	300,000	0	0	0	0
5 Construction	323-2222-522	63-00	50,000	50,000	0	0	0	0	0
	Existing CIP Project		525,000	225,000	300,000	0	0	0	0
	Public Safety - Fire Rescue		525,000	225,000	300,000	0	0	0	0
	323 R & R - FR DISTRICT		525,000	225,000	300,000	0	0	0	0
<u>420 UTILITY REVENUE FUND</u>									
<u>City Facilities</u>									
<u>Existing CIP Project</u>									
U18UAB Utilities Administration Building & Field Operations Center									
10 Equipment/Materials/Furniture	420-6060-536	64-00	600,000	600,000	0	0	0	0	0
1 Plan/Design/Engineering	420-6060-536	62-00	850,000	850,000	0	0	0	0	0
4 Land Acquisition	420-6060-536	61-00	1,660,000	1,660,000	0	0	0	0	0
5 Construction	420-6060-536	62-00	5,000,000	5,000,000	0	0	0	0	0
	Existing CIP Project		8,110,000	8,110,000	0	0	0	0	0
	City Facilities		8,110,000	8,110,000	0	0	0	0	0
<u>Information Technology</u>									
<u>Existing CIP Project</u>									
IT20NI Network Infrastructure									
10 Equipment/Materials/Furniture	420-6061-533	64-00	24,300	0	0	24,300	0	0	0
10 Equipment/Materials/Furniture	420-6062-535	64-00	24,300	0	0	24,300	0	0	0
	Existing CIP Project		48,600	0	0	48,600	0	0	0
	Information Technology		48,600	0	0	48,600	0	0	0
<u>Public Works - Transportation</u>									
<u>Existing CIP Project</u>									
R15PW1/U15PW1 Price Boulevard Widening Phase I									
1 Plan/Design/Engineering	420-6061-533	63-00	494,870	494,870	0	0	0	0	0
1 Plan/Design/Engineering	420-6062-535	63-00	315,220	315,220	0	0	0	0	0
	Existing CIP Project		810,090	810,090	0	0	0	0	0
	Public Works - Transportation		810,090	810,090	0	0	0	0	0
<u>Utilities - Wastewater Systems</u>									
<u>Existing CIP Project</u>									
U21WWI Wastewater Treatment Plant Improvements									
5 Construction	420-6062-535	63-00	1,100,000	0	400,000	200,000	300,000	200,000	0
	Existing CIP Project		1,100,000	0	400,000	200,000	300,000	200,000	0
	Utilities - Wastewater Systems		1,100,000	0	400,000	200,000	300,000	200,000	0

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
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420 UTILITY REVENUE FUND

Utilities - Water Systems

Existing CIP Program

U21WBR Water Pipeline Bridge Replacements - Haberland/Woodhaven/North Toledo Blade

1 Plan/Design/Engineering	420-6061-533	63-00	150,000	0	150,000	0	0	0	0
5 Construction	420-6061-533	63-00	40,000	0	0	0	40,000	0	0

U21WDI Water Distribution System Improvements

1 Plan/Design/Engineering	420-6061-533	63-00	28,340	0	28,340	0	0	0	0
5 Construction	420-6061-533	63-00	34,400	0	34,400	0	0	0	0

UWBR Water Pipeline Bridge Replacements

1 Plan/Design/Engineering	420-6061-533	63-00	150,000	0	0	0	0	0	150,000
Existing CIP Program			402,740	0	212,740	0	40,000	0	150,000

Existing CIP Project

U17WTP Myakkahatchee Creek Water Treatment Plant (MCWTP)-Transfer Pump Upgrades

1 Plan/Design/Engineering	420-6061-533	63-00	44,940	44,940	0	0	0	0	0
5 Construction	420-6061-533	63-00	6,800	6,800	0	0	0	0	0

U19WBR Water Pipeline Bridge Replacements - Salford/Snover

1 Plan/Design/Engineering	420-6061-533	63-00	150,000	150,000	0	0	0	0	0
5 Construction	420-6061-533	63-00	110,000	110,000	0	0	0	0	0

U19WSM Water Transmission on San Mateo Drive from Price Boulevard to Hillsborough Boulevard

1 Plan/Design/Engineering	420-6061-533	63-00	350,000	350,000	0	0	0	0	0
5 Construction	420-6061-533	63-00	3,520,000	2,400,000	1,120,000	0	0	0	0

U20F1R Flocculator No.1 Rehabilitation

1 Plan/Design/Engineering	420-6061-533	63-00	75,000	75,000	0	0	0	0	0
5 Construction	420-6061-533	63-00	500,000	500,000	0	0	0	0	0

U20WBR Water Pipeline Bridge Replacements - Biscayne/Pan American

5 Construction	420-6061-533	63-00	80,000	80,000	0	0	0	0	0
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U21WPI Myakkahatchee Creek Water Treatment Plant (MCWTP) Improvements

1 Plan/Design/Engineering	420-6061-533	63-00	104,860	0	30,660	27,720	28,240	18,240	0
5 Construction	420-6061-533	63-00	2,097,060	0	613,190	554,380	564,790	364,700	0

U22WSP Sludge Press

1 Plan/Design/Engineering	420-6061-533	63-00	500,000	0	0	500,000	0	0	0
5 Construction	420-6061-533	63-00	2,500,000	0	0	2,500,000	0	0	0
Existing CIP Project			10,038,660	3,716,740	1,763,850	3,582,100	593,030	382,940	0

New Request

U21WMS Ortiz Blvd to Warm Mineral Springs - Bridge Watermain Replacement

1 Plan/Design/Engineering	420-6061-533	63-00	45,000	0	45,000	0	0	0	0
5 Construction	420-6061-533	63-00	180,000	0	0	180,000	0	0	0
New Request			225,000	0	45,000	180,000	0	0	0

Utilities - Water Systems			10,666,400	3,716,740	2,021,590	3,762,100	633,030	382,940	150,000
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420 UTILITY REVENUE FUND			20,735,090	12,636,830	2,421,590	4,010,700	933,030	582,940	150,000
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423 WATER CAPACITY FEE FUND

City Facilities

Existing CIP Project

U18UAB Utilities Administration Building & Field Operations Center

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
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423 WATER CAPACITY FEE FUND

City Facilities

Existing CIP Project

U18UAB Utilities Administration Building & Field Operations Center

5 Construction	423-6061-533	63-00	2,500,000	2,500,000	0	0	0	0	0
		Existing CIP Project	2,500,000	2,500,000	0	0	0	0	0
		City Facilities	2,500,000	2,500,000	0	0	0	0	0

Utilities - Water Systems

Existing CIP Program

U21WTO Water Transmission Oversizing

5 Construction	423-6061-533	63-00	50,000	0	50,000	0	0	0	0
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UWTO Water Transmission Oversizing

5 Construction	423-6061-533	63-00	200,000	0	0	50,000	50,000	50,000	50,000
		Existing CIP Program	250,000	0	50,000	50,000	50,000	50,000	50,000

Existing CIP Project

U17ASR Aquifer, Storage, and Recovery (ASR) - Permanent Facilities

1 Plan/Design/Engineering	423-6061-533	63-00	160,000	160,000	0	0	0	0	0
5 Construction	423-6061-533	63-00	1,465,525	1,465,525	0	0	0	0	0

U17WTP Myakkahatchee Creek Water Treatment Plant (MCWTP)-Transfer Pump Upgrades

5 Construction	423-6061-533	63-00	249,350	249,350	0	0	0	0	0
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U18WT2 Water Transmission from Myakkahatchee Creek Water Treatment Plant (MCWTP) to Ortiz

1 Plan/Design/Engineering	423-6061-533	63-00	340,000	290,000	50,000	0	0	0	0
5 Construction	423-6061-533	63-00	4,289,400	3,184,530	1,104,870	0	0	0	0

U19WSM Water Transmission on San Mateo Drive from Price Boulevard to Hillsborough Boulevard

5 Construction	423-6061-533	63-00	480,000	0	480,000	0	0	0	0
		Existing CIP Project	6,984,275	5,349,405	1,634,870	0	0	0	0

New Request

U21WMS Ortiz Blvd to Warm Mineral Springs - Bridge Watermain Replacement

1 Plan/Design/Engineering	423-6061-533	63-00	5,000	0	5,000	0	0	0	0
5 Construction	423-6061-533	63-00	20,000	0	0	20,000	0	0	0
		New Request	25,000	0	5,000	20,000	0	0	0
		Utilities - Water Systems	7,259,275	5,349,405	1,689,870	70,000	50,000	50,000	50,000

423 WATER CAPACITY FEE FUND			9,759,275	7,849,405	1,689,870	70,000	50,000	50,000	50,000
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424 SEWER CAPACITY FEE FUND

City Facilities

Existing CIP Project

U18UAB Utilities Administration Building & Field Operations Center

5 Construction	424-6062-535	62-00	2,500,000	2,500,000	0	0	0	0	0
		Existing CIP Project	2,500,000	2,500,000	0	0	0	0	0
		City Facilities	2,500,000	2,500,000	0	0	0	0	0

CIP Expenditure Budget Report Grouped by Fund, CIP Category, CIP Status

City of North Port

Fiscal Year 2021

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget
<u>424 SEWER CAPACITY FEE FUND</u>									
<u>Utilities - Wastewater Systems</u>									
<u>Existing CIP Program</u>									
U21STO Wastewater Transmission Oversizing									
5 Construction	424-6062-535	63-00	50,000	0	50,000	0	0	0	0
USTO Wastewater Transmission Oversizing									
5 Construction	424-6062-535	63-00	200,000	0	0	50,000	50,000	50,000	50,000
	Existing CIP Program		250,000	0	50,000	50,000	50,000	50,000	50,000
	Utilities - Wastewater Systems		250,000	0	50,000	50,000	50,000	50,000	50,000
424 SEWER CAPACITY FEE FUND			2,750,000	2,500,000	50,000	50,000	50,000	50,000	50,000
<u>520 FLEET MANAGEMENT</u>									
<u>City Facilities</u>									
<u>Existing CIP Project</u>									
R20FAC Public Works Facility Phase II									
5 Construction	520-3035-519	62-00	50,000	0	25,000	25,000	0	0	0
	Existing CIP Project		50,000	0	25,000	25,000	0	0	0
	City Facilities		50,000	0	25,000	25,000	0	0	0
520 FLEET MANAGEMENT			50,000	0	25,000	25,000	0	0	0
Report Total			198,213,324	90,270,380	22,021,210	33,046,560	13,381,444	22,147,570	17,346,160

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: BD20NR | **Title:** North Port City Hall NDS Development Management Center | **Status:** Existing CIP Project
Category: Neighborhood Development Service | **Department:** BUILDING | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:** 4970 City Hall Blvd

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,423,310	1,384,000	39,310	0	0	0	0	0

Project Description

Analysis and remodeling project for City Hall 1st Floor NDS Operations.

Project Rationale

This project will assist in streamlining the development review process, permitting process, plan review process and over all customer service experience, as directed by Commission in the strategic plan. The goal is to create a one-stop shop of building and development services. This will be accomplished through creating one central location where customers can go to ask their building and development questions, rather than three separate locations. Having one central location will also help the Planning and Building Divisions to work more cohesively when transitioning from a project review to making a permit application.

Funding Strategy

This project is funded by Building funds.

Expenditures To Date \$0

Operation Budget Impact

Operating impact will be determined at a later date.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2019 - 09/2021	1,423,310
Total Budgetary Cost Estimate:		1,423,310

Means of Financing

Funding Source	Amount	
BUILDING	1,423,310	
Total Programmed Funding:		1,423,310
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: BD20WV | **Title:** West Villages Development Services Center | **Status:** Existing CIP Project
Category: Neighborhood Development Service | **Department:** BUILDING | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,079,820	1,050,000	29,820	0	0	0	0	0

Project Description

Construction of a municipal development services center in the West Villages.

Project Rationale

This project will assist in providing municipal development services for the residents of the West Villages. This project will serve as a satellite office for services provided by NDS to ensure efficient and effective government services are available to all residents. While City Hall is a central location to most residents of the City, the exception is West Villages, which is heavily populated and growing rapidly. Adding a satellite location in West Villages will help provide those residents, contractors and developers with easier access to NDS and the services it provides.

Funding Strategy

This project is funded by the Building Fund.

Expenditures To Date \$0

Operation Budget Impact

Operating impact will be determined at a later date. Hiring additional staff for this location is not anticipated at this time.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2019 - 09/2021	1,079,820
Total Budgetary Cost Estimate:		1,079,820

Means of Financing

Funding Source	Amount
BUILDING	1,079,820
Total Programmed Funding:	1,079,820
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: CF19EO | **Title:** Emergency Operations Center and City Hall Generator | **Status:** Existing CIP Project
Category: City Facilities | **Department:** FIRE RESCUE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,775,000	1,775,000	0	0	0	0	0	0

Project Description

Procurement and installation of an emergency generator for City Hall and build-out of vacant 2nd floor space for Emergency Operations Center (EOC) support.

Project Rationale

City Hall serves as the center of government daily operations and as the center location for the coordination of decision-making and emergency operations during disasters. Emergency backup electrical power to City Hall is required 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, and the kitchen/break areas of the 1st floor would be expanded to support personnel engaged in EOC operations.

Funding Strategy

This project is funded with Surtax and a FEMA grant. \$455K is going through Surtax and \$70K through General Fund totaling the FEMA grant amount of \$525,000.

Expenditures To Date \$11,075

Operation Budget Impact

Some operational impact is expected for replenishment of diesel fuel, preventative maintenance of the generator, utilities, and cleaning of EOC support facilities in City Hall.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	5,570	5,682	5,796	5,912
Total Operating Budget Impacts	0	5,570	5,682	5,796	5,912

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2018 - 09/2021	1,347,500
EQUIPMENT	10/2018 - 09/2021	250,000
OTHER	10/2018 - 09/2021	177,500
Total Budgetary Cost Estimate:		1,775,000

Means of Financing

Funding Source	Amount
GENERAL FUND	70,000
SURTAX	1,705,000
Total Programmed Funding:	1,775,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: F15FPT **Title:** Public Safety Training Complex **Status:** Existing CIP Project
Category: Public Safety - Fire Rescue **Department:** FIRE RESCUE **LMS:** B

Comprehensive Plan Information

Project Location

CIE Project: N/A **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,418,910	1,330,710	0	88,200	0	0	0	0

Project Description

This is intended to be the beginning of a regional training complex for Fire/EMS, and Law Enforcement.

Project Rationale

Planning meetings are planned to determine specifics for features, placement, access, etc. The project is necessary to provide training for Fire/EMS/Police to continue to meet the training needs of a growing City.

Funding Strategy

This project is funded by Surtax.

Expenditures To Date \$0

Operation Budget Impact

Operating impacts include building maintenance, utilities, and miscellaneous supplies for training purposes.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	11,130	22,679	23,133	23,597	24,069
Total Operating Budget Impacts	11,130	22,679	23,133	23,597	24,069

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2015 - 09/2021	150,000
CONSTRUCTION	10/2015 - 09/2021	1,180,710
EQUIPMENT	10/2021 - 09/2022	88,200

Total Budgetary Cost Estimate: 1,418,910

Means of Financing

Funding Source	Amount
SURTAX	1,418,910

Total Programmed Funding: 1,418,910

Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: F17R81 | **Title:** Fire Station 81 Renovation | **Status:** Existing CIP Project
Category: Public Safety - Fire Rescue | **Department:** FIRE RESCUE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:** 4980 City Center Blvd

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
3,770,850	3,375,000	395,850	0	0	0	0	0

Project Description

Design and renovate Fire Station 81 and Headquarters.

Project Rationale

The current station interior is worn, dated, inefficient, and in need of an overhaul. This facility was constructed in 1997 and opened in 1998, and is utilized 24-hours a day on a year-round basis. This project renovates the entire building to update and modernize the fire station and administrative offices to address current and future needs.

Funding Strategy

This project is funded using both Surtax and Renewal & Replacement funds.

Expenditures To Date \$36,335

Operation Budget Impact

Some operating impacts are expected as this is an expansion of an existing facility.

Project Map

Schedule of Activities



Project Activities	From - To	Amount
CONSTRUCTION	10/2017 - 09/2021	3,770,850

Total Budgetary Cost Estimate: 3,770,850

Means of Financing

Funding Source	Amount
R & R - FR DISTRICT	525,000
R & R - GENERAL FUND	125,000
SURTAX	3,120,850

Total Programmed Funding: 3,770,850

Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: F20SAS | **Title:** Fire Station Alerting System | **Status:** Existing CIP Project
Category: Public Safety - Fire Rescue | **Department:** FIRE RESCUE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
200,000	200,000	0	0	0	0	0	0

Project Description

Fire Rescue will have retrofit installation costs for new, advanced Fire Station Alerting systems.

Project Rationale

This automated system will provide situational awareness for incidents and weather, speedier response time, increase station safety, and reduce sleep interruption and stress on emergency personnel.

Funding Strategy

This project is funded by Surtax.

Expenditures To Date \$0

Operation Budget Impact

No operating impact is expected.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
EQUIPMENT	10/2019 - 09/2021	200,000
Total Budgetary Cost Estimate:		200,000

Means of Financing

Funding Source	Amount	
SURTAX	200,000	
Total Programmed Funding:		200,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: F23FS7 | **Title:** Future Fire Station | **Status:** Existing CIP Project
Category: Public Safety - Fire Rescue | **Department:** FIRE RESCUE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
3,364,000	0	0	0	0	3,364,000	0	2,956,000

Project Description

This project is for the purchase of property, design, and construction of a new fire station tentatively in the area north of I-75 at North Toledo Blade Boulevard.

Project Rationale

The station and its associated vehicles are projected to be funded by a source TBD. Based upon projected new development and the resulting Impact Fees, we do not believe there will be sufficient funds reserved at the time the facility is required.

Funding Strategy

This project is proposed to be partially funded by Surtax. The remaining amount is TBD.

Operation Budget Impact

This project will have a significant impact on operational and personnel costs. With the opening of the new Fire Station, additional staffing will be needed to meet the service level needs of the District. These costs will be adjusted when they become more defined.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Personal Services	0	0	0	2,177,030	1,765,500
Operating Expenditures	0	0	0	116,400	121,788
Total Operating Budget Impacts	0	0	0	2,293,430	1,887,288

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2024 - 09/2025	275,000
LAND ACQUISITION	10/2024 - 09/2025	500,000
CONSTRUCTION	10/2024 - 09/2025	5,445,000
EQUIPMENT	10/2024 - 09/2025	100,000

Total Budgetary Cost Estimate: 6,320,000

Means of Financing

Funding Source	Amount
SURTAX	3,364,000

Total Programmed Funding: 3,364,000

Future Funding Requirements: 2,956,000

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: F24PSC | **Title:** Public Safety Communication Replacement | **Status:** Existing CIP Project
Category: Public Safety - Fire Rescue | **Department:** FIRE RESCUE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,800,000	0	0	0	0	1,800,000	0	0

Project Description

The radio system purchased in fiscal year 2014 for Fire Rescue and the Police Department will need to be replaced in fiscal year 2024 at a projected cost of \$1,800,000.

Project Rationale

This project is essential to maintaining multi-jurisdictional communications. There will be varied levels of cost associated for North Port Police Dept. and North Port Fire Rescue as continued upgrades are made in the future to allow our agencies to continue to use the County-wide radio system.

Funding Strategy

This project will be funded by Surtax.

Operation Budget Impact

No operating impact is expected.

Project Map

Schedule of Activities



Project Activities	From - To	Amount
EQUIPMENT	10/2023 - 09/2024	1,800,000
Total Budgetary Cost Estimate:		1,800,000

Means of Financing

Funding Source	Amount
SURTAX	1,800,000
Total Programmed Funding:	1,800,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: GM20AT **Title:** Phased ADA Transition Plan **Status:** Existing CIP Project
Category: Parks & Recreation **Department:** PUBLIC SERVICES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
350,350	20,350	50,000	50,000	75,000	25,000	130,000	0

Project Description

The Parks & Recreation Department completed an ADA evaluation of several park/facility locations utilizing the expertise of ACTServices, Inc. Based on the evaluation, recommendations for physical improvements to increase accessibility of the City's parks and facilities have been compiled into a phased transition plan. Phase I focuses on McKibben Park connectivity and accessible routes.

Project Rationale

The ADA transition plan provides a phased approach to implementing physical improvements, repairs and adjustments that remove barriers preventing access to parks and facilities. Work includes adjusting restroom door pressure required to open, water faucet run time, signage, and protective pipe wrap under sinks. Other items will require outside contractors, such as the installation of concrete/asphalt walkways to pavilions, playgrounds and picnic tables; regrading of parking spaces to meet percentage of slope standards and moving toilets, sinks and grab bars to meet the configuration requirements.

Phase I in 2020 will include accessible routes to McKibben Park amenities.

Phase II in 2021 to include sidewalk connections and ADA improvements at Veterans Park, LaBrea Park, Kirk Park and the Skate Park, all located within the CDBG development grant eligible census tracts.

Phase III in 2022 includes improvements to Highland Ridge Park, Hope Park, Blue Ridge Park, Marina Park and Pine Park, also all located within the CDBG development grant eligible census tracts.

Phasing may be adjusted based on funding and priorities. Future fiscal years will continue the ADA improvements throughout the parks and recreation system. The strategic plan initiative that this project aligns with is: Create/sustain a safe and healthy environment for residents and visitors.

In subsequent years Parks & Recreation is recommending to fund these ongoing repairs/rehabilitation through contributions to the repairs and replacement fund.

Funding Strategy

This project is funded using a Surtax allocation. Expenditures To Date \$0

Operation Budget Impact

No operating impact is expected.

Project Map

Schedule of Activities



Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2025	350,350
Total Budgetary Cost Estimate:		350,350
Means of Financing		
Funding Source	Amount	
SURTAX	350,350	
Total Programmed Funding:		350,350
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: IT20NI | **Title:** Network Infrastructure | **Status:** Existing CIP Project
Category: Information Technology | **Department:** ADMINISTRATION & MGMT | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** Deficiency | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
566,400	264,000	110,000	192,400	0	0	0	0

Project Description

This is a planned replacement of core networking equipment in City Hall, to support data and voice connectivity between devices, servers, applications, and internet resources. This equipment is the backbone of how information and data travel from one place to another and is needed for all aspects of computer and voice communication.

Project Rationale

In fiscal year 2020, the existing equipment will be 7-8 years old. Fiscal year 2020 IT will accomplish City Hall; Fiscal year 2021 Family Service Center, Facilities Maintenance, and Parks and Recreations; Fiscal Year 2022 Fire Stations, Public Works, Water Plant, and Waste Water Plant.

Funding Strategy

This project in FY 2021 will be funded by Surtax and in FY 2022 will be funded by Fire Rescue District funds, Road & Drainage District funds, Solid Waste District funds, and Utilities funds.

Expenditures To Date \$0

Operation Budget Impact

The operating impact is yet to be determined.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
EQUIPMENT	10/2019 - 09/2024	566,400
Total Budgetary Cost Estimate:		566,400

Means of Financing

Funding Source	Amount
FIRE RESCUE DISTRICT	85,000
ROAD & DRAINAGE DISTRICT	46,600
SURTAX	374,000
UTILITY REVENUE FUND	48,600
SOLID WASTE DISTRICT	12,200
Total Programmed Funding:	566,400
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: IT22SR **Title:** Storage Area Network (SAN) Replacement **Status:** Existing CIP Project
Category: Information Technology **Department:** ADMINISTRATION & MGMT **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
495,000	0	0	495,000	0	0	0	0

Project Description

This is a planned replacement of the following equipment Storage Area Network (SAN), Virtual Server Host, and Back-up and Disaster equipment on a 5-year replacement cycle.

Project Rationale

This equipment is being used to store all City data at City Hall and the disaster recovery center. The disaster recovery center equipment is used as a hot site for critical City applications and is activated upon a declared disaster.

Funding Strategy

This project is funded by Renewal & Replacement funds.

Operation Budget Impact

It is anticipated that system maintenance costs will be built into the initial purchase prices, for a coverage duration of 5 years.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
EQUIPMENT	10/2021 - 09/2022	495,000
Total Budgetary Cost Estimate:		495,000

Means of Financing

Funding Source	Amount
R & R - GENERAL FUND	495,000
Total Programmed Funding:	495,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P10MCG **Title:** Myakkahatchee Greenway Linear Park **Status:** Existing CIP Project
Category: Parks & Recreation **Department:** PUBLIC SERVICES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,500,005	1,500,005	0	0	0	0	0	0

Project Description

This project is a one-mile trail section between Price Boulevard and Appomattox Drive.

Project Rationale

The design is part of the Myakkahatchee Creek Greenway supporting the linear park concept. TGW Engineering, Inc. updated the design documents in fiscal year 2019, and the project is fully funded for construction. In fiscal year 2020 a request for construction bid is being solicited, with construction anticipated to begin before the end of the fiscal year. Greenway development increases recreational opportunities for citizens, and encourages physical activity. (Parks & Recreation Master Plan 4.0a)

Funding Strategy

This project is funded by a Surtax allocation and also a developer contribution of \$141,646 was received in fiscal year 2018.

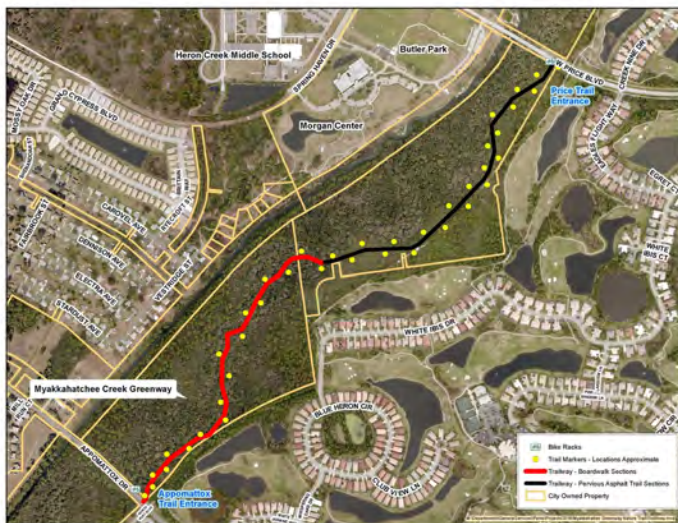
Expenditures To Date \$64,704

Operation Budget Impact

Operating impacts include trail and boardwalk maintenance.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	8,715	8,963	9,218
Total Operating Budget Impacts	0	0	8,715	8,963	9,218

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2009 - 09/2021	43,287
CONSTRUCTION	10/2009 - 09/2021	1,456,718
Total Budgetary Cost Estimate:		1,500,005

Means of Financing

Funding Source	Amount
GENERAL FUND	141,646
SURTAX	1,358,359
Total Programmed Funding:	1,500,005
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P15MCC **Title:** Myakkahatchee Creek Corridor - Land Acquisition **Status:** Existing CIP Project
Category: Parks & Recreation **Department:** PUBLIC SERVICES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
4,102,174	4,102,174	0	0	0	0	0	0

Project Description

Acquisition of properties along the Myakkahatchee Creek Corridor.

Project Rationale

To facilitate the preservation of critical environmental lands and habitats, protect the water quality, create wildlife corridors, and develop a linear parkway. In prior years \$3,546,991 was expended under project number P07MCC. This project will roll-over until all tier 1 and tier 2 properties are acquired. (Parks & Recreation Master Plan 4.1.c 3)

Funding Strategy

This project is funded with Escheated Lots funds, Park Impact Fees, Department of Environmental Protection funds, and a Surtax allocation.

Expenditures To Date \$3,815,748

Operation Budget Impact

No operating impact is expected.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2014 - 09/2021	6,510
LAND ACQUISITION	10/2014 - 09/2021	4,095,664
Total Budgetary Cost Estimate:		4,102,174

Means of Financing

Funding Source	Amount
PRKS & REC IMPCT FEE FUND	501,315
DEP ENVIRONMENTAL MNGMNT	725,078
ESCH LOT-LAND/FUTURE PROJ	2,416,062
SURTAX	459,719
Total Programmed Funding:	4,102,174
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P17BGA **Title:** Blueways/Greenways Access - Blue Ridge Park **Status:** Existing CIP Project
Category: Parks & Recreation **Department:** PUBLIC SERVICES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
353,000	353,000	0	0	0	0	0	0

Project Description

To provide expanded parking in support of park patrons while maintaining ample open space in the park and preserving heritage trees.

Project Rationale

Blue Ridge Park is a highly utilized neighborhood park that includes a kayak launch site for the City's blueways, fishing pier, playground, restroom and rentable pavilion. This project will increase parking capacity by 31 spaces, provide new sidewalk connections and pathways, and improve ADA accessibility. Construction will commence in fiscal year 2020 and the project will rollover to fiscal year 2021. (Parks & Recreation Master Plan 4.0a-2, 4.0a-16)

Funding Strategy

This project is funded with Parks Impact Fees and Surtax.

Expenditures To Date \$66,353

Operation Budget Impact

The operating impact of this project includes increases in landscape maintenance, tree trimming, and trash removal.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	2,500	6,356	6,537	6,723	6,914
Total Operating Budget Impacts	2,500	6,356	6,537	6,723	6,914

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2016 - 09/2021	36,235
CONSTRUCTION	10/2016 - 09/2021	316,765
Total Budgetary Cost Estimate:		353,000

Means of Financing

Funding Source	Amount
PRKS & REC IMPCT FEE FUND	300,000
SURTAX	53,000
Total Programmed Funding:	353,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P17DGC | **Title:** Disc Golf Course | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
50,000	50,000	0	0	0	0	0	0

Project Description

This project is for the installation of a disc golf course along the Greenway next to the Skate Park.

Project Rationale

Disc Golf is a versatile, inexpensive, year-round sport that promotes physical activity and can be played by all skill levels. Upon completion of the design, course installation services will be procured.

Funding Strategy

This project is funded by Parks Impact Fees.

Expenditures To Date \$6,500

Operation Budget Impact

The operating impact of this project includes trail maintenance along the courses.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	3,750	7,713	7,932	8,157	8,389
Total Operating Budget Impacts	3,750	7,713	7,932	8,157	8,389

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2016 - 09/2021	7,500
CONSTRUCTION	10/2016 - 09/2021	42,500
Total Budgetary Cost Estimate:		50,000

Means of Financing

Funding Source	Amount	
PRKS & REC IMPCT FEE FUND	50,000	
Total Programmed Funding:		50,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P17EPI | **Title:** Environmental Park Improvements | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
340,000	340,000	0	0	0	0	0	0

Project Description

Improvements to the Myakkahatchee Creek Environmental Park include: rebuild of a footbridge (completed), installation of a replacement composting restroom, and replacement of main walking bridge near the pavilion.

Project Rationale

This highly utilized approximately 125 acre park is managed by an interlocal agreement with Sarasota County, repairs in excess of \$5,000 (CPI adjusted) are the responsibility of the City. The footbridge replacement was completed in 2017. A new composting restroom has been received and installation is being coordinated. Funding previously earmarked for a secondary entrance has been redirected to support needed repair/replacement of the main walking bridge near the pavilion.

Funding Strategy

This project is funded by a Surtax allocation.

Expenditures To Date \$11,763

Operation Budget Impact

The operating impact includes additional mowing and tree trimming, which would be coordinated by Sarasota County through the interlocal agreement.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2016 - 09/2021	11,763
CONSTRUCTION	10/2016 - 09/2021	328,237
Total Budgetary Cost Estimate:		340,000

Means of Financing

Funding Source	Amount	
SURTAX	340,000	
Total Programmed Funding:		340,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P18SHA | **Title:** Spring Haven Land Acquisition | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,500,000	1,500,000	0	0	0	0	0	0

Project Description

This project is to purchase land along Spring Haven Drive for the preservation of a natural corridor.

Project Rationale

Preserve an existing natural corridor that connects the Myakkahatchee Creek with Little Salt Springs.

Funding Strategy

This project is funded by Surtax.

Expenditures To Date \$73,734

Operation Budget Impact

No operating impact is expected.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
LAND ACQUISITION	10/2017 - 09/2021	1,500,000
Total Budgetary Cost Estimate:		1,500,000

Means of Financing

Funding Source	Amount	
SURTAX	1,500,000	
Total Programmed Funding:		1,500,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P19AP4 | **Title:** Atwater Park - Phase IV | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
9,800,000	800,000	0	9,000,000	0	0	0	0

Project Description

As per the original conceptual plan for Atwater Park, Phase IV includes a small community center, activity area with play courts, park access from Waycross Street, and additional parking.

Project Rationale

This concept was developed by Bellomo Herbert Architects in February 2009 to meet the needs of residents living in the east end of North Port. Budgetary numbers are a place holder to start funding these improvements. Community outreach meeting held in fiscal year 2020.

Funding Strategy

This project is funded by Parks Impact Fees and a Surtax allocation.

Expenditures To Date \$0

Operation Budget Impact

Impact on the operating budget will be determined based upon the final design.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	150,000
CONSTRUCTION	10/2021 - 09/2022	9,650,000
Total Budgetary Cost Estimate:		9,800,000

Means of Financing

Funding Source	Amount	
PRKS & REC IMPCT FEE FUND	800,000	
SURTAX	9,000,000	
Total Programmed Funding:		9,800,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P20GAI | **Title:** Acoustic Improvements at the George Mullen Activity and Morgan Family Community Centers | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
74,710	49,360	25,350	0	0	0	0	0

Project Description

This project will 1) make necessary acoustical improvements to the George Mullen Activity Center gym in fiscal year 2020, and 2) will replace all sound system equipment and make necessary acoustical improvements at Morgan Family Community Center in fiscal year 2021.

Project Rationale

In order to accommodate events with large anticipated attendance numbers, the gymnasiums at the George Mullen Activity Center and Morgan Family Community Center are often sought out to double as event or presentation spaces. Evaluation of both gymnasiums determined the sound quality could be improved with the addition of acoustical panels and upgraded equipment.

Funding Strategy

This project is funded by a Surtax allocation.

Expenditures To Date \$0

Operation Budget Impact

No anticipated impact on operating budget.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
EQUIPMENT	10/2019 - 09/2021	74,710
Total Budgetary Cost Estimate:		74,710

Means of Financing

Funding Source	Amount	
SURTAX	74,710	
Total Programmed Funding:		74,710
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P20MPR **Title:** Marina Park Restrooms **Status:** Existing CIP Project
Category: Parks & Recreation **Department:** PUBLIC SERVICES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
175,000	175,000	0	0	0	0	0	0

Project Description

Commission expressed a desire to have additional restroom facilities at neighborhood parks.

Project Rationale

Currently hardened restrooms are available at three neighborhood parks including Blue Ridge Park, McKibben Park, and Highland Ridge Park. The cost to install hardened restroom buildings is estimated at \$175,000.

Funding Strategy

This project is funded by a Surtax allocation. In early April 2020 The City Commission approved applying for a Florida Boating Improvement Program grant, if awarded this will offset funding of this project by 50%.

Expenditures To Date \$100

Operation Budget Impact

Additional maintenance costs are anticipated for the parking lot, mowing, and utilities.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	7,930	10,860	11,168	11,485	11,812
Total Operating Budget Impacts	7,930	10,860	11,168	11,485	11,812

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2019 - 09/2021	175,000
Total Budgetary Cost Estimate:		175,000

Means of Financing

Funding Source	Amount
SURTAX	175,000
Total Programmed Funding:	175,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P21BPS **Title:** Butler Park Marquee Sign **Status:** New Request
Category: Parks & Recreation **Department:** PUBLIC SERVICES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
40,000	0	40,000	0	0	0	0	0

Project Description

Install a direction LED Marquee sign on Price Blvd introducing Butler Park, the Morgan Center and the North Port Aquatic Center.

Project Rationale

Outreach tool to provide up to date information to patrons regarding Citywide activities and special announcements related to the Morgan Center, Aquatic Center, and Butler Park. LED messaging is an inexpensive and flexible communication medium.

Funding Strategy

Project funded using a Surtax allocation.

Operation Budget Impact

Anticipate operating cost includes a minor allocation for electric service.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	50	51	52	53	54
Total Operating Budget Impacts	50	51	52	53	54

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2021	40,000
Total Budgetary Cost Estimate:		40,000

Means of Financing

Funding Source	Amount	
SURTAX	40,000	
Total Programmed Funding:		40,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P21DWR | **Title:** Dallas White Park - Conceptual Master Plan Design & Site Renovations | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,500,000	0	1,500,000	0	0	0	0	0

Project Description

Redevelopment of the Dallas White Park campus

Project Rationale

During the August 21, 2018 Special Commission meeting, a site-specific Master Plan for the entire park site was discussed with further evaluation occurring once an ordinance was in place relative to a public-private partnership. In May of 2019, the City Commission provided direction to develop a solicitation for a public-private partnership for redevelopment of the pool, YMCA, Art Center, Clothes Closet, and entire campus to include a master plan and construction. In March of 2020, Commission approved utilizing the services of Colliers International for the potential redevelopment of the DWP campus and other east end opportunities.

Funding Strategy

Utilizing piggyback to work with Colliers International to potentially redevelop this park along with east end properties.

Operation Budget Impact

Impact on the operating budget will be determined based upon the final design, and the success of Colliers International.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2021	1,500,000
Total Budgetary Cost Estimate:		1,500,000

Means of Financing

Funding Source	Amount	
SURTAX	1,500,000	
Total Programmed Funding:		1,500,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P21FLC | **Title:** Field Light Controller | **Status:** New Request
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:** Narramore and Larry Thoennissen Fields

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
36,000	0	36,000	0	0	0	0	0

Project Description

Converting outdated SkyLogic Technology on six fields to the Musco Field control system.

Project Rationale

The SkyLogic Technology currently utilized at six sports fields in the City is outdated and the vendor is no longer supporting the system. The remaining fields citywide are utilizing the Musco field light controllers, which is a remote system that allows for remote control and tracking of all field light usage. Bringing these remaining six fields to utilize the same controllers will add efficiency to the Parks & Recreation Department as we will not need to maintain two separate control functions.

Funding Strategy

This project is funding by a Surtax allocation.

Operation Budget Impact

There are no anticipated operating impacts associated with this project.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
EQUIPMENT	10/2020 - 09/2021	36,000
Total Budgetary Cost Estimate:		36,000

Means of Financing

Funding Source	Amount	
SURTAX	36,000	
Total Programmed Funding:		36,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P21KPP | **Title:** Replacement Playground Equipment - Kirk Park | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
225,000	0	225,000	0	0	0	0	0

Project Description

New playground equipment for Kirk Park will include shade structures. The existing equipment will be removed.

Project Rationale

The playground equipment installed at Kirk Park in 2010 is aging and will be replacement ready in fiscal year 2021. Surveys will be conducted of the users to determine the amenities to be included in the new playground equipment.

Funding Strategy

This project will be funded by a Community Development Block Grant.

Operation Budget Impact

Operating impacts include refreshing playground fall zone materials annually.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	3,000	3,085	3,173	3,263
Total Operating Budget Impacts	0	3,000	3,085	3,173	3,263

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2021	225,000
Total Budgetary Cost Estimate:		225,000

Means of Financing

Funding Source	Amount
SURTAX	225,000
Total Programmed Funding:	225,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P21LPR | **Title:** LaBrea Park Restrooms | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
200,000	0	200,000	0	0	0	0	0

Project Description

Commission expressed a desire to have additional restroom facilities at neighborhood parks.

Project Rationale

Currently hardened restrooms are available at neighborhood parks including Blue Ridge Park, McKibben Park, and Highland Ridge Park. The cost to purchase and have installed a hardened restroom buildings is estimated at \$200,000.

Funding Strategy

This project will be funded by a Surtax allocation.

Operation Budget Impact

Additional maintenance costs are anticipated for the parking lot, mowing, and utilities.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	10,560	10,860	11,168	11,485
Total Operating Budget Impacts	0	10,560	10,860	11,168	11,485

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2021	200,000
Total Budgetary Cost Estimate:		200,000

Means of Financing

Funding Source	Amount
SURTAX	200,000
Total Programmed Funding:	200,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P21PAI | **Title:** Park Amenities Program | **Status:** New Request
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
50,000	0	50,000	0	0	0	0	0

Project Description

The project will support the park amenities as part of the Parks & Recreation place making initiative. (Parks & Recreation Master Plan 4.0a-19; 4.0a-3).

Project Rationale

Fiscal Year 21 it is anticipated to evaluating and adding or replacing recycling receptacles, grills, and bike racks throughout the park system. Also including is an evaluation of the equipment at Canine Club and possible updates, as warranted.

Funding Strategy

This project will be funded using a Surtax allocation.

Operation Budget Impact

No operating impact is expected.

Project Map

Schedule of Activities



Project Activities	From - To	Amount
EQUIPMENT	10/2020 - 09/2021	50,000
Total Budgetary Cost Estimate:		50,000

Means of Financing

Funding Source	Amount
SURTAX	50,000
Total Programmed Funding:	50,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P21VET | **Title:** Veteran's Park Relocation | **Status:** New Request
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:** City Hall Campus

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
100,000	0	0	100,000	0	0	0	0

Project Description

Identify an alternate site to locate, build and equip a park to honor Veterans of all U.S. Military forces, past, present and future.

Project Rationale

On September 23, 2019 a joint meeting was held with the City Commission and the Historic and Cultural Advisory Board. During that meeting direction was provided for staff to come back with proposed areas to relocate Veterans' Park and first present those to, and receive information and feedback from, the Historic & Cultural Advisory Board and Parks & Recreation Advisory Board and to bring back feedback to Commission for a decision.

Funding Strategy

This project is tentatively scheduled utilizing a Surtax allocation.

Operation Budget Impact

The operating impact will be determined once the final location and amenities are determined.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2022	100,000
Total Budgetary Cost Estimate:		100,000

Means of Financing

Funding Source	Amount
SURTAX	100,000
Total Programmed Funding:	100,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P22DPB **Title:** Deer Prairie Creek Connector Bridge **Status:** Existing CIP Project
Category: Parks & Recreation **Department:** PUBLIC SERVICES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
208,500	33,500	0	175,000	0	0	0	409,010

Project Description

This project is for professional engineering, permitting, and construction services of a pedestrian/equestrian/bicyclist bridge connecting to Deer Prairie Creek Preserve trail system from the City through lands jointly owned by SWFWMD and Sarasota County.

Project Rationale

Funding was moved from fiscal year 2020 to fiscal year 2021 as the project is on hold pending discussions between Southwest Florida Water Management District (SWFWMD) and the Florida Forest Service for maintenance of SWFWMD properties. Until the agreement is approved, SWFWMD will not consider the proposed connector trail. The construction of a non-vehicular bridge would provide accessibility to 75 miles of unpaved trails, 22 miles of designated equestrian trails, and fishing and hiking opportunities from Price Boulevard.

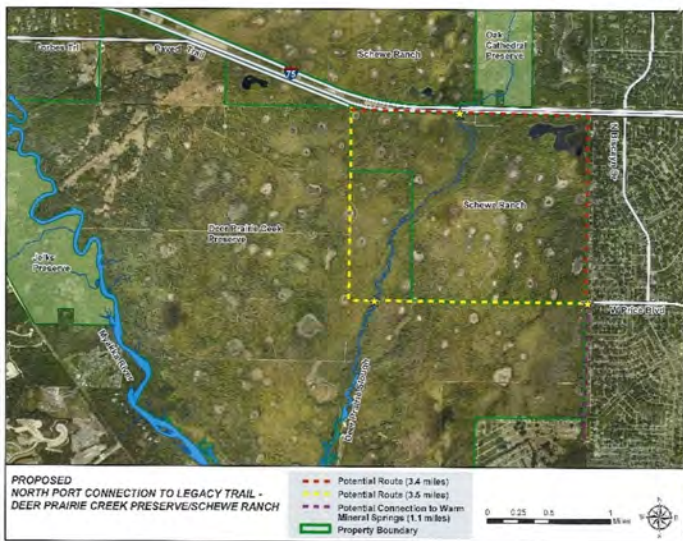
Funding Strategy

This project is funded by a Surtax allocation and funds donated by the Trust for Public Land.

Operation Budget Impact

Future operating impact of this project includes landscaping services for the bridge entrance and exit and costs will be determined contingent upon final design.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2023	175,000
CONSTRUCTION	10/2018 - 09/2024	442,510
Total Budgetary Cost Estimate:		617,510

Means of Financing

Funding Source	Amount
SURTAX	175,000
DONATIONS	33,500
Total Programmed Funding:	208,500
Future Funding Requirements:	409,010

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P22DWP | **Title:** Replacement Playground Equipment - Dallas White Park | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
250,000	0	0	250,000	0	0	0	0

Project Description

New playground equipment for Dallas White Park will include shade structures. The existing playground equipment will be removed.

Project Rationale

The playground equipment installed at Dallas White Park in 2010 is aging and will be replacement ready in fiscal year 2022. Surveys will be conducted of the users to determine the amenities to be included in the new playground equipment. The playground equipment will be installed in coordination with the pending redevelopment opportunity for Dallas White Park.

Funding Strategy

The project will be funded using a Surtax allocation.

Operation Budget Impact

Annual operating impacts include refreshing the playground fall zone material.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	3,000	3,085	3,173
Total Operating Budget Impacts	0	0	3,000	3,085	3,173

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2022	250,000
Total Budgetary Cost Estimate:		250,000

Means of Financing

Funding Source	Amount
SURTAX	250,000
Total Programmed Funding:	250,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P22PAI | **Title:** Park Amenities Program | **Status:** New Request
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
200,000	0	0	50,000	50,000	50,000	50,000	0

Project Description

The project will continue the evaluation, addition and replacement of park amenities, including but not limited to seating, benches, swings, shade covers, and similar, to the park system as part of the Parks & Recreation place making initiative. (Parks & Recreation Master Plan 4.0a-19; 4.0a-3).

Project Rationale

Each year the Parks & Recreation team evaluate the amenities throughout the park system and make the additions, replacements or modifications as warranted by park usage, user input, or in support of further programming at a location.

Funding Strategy

This program will be funded with a Surtax allocation.

Operation Budget Impact

No operating impact is expected.

Project Map

Schedule of Activities



Project Activities	From - To	Amount
EQUIPMENT	10/2022 - 09/2025	200,000
Total Budgetary Cost Estimate:		200,000

Means of Financing

Funding Source	Amount	
SURTAX	200,000	
Total Programmed Funding:		200,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P23CMP **Title:** Canal & Creek Master Plan - Phase II **Status:** Existing CIP Project
Category: Parks & Recreation **Department:** PUBLIC SERVICES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
637,794	0	0	0	637,794	0	0	0

Project Description

This project is for the implementation of the Canal & Creek Master Plan Phase II as adopted in May 2010.

Project Rationale

The project includes portages at 6 Water Control Structure (WCS) locations and access points at 4 locations. Portage sites are WCS 107, WCS 117, WCS 124, WCS 125, WCS 127, and WCS 128. Access points include two (2) on the MacCaughy Waterway; one (1) on the Lagoon Waterway; and one (1) on the Snover Waterway at WCS 113. The budget request is based upon the 2010 Master Plan and cost estimates will need revision upon funding of the project. (Parks & Recreation Master Plan 4.0a-10)

Funding Strategy

This project is funded by a Surtax allocation and the estimate of construction cost is factored by 2.4% per year since the 2010 Creek Canal Master Plan cost estimate was received. In fiscal year 2022 plans will be updated and construction budget will be adjusted to reflect current construction costs.

Operation Budget Impact

Impact on the operating budget will be determined based upon the final design.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2022 - 09/2023	637,794
Total Budgetary Cost Estimate:		637,794

Means of Financing

Funding Source	Amount
SURTAX	637,794
Total Programmed Funding:	637,794
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P23MPP | **Title:** Replacement Playground Equipment - McKibben Park | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
250,000	0	0	0	250,000	0	0	0

Project Description

New playground equipment for McKibben Park will include shade structures. The existing playground equipment will be removed.

Project Rationale

The playground equipment installed at McKibben Park in 2010 is aging and will be replacement ready in fiscal year 2023. Surveys will be conducted of the users to determine the amenities to be included in the new playground equipment.

Funding Strategy

This playground will be funded through a Surtax allocation.

Operation Budget Impact

Operating impacts include refreshing playground fall zone materials annually.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	0	3,000	3,085
Total Operating Budget Impacts	0	0	0	3,000	3,085

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2022 - 09/2023	250,000
Total Budgetary Cost Estimate:		250,000

Means of Financing

Funding Source	Amount
SURTAX	250,000
Total Programmed Funding:	250,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P24GMP | **Title:** Replacement Playground Equipment - George Mullen Activity Center | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
250,000	0	0	0	0	250,000	0	0

Project Description

New playground equipment for the George Mullen Activity Center will include shade structures. The existing playground equipment will be removed.

Project Rationale

The playground equipment installed at the George Mullen Activity Center in 2013 is aging and will be replacement ready in fiscal year 2024. Surveys will be conducted of the users to determine the amenities to be included in the new playground equipment.

Funding Strategy

The project will be funded using a Surtax allocation.

Operation Budget Impact

Annual operating impacts include refreshing the playground fall zone material.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	0	0	3,000
Total Operating Budget Impacts	0	0	0	0	3,000

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2023 - 09/2024	250,000
Total Budgetary Cost Estimate:		250,000

Means of Financing

Funding Source	Amount
SURTAX	250,000
Total Programmed Funding:	250,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P25LPD **Title:** Langlais Park Development **Status:** Existing CIP Project
Category: Parks & Recreation **Department:** PUBLIC SERVICES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
25,000	0	0	0	0	0	25,000	0

Project Description

This project is to develop a new approximately 50 acre park along Langlais Drive to serve residents on the east end of North Port.

Project Rationale

This area of the City currently lacks park sites to support the needs of residents. Preliminary planning for Langlais Park includes outdoor recreational opportunities including walking trails, primitive camping, and canoe/kayaking of the water body on site.

Funding Strategy

Budgetary numbers are a place holder to start funding for this new park location. Upon determination of the amenities to be included; construction estimates will be developed. This project will be funded by a Surtax allocation.

Operation Budget Impact

Impact on the operating budget will be determined based upon the final design.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2024 - 09/2023	25,000
Total Budgetary Cost Estimate:		25,000

Means of Financing

Funding Source	Amount
SURTAX	25,000
Total Programmed Funding:	25,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P25PPP **Title:** Replacement Playground Equipment - Pine Park **Status:** New Request
Category: Parks & Recreation **Department:** PUBLIC SERVICES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:** 4556 McKibben Dr, North Port, FL 34287

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
225,000	0	0	0	0	0	225,000	0

Project Description

New playground equipment for Pine Park will include shade structures. The existing equipment will be removed.

Project Rationale

The playground equipment installed at Pine Park in 2015 is aging and will be replacement ready in fiscal year 2025. Surveys will be conducted of the users to determine the amenities to be included in the new playground equipment.

Funding Strategy

This project will be funded by a Surtax allocation.

Operation Budget Impact

Operating impacts, starting in fiscal year 2026, will include annual refreshing playground fall zone materials.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
EQUIPMENT	10/2024 - 09/2025	225,000
Total Budgetary Cost Estimate:		225,000

Means of Financing

Funding Source	Amount
SURTAX	225,000
Total Programmed Funding:	225,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: P25RRP | **Title:** North Port South River Road Park | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** Other | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
275,000	0	0	0	0	0	275,000	0

Project Description

This project will start the design development and construction of the 137 +/- acre North Port South River Road Park. This parcel may include other city government offerings and the park acreage may be amended based on those needs.

Project Rationale

The park site was conveyed to the City in conjunction with the WVID Developer's agreement.

Funding Strategy

Funding considerations include evaluation of a partnership with Sarasota County Parks, Recreation and Natural Resources to develop a regional park and potential park impact fees.

Operation Budget Impact

Impact on the operating budget will be determined based upon the final design.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2024 - 09/2025	275,000
Total Budgetary Cost Estimate:		275,000

Means of Financing

Funding Source	Amount	
PRKS & REC IMPCT FEE FUND	275,000	
Total Programmed Funding:		275,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: PD18PS | **Title:** Police Station Construction | **Status:** Existing CIP Project
Category: Public Safety - Police | **Department:** POLICE DEPARTMENT | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
453,000	453,000	0	0	0	0	0	33,000,000

Project Description

Staff is recommending an expansion of the Police Department in a multi-phase approach to address this issue.

Project Rationale

In 2006, the North Port Police Department was built and designed to staff approximately 79 sworn officers and currently, there are 123 sworn officers. The Administration and IT departments have reached capacity and have no available room for future growth. The current Feasibility Study is ongoing. Once complete, there will be information for Commission to decide whether to add on to the existing building or build a new facility.

Funding Strategy

This project is funded by General Funds and Surtax.

Expenditures To Date \$58,230

Operation Budget Impact

Operating costs will be determined upon design completion.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2021	453,000
CONSTRUCTION	10/2023 - 09/2025	33,000,000
Total Budgetary Cost Estimate:		33,453,000

Means of Financing

Funding Source	Amount	
GENERAL FUND	53,000	
SURTAX	400,000	
Total Programmed Funding:		453,000
Future Funding Requirements:		33,000,000

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: PD21DT | **Title:** Public Safety Driving Track | **Status:** New Request
Category: Public Safety - Police | **Department:** POLICE DEPARTMENT | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
200,000	0	200,000	0	0	0	0	0

Project Description

Staff is recommending the repair and resurfacing of the driving track located on Price Boulevard.

Project Rationale

The driving track is in very poor condition and has been utilized since the early 1990's. The road has not been resurfaced for nearly twenty (20) years and is in need of major repairs for the safety of members of the North Port Police Department and other agencies that utilize the track for Emergency Vehicle Operations Training.

Funding Strategy

Requesting this project to be funded by Surtax.

Operation Budget Impact

Operating costs will be determined upon inspection of repairs needed.

Project Map

Schedule of Activities



Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	200,000
Total Budgetary Cost Estimate:		200,000

Means of Financing

Funding Source	Amount	
SURTAX	200,000	
Total Programmed Funding:		200,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: PD21LP | **Title:** License Plate Readers | **Status:** New Request
Category: Public Safety - Police | **Department:** POLICE DEPARTMENT | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,200,000	0	634,000	566,000	0	0	0	0

Project Description

Installation and implementation of Automatic License Plate Readers throughout the city.

Project Rationale

Staff is recommending the expansion of the use of Automatic License Plate Readers (ALPR's) throughout the City. ALPR's have proven to enhance safety to the community and law enforcement by providing immediate alerts when wanted vehicles or people are located with the potential to prevent crime. ALPR's further provide strong leads to investigators when a vehicle is used in the commission of a crime within the city, which could lead to quickly identifying suspects and locating loved ones who have been reported missing (silver alerts, abductions, etc.). The selected locations would capture vehicles traveling in and out of the city through the main points of travel. Staff is recommending a two-phase implementation approach. For FY 2020-2021 approximately thirteen (13) site locations will be installed and in FY 2021-2022, approximately ten (10) additional site locations will be installed.

Funding Strategy

Requesting this project be funded by Surtax.

Operation Budget Impact

Operating impacts include implementation of equipment and license fees per camera, which includes software and updates.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
EQUIPMENT	10/2020 - 09/2022	1,200,000
Total Budgetary Cost Estimate:		1,200,000

Means of Financing

Funding Source	Amount
SURTAX	1,200,000
Total Programmed Funding:	1,200,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: PD21PE **Title:** Construction of Building for Property/Evidence **Status:** New Request

Category: Public Safety - Police **Department:** POLICE DEPARTMENT **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**

LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,300,000	0	1,300,000	0	0	0	0	0

Project Description

Planning, design, and construction of a building for the use of Crime Scene and Property/Evidence.

Project Rationale

Currently the Department is operating at 185% above its current capacity. Staff is looking at options to build a facility to move Crime Scene and Property Evidence staff, crime lab, property and evidence storage, storage of evidentiary vehicles, processing area for evidentiary vehicles, and the storage of department logistical equipment, such as the City's Command Bus.

Funding Strategy

Requesting to be funded by Surtax.

Operation Budget Impact

Operating costs will be determined upon design completion.

Project Map

Schedule of Activities

NORTH PORT BUSINESS PARK
775 AND TOLEDO BLADE BOULEVARD, NORTH PORT, FL 34286
LATITUDE: 27.090119 LONGITUDE: -82.154174

AVAILABLE FOR LEASE
AVAILABLE NOW/POD

BENDERSON DEVELOPMENT

LOCATION FEATURES

- Prime Location on Toledo Blade Boulevard to Mile Marker 29
- 1/4 Mile of Frontage on Toledo Blade Boulevard for Maximum Visibility
- Only Class A Industrial Location in Southern Sarasota County

LOCATION PROXIMITY

- Port Charlotte - 11 Miles - Venice - 21 Miles
- Sarasota - 18 Miles - Ft Myers - 40 Miles
- St Petersburg - 12 Miles - Tampa - 87 Miles
- Naples - 58 Miles

LABOR FORCE

- Population of 214,000 within 15 Miles

SITE FEATURES

- Campus Like Setting with Attractive Landscaping
- Generous On Site Parking and Truck Staging Area
- 200' Truck Courts

BUILDING FEATURES

- Modern Concrete Tile Wall Construction
- 32' Clear Ceiling Heights
- 21'-0" x 50' Column Spacing
- Dock High Loading
- Ramps for Grade Level Loading
- ESR Sprinkler System
- Energy Efficient LED Lighting
- Three Phase 480V Power
- Availability from 13,500 to 142,500 SF

FOR INFORMATION
LARRY FIREBERG or MARK CURTAN
941.359.8303 P. 941.359.1508 F.

BENDERSON

www.benderson.com
7978 COOPER CREEK BOULEVARD UNIVERSITY PARK, FLORIDA 34201
PHONE : 941.359.8303 FAX : 941.359.1508

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	100,000
CONSTRUCTION	10/2020 - 09/2021	1,200,000
Total Budgetary Cost Estimate:		1,300,000

Means of Financing

Funding Source	Amount
SURTAX	1,300,000

Total Programmed Funding: 1,300,000
Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R15PW1/U15PW1	Title: Price Boulevard Widening Phase I	Status: Existing CIP Project
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Category: Public Works - Transportation	Department: ROAD & DRAINAGE	LMS: A
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Comprehensive Plan Information

Project Location

CIE Project: Yes	Capital Improvement:	District:
LOS/Concurrency: Yes	Project Need: N/A	Location:

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
7,413,090	7,413,090	0	0	0	0	0	40,519,350

Project Description

This Project is to design and prepare engineering plans, specifications and estimates for competitive bidding to Award a Contract for the widening, acquisition of land for stormwater ponds, dark fiber installation, and construction needed to expand Price Boulevard to 5 lanes within the existing 100-foot right-of-way between Sumter Boulevard and Toledo Blade Boulevard.

Project Rationale

Project also includes water and reclaimed water. Staff will evaluate potential financing as the project progresses, and will adjust the budget as the design is developed.

Funding Strategy

This Project is partially funded with the following sources: Escheated Lots, Transportation Impact Fees, Surtax, and Utilities. Alternative funding sources are being pursued for the remainder of the Project costs.

Expenditures To Date \$3,135,060

Operation Budget Impact

The operating impact of this project includes the addition of general maintenance and electrical for streetlights. Future maintenance costs for utilities include the water line and fire hydrants, and will be calculated when design is complete. Debt service is the potential financing.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Personal Services	0	0	0	1,740,000	1,740,000
Operating Expenditures	0	0	56,465	57,610	58,790
Total Operating Budget Impacts	0	0	56,465	1,797,610	1,798,790

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2014 - 09/2021	3,351,270
LAND ACQUISITION	10/2014 - 09/2021	2,000,000
CONSTRUCTION	10/2014 - 09/2021	42,581,170

Total Budgetary Cost Estimate: 47,932,440

Means of Financing

Funding Source	Amount
ESCH LOT-LAND/FUTURE PROJ	1,850,000
SURTAX	850,000
UTILITY REVENUE FUND	810,090
NP TRANSPORT IMPACT FEES	3,903,000

Total Programmed Funding: 7,413,090
Future Funding Requirements: 40,519,350

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R16TTP **Title:** Tamiami Trail Parking - South **Status:** Existing CIP Project
Category: Public Works - Transportation **Department:** ROAD & DRAINAGE **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
58,394	58,394	0	0	0	0	0	1,037,206

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 Landover Terrace and Almonte Terrace.

Project Rationale

It is anticipated to provide angle parking similar to the angle parking on the north side of US 41, west of Pan American Boulevard.

Funding Strategy

Initial project funding was from Surtax but per Commission direction \$6,410 is being reallocated to the Tamiami Trail Parking - North Project R19TTP, and \$396,396 is being reallocated to the Tropicaire Blvd. Road Reconstruction Project R19TRR. This Project will not move forward if funding is not secured.

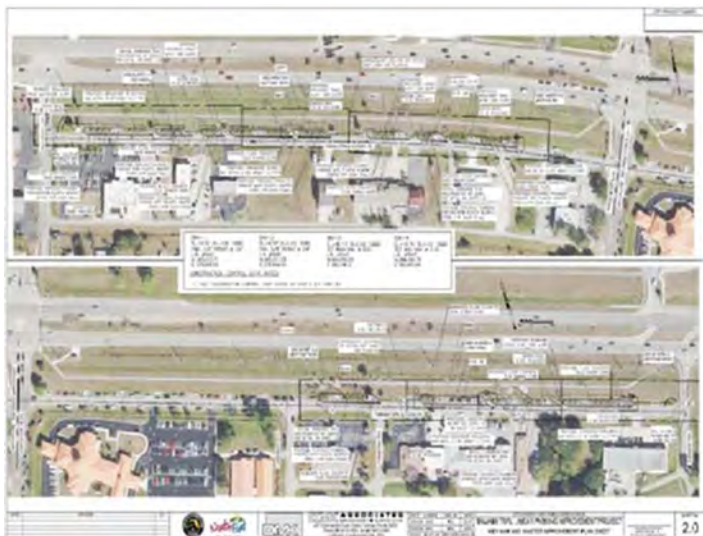
\$461,200 Appropriation
 (\$33,394) Expenditures
 (\$6,410) Transfer to R19TTP
 (\$396,396) Transfer to R19TRR
 \$25,000 Balance Remaining

Operation Budget Impact

The operating impact of this project will include litter pick up and landscape maintenance. Periodically, the parking stripes will need to be repainted and asphalt repairs made.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	1,000	1,000	1,000
Total Operating Budget Impacts	0	0	1,000	1,000	1,000

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2015 - 09/2021	35,600
CONSTRUCTION	10/2020 - 09/2021	1,060,000

Total Budgetary Cost Estimate: 1,095,600

Means of Financing

Funding Source	Amount
SURTAX	58,394

Total Programmed Funding: 58,394
Future Funding Requirements: 1,037,206

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R18BBL **Title:** Biscayne Drive Bike Lanes **Status:** Existing CIP Project
Category: Public Works - Transportation **Department:** ROAD & DRAINAGE **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: Yes **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,349,409	1,349,409	0	0	0	0	0	0

Project Description

Construct asphalt-paved bicycle lanes abutting the travel lanes on each side of Biscayne Drive, from Elyton Drive to Glenallen Boulevard, including pavement markings and signage.

Project Rationale

This is a Transportation Alternatives Program Project to be fully funded by the Federal Highway Administration.

Funding Strategy

This Project is funded with an Florida Department of Transportation Grant.

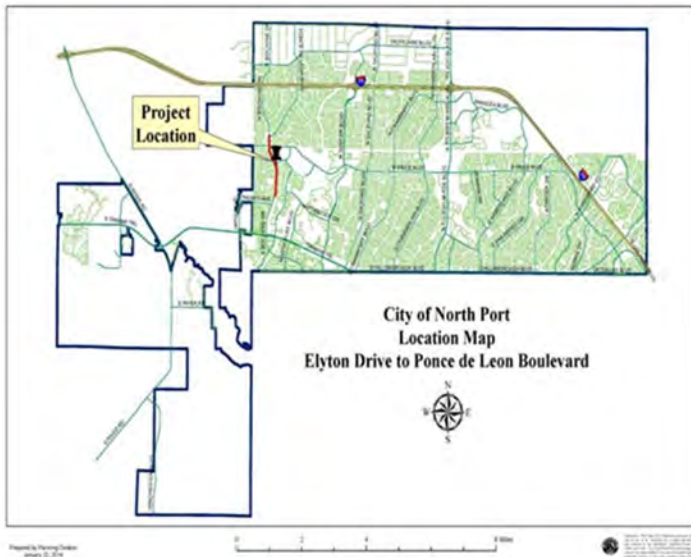
Expenditures To Date \$124,393

Operation Budget Impact

There will be minor operational impacts for this project, but it is anticipated to be beyond the 5-year period. These impacts would include striping and asphalt patching.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	0	500	500
Total Operating Budget Impacts	0	0	0	500	500

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2017 - 09/2021	114,100
CONSTRUCTION	10/2017 - 09/2021	1,235,309
Total Budgetary Cost Estimate:		1,349,409

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	1,349,409

Total Programmed Funding: 1,349,409
Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R18PBT **Title:** Tropicaire Boulevard Pedestrian and Bicycle Ways Shared-Use Path **Status:** Existing CIP Project
Category: Public Works - Transportation **Department:** ROAD & DRAINAGE **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: Yes **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
2,338,268	2,220,668	117,600	0	0	0	0	2,420,602

Project Description

Design and construct a sidewalk/path on the south side of Tropicaire Boulevard from Toledo Blade Boulevard to Van Camp Street to provide safety for children, pedestrians and bicyclists. The project is split into two (2) phases:

- Phase I: 6' concrete sidewalk from Van Camp Street to Ponce de Leon Boulevard and an 8' asphalt path from Ponce de Leon Boulevard to Sumter Boulevard. This phase will run concurrent with the Tropicaire Boulevard Road Reconstruction Project, R19TRR
- Phase II: 8' asphalt path from Sumter Boulevard to Toledo Blade Boulevard.

Project Rationale

The Project will provide safety for children, pedestrians, and bicyclists. This includes a pedestrian bridge over the waterway.

Funding Strategy

Initial Project funding was from Surtax but per Commission direction, \$66,446 is being reallocated from the Multimodal Path Amenities Project, R20MPA, and \$117,600 is being reallocated from the Welcome Sign on East US 41 Project, R21WSE.

Appropriation	\$2,036,620
Expenditures	(\$434,340)
Encumbrances	(\$11,041)
Transfer from R20MPA	\$66,446
Transfer from R21WSE	\$117,600
Balance Remaining:	\$1,775,285

Phase I is funded. Phase II will not move forward until funding is identified.

Operation Budget Impact

Phase I Cost Estimate: \$1,772,620

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2017 - 09/2021	443,370
CONSTRUCTION	10/2019 - 09/2021	4,315,500
Total Budgetary Cost Estimate:		4,758,870

Means of Financing

Funding Source	Amount	
SURTAX	2,338,268	
Total Programmed Funding:		2,338,268
Future Funding Requirements:		2,420,602

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R18SSM **Title:** Sidewalks - San Mateo Drive **Status:** Existing CIP Project
Category: Public Works - Transportation **Department:** ROAD & DRAINAGE **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
774,080	774,080	0	0	0	0	0	0

Project Description

Construct a 5' wide sidewalk along the west side of San Mateo Drive from Pasadena Lane, where the existing sidewalk ends, to Adelaide Avenue. This project is being done in conjunction with Utilities Project U19WSM, Water Transmission on San Mateo Drive from Price Boulevard to Hillsborough Boulevard.

Project Rationale

Construction of sidewalks and pedestrian bridges is a priority of the City Commission and residents. Each year, funding is appropriated to design and construct sidewalks and pedestrian bridges to provide safe pedestrian travel primarily within a 2-mile radius of schools, and secondarily, on all arterial and collector roads.

Funding Strategy

This Project is funded with Road & Drainage District funds and Surtax.

Expenditures To Date \$21,200

Operation Budget Impact

The operating impact of this Project will include finished mowing costs and sidewalk repairs.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	500	500	500
Total Operating Budget Impacts	0	0	500	500	500

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2017 - 09/2021	119,080
CONSTRUCTION	10/2017 - 09/2021	655,000
Total Budgetary Cost Estimate:		774,080

Means of Financing

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	160,500	
SURTAX	613,580	
Total Programmed Funding:		774,080
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R19RRH | **Title:** 2019 - Road Rehabilitation | **Status:** Existing CIP Project

Category: Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**

LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
6,068,610	6,068,610	0	0	0	0	0	0

Project Description

Resurfacing, surface rejuvenation, micro-surfacing and crack sealing of various public roads with the City limits.

Project Rationale

This is part of an Annual Road Rehabilitation Program to prevent roads from falling into sub-standard conditions and includes replacing deteriorated corrugated metal pipe cross drains.

Funding Strategy

This project is funded by Road & Drainage District funds and Surtax.

Expenditures To Date \$4,079,296

Operation Budget Impact

This project work is part of the City's ongoing Routine Road Rehabilitation Program, and is preventative in nature.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2018 - 09/2021	6,068,610
Total Budgetary Cost Estimate:		6,068,610

Means of Financing

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	4,616,010	
SURTAX	1,452,600	
Total Programmed Funding:		6,068,610
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R19SPR | **Title:** Sidewalks - Price Boulevard | **Status:** Existing CIP Project
Category: Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
296,020	13,920	282,100	0	0	0	0	0

Project Description

Construct an 8' wide sidewalk along the north side of Price Boulevard from Atwater Drive to Barcelona Drive.

Project Rationale

Construction of sidewalks and pedestrian bridges is a priority of the City Commission and residents. Each year, funding is appropriated to design and construct sidewalks and pedestrian bridges to provide safe pedestrian travel primarily within a 2-mile radius of schools, and secondarily, on all arterial and collector roads.

Funding Strategy

This Project is funded by Surtax.

Expenditures To Date \$13,920

Operation Budget Impact

The operating impact of this Project will include finished mowing costs and sidewalk repairs.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	0	200	200
Total Operating Budget Impacts	0	0	0	200	200

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2021	13,920
CONSTRUCTION	10/2020 - 09/2021	282,100
Total Budgetary Cost Estimate:		296,020

Means of Financing

Funding Source	Amount
SURTAX	296,020

Total Programmed Funding: 296,020
Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R19TRR	Title: Tropicaire Boulevard Road Reconstruction	Status: Existing CIP Project
Category: Public Works - Transportation		Department: ROAD & DRAINAGE
		LMS: N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes	Capital Improvement:	District:
LOS/Concurrency: N/A	Project Need: N/A	Location:

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
4,151,288	4,151,288	0	0	0	0	0	0

Project Description

This Project will reconstruct the roadway and make drainage improvements on Tropicaire Boulevard from Van Camp Street to Toledo Blade Boulevard.

Project Rationale

Tropicaire Boulevard is showing signs of pavement failure, including base failure. The Project will include field investigation of the base material's current condition along Tropicaire Boulevard, and identification of areas that will require full depth pavement reconstruction and areas that will require only mill and fill. Analysis of existing drainage conditions and drainage infrastructure will also be included in the scope of the work. A reconstruction plan for the entire corridor of Tropicaire Boulevard from Van Camp Street to Toledo Blade Boulevard will indicate: areas that will require full depth pavement reconstruction; areas that will need only mill and fill; and required drainage improvements. Installation of conduit and pull boxes for dark fiber are also included in the Scope of Work for this Project. This Plan will be provided for a contractor to bid on the work.

Funding Strategy

Initial Project funding was from Surtax and former Road Reconstruction funds, but per Commission direction, \$396,396 is being reallocated from the Tamiami Trail Parking – South Project, R16TTP, \$48,754 is being reallocated from the Multimodal Path Amenities Project, R20MPA and an additional \$196,138 is being allocated from Surtax.

Original Appropriation	\$3,510,000
Transfer from R16TTP	\$396,396
Transfer from R20MPA	\$48,754
Additional Appropriation	\$196,138
TOTAL	\$4,151,288

Operation Budget Impact

Reconstructing the areas that currently have base failure will minimize future expenditures in maintenance of Tropicaire Boulevard like asphalt repairs and shoulder rehabilitation. The drainage improvements will extend the useful life of the road.

Cost Breakdown:

\$3,144,687	-	Milling, Resurfacing and full depth repairs
\$296,977	-	Additional Drainage Improvements
\$257,724	-	Dark Fiber
\$80,000	-	Utility Adjustments/Gopher Tortoise protection
\$371,900	-	Contingency (10%)
\$4,151,288	-	Total

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2018 - 09/2021	4,151,288
Total Budgetary Cost Estimate:		4,151,288

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	1,467,650
SURTAX	2,683,638
Total Programmed Funding:	4,151,288
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R19TTP | **Title:** Tamiami Trail Parking - North | **Status:** Existing CIP Project
Category: Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
89,360	89,360	0	0	0	0	0	989,590

Project Description

This Project is for the construction of a series of linear parking spaces along the Tamiami Trail frontage road, north of US 41 between North Port Boulevard and Espanola Drive.

Project Rationale

It is anticipated to provide roughly 74 angled pervious concrete parking spaces.

Funding Strategy

Initial project funding was from Surtax but per Commission direction \$6,410 is being reallocated from the Tamiami Trail Parking - South Project R16TTP. This Project will not move forward if funding is not secured.

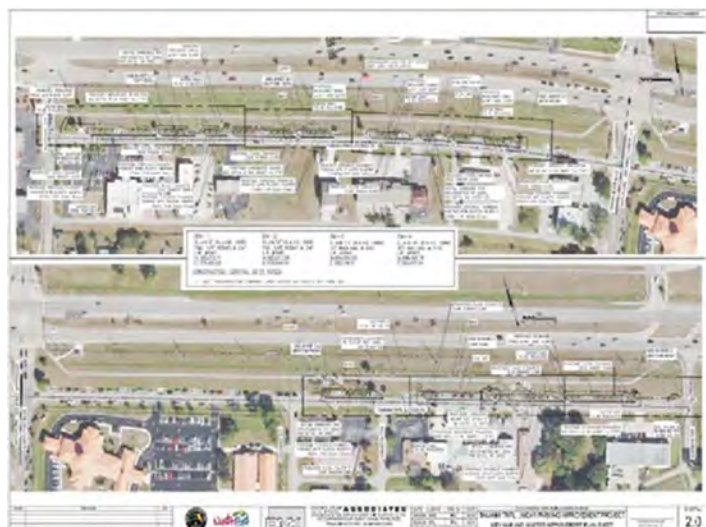
\$82,950 Appropriation
 (\$45,965) Expenditures
 (\$18,395) Encumbrances
 \$6,410 Transfer from R16TTP
 \$25,000 Balance Remaining

Operation Budget Impact

The operating impact of this Project will include litter pick up and landscape maintenance. Periodically, the parking stripes will need to be repainted and asphalt repairs made.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	0	1,000	1,000
Total Operating Budget Impacts	0	0	0	1,000	1,000

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2021	82,950
CONSTRUCTION	10/2020 - 09/2021	996,000

Total Budgetary Cost Estimate: 1,078,950

Means of Financing

Funding Source	Amount
SURTAX	89,360

Total Programmed Funding: 89,360
Future Funding Requirements: 989,590

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R20DSI **Title:** Drainage System Improvements **Status:** Existing CIP Project
Category: Public Works - Drainage **Department:** ROAD & DRAINAGE **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,547,000	1,547,000	0	0	0	0	0	0

Project Description

Annual maintenance, rehabilitation and replacement of the City's stormwater drainage system infrastructure in Grid 307, Pan American Boulevard seawall at Jeffrey Lake, Talbot Street outfall, Talbrook Road and Mayland Street stormwater pipes.

Project Rationale

This includes pipe replacement, outfall piping and culvert installation, and rehabilitation of swales, retention ditches and canals. These improvements are part of a viable Drainage Program to maintain water quality and control potential flooding.

Funding Strategy

This Project is funded by Road & Drainage District funds and Surtax.

Expenditures To Date \$144,422

Operation Budget Impact

This Project is an enhancement and improvement to the existing stormwater drainage system. Operational and economic efficiencies will be realized from the improvements to this stormwater drainage system.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2019 - 09/2021	1,547,000
Total Budgetary Cost Estimate:		1,547,000

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	701,400
SURTAX	845,600
Total Programmed Funding:	1,547,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R20FAC	Title: Public Works Facility Phase II	Status: Existing CIP Project
Category: City Facilities	Department: ROAD & DRAINAGE	LMS: N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A	Capital Improvement:	District:
LOS/Concurrency: N/A	Project Need: N/A	Location:

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
7,706,670	250,000	275,000	7,181,670	0	0	0	0

Project Description

Phase II is anticipated for construction in 2022, and includes buildings for personnel and storage of equipment and supplies, parking areas and an outdoor Fleet Management Division repair facility. The buildings for personnel and storage of equipment and supplies are proposed to be built on Road and Drainage District property directly east of the current facility.

Project Rationale

Phase I of the Public Works Facility Master Site Plan was completed in 2012 with construction of the Fleet/Administration building and parking areas. The existing modular buildings that house the Engineering Division and Solid Waste Division staff, and the dated building that houses the Operations and Maintenance Division staff would be removed and additional stormwater and parking areas would be constructed on the current site. New personnel and storage buildings would be constructed on the Road and Drainage District property east of the Phase I facility. A Preliminary Space Needs Assessment was completed in 2010 and a Master Design Concept was completed in 2011, but both would need to be revised with current information.

Funding Strategy

This Project is funded by Road & Drainage District funds, Solid Waste District funds, Fleet Management Funds and General Government Impact Fees.

Expenditures To Date \$0

Operation Budget Impact

When the Project has appropriated funding, any operating impacts will be determined at that time.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	0	0	2,000
Total Operating Budget Impacts	0	0	0	0	2,000

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2019 - 09/2021	250,000
CONSTRUCTION	10/2021 - 09/2022	7,456,670
Total Budgetary Cost Estimate:		7,706,670

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	4,054,600
GENERAL GOV'T IMPACT FEES	406,270
FLEET MANAGEMENT	50,000
SOLID WASTE DISTRICT	3,195,800

Total Programmed Funding: 7,706,670
Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R20HCI	Title: Hillsborough/Cranberry Intersection Improvements	Status: Existing CIP Project
Category: Public Works - Transportation		Department: ROAD & DRAINAGE
		LMS: N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A	Capital Improvement:	District:
LOS/Concurrency: N/A	Project Need: N/A	Location:

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
325,000	200,000	125,000	0	0	0	0	225,000

Project Description

The City of North Port and Charlotte County entered into an Interlocal Agreement for the Study, Design, and Construction of intersection improvements at Hillsborough Boulevard and Cranberry Boulevard. The Intersection Alignment Study is anticipated to be completed in Fiscal Year 2020. The Design/Permitting Phase will identify land acquisition and will begin in fiscal year 2021 with completion anticipated in fiscal year 2022.

Project Rationale

Project costs are split 50/50 between the City of North Port and Charlotte County. Design costs are estimated to be \$450,000. The City currently has appropriated \$100,000 for the Study and \$100,000 for the Design, and is requesting an additional \$125,000 in Surtax for fiscal year 2021. Charlotte County's Design costs are estimated at \$225,000. Construction costs will be determined after the Study is completed.

Funding Strategy

Currently, this project is funded by Road & Drainage District funds. Surtax funds are being requested for fiscal year 2021.

Expenditures To Date \$0

Operation Budget Impact

Future operating costs will be determined after the project design is determined.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	450,000
OTHER	10/2019 - 09/2021	100,000
Total Budgetary Cost Estimate:		550,000

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	200,000
SURTAX	125,000
Total Programmed Funding:	325,000
Future Funding Requirements:	225,000

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R20MPA | **Title:** US 41 Multimodal Path Amenities Design | **Status:** Existing CIP Project
Category: Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
0	0	0	0	0	0	0	1,165,200

Project Description

Commission directed amenities such as shade structures, benches, trash receptacles, bicycle racks, lighting, and landscaping will be added to the multi-modal path being constructed by the Florida Department of Transportation between Tuscola Boulevard and Ortiz Boulevard.

Project Rationale

This project will not move forward until funding is secured.

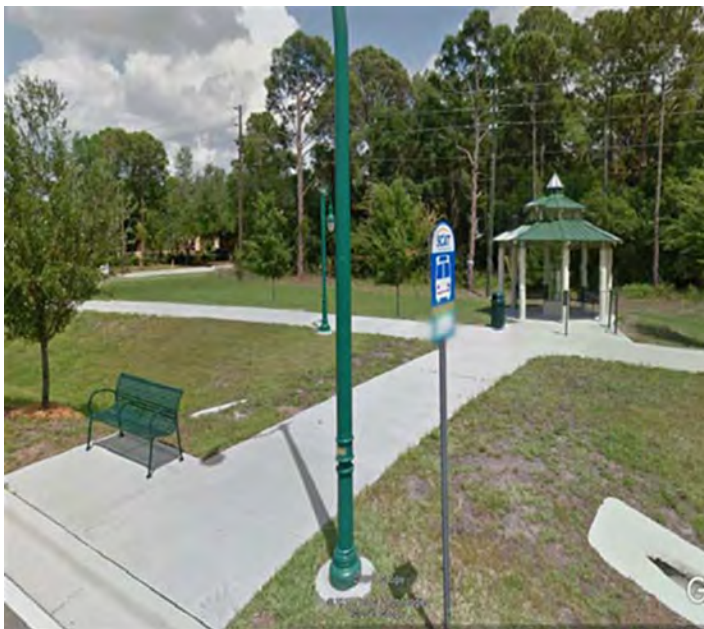
Funding Strategy

Initial project funding was from Surtax but per Commission direction \$48,754 is being reallocated to the Tropicaire Blvd. Road Reconstruction Project R19TRR, and \$66,446 is being reallocated to the Tropicaire Blvd. Pedestrian/Bicycle Shared-Use Path Project R18PBT.
 \$115,200 - Appropriation
 (\$48,754) - Transfer to R19TRR
 (\$66,446) - Transfer to R18PBT
 \$0 - Balance Remaining

Operation Budget Impact

Operating impact will be determined after project design is completed.

Project Image



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2019 - 09/2021	115,200
CONSTRUCTION	10/2020 - 09/2021	1,050,000
Total Budgetary Cost Estimate:		1,165,200

Means of Financing

Funding Source	Amount	
Total Programmed Funding:		0
Future Funding Requirements:		1,165,200

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R20PTS | **Title:** Price Traffic Signal at High School | **Status:** Existing CIP Project
Category: Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
462,942	112,942	350,000	0	0	0	0	0

Project Description

A Warrant Study was completed and indicated a signal was warranted for Price Boulevard and North Port High School/Heron Creek Middle School Driveway Entrances. The traffic signal design and construction is budgeted for fiscal year 2021. Pursuant to City Commission direction, staff will pursue legally acceptable means to have the Sarasota County School Board participate financially.

Project Rationale

The traffic signal will moderate vehicle traffic from the High School and Middle School.

Funding Strategy

This project is funded by Road & Drainage District funds.

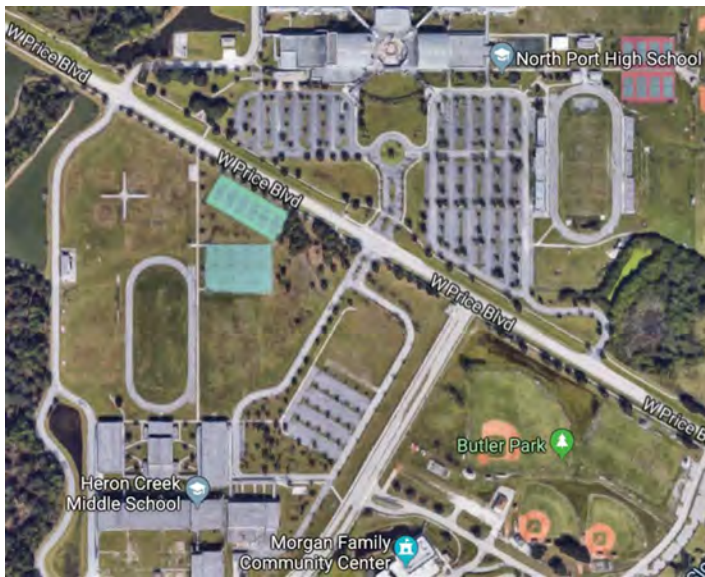
Expenditures To Date \$27,460

Operation Budget Impact

Operating impacts include the maintenance and electricity of the traffic signal.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	5,115	5,115	5,115
Total Operating Budget Impacts	0	0	5,115	5,115	5,115

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2019 - 09/2021	112,942
CONSTRUCTION	10/2020 - 09/2021	350,000
Total Budgetary Cost Estimate:		462,942

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	462,942
Total Programmed Funding:	462,942
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R20RRH | **Title:** 2020 - Road Rehabilitation | **Status:** Existing CIP Project

Category: Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**

LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
5,055,000	5,055,000	0	0	0	0	0	0

Project Description

Resurfacing, surface rejuvenation, micro-surfacing and crack sealing of various public roads with the City limits.

Project Rationale

This is part of an Annual Road Rehabilitation Program to prevent roads from falling into sub-standard conditions and includes replacing deteriorated corrugated metal pipe cross drains.

Funding Strategy

This Project is funded by Road & Drainage District funds and Surtax.

Expenditures To Date \$0

Operation Budget Impact

No operating budget impact is expected.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2019 - 09/2021	5,055,000
Total Budgetary Cost Estimate:		5,055,000

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	3,573,300
SURTAX	1,481,700
Total Programmed Funding:	5,055,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R20S08 **Title:** Rehabilitation of Water Control Structure 108 **Status:** Existing CIP Project
Category: Public Works - Drainage **Department:** ROAD & DRAINAGE **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,910,000	200,000	1,710,000	0	0	0	0	0

Project Description

Design, permit, and reconstruct Water Control Structure (WCS) 108 located on Cocoplum Waterway just west of Collingswood Boulevard. Design was started in fiscal year 2020 and construction is anticipated to start in fiscal year 2021.

Project Rationale

The existing structure is deteriorated. The proper operation of this gated structure is critical for releasing water into lower segments of the Cocoplum Waterway for potable supply and for flood control. Design is scheduled for fiscal year 2020 and construction in fiscal year 2021.

Funding Strategy

Project design was funded by Road and Drainage District funds. Surtax funds are being requested for construction.

Expenditures To Date \$0

Operation Budget Impact

The operating impact of this project will include electrical costs for automated motorized gates with telemetry, and will be determined during the design phase.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2019 - 09/2021	200,000
CONSTRUCTION	10/2020 - 09/2021	1,710,000
Total Budgetary Cost Estimate:		1,910,000

Means of Financing

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	200,000	
SURTAX	1,710,000	
Total Programmed Funding:		1,910,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R21BRR | **Title:** 2021 Bridge Rehabilitation and Repair | **Status:** New Request
Category: Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
274,500	0	274,500	0	0	0	0	0

Project Description

Annual Project for Rehabilitation of City Bridges. The Department of Public Works identified the bridge at Cranberry Boulevard and the Snover Waterway for Rehabilitation with Design in Fiscal Year 2021 and construction in Fiscal Year 2022.

Project Rationale

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.

Funding Strategy

This Project is funded by Surtax.

Operation Budget Impact

No operating budget impact is expected.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2021	274,500
Total Budgetary Cost Estimate:		274,500

Means of Financing

Funding Source	Amount
SURTAX	274,500
Total Programmed Funding:	274,500
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R21DSI | **Title:** Drainage System Improvements | **Status:** New Request
Category: Public Works - Drainage | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,577,920	0	1,577,920	0	0	0	0	0

Project Description

Annual maintenance, rehabilitation and replacement of the City's stormwater drainage system infrastructure. Work will include finishing Grid 307, starting Grid 204 east of Salford, and piping the west side of South Salford Boulevard from McCracken Avenue to Nemo Avenue.

Project Rationale

This includes pipe replacement, outfall piping and culvert installation, swale rehabilitation and retention ditch rehabilitation. These improvements are part of a viable Drainage Program to maintain water quality and control potential flooding.

Funding Strategy

This Project is funded by Surtax and Road and Drainage District funds.

Operation Budget Impact

Operational savings will be estimated as the Project is developed.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2021	1,577,920
Total Budgetary Cost Estimate:		1,577,920

Means of Financing

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	715,320	
SURTAX	862,600	
Total Programmed Funding:		1,577,920
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R21RRH | **Title:** 2021 Road Rehabilitation | **Status:** New Request
Category: Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
6,155,000	0	6,155,000	0	0	0	0	0

Project Description

Resurfacing, surface rejuvenation, micro-surfacing and crack sealing of various public roads with the City limits.

Project Rationale

This project is part of an Annual Road Rehabilitation Program to prevent roads from falling into sub-standard conditions. As discovered in fiscal year 2019, full-depth reclamation is increasingly needed in the Road Rehabilitation Projects which in turn escalates the costs. Additional Surtax funding is being requested to continue rehabilitating a consistent number of roads.

Funding Strategy

This project is funded by Road & Drainage District funds and Surtax. An additional \$1,070,600 is requested from Surtax.

Operation Budget Impact

No operating budget impact is expected.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2021	6,155,000
Total Budgetary Cost Estimate:		6,155,000

Means of Financing

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	3,573,000	
SURTAX	2,582,000	
Total Programmed Funding:		6,155,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R21S13 **Title:** Water Control Structure 113 **Status:** New Request
Category: Public Works - Drainage **Department:** ROAD & DRAINAGE **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: No **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
290,000	0	290,000	0	0	0	0	2,900,000

Project Description

Design, permit and reconstruct Water Control Structure (WCS) 113 located on the Snover Waterway east of the Myakkahatchee Creek. Design will start in fiscal year 2021 with construction anticipated to start in fiscal year 2022.

Project Rationale

The entire structure is extremely deteriorated and in need of replacement. The proper operation of this gated structure is critical for releasing water from the Snover Waterway into the Myakkahatchee Creek. Design is scheduled for fiscal year 2021 and construction for fiscal year 2022.

Funding Strategy

Project design is funded by Road and Drainage District funds. Construction funds have not been identified.

Operation Budget Impact

The operating impact of this project will include electrical costs for automated motorized gates with telemetry, and will be determined during the design phase.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2021	290,000
CONSTRUCTION	10/2021 - 09/2022	2,900,000
Total Budgetary Cost Estimate:		3,190,000

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	290,000

Total Programmed Funding: 290,000
Future Funding Requirements: 2,900,000

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R21SWD **Title:** Sidewalk and Pedestrian Bridge - Woodhaven Drive **Status:** New Request

Category: Public Works - Transportation **Department:** ROAD & DRAINAGE **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**

LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
407,800	0	120,000	287,800	0	0	0	0

Project Description

Construct a 5' wide sidewalk along the north side of Woodhaven Drive from its easterly terminus to Haberland Boulevard to include a pedestrian bridge over the Bass Point Waterway. Design will begin in fiscal year 2021 and construction in fiscal year 2022.

Project Rationale

Construction of sidewalks and pedestrian bridges is a priority of the City Commission and residents.

Funding Strategy

This Project is funded by Road & Drainage District funds and Surtax.

Operation Budget Impact

The operating impact of this Program will include finished mowing costs and sidewalk repairs.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	500	500	500
Total Operating Budget Impacts	0	0	500	500	500

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	120,000
CONSTRUCTION	10/2021 - 09/2022	287,800
Total Budgetary Cost Estimate:		407,800

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	120,000
SURTAX	287,800
Total Programmed Funding:	407,800
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R21WSE | **Title:** Welcome Sign on East US 41 | **Status:** Existing CIP Project
Category: Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
0	0	0	0	0	0	0	237,600

Project Description

Design and construct a City of North Port welcome sign at the City's boundary on east US 41.

Project Rationale

During US 41 widening, the City of North Port's welcome sign on the eastern edge of the city was removed. This new sign will improve City gateway features, serving as a welcome to the City and delineating where the City boundary begins. This project will not move forward until funding is secured.

Funding Strategy

Fiscal year 2021 CM Recommended funding was from Surtax but per Commission direction, \$117,600 is being reallocated to the Tropicaire Blvd. Pedestrian/Bicycle Shared-Use Path Project R18PBT.

CM Recommended Allocation \$117,600
 Transfer to R18PBT (\$117,600)
 Adjusted Allocation \$0

Operation Budget Impact

The operating impact will be determined at project design.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	1,000	1,000	1,000
Total Operating Budget Impacts	0	0	1,000	1,000	1,000

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	12,700
CONSTRUCTION	10/2021 - 09/2022	224,900
Total Budgetary Cost Estimate:		237,600

Means of Financing

Funding Source	Amount	
Total Programmed Funding:		0
Future Funding Requirements:		237,600

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: R25PW2 **Title:** Price Widening Phase II - Sumter Boulevard to Westerly Terminus of Middle School and High School **Status:** Existing CIP Project

Category: Public Works - Transportation **Department:** ROAD & DRAINAGE **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**

LOS/Concurrency: Yes **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
5,250,000	0	0	0	0	0	5,250,000	32,532,000

Project Description

Expand existing road to an urban divided 4-lane roadway from Sumter Boulevard to the westerly terminus of North Port High School/Heron Creek Middle School.

Project Rationale

Replace existing bridge over Myakkahatchee Creek, install roadway lighting, irrigation and landscaping, sidewalks, ad bicycle lanes.

Funding Strategy

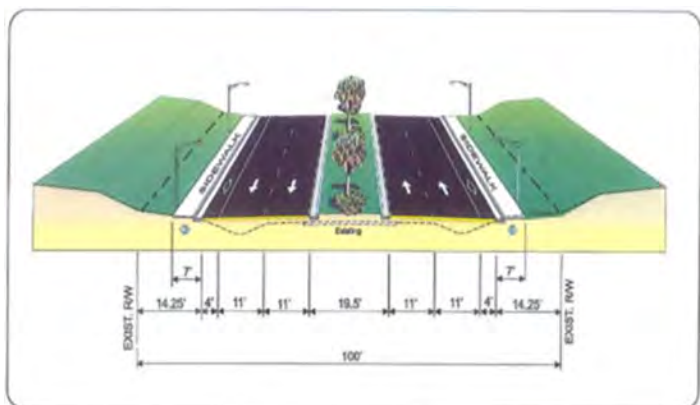
This Project is not currently funded.

Operation Budget Impact

The operating impact will be determined as the Project is developed.

Project Map

Schedule of Activities



CITY OF NORTH PORT
PRICE BOULEVARD
from Blacayne Dr. to Orlando Blvd.
CORRIDOR STUDY
Sarasota County, Florida

ALTERNATIVE 'C'
100' R.O.W. 4 LANE URBAN
11' LANES, 19.5' MEDIAN Figure 7.3

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2024 - 09/2026	2,650,000
LAND ACQUISITION	10/2025 - 09/2026	2,600,000
CONSTRUCTION	10/2026 - 09/2027	32,532,000

Total Budgetary Cost Estimate: 37,782,000

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	4,250,000
NP TRANSPORT IMPACT FEES	1,000,000

Total Programmed Funding: 5,250,000

Future Funding Requirements: 32,532,000

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: RProgram-BRR | **Title:** Bridge Rehabilitation & Repair Program | **Status:** Existing CIP Program

Category: Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**

LOS/Concurrency: Yes | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,461,240	0	0	325,000	350,000	378,000	408,240	0

Project Description

Annual Project for Rehabilitation of City Bridges.

Project Rationale

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.

Funding Strategy

This Program will be funded by Road & Drainage District funds and Surtax.

Operation Budget Impact

No operating budget impact is expected.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2025	1,461,240
Total Budgetary Cost Estimate:		1,461,240

Means of Financing

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	307,170	
SURTAX	1,154,070	
Total Programmed Funding:		1,461,240
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: RProgram-DSI | **Title:** Drainage Improvement Program | **Status:** Existing CIP Program

Category: Public Works - Drainage | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**

LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
6,629,370	0	0	1,609,530	1,641,720	1,674,600	1,703,520	0

Project Description

Annual maintenance, rehabilitation and replacement of the City's stormwater drainage system infrastructure.

Project Rationale

This includes pipe replacement, outfall piping and culvert installation, swale rehabilitation and retention ditch rehabilitation. These improvements are part of a viable Drainage Program to maintain water quality and control potential flooding.

Funding Strategy

This program will be funded by Road & Drainage District Funds and Surtax.

Operation Budget Impact

This program is an enhancement and improvement to the current system, thus will provide a cost savings to the system.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2025	6,629,370
Total Budgetary Cost Estimate:		6,629,370

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	3,007,230
SURTAX	3,622,140
Total Programmed Funding:	6,629,370
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: RProgram-RRH | **Title:** Road Rehabilitation Program | **Status:** Existing CIP Program

Category: Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**

LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
21,407,710	0	0	5,186,160	5,289,950	5,395,800	5,535,800	0

Project Description

Resurfacing, surface rejuvenation, micro-surfacing and crack sealing of at least 45 miles of public roads annually.

Project Rationale

This is part of a 5-year Maintenance Program to prevent roads from falling into sub-standard conditions and includes replacing deteriorated corrugated metal pipe cross drains.

Funding Strategy

This Program will be funded by Road & Drainage District funds and Surtax.

Operation Budget Impact

No operating budget impact is expected.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2025	21,407,710
Total Budgetary Cost Estimate:		21,407,710

Means of Financing

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	15,021,040	
SURTAX	6,386,670	
Total Programmed Funding:		21,407,710
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: RProgram-SWC **Title:** Sidewalk and Pedestrian Bridges Program **Status:** Existing CIP Program

Category: Public Works - Transportation **Department:** ROAD & DRAINAGE **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A **Capital Improvement:** **District:**

LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,403,090	0	0	122,400	418,450	426,850	435,390	0

Project Description

Construction of sidewalks and pedestrian bridges is a priority of the City Commission and residents.

Project Rationale

Each year, funding is appropriated to Design and Construct sidewalks and pedestrian bridges to provide safe pedestrian travel primarily within a 2-mile radius of schools, and secondarily, on all arterial and collector roads.

Funding Strategy

This Program is funded by Road & Drainage District funds and Surtax.

Operation Budget Impact

The operating impact of this Program will include finished mowing costs and sidewalk repairs.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	0	500	500
Total Operating Budget Impacts	0	0	0	500	500

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2025	504,500
CONSTRUCTION	10/2022 - 09/2025	898,590
Total Budgetary Cost Estimate:		1,403,090

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	504,500
SURTAX	898,590
Total Programmed Funding:	1,403,090
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: RProgram-WCS	Title: Water Control Structure Program	Status: Existing CIP Program
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Category: Public Works - Drainage	Department: ROAD & DRAINAGE	LMS: N/A
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Comprehensive Plan Information

Project Location

CIE Project: Yes	Capital Improvement:	District:
LOS/Concurrency: Yes	Project Need: N/A	Location:

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
4,978,130	0	0	1,203,000	1,244,000	1,261,000	1,270,130	8,063,000

Project Description

Design, Permit and Replace aging water control structures (WCS).

Project Rationale

The tentative plan includes:
 Fiscal Year 2022 Design WCS No. 114, Construct WCS No. 113
 Fiscal Year 2023 Design WCS No. 157, Construct WCS No. 114
 Fiscal Year 2024 Design WCS No. 124, Construct WCS No. 157
 Fiscal Year 2025 Design WCS No. 127, Construct WCS No. 124

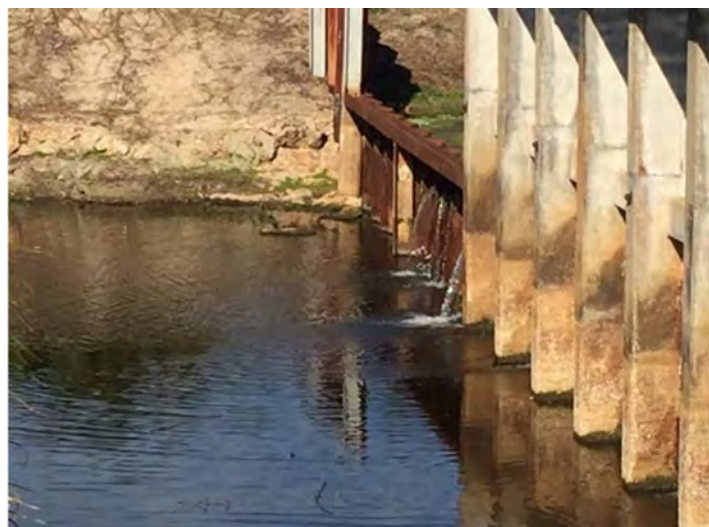
Funding Strategy

Operation Budget Impact

The operating impact of this Project will include electrical costs for automated motorized gates with telemetry.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	250	500	500
Total Operating Budget Impacts	0	0	250	500	500

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2025	918,130
CONSTRUCTION	10/2021 - 09/2025	12,123,000
Total Budgetary Cost Estimate:		13,041,130

Means of Financing

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	4,978,130

Total Programmed Funding: 4,978,130
Future Funding Requirements: 8,063,000

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: SW24TS	Title: Solid Waste Transfer Station	Status: Existing CIP Project
Category: Public Works - Solid Waste		Department: PUBLIC SERVICES
		LMS: N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A	Capital Improvement:	District:
LOS/Concurrency: N/A	Project Need: N/A	Location:

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
4,658,500	0	0	0	423,500	4,235,000	0	0

Project Description

Design, build and operate a Solid Waste Transfer Station to safely and efficiently manage the City of North Port's solid waste.

Project Rationale

In Fiscal Year 2023, an engineering consultant will be hired to develop a Solid Waste Transfer Station solicitation and a consultant will be hired to conduct a Cultural Resource Assessment and Environmental Assessment on the proposed Transfer Station property. Construction is anticipated to start in Fiscal Year 2024 and be completed in Fiscal Year 2025.

Funding Strategy

It is anticipated that Solid Waste Impact Fees will be used to fund this project.

Operation Budget Impact

More efficient solid waste collection, more beneficial disposal options, and improved community access to solid waste disposal.

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Capital Outlay	0	0	0	0	250,000
Total Operating Budget Impacts	0	0	0	0	250,000

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2024 - 09/2025	423,500
CONSTRUCTION	10/2025 - 09/2026	4,235,000

Total Budgetary Cost Estimate: 4,658,500

Means of Financing

Funding Source	Amount
SOLID WASTE IMPACT FEES	4,658,500

Total Programmed Funding: 4,658,500
Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U17ASR	Title: Aquifer, Storage, and Recovery (ASR) - Permanent Facilities	Status: Existing CIP Project
Category: Utilities - Water Systems	Department: WATER & SEWER UTILITIES	LMS: N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes	Capital Improvement:	District:
LOS/Concurrency: N/A	Project Need: N/A	Location:

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,625,525	1,625,525	0	0	0	0	0	0

Project Description

This project is for the permitting and installation of permanent facilities following completion of Cycle Test 5.

Project Rationale

The Southwest Florida Water Management District (SWFWMD) had preliminarily approved funding for this project at 50%. Obtaining continued funding for this project was a significant achievement. 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 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 and recovery of that water during the dry season, when demands are at their highest.

The operational permit has been submitted and Utilities is coordinating with the Florida Department of Environmental Protection to obtain this permit.

Funding Strategy

This project is funded by Water Capacity Fees and a SWFWMD grant.

Expenditures To Date \$1,500,326

Operation Budget Impact

Operation of the ASR well adds maintenance and operations costs. Electrical costs increase with pumping water into storage and when withdrawing water out of storage. Pre-treatment chemicals will increase chemical costs. Chemical costs will be more initially and are anticipated to decrease over time with maturity of the aquifer bubble. Operational expenditures budgeted for FY 2021 include:

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	62,800	62,800	62,800	62,800	62,800
Total Operating Budget Impacts	62,800	62,800	62,800	62,800	62,800

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2016 - 09/2021	160,000
CONSTRUCTION	10/2016 - 09/2021	1,465,525
Total Budgetary Cost Estimate:		1,625,525

Means of Financing

Funding Source	Amount
WATER CAPACITY FEE FUND	1,625,525

Total Programmed Funding: 1,625,525
Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U17WTP	Title: Myakkahatchee Creek Water Treatment Plant (MCWTP)-Transfer Pump Upgrades	Status: Existing CIP Project
Category: Utilities - Water Systems	Department: WATER & SEWER UTILITIES	LMS: N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A	Capital Improvement:	District:
LOS/Concurrency: N/A	Project Need: N/A	Location:

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
301,090	301,090	0	0	0	0	0	0

Project Description

The project consists of upgrades to the Water Treatment Plant (WTP) surface water treatment system for sustainability, reliability, and to meet water quality standards. This project will upgrade the transfer pumping system with new pumps and provide a backwash pump for the second train.

Project Rationale

The project will increase the transfer capacity and provide flexibility for true backwash pumping capability. This project is anticipated to go out to bid by June 2020.

Funding Strategy

This project is funded by Utilities funds and Water Capacity Fees.

Expenditures To Date \$53,107

Operation Budget Impact

In the short run, maintenance cost will decrease due to the new pumps and operating system. In the long run, maintenance cost should be no different for new pumping system than the old.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2016 - 09/2020	44,940
CONSTRUCTION	10/2016 - 09/2021	256,150
Total Budgetary Cost Estimate:		301,090

Means of Financing

Funding Source	Amount
WATER CAPACITY FEE FUND	249,350
UTILITY REVENUE FUND	51,740
Total Programmed Funding:	301,090
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U18UAB **Title:** Utilities Administration Building & Field Operations Center **Status:** Existing CIP Project
Category: City Facilities **Department:** WATER & SEWER UTILITIES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
13,110,000	13,110,000	0	0	0	0	0	0

Project Description

Needs and site selection analysis, design, permitting, and construction of a new administration and field operations building.

Project Rationale

The existing building is not adequately sized for the number of staff currently working out of the building. Additionally, the existing building is owned by the Public Works Department and can be repurposed for something more appropriate. The existing site is adjacent to the training track for Police and Fire, which is also near an archeological site; therefore, no additional property is available in the immediate vicinity to expand the existing site. Moving the office, inventory, historical documents, staff, and operations to a larger location to allow for growth would be more appropriate.

Funding Strategy

This project is funded by Utilities funds, Water Capacity Fees, and Sewer Capacity Fees.

Expenditures To Date \$329,881

Operation Budget Impact

With a larger parcel of land and building, there would be additional maintenance and electrical costs. Operational expenditures are anticipated to be budgeted in FY 2022 as follows:

46-00 R&M \$ 1,000
 43-02 Electricity \$ 2,100

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	3,100	3,100	3,100	3,100
Total Operating Budget Impacts	0	3,100	3,100	3,100	3,100

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2017 - 09/2021	850,000
LAND ACQUISITION	10/2017 - 09/2021	1,660,000
CONSTRUCTION	10/2019 - 09/2022	10,000,000
EQUIPMENT	10/2019 - 09/2021	600,000
Total Budgetary Cost Estimate:		13,110,000

Means of Financing

Funding Source	Amount
WATER CAPACITY FEE FUND	2,500,000
SEWER CAPACITY FEE FUND	2,500,000
UTILITY REVENUE FUND	8,110,000

Total Programmed Funding: 13,110,000
Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U18WT2	Title: Water Transmission from Myakkahatchee Creek Water Treatment Plant (MCWTP) to Ortiz	Status: Existing CIP Project
Category: Utilities - Water Systems	Department: WATER & SEWER UTILITIES	LMS: N/A

Comprehensive Plan Information

Project Location

CIE Project: No	Capital Improvement:	District:
LOS/Concurrency: Yes	Project Need: N/A	Location:

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
4,629,400	3,474,530	1,154,870	0	0	0	0	0

Project Description

Design and permit a pipeline from the Myakkahatchee Creek Water Treatment Plant to Ortiz Boulevard.

Project Rationale

Design, permit and construct a pipeline from the Myakkahatchee Creek Water Treatment Plant to Ortiz Blvd. 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. As demands throughout the system increase, the Utilities' hydraulic model indicates this pipeline is required to maintain service to western reaches of the City, including supply to the Southwest Booster Pump Station.

This project is anticipated to go out for bid in June 2020, after the first reading of the fiscal year 2021 budget.

Funding Strategy

This project is funded by Water Capacity Fees.

Expenditures To Date \$324,556

Operation Budget Impact

Addition of new pipeline to distribution and transmission systems inherently increases operation costs over time. However, the pumping system becomes more efficient as this pipeline will result in elimination of bottlenecks that cause significant pressure losses that need to be overcome by the pumping systems.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2017 - 09/2020	340,000
CONSTRUCTION	10/2017 - 09/2021	4,289,400
Total Budgetary Cost Estimate:		4,629,400

Means of Financing

Funding Source	Amount
WATER CAPACITY FEE FUND	4,629,400

Total Programmed Funding: 4,629,400
Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U19NEP **Title:** Neighborhood Water/Wastewater Line Extensions **Status:** Existing CIP Project
Category: Utilities - Wastewater Systems **Department:** WATER & SEWER UTILITIES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
6,086,469	325,190	521,519	1,277,700	1,303,300	1,329,380	1,329,380	0

Project Description

This project is to extend water/wastewater to residents throughout the City in a methodical, economical manner to maximize efficiency and minimize cost.

Project Rationale

Giffels & Webster have been contracted to develop a master plan. As customers connect, payments toward the line extension could go back to the Surtax fund, serving as a revolving fund for future expansions. Staff continues working on recommendations to Commission.

Funding Strategy

The project is funded by Surtax.

Expenditures To Date \$103,866

Operation Budget Impact

Addition of new pipeline to the distribution system inherently increases operational costs over time. However, improvements should also decrease operational costs by improving water quality in the system.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2021	325,190
CONSTRUCTION	10/2018 - 09/2025	5,761,279
Total Budgetary Cost Estimate:		6,086,469

Means of Financing

Funding Source	Amount	
SURTAX	6,086,469	
Total Programmed Funding:		6,086,469
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U19WBR | **Title:** Water Pipeline Bridge Replacements - Salford/Snover | **Status:** Existing CIP Project
Category: Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
360,000	360,000	0	0	0	0	0	0

Project Description

Fiscal year 2019 replacement will be Salford Boulevard/Snover Waterway Bridge #22, unless circumstances change and require expedition of one over the other.

Project Rationale

To improve the potable water distribution system reliability to the residents of the City. The project is in various locations in the City. Replacement of aged water lines on various bridges is planned for the next 7 years. Old steel water lines on bridges have reached the end of their service life, and pipe deterioration and leaks are on pipe bends that cannot be readily repaired. Some very small leaks are unable to be stopped at this time resulting in un-billed water loss. This project is part of Program No. UWBR.

This project will go out to bid by June 2020.

Funding Strategy

This project is funded by Surtax and Utilities funds.

Expenditures To Date \$181,230

Operation Budget Impact

Replacement of these pipelines will prevent potential catastrophic failure and emergency repairs, which will be more costly than current planned replacements.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2020	150,000
CONSTRUCTION	10/2018 - 09/2021	210,000
Total Budgetary Cost Estimate:		360,000

Means of Financing

Funding Source	Amount	
SURTAX	100,000	
UTILITY REVENUE FUND	260,000	
Total Programmed Funding:		360,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U19WSM | **Title:** Water Transmission on San Mateo Drive from Price Boulevard to Hillsborough Boulevard | **Status:** Existing CIP Project
Category: Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
4,350,000	2,750,000	1,600,000	0	0	0	0	0

Project Description

Design, permit and construct a pipeline from Price Boulevard to Hillsborough Boulevard on San Mateo Drive.

Project Rationale

Design, permit and construct a pipeline from the Price to Hillsborough on San Mateo. The project consists of 16,000 linear feet of new 10" pipe. The existing infrastructure reduces down to ranging between 12" and 6", but does not run strictly along San Mateo. Many sections run along various side streets, having a detrimental impact on water quality.

Funding Strategy

This project is funded by Utilities funds and Water Capacity Fees.

Expenditures To Date \$219,524

Operation Budget Impact

Addition of new pipeline to the distribution and transmission systems inherently increases operation costs over time. However, the pumping system becomes more efficient as this pipeline will result in elimination of several missing sections that cause significant pressure losses that need to be overcome by the pumping systems.

Project Map



Proposed 10" Water Main

Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2020	350,000
CONSTRUCTION	10/2018 - 09/2021	4,000,000
Total Budgetary Cost Estimate:		4,350,000

Means of Financing

Funding Source	Amount	
WATER CAPACITY FEE FUND	480,000	
UTILITY REVENUE FUND	3,870,000	
Total Programmed Funding:		4,350,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U20F1R | **Title:** Flocculator No.1 Rehabilitation | **Status:** Existing CIP Project
Category: Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** Other | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
575,000	575,000	0	0	0	0	0	0

Project Description

This project consists of complete rehabilitation of flocculator No. 1 at the Surface Water Treatment Plant.

Project Rationale

Rehabilitation will include demolishing and removing the existing concrete masonry unit (CMU) baffle walls and floor slab, replacing and recompacting displaced soil, constructing a new reinforced concrete structural slab and baffle wall, removing existing coating from all interior concrete surfaces, repairing spalls, gouges and cracks, repairing eroded concrete surfaces, and coating the interior of the tank using a polyurethane coating. The structural analysis determined that the existing flocculator No.1 structure is not structurally sound, and rehabilitation would be necessary in order for the plant to operate at normal operating capacity.

This project is on the Commission meeting in April to award the contract for construction.

Funding Strategy

This project is funded by Utilities funds.

Expenditures To Date \$0

Operation Budget Impact

No operating impact is expected at this time.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2019 - 09/2020	75,000
CONSTRUCTION	10/2019 - 09/2021	500,000
Total Budgetary Cost Estimate:		575,000

Means of Financing

Funding Source	Amount
UTILITY REVENUE FUND	575,000

Total Programmed Funding: 575,000
Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U20WBR | **Title:** Water Pipeline Bridge Replacements - Biscayne/Pan American | **Status:** Existing CIP Project
Category: Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
465,000	465,000	0	0	0	0	0	0

Project Description

Fiscal year 2020 will be Biscayne Boulevard Bridge #49 & Pan American Bridge #9, unless circumstances change and require expedition of one over the other.

Project Rationale

To improve the potable water distribution system reliability to the residents of the City. The project is in various locations in the City. Replacement of aged water lines on various bridges is planned for the next 7 years. Old steel water lines on bridges have reached the end of their service life, and pipe deterioration and leaks are on pipe bends that cannot be readily repaired. Some very small leaks are unable to be stopped at this time resulting in un-billed water loss. This project is part of Program No. UWBR.

Funding Strategy

This project is funded by Surtax and Utility funds.

Expenditures To Date \$0

Operation Budget Impact

Replacement of these pipelines will prevent potential catastrophic failure and emergency repairs, which will be more costly than current planned replacements.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2019 - 09/2021	465,000
Total Budgetary Cost Estimate:		465,000

Means of Financing

Funding Source	Amount	
SURTAX	385,000	
UTILITY REVENUE FUND	80,000	
Total Programmed Funding:		465,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U20WES | **Title:** Neighborhood Water/Wastewater Line Extensions-Sumter Blvd. | **Status:** Existing CIP Project
Category: Utilities - Wastewater Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
3,126,651	2,395,570	731,081	0	0	0	0	0

Project Description

This project is to extend water/wastewater to residents in accordance with the grant application to the Florida Job Growth Grant Fund in an amount of \$2,842,410 for the areas on Sumter Boulevard from South of Hansard Avenue to Kalish Avenue. This will also serve the I75/Sumter interchange.

Project Rationale

Funding Strategy

This project is funded by Surtax and an anticipated grant.

Expenditures To Date \$0

Operation Budget Impact

Addition of new pipeline to the distribution system inherently increases operation costs over time. However, improvements should also decrease operations costs by improving water quality in the system.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2019 - 09/2021	50,000
CONSTRUCTION	10/2019 - 09/2021	3,076,651
Total Budgetary Cost Estimate:		3,126,651

Means of Financing

Funding Source	Amount	
SURTAX	3,126,651	
Total Programmed Funding:		3,126,651
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U21STO | **Title:** Wastewater Transmission Oversizing | **Status:** Existing CIP Program
Category: Utilities - Wastewater Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
50,000	0	50,000	0	0	0	0	0

Project Description

Construction cost of oversized wastewater mains in various locations throughout the City due to development. Specific locations of project are unknown at this time.

Project Rationale

As developers install the necessary mains to serve the development, the city will oversize these lines if needed to serve future growth/connections.

Funding Strategy

This program will be funded by Sewer Capacity Fees.

Operation Budget Impact

No operating impact is expected at this time.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2021	50,000
Total Budgetary Cost Estimate:		50,000

Means of Financing

Funding Source	Amount	
SEWER CAPACITY FEE FUND	50,000	
Total Programmed Funding:		50,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U21WBR	Title: Water Pipeline Bridge Replacements - Haberland/Woodhaven/North Toledo Blade	Status: Existing CIP Program
Category: Utilities - Water Systems	Department: WATER & SEWER UTILITIES	LMS: N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A	Capital Improvement:	District:
LOS/Concurrency: N/A	Project Need: N/A	Location:

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
765,000	0	150,000	275,000	170,000	170,000	0	0

Project Description

Fiscal year 2021 will include design for Haberland Boulevard, Woodhaven Drive/Bobcat Trail and North Toledo Blade Boulevard Bridges. Construction will take place in the following three years.

Project Rationale

To improve the potable water distribution system reliability to the residents of the City. The project is in various locations in the City. Replacement of aged water lines on three bridges is planned, with additional ones in the future. Old steel water lines on bridges have reached end of their service life and pipe deterioration and leaks are on pipe bends that cannot be readily repaired. Some very small leaks are unable to be stopped at this time resulting in un-billed water loss.

Funding Strategy

This program will be funded by Surtax and Utilities funds.

Operation Budget Impact

Replacement of these pipelines will prevent potential catastrophic failure and emergency repairs, which will be more costly than current planned replacements.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	150,000
CONSTRUCTION	10/2021 - 09/2024	615,000
Total Budgetary Cost Estimate:		765,000

Means of Financing

Funding Source	Amount	
SURTAX	575,000	
UTILITY REVENUE FUND	190,000	
Total Programmed Funding:		765,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U21WDI | **Title:** Water Distribution System Improvements | **Status:** Existing CIP Program
Category: Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
557,440	0	557,440	0	0	0	0	0

Project Description

The project is in various locations of the City. Project locations to be determined and prioritized based on results of fire flow and water quality dynamic hydraulic modeling. The focus areas for FY 2021 will be S. Hartsdale Street, Aldovin and Totem Avenues.

Project Rationale

To improve potable water distribution system reliability, fire flow, water quality and pressure as well as reduce the amount of flushing necessary to maintain water quality. The project is in various locations of the city. Project locations to be determined and prioritized based on results of fire flow and water quality dynamic hydraulic modeling. Some existing potable piping exceeds 40 years of age and the scattered design of water "distribution" lines with many less than 6" diameter is detrimental to the overall system. Throughout the city, improvements are needed to replace old asbestos cement lines, increase system reliability and fire flow, water quality and pressure, and reduce flushing. The community, as a whole benefits from these projects since the water system supplies water to institutional/commercial/industrial developments.

Funding Strategy

This project will be funded with Surtax and Utilities Funds. The City is anticipated to receive a grant from the SWFWMD.

Operation Budget Impact

Addition of new pipeline to the distribution system inherently increases operation costs over time. However, improvements should also decrease operations costs by improving water quality in the system, as applicable, and by replacing old asbestos cement main with new, as applicable.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	28,340
CONSTRUCTION	10/2020 - 09/2021	529,100
Total Budgetary Cost Estimate:		557,440

Means of Financing

Funding Source	Amount
SURTAX	494,700
UTILITY REVENUE FUND	62,740
Total Programmed Funding:	557,440
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U21WMS | **Title:** Ortiz Blvd to Warm Mineral Springs - Bridge Watermain Replacement | **Status:** New Request
Category: Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
250,000	0	50,000	200,000	0	0	0	0

Project Description

Removal and relocation of the watermain on the bridge located on Ortiz Boulevard in conjunction with Sarasota County.

Project Rationale

A Sarasota County project for the complete replacement of the bridge on Ortiz Blvd, located in unincorporated Sarasota, is funded for construction by the County in FY2022. In conjunction with this project, funding will need to be allocated by the City for design and construction for the removal and relocation of the watermain that is currently affixed to the bridge. The existing 8" steel main will be removed from the bridge and replaced with a 12" high-density polyethylene (HDPE) pipe which will be install via subaqueous horizontal direction drill beneath the waterway.

Funding Strategy

This project will be funded with Utilities Funds and Water Capacity Fees.

Operation Budget Impact

Replacement of this pipeline will have no operational impacts.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	50,000
CONSTRUCTION	10/2021 - 09/2022	200,000
Total Budgetary Cost Estimate:		250,000

Means of Financing

Funding Source	Amount
WATER CAPACITY FEE FUND	25,000
UTILITY REVENUE FUND	225,000
Total Programmed Funding:	250,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U21WPI | **Title:** Myakkahatchee Creek Water Treatment Plant (MCWTP) Improvements | **Status:** Existing CIP Project
Category: Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
2,201,920	0	643,850	582,100	593,030	382,940	0	0

Project Description

This project will implement improvements at the Myakkahatchee Creek Water Treatment Plant (MCWTP).

Project Rationale

This project will implement improvements at the Myakkahatchee Creek Water Treatment Plant (MCWTP) based on the results of the Structural Evaluation. In fiscal year 2021 and 2022, the WTP rehabilitation and upgrades will include filter improvements, rehabilitation of the flash mixer, rehabilitation of floc basin #2, and rehabilitation of the clearwells and pump rooms.

Funding Strategy

This project will be funded by Utilities funds.

Operation Budget Impact

The proposed improvements at the WTP will have a minor net operating impact on the operating budget. Operational expenditures are anticipated to be budgeted in FY 2023 as follows:

46-00 R&M \$ 1,130

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	0	1,130	1,150	1,170
Total Operating Budget Impacts	0	0	1,130	1,150	1,170

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2024	104,860
CONSTRUCTION	10/2020 - 09/2024	2,097,060
Total Budgetary Cost Estimate:		2,201,920

Means of Financing

Funding Source	Amount
UTILITY REVENUE FUND	2,201,920
Total Programmed Funding:	2,201,920
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U21WTO | **Title:** Water Transmission Oversizing | **Status:** Existing CIP Program
Category: Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
50,000	0	50,000	0	0	0	0	0

Project Description

Construction cost of oversizing water mains in various locations throughout the City due to development.

Project Rationale

Specific locations of project are unknown at this time. As developers install the necessary mains to serve the development, the city will oversize these lines if needed to serve future growth/connections.

Funding Strategy

This project will be funded with Water Capacity Fees.

Operation Budget Impact

No operating impact is expected at this time.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2021	50,000
Total Budgetary Cost Estimate:		50,000

Means of Financing

Funding Source	Amount
WATER CAPACITY FEE FUND	50,000
Total Programmed Funding:	50,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U21WWI | **Title:** Wastewater Treatment Plant Improvements | **Status:** Existing CIP Project
Category: Utilities - Wastewater Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,100,000	0	400,000	200,000	300,000	200,000	0	0

Project Description

This project is to program rehabilitation and improvement projects at the City's Wastewater Treatment Plant (WWTP).

Project Rationale

In fiscal year 2021, the WWTP rehabilitation and upgrades will include the replacement of the clarifier #3 coating, the rehabilitation of the headworks, including helixpress and barscreen replacement, and the coating of the reuse tank.

Funding Strategy

This project will be funded by Utilities funds.

Operation Budget Impact

All the improvements made at the wastewater treatment plant will not require any increase in repairs and maintenance since it will be new equipment.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2024	1,100,000
Total Budgetary Cost Estimate:		1,100,000

Means of Financing

Funding Source	Amount
UTILITY REVENUE FUND	1,100,000

Total Programmed Funding: 1,100,000
Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U22WSP | **Title:** Sludge Press | **Status:** Existing CIP Project
Category: Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
3,000,000	0	0	3,000,000	0	0	0	0

Project Description

This project is for the construction of a sludge press.

Project Rationale

Currently sludge from the surface water treatment process is discharged to the onsite ponds. The sludge is dried by the evaporation of the water from the pond. Once dry, the sludge is removed from the ponds and hauled to a landfill for disposal. Since the drying ponds are open to the atmosphere the sludge does not completely dry and must be removed from the pond and storage adjacent to the pond to complete the drying process. This process leads to the ponds being overcapacity and sludge is sent to the City's wastewater treatment plant where it goes through the entire treatment process. The sludge has deleterious effects on the wastewater treatment process and increases the cost of dewatering and hauling the wastewater treatment plant sludge. The sludge press will eliminate the use of ponds for drying and the necessary diversion of sludge to the wastewater treatment plant.

Funding Strategy

This project will be funded by Utilities funds.

Operation Budget Impact

A sludge press will have electrical, chemical (polymer) and hauling costs. The current process has costs associated with the removal of the sludge from the ponds and hauling, which are already included in the budget. The cost to the wastewater process is difficult to calculate but significant additional sludge is hauled from the WWTP when the WTP is discharging sludge. The overall operating budget impact should be relatively minor. Additional chemical and power but less hauling and elimination of transfers to the WTP. Operational expenditures are anticipated to be budgeted in FY 2022 as follows:

43-02 Electricity \$ 5,000
 52-05 Chemicals \$ 10,000

Impact Description	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Operating Expenditures	0	15,000	15,200	15,403	15,609
Total Operating Budget Impacts	0	15,000	15,200	15,403	15,609

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	500,000
CONSTRUCTION	10/2021 - 09/2022	2,500,000
Total Budgetary Cost Estimate:		3,000,000

Means of Financing

Funding Source	Amount
UTILITY REVENUE FUND	3,000,000

Total Programmed Funding: 3,000,000
Future Funding Requirements: 0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: U24MPS | **Title:** Master Pumping Station and Forcemain | **Status:** Existing CIP Project
Category: Utilities - Wastewater Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:** |
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
0	0	0	0	0	0	0	2,950,000

Project Description

This project is to construct a master pumping station and a force main in the vicinity of Toledo Blade Boulevard and Price Boulevard.

Project Rationale

Construct a master pumping station in the vicinity of Toledo Blade and Price Blvd., and a forcemain in the same vicinity. The project was designed and permitted under project U11MSF, however, due to delays in anticipated development, 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 fiscal year 2023-24 and the schedule will continue to be evaluated.

Funding Strategy

This project will be funded by debt issuance and the Utilities Department will only move forward with the project when/if funding is secured.

Operation Budget Impact

The addition of a new pump station and force main to collection and transmission systems inherently increases the operation costs over time.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2023 - 09/2024	400,000
CONSTRUCTION	10/2023 - 09/2024	2,550,000
Total Budgetary Cost Estimate:		2,950,000

Means of Financing

Funding Source	Amount	
Total Programmed Funding:		0
Future Funding Requirements:		2,950,000

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: USTO **Title:** Wastewater Transmission Oversizing **Status:** Existing CIP Program
Category: Utilities - Wastewater Systems **Department:** WATER & SEWER UTILITIES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
200,000	0	0	50,000	50,000	50,000	50,000	0

Project Description

Construction cost of oversized wastewater mains in various locations throughout the City due to development. Specific locations of project are unknown at this time.

Project Rationale

As developers install the necessary mains to serve the development, the city will oversize these lines if needed to serve future growth/connections.

Funding Strategy

This program will be funded by Sewer Capacity Fees.

Operation Budget Impact

No operating impact is expected at this time.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2022 - 09/2025	200,000
Total Budgetary Cost Estimate:		200,000

Means of Financing

Funding Source	Amount
SEWER CAPACITY FEE FUND	200,000
Total Programmed Funding:	200,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: UWBR **Title:** Water Pipeline Bridge Replacements **Status:** Existing CIP Program

Category: Utilities - Water Systems **Department:** WATER & SEWER UTILITIES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes **Capital Improvement:** **District:**

LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
150,000	0	0	0	0	0	150,000	0

Project Description

Replacement of old steel water lines on bridges.

Project Rationale

To improve the potable water distribution system reliability to the residents of the City. The project is in various locations in the City. Replacement of aged water lines on three bridges is planned, with additional ones in the future. Old steel water lines on bridges have reached end of their service life and pipe deterioration and leaks are on pipe bends that cannot be readily repaired. Some very small leaks are unable to be stopped at this time resulting in un-billed water loss.

Funding Strategy

This program will be funded by Utilities funds.

Operation Budget Impact

Replacement of these pipelines will prevent potential catastrophic failure and emergency repairs, which will be more costly than current planned replacements.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2024 - 09/2025	150,000
Total Budgetary Cost Estimate:		150,000

Means of Financing

Funding Source	Amount
UTILITY REVENUE FUND	150,000
Total Programmed Funding:	150,000
Future Funding Requirements:	0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: UWDI | **Title:** Water Distribution System Improvements | **Status:** Existing CIP Program
Category: Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:** |
LOS/Concurrency: Yes | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,428,000	0	0	229,600	384,700	355,000	458,700	0

Project Description

The project is in various locations of the City. Project locations to be determined and prioritized based on results of fire flow and water quality dynamic hydraulic modeling.

Project Rationale

To improve potable water distribution system reliability, fire flow, water quality and pressure as well as reduce the amount of flushing necessary to maintain water quality. Some existing potable piping exceeds 40 years of age and the scattered design of water "distribution" lines with many less than 6" diameter is detrimental to the overall system. Throughout the city, improvements are needed to replace old asbestos cement lines, increase system reliability and fire flow, water quality and pressure, and reduce flushing. The community, as a whole benefits from these projects since the water system supplies water to institutional/commercial/industrial developments.

Funding Strategy

This project will be funded with Surtax.

Operation Budget Impact

Addition of new pipeline to the distribution system inherently increases operation costs over time. However, improvements should also decrease operations costs by improving water quality in the system, as applicable, and by replacing old asbestos cement main with new, as applicable.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2022 - 09/2025	361,340
CONSTRUCTION	10/2022 - 09/2025	1,066,660
Total Budgetary Cost Estimate:		1,428,000

Means of Financing

Funding Source	Amount	
SURTAX	1,428,000	
Total Programmed Funding:		1,428,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: UWTO | **Title:** Water Transmission Oversizing | **Status:** Existing CIP Program
Category: Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: Yes | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
200,000	0	0	50,000	50,000	50,000	50,000	0

Project Description

Construction cost of oversized water mains in various locations throughout the City due to development.

Project Rationale

Specific locations of project are unknown at this time. As developers install the necessary mains to serve the development, the city will oversize these lines if needed to serve future growth/connections.

Funding Strategy

This project will be funded with Water Capacity Fees.

Operation Budget Impact

No operating impact is expected at this time.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2022 - 09/2025	200,000
Total Budgetary Cost Estimate:		200,000

Means of Financing

Funding Source	Amount	
WATER CAPACITY FEE FUND	200,000	
Total Programmed Funding:		200,000
Future Funding Requirements:		0

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: WM19BR | **Title:** Warm Mineral Springs Building Rehabilitation | **Status:** Existing CIP Project
Category: Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A | **Capital Improvement:** | **District:**
LOS/Concurrency: N/A | **Project Need:** N/A | **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
1,979,615	1,979,615	0	0	0	0	0	9,763,080

Project Description

This project is for the building restoration and master plan implementation for Warm Mineral Springs Park.

Project Rationale

On April 9, 2019 Commission adopted the Warm Mineral Springs Park Final Master Plan and provided direction to move forward with phase I focusing on the building restorations and utility infrastructure improvements, followed by phase II which includes the trail systems. Potential "Other Funding" sources for fiscal year 2020 include the use of Surtax III allocations and/or a loan. The budgetary numbers identified are based upon the adopted Warm Mineral Springs Park Final Master Plan opinion of construction costs.

Funding Strategy

Funding sources for this project is to be determined. The City is preparing a 50% matching grant application through the Florida Division of Historical Resources to partially offset building renovations.

Expenditures To Date \$163,330

Operation Budget Impact

Impact on the operating budget will be contingent upon funding and when construction will occur.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2022	1,374,125
CONSTRUCTION	10/2019 - 09/2022	10,368,570
Total Budgetary Cost Estimate:		11,742,695

Means of Financing

Funding Source	Amount	
WARM MINERAL SPRINGS	812,275	
SURTAX	1,167,340	
Total Programmed Funding:		1,979,615
Future Funding Requirements:		9,763,080

CIP Detail Sheets

*City of North Port, Florida
2020-21 Adopted Budget*

Project: WM22MP **Title:** Warm Mineral Springs Park Master Plan Implementation (60 acres) **Status:** Existing CIP Project
Category: Parks & Recreation **Department:** PUBLIC SERVICES **LMS:** N/A

Comprehensive Plan Information

Project Location

CIE Project: N/A **Capital Improvement:** **District:**
LOS/Concurrency: N/A **Project Need:** N/A **Location:**

Programmed Funding

Programmed Funding	Appropriated To Date	Budgeted FY 2021	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2022	FY 2023	FY 2024	FY 2025	
0	0	0	0	0	0	0	9,900,000

Project Description

This project is for the improvements occurring within the 60-acre parcel, including the walking trails, pavilion restrooms and second observation tower.

Project Rationale

At the April 9, 2019 Commission meeting, Commission adopted the Warm Mineral Springs Park Master Plan. This project is in the Capital Improvement Plan as two separate projects. The first project is specifically to the building restoration, utility infrastructure improvements, and parking expansion. Funding is based upon the April 9, 2019 opinion of construction cost provided with the adopted Warm Mineral Springs Park Master Plan.

Funding Strategy

Funding source needs to be identified.

Operation Budget Impact

Operating impacts will be determined upon completion of the construction documents.

Project Map



Schedule of Activities

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2023	9,900,000
Total Budgetary Cost Estimate:		9,900,000

Means of Financing

Funding Source	Amount	
Total Programmed Funding:		0
Future Funding Requirements:		9,900,000

MAJOR CAPITAL IMPROVEMENT PROJECTS COMPLETED

FY 2011 - 2020

Fiscal Year Completed	CIP Project	Total Project Cost
2019	Butler Park Multi Purpose Fields	\$ 2,228,060
2019	Rehabilitation of Water Control Structure #115	1,172,580
2019	Utility Improvements on US 41 Phase I	261,120
2019	Blue Ridge Park Playground Equipment	154,620
2018	Fire Station 85	3,386,460
2018	Dewatering System	1,371,906
2018	Reclaimed Water Expansion Phase 3 (Spring Haven)	1,009,065
2018	Sidewalk Construction (Haberland)	794,179
2018	Myakkahatchee Creek Water Treatment Plant Ammonia Systems Upgrade	400,202
2018	Butler Park Field Lighting	205,207
2017	Lift Station at Warm Mineral Springs	108,877
2017	Blueways Phase 2	185,703
2017	Neighborhood Water Line Extensions	2,401,093
2017	Water Transmission Service Improvements (Cranberry)	923,924
2017	Water Transmission Service Improvements (Chesebro/Italy)	435,089
2017	Myakkahatchee Creek Environmental Park Connector Bridge	262,364
2016	VoIP Phone System	424,956
2016	Dewatering System at Wastewater Treatment Plant Ph 1	2,820,405
2016	Road Bond Reconstruction Completed in 2016	10,081,528
2016	Sumter Widening Project Phase III	9,510,397
2016	Biscayne Boulevard Intersection Improvements	891,355
2016	Rehabilitation of Water Control Structure WCS 133	558,165
2016	George Mullen Center Sidewalks/Lighting-Phase III	266,545
2016	Playground Equipment - Hope & LaBrea Parks	122,609
2016	Water Treatment Plant Upgrades-includes plant expansion, new wellfield & a reverse osmosis system	12,224,946
2015	Road Bond Reconstruction Completed in 2015	6,574,873
2015	Rehabilitation of Water Control Structure WCS 101	1,299,443
2015	Price/Haberland Intersection	1,230,070
2015	Sumter Blvd Widening - Phase III - City Hall Blvd to Hansard	6,045,278
2015	Atwater Park-Splashpad & Playground	627,415
2015	George Mullen Activity Center Playground and Amenities	202,805
2015	Police Replacement Vehicles	526,999
2015	Forcemain Spring Haven	2,107,463
2014	Road Bond Reconstruction Completed in 2014	5,358,579
2014	Public Safety Communications	1,319,898
2014	Reclaimed Water Expansion	1,654,869
2014	Forcemain Master Pumping	135,636
2013	Fleet Maintenance Facility	7,047,228
2013	Toledo Blade Widening	17,975,453
2013	Morgan Family Center	8,032,914
2012	Fire Station #84	2,463,161
2012	Helipad	156,906
2012	Canine Club	361,125
2011	Atwater Park-includes ball fields	4,498,403
2011	Purchase of Warm Mineral Springs	2,912,597
TOTAL OF MAJOR CIP PROJECTS COMPLETED		\$ 122,732,471



City of North Port

ORDINANCE NO. 2016-10

(Investment Policy)

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, AMENDING THE ORDINANCE NO. 2010-03, 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 – SEVERABILITY

- 2.01 - If any section, subsection, 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 thereof.

SECTION 3 - CONFLICTS

3.01 - In the event of any conflict between the provisions of this Ordinance and any other ordinance, resolution, or portions thereof, the provisions of this Ordinance shall prevail to the extent of such conflict.

SECTION 4 - EFFECTIVE DATE

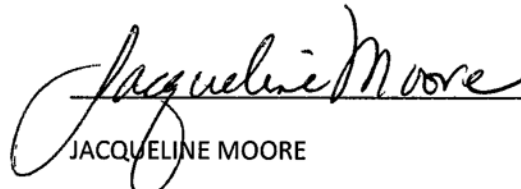
4.01 - The provisions of this Ordinance shall become effective immediately upon passage.

Read in public session this 12 day of April, 2016.

PASSED AND ADOPTED on the second and final reading in public session this 26~~th~~ day of

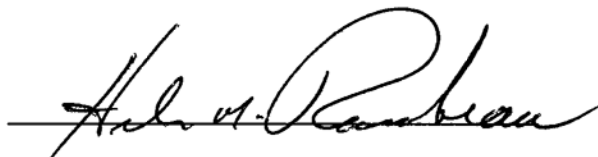
April, 2016.

CITY OF NORTH PORT, FLORIDA



JACQUELINE MOORE
MAYOR

ATTEST:



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APPROVED AS TO FORM AND CORRECTNESS:



MARK MORIARTY,
CITY ATTORNEY

Ordinance No. 2016-10 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. However, return is attempted through active management where the Investment Advisor utilizes a total return strategy (which includes both realized and unrealized gains and losses in the portfolio). This total return strategy seeks to increase the value of the portfolio through reinvestment of income and capital gains. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Despite this, an Investment Advisor may trade to recognize a loss from time to time to achieve a perceived relative value based on its potential to enhance the total return of the portfolio.

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 Advisor to assist in managing some of the City's portfolios. Such Investment Advisor must be registered under the Investment Advisers 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 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 Dealers" by the Federal Reserve Bank of New York.

Authorized City staff shall only enter into repurchase agreements with financial institutions that are state qualified public depositories and primary dealers as designated by the Federal Reserve Bank of New York.

The City's Investment Advisor shall utilize and maintain its own list of approved primary and non-primary dealers.

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 and one-half (5.50) years.

The maturities of the underlying securities of a repurchase agreement will follow the requirements of the Master Repurchase Agreement.

XI. RISK AND DIVERSIFICATION

Assets held shall be diversified to control risks resulting from over concentration of assets in a specific maturity, issuer, instruments, dealer, or bank through which these instruments are bought and sold. The Finance Director shall determine diversification strategies within the established guidelines.

XII. MASTER REPURCHASE AGREEMENT

The Finance Director will require all approved institutions and dealers transacting repurchase agreements to execute and perform as stated in the Securities Industry and Financial Markets Association (SIFMA) Master Repurchase Agreement. All repurchase agreement transactions will adhere to requirements of the SIFMA Master Repurchase Agreement.

XIII. 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. TradeWeb
- 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.

XIV. 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, at the time of purchase. Investments not listed in this policy are prohibited.

Permitted Investments

Sector	Sector Maximum (%)	Per Issuer Maximum (%)	Minimum Ratings Requirement ¹	Maximum Maturity
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Sector	Sector Maximum (%)	Per Issuer Maximum (%)	Minimum Ratings Requirement ¹	Maximum Maturity
U.S. Treasury	100%	100%	N/A	5.50 Years (5.50 Years avg. life ⁴ for GNMA)
GNMA		40%		
Other U.S. Government Guaranteed (e.g. AID, GTC)		10%		
Federal Agency/GSE: FNMA, FHLMC, FHLB, FFCB*	75%	40% ³	N/A	5.50 Years
Federal Agency/GSE other than those above		10%		
Supranationals where U.S. is a shareholder and voting member	25%	10%	Highest ST or Two Highest LT Rating Categories (A-1/P-1, AAA/Aaa, or equivalent)	5.50 Years
Corporates	50% ²	5%	Highest ST or Three Highest LT Rating Categories (A-1/P-1, A-/A3 or equivalent)	5.50 Years
Municipals	25%	5%	Highest ST or Three Highest LT Rating Categories (SP-1/MIG 1, A-/A3, or equivalent)	5.50 Years
Agency Mortgage-Backed Securities (MBS)	25%	40% ³	N/A	5.50 Years Avg. Life ⁴
Asset-Backed Securities (ABS)	25%	5%	Highest ST or LT Rating (A-1+/P-1, AAA/Aaa, or equivalent)	5.50 Years Avg. Life ⁴
Non-Negotiable Collateralized Bank Deposits or Savings Accounts	50%	None, if fully collateralized	None, if fully collateralized.	2 Years
Commercial Paper (CP)	50% ²	5%	Highest ST Rating Category (A-1/P-1, or equivalent)	270 Days
Repurchase Agreements (Repo or RP)	40%	20%	Counterparty (or if the counterparty is not rated by an NRSRO, then the counterparty's parent) must be rated in the Highest ST Rating Category (A-1/P-1, or equivalent) If the counterparty is a Federal Reserve Bank, no rating is required	1 Year
Money Market Funds (MMFs)	50%	25%	Highest Fund Rating by all NRSROs who rate the fund (AAAm/Aaa-mf, or equivalent)	N/A
Fixed-Income Mutual Funds	20%	10%	N/A	N/A
Intergovernmental Pools (LGIPs)	50%	25%	Highest Fund Quality and Volatility Rating Categories by all NRSROs who rate the LGIP, (AAAm/AAAf, S1, or equivalent)	N/A
Florida Local Government Surplus Funds Trust Funds ("Florida Prime")	25%	N/A	Highest Fund Rating by all NRSROs who rate the fund (AAAm/Aaa-mf, or equivalent)	N/A

Notes:

¹ Rating by at least one SEC-registered Nationally Recognized Statistical Rating Organization ("NRSRO"), unless otherwise noted. ST=Short-term; LT=Long-term.

² Maximum allocation to all corporate and bank credit instruments is 50% combined.

³ Maximum exposure to any one Federal agency, including the combined holdings of Agency debt and Agency MBS, is 40%.

⁴ The maturity limit for MBS and ABS is based on the expected average life at time of settlement, measured using Bloomberg or other industry standard methods.

* Federal National Mortgage Association (FNMA); Federal Home Loan Mortgage Corporation (FHLMC); Federal Home Loan Bank or its District banks (FHLB); Federal Farm Credit Bank (FFCB).

- 1) **U.S. Treasury & Government Guaranteed** - U.S. Treasury obligations, and obligations the principal and interest of which are backed or guaranteed by the full faith and credit of the U.S. Government.
- 2) **Federal Agency/GSE** - Debt obligations, participations or other instruments issued or fully guaranteed by any U.S. Federal agency, instrumentality or government-sponsored enterprise (GSE).
- 3) **Supranationals** – U.S. dollar denominated debt obligations of a multilateral organization of governments where U.S. is a shareholder and voting member.
- 4) **Corporates** – U.S. dollar denominated corporate notes, bonds or other debt obligations issued or guaranteed by a domestic or foreign corporation, financial institution, non-profit, or other entity.
- 5) **Municipals** – Obligations, including both taxable and tax-exempt, issued or guaranteed by any State, territory or possession of the United States, political subdivision, public corporation, authority, agency board, instrumentality or other unit of local government of any State or territory.
- 6) **Agency Mortgage Backed Securities** - Mortgage-backed securities (MBS), backed by residential, multi-family or commercial mortgages, that are issued or fully guaranteed as to principal and interest by a U.S. Federal agency or government sponsored enterprise, including but not limited to pass-throughs, collateralized mortgage obligations (CMOs) and REMICs.
- 7) **Asset-Backed Securities** - Asset-backed securities (ABS) whose underlying collateral consists of loans, leases or receivables, including but not limited to auto loans/leases, credit card receivables, student loans, equipment loans/leases, or home-equity loans.
- 8) **Non-Negotiable Certificate of Deposit and Savings Accounts** - Non-negotiable interest bearing time certificates of deposit, or savings accounts in banks organized under the laws of this state or in national banks organized under the laws of the United States and doing business in this state, provided that any such deposits are secured by the Florida Security for Public Deposits Act, Chapter 280, Florida Statutes.
- 9) **Commercial Paper** – U.S. dollar denominated commercial paper issued or guaranteed by a domestic or foreign corporation, company, financial institution, trust or other entity, only unsecured debt permitted.
- 10) **Repurchase Agreements** - Repurchase agreements (Repo or RP) that meet the following requirements:
 - a. Must be governed by a written SIFMA Master Repurchase Agreement which specifies securities eligible for purchase and resale, and which provides the unconditional right to liquidate the underlying securities should the Counterparty default or fail to provide full timely repayment.
 - b. Counterparty must be a Federal Reserve Bank, a Primary Dealer as designated by the Federal Reserve Bank of New York, or a nationally chartered commercial bank.
 - c. Securities underlying repurchase agreements must be delivered to a third party custodian under a written custodial agreement and may be of deliverable or tri-party form. Securities must be held in the City's custodial account or in a separate account in the name of the City.

- d. Acceptable underlying securities include only securities that are direct obligations of, or that are fully guaranteed by, the United States or any agency of the United States, or U.S. Agency-backed mortgage related securities.
- e. Underlying securities must have an aggregate current market value of at least 102% (or 100% if the counterparty is a Federal Reserve Bank) of the purchase price plus current accrued price differential at the close of each business day.
- f. Final term of the agreement must be 1 year or less.

- 11) **Money Market Funds** - Shares in open-end and no-load money market mutual funds, provided such funds are registered under the Investment Company Act of 1940 and operate in accordance with Rule 2a-7.

A thorough investigation of any money market fund is required prior to investing, and on an annual basis. Attachment B is a questionnaire that contains a list of questions, to be answered prior to investing, that cover the major aspects of any investment pool/fund. A current prospectus must be obtained.

- 12) **Fixed-Income Mutual Funds** - Shares in open-end and no-load fixed-income mutual funds whose underlying investments would be permitted for purchase under this policy and all its restrictions.

- 13) **Local Government Investment Pools** – State, local government or privately-sponsored investment pools that are authorized pursuant to state law.

A thorough investigation of any intergovernmental investment pool is required prior to investing, and on an annual basis. Attachment B is a questionnaire that contains a list of questions, to be answered prior to investing, that cover the major aspects of any investment pool/fund. A current prospectus must be obtained.

- 14) **The Florida Local Government Surplus Funds Trust Funds (“Florida Prime”)** A thorough investigation of the Florida Prime is required prior to investing, and on an annual basis. Attachment B is a questionnaire that contains a list of questions, to be answered prior to investing, that cover the major aspects of any investment pool/fund. A current prospectus or portfolio report must be obtained.

General Investment and Portfolio Limits

1. General investment limitations:
 - a. Investments must be denominated in U.S. dollars and issued for legal sale in U.S. markets.
 - b. Minimum ratings are based on the highest rating by any one Nationally Recognized Statistical Ratings Organization (“NRSRO”), unless otherwise specified.
 - c. All limits and rating requirements apply at time of purchase.
 - d. Should a security fall below the minimum credit rating requirement for purchase, the Investment Advisor will notify the Finance Director.
 - e. The maximum maturity (or average life for MBS/ABS) of any investment is 5.50 years. Maturity and average life are measured from settlement date. The final maturity date can be based on any mandatory call, put, pre-refunding date, or other mandatory redemption date.
2. General portfolio limitations:
 - a. The maximum effective duration of the aggregate portfolio is 3 years.

- b. Maximum exposure to issuers in any non-U.S. country cannot exceed 10 percent per country.
3. Investment in the following are permitted, provided they meet all other policy requirements:
 - a. Callable, step-up callable, called, pre-refunded, putable and extendable securities, as long as the effective final maturity meets the maturity limits for the sector
 - b. Variable-rate and floating-rate securities
 - c. Subordinated, secured and covered debt, if it meets the ratings requirements for the sector
 - d. Zero coupon issues and strips, excluding agency mortgage-backed Interest-only structures (I/Os)
 - e. Treasury TIPS
4. The following are **NOT PERMITTED** investments, unless specifically authorized by statute and with prior approval of the governing body:
 - a. Trading for speculation
 - b. Derivatives (other than callables and traditional floating or variable-rate instruments)
 - c. Mortgage-backed interest-only structures (I/Os)
 - d. Inverse or leveraged floating-rate and variable-rate instruments
 - e. Currency, equity, index and event-linked notes (e.g. range notes), or other structures that could return less than par at maturity
 - f. Private placements and direct loans, except as may be legally permitted by Rule 144A or commercial paper issued under a 4(2) exemption from registration
 - g. Convertible, high yield, and non-U.S. dollar denominated debt
 - h. Short sales
 - i. Use of leverage
 - j. Futures and options
 - k. Mutual funds, other than fixed-income mutual funds and ETFs, and money market funds
 - l. Equities, commodities, currencies and hard assets

XV. 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, unless already specified in Section XII. 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.

XVI. 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. Investment performance of funds designated as short-term funds and other funds that must maintain a high degree of liquidity will be compared to the return of the S&P Rated GIP Index Government 30-Day Gross of Fees Yield. Investments of current operating funds shall have maturities of no longer than twenty-four (24) months.

- 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 the Merrill Lynch 1-3 Year U.S. Treasury/Agency Note Index. The appropriate index will have a duration and asset mix that approximates the portfolio 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.

XVII. 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.

XVIII. 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.

XIX. 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.

Duly adopted this 26th day of April, 2016.

City Ordinance No. 2016-10

Attachment A

Glossary of Cash and Investment Management Terms

The following is a glossary of key investing terms, many of which appear in the City's investment policy. This glossary clarifies the meaning of investment terms generally used in cash and investment management. This glossary has been adapted from the GFOA Sample Investment Policy and the Association of Public Treasurers of the United States and Canada's Model Investment Policy.

Accrued Interest. Interest earned but which has not yet been paid or received.

Agency. See "Federal Agency Securities."

Ask Price. Price at which a broker/dealer offers to sell a security to an investor. Also known as "offered price."

Asset Backed Securities (ABS). A fixed-income security backed by notes or receivables against assets other than real estate. Generally issued by special purpose companies that "own" the assets and issue the ABS. Examples include securities backed by auto loans, credit card receivables, home equity loans, manufactured housing loans, farm equipment loans, and aircraft leases.

Average Life. The average length of time that an issue of serial bonds and/or term bonds with a mandatory sinking fund feature is expected to be outstanding.

Bankers' Acceptance (BA's). A draft or bill of exchange drawn upon and accepted by a bank. Frequently used to finance shipping of international goods. Used as a short-term credit instrument, bankers' acceptances are traded at a discount from face value as a money market instrument in the secondary market on the basis of the credit quality of the guaranteeing bank.

Basis Point. One hundredth of one percent, or 0.01%. Thus 1% equals 100 basis points.

Bearer Security. A security whose ownership is determined by the holder of the physical security. Typically, there is no registration on the issuer's books. Title to bearer securities is transferred by delivery of the physical security or certificate. Also known as "physical securities."

Benchmark Bills: In November 1999, FNMA introduced its Benchmark Bills program, a short-term debt securities issuance program to supplement its existing discount note program. The program includes a schedule of larger, weekly issues in three- and six-month maturities and biweekly issues in one-year for Benchmark Bills. Each issue is brought to market via a Dutch (single price) auction. FNMA conducts a weekly auction for each Benchmark Bill maturity and accepts both competitive and non-competitive bids through a web based auction system. This program is in addition to the variety of other discount note maturities, with rates posted on a daily basis, which FNMA offers. FNMA's Benchmark Bills are unsecured general obligations that are issued in book-entry form through the Federal Reserve Banks. There are no periodic payments of interest on Benchmark Bills, which are sold at a discount from the principal amount and payable at par at maturity. Issues under the Benchmark program constitute the same credit standing as other FNMA discount notes; they simply add organization and liquidity to the short-term Agency discount note market.

Benchmark Notes/Bonds: Benchmark Notes and Bonds are a series of FNMA "bullet" maturities (non-callable) issued according to a pre-announced calendar. Under its Benchmark Notes/Bonds program, 2, 3, 5, 10, and 30-year maturities are issued each quarter. Each Benchmark Notes new issue has a minimum size of \$4 billion, 30-year new issues having a minimum size of \$1 billion, with re-openings based on investor demand to further enhance liquidity. The amount of non-callable issuance has allowed FNMA to build a yield curve in Benchmark Notes and Bonds in maturities ranging from 2 to 30 years. The liquidity emanating from these large size issues has facilitated favorable financing opportunities through the

development of a liquid overnight and term repo market. Issues under the Benchmark program constitute the same credit standing as other FNMA issues; they simply add organization and liquidity to the intermediate- and long-term Agency market.

Benchmark. A market index used as a comparative basis for measuring the performance of an investment portfolio. A performance benchmark should represent a close correlation to investment guidelines, risk tolerance, and duration of the actual portfolio's investments.

Bid Price. Price at which a broker/dealer offers to purchase a security from an investor.

Bond. Financial obligation for which the issuer promises to pay the bondholder (the purchaser or owner of the bond) a specified stream of future cash-flows, including periodic interest payments and a principal repayment.

Book Entry Securities. Securities that are recorded in a customer's account electronically through one of the financial markets electronic delivery and custody systems, such as the Fed Securities wire, DTC, and PTC

(as opposed to bearer or physical securities). The trend is toward a certificate-free society in order to cut down on paperwork and to diminish investors' concerns about the certificates themselves. The vast majority of securities are now book entry securities.

Book Value. The value at which a debt security is reflected on the holder's records at any point in time. Book value is also called "amortized cost" as it represents the original cost of an investment adjusted for amortization of premium or accretion of discount. Also called "carrying value." Book value can vary over time as an investment approaches maturity and differs from "market value" in that it is not affected by changes in market interest rates.

Broker/Dealer. A person or firm transacting securities business with customers. A "broker" acts as an agent between buyers and sellers, and receives a commission for these services. A "dealer" buys and sells financial assets from its own portfolio. A dealer takes risk by owning inventory of securities, whereas a broker merely matches up buyers and sellers. See also "Primary Dealer."

Bullet Notes/Bonds. Notes or bonds that have a single maturity date and are non-callable.

Call Date. Date at which a call option may be or is exercised.

Call Option. The right, but not the obligation, of an issuer of a security to redeem a security at a specified value and at a specified date or dates prior to its stated maturity date. Most fixed-income calls are a par, but can be at any previously established price. Securities issued with a call provision typically carry a higher yield than similar securities issued without a call feature. There are three primary types of call options (1) European - one-time calls, (2) Bermudan - periodically on a predetermined schedule (quarterly, semi-annual, annual), and (3) American - continuously callable at any time on or after the call date. There is usually a notice period of at least 5 business days prior to a call date.

Callable Bonds/Notes. Securities which contain an imbedded call option giving the issuer the right to redeem the securities prior to maturity at a predetermined price and time.

Certificate of Deposit (CD). Bank obligation issued by a financial institution generally offering a fixed rate of return (coupon) for a specified period of time (maturity). Can be as long as 10 years to maturity, but most CDs purchased by public agencies are one year and under.

Collateral. Investment securities or other property that a borrower pledges to secure repayment of a loan, secure deposits of public monies, or provide security for a repurchase agreement.

Collateralization. Process by which a borrower pledges securities, property, or other deposits for securing the repayment of a loan and/or security.

Collateralized Mortgage Obligation (CMO). A security that pools together mortgages and separates them into short, medium, and long-term positions (called tranches). Tranches are set up to pay different rates of interest depending upon their maturity. Interest payments are usually paid monthly. In "plain vanilla" CMOs, principal is not paid on a tranche until all shorter tranches have been paid off. This system provides interest and principal in a more predictable manner. A single pool of mortgages can be carved up into numerous tranches each with its own payment and risk characteristics.

Commercial Paper. Short term unsecured promissory note issued by a company or financial institution. Issued at a discount and matures for par or face value. Usually a maximum maturity of 270 days and given a short-term debt rating by one or more NRSROs.

Convexity. A measure of a bond's price sensitivity to changing interest rates. A high convexity indicates greater sensitivity of a bond's price to interest rate changes.

Corporate Note. A debt instrument issued by a corporation with a maturity of greater than one year and less than ten years.

Counterparty. The other party in a two party financial transaction. "Counterparty risk" refers to the risk that the other party to a transaction will fail in its related obligations. For example, the bank or broker/dealer in a repurchase agreement.

Coupon Rate. Annual rate of interest on a debt security, expressed as a percentage of the bond's face value.

Current Yield. Annual rate of return on a bond based on its price. Calculated as (coupon rate / price), but does not accurately reflect a bond's true yield level.

Custody. Safekeeping services offered by a bank, financial institution, or trust company, referred to as the "custodian." Service normally includes the holding and reporting of the customer's securities, the collection and disbursement of income, securities settlement, and market values.

Dealer. A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his/her own account.

Delivery Versus Payment (DVP). Settlement procedure in which securities are delivered versus payment of cash, but only after cash has been received. Most security transactions, including those through the Fed Securities Wire system and DTC, are done DVP as a protection for both the buyer and seller of securities.

Depository Trust Company (DTC). A firm through which members can use a computer to arrange for securities to be delivered to other members without physical delivery of certificates. A member of the Federal Reserve System and owned mostly by the New York Stock Exchange, the Depository Trust Company uses computerized debit and credit entries. Most corporate securities, commercial paper, CDs, and BAs clear through DTC.

Derivatives. (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities, or commodities). For hedging purposes, common derivatives are options, futures, interest rate swaps, and swaptions.

Derivative Security. Financial instrument created from, or whose value depends upon, one or more underlying assets or indexes of asset values.

Designated Bond. FFCB's regularly issued, liquid, non-callable securities that generally have a 2 or 3 year original maturity. New issues of Designated Bonds are \$1 billion or larger. Re-openings of existing Designated Bond issues are generally a minimum of \$100 million. Designated Bonds are offered through a syndicate of two to six dealers. Twice each month the Funding Corporation announces its intention to issue a new Designated Bond, reopen an existing issue, or to not issue or reopen a Designated Bond. Issues under the Designated Bond program constitute the same credit standing as other FFCB issues; they simply add organization and liquidity to the intermediate- and long-term Agency market.

Discount Notes. Unsecured general obligations issued by Federal Agencies at a discount. Discount notes mature at par and can range in maturity from overnight to one year. Very large primary (new issue) and secondary markets exist.

Discount Rate. Rate charged by the system of Federal Reserve Banks on overnight loans to member banks. Changes to this rate are administered by the Federal Reserve and closely mirror changes to the "fed funds rate."

Discount Securities. Non-interest bearing money market instruments that are issued at discount and redeemed at maturity for full face value. Examples include: U.S. Treasury Bills, Federal Agency Discount Notes, Bankers' Acceptances, and Commercial Paper.

Discount. The amount by which a bond or other financial instrument sells below its face value. See also "Premium."

Diversification. Dividing investment funds among a variety of security types, maturities, industries, and issuers offering potentially independent returns.

Dollar Price. A bond's cost expressed as a percentage of its face value. For example, a bond quoted at a dollar price of 95 ½, would have a principal cost of \$955 per \$1,000 of face value.

Duff & Phelps. One of several NRSROs that provide credit ratings on corporate and bank debt issues.

Duration. The weighted average maturity of a security's or portfolio's cash-flows, where the present values of the cash-flows serve as the weights. The greater the duration of a security/portfolio, the greater its percentage price volatility with respect to changes in interest rates. Used as a measure of risk and a key tool for managing a portfolio versus a benchmark and for hedging risk. There are also different kinds of duration used for different purposes (e.g. MacAuley Duration, Modified Duration).

Fannie Mae. See "Federal National Mortgage Association."

Fed Money Wire. A computerized communications system that connects the Federal Reserve System with its member banks, certain U. S. Treasury offices, and the Washington D.C. office of the Commodity Credit Corporation. The Fed Money Wire is the book entry system used to transfer cash balances between banks for themselves and for customer accounts.

Fed Securities Wire. A computerized communications system that facilitates book entry transfer of securities between banks, brokers and customer accounts, used primarily for settlement of U.S. Treasury and Federal Agency securities.

Fed. See "Federal Reserve System."

Federal Agency Security. A debt instrument issued by one of the Federal Agencies. Federal Agencies are considered second in credit quality and liquidity only to U.S. Treasuries.

Federal Agency. Government sponsored/owned entity created by the U.S. Congress, generally for the purpose of acting as a financial intermediary by borrowing in the marketplace and directing proceeds to specific areas of the economy considered to otherwise have restricted access to credit markets. The largest Federal Agencies are GNMA, FNMA, FHLMC, FHLB, FFCB, SLMA, and TVA.

Federal Deposit Insurance Corporation (FDIC). Federal agency that insures deposits at commercial banks, currently to a limit of \$250,000 per depositor per bank.

Federal Farm Credit Bank (FFCB). One of the large Federal Agencies. A government sponsored enterprise (GSE) system that is a network of cooperatively-owned lending institutions that provides credit services to farmers, agricultural cooperatives and rural utilities. The FFCBs act as financial intermediaries that borrow money in the capital markets and use the proceeds to make loans and provide other assistance to farmers and farm-affiliated businesses. Consists of the consolidated operations of the Banks for Cooperatives, Federal Intermediate Credit Banks, and Federal Land Banks. Frequent issuer of discount notes, agency notes and callable agency securities. FFCB debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and agricultural industry. Also issues notes under its "designated note" program.

Federal Funds (Fed Funds). Funds placed in Federal Reserve Banks by depository institutions in excess of current reserve requirements, and frequently loaned or borrowed on an overnight basis between depository institutions.

Federal Funds Rate (Fed Funds Rate). The interest rate charged by a depository institution lending Federal Funds to another depository institution. The Federal Reserve influences this rate by establishing a "target" Fed Funds rate associated with the Fed's management of monetary policy.

Federal Home Loan Bank System (FHLB). One of the large Federal Agencies. A government sponsored enterprise (GSE) system, consisting of wholesale banks (currently twelve district banks) owned by their member banks, which provides correspondent banking services and credit to various financial institutions, financed by the issuance of securities. The principal purpose of the FHLB is to add liquidity to the mortgage markets. Although FHLB does not directly fund mortgages, it provides a stable supply of credit to thrift institutions that make new mortgage loans. FHLB debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing market. Frequent issuer of discount notes, agency notes and callable agency securities. Also issues notes under its "global note" and "TAP" programs.

Federal Home Loan Mortgage Corporation (FHLMC or "Freddie Mac"). One of the large Federal Agencies. A government sponsored public corporation (GSE) that provides stability and assistance to the secondary market for home mortgages by purchasing first mortgages and participation interests financed by the sale of debt and guaranteed mortgage backed securities. FHLMC debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing market. Frequent issuer of discount notes, agency notes, callable agency securities, and MBS. Also issues notes under its "reference note" program.

Federal National Mortgage Association (FNMA or "Fannie Mae"). One of the large Federal Agencies. A government sponsored public corporation (GSE) that provides liquidity to the residential mortgage market by purchasing mortgage loans from lenders, financed by the issuance of debt securities and MBS (pools of mortgages packaged together as a security). FNMA debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing market. Frequent issuer of discount notes, agency notes, callable agency securities and MBS. Also issues notes under its "benchmark note" program.

Federal Reserve Bank. One of the 12 distinct banks of the Federal Reserve System.

Federal Reserve System (the Fed). The independent central bank system of the United States that establishes and conducts the nation's monetary policy. This is accomplished in three major ways: (1) raising or lowering bank reserve requirements, (2) raising or lowering the target Fed Funds Rate and Discount Rate, and (3) in open market operations by buying and selling government securities. The Federal Reserve System is made up of twelve Federal Reserve District Banks, their branches, and many national and state banks throughout the nation. It is headed by the seven member Board of Governors known as the "Federal Reserve Board" and headed by its Chairman.

Financial Industry Regulatory Authority, Inc. (FINRA). A private corporation that acts as a self-regulatory organization (SRO). FINRA is the successor to the National Association of Securities Dealers, Inc. (NASD). Though sometimes mistaken for a government agency, it is a non-governmental organization that performs financial regulation of member brokerage firms and exchange markets. The government also has a regulatory arm for investments, the Securities and Exchange Commission (SEC).

Fiscal Agent/Paying Agent. A bank or trust company that acts, under a trust agreement with a corporation or municipality, in the capacity of general treasurer. The agent performs such duties as making coupon payments, paying rents, redeeming bonds, and handling taxes relating to the issuance of bonds.

Fitch Investors Service, Inc. One of several NRSROs that provide credit ratings on corporate and municipal debt issues.

Floating Rate Security (FRN or "floater"). A bond with an interest rate that is adjusted according to changes in an interest rate or index. Differs from variable-rate debt in that the changes to the rate take place immediately when the index changes, rather than on a predetermined schedule. See also "Variable Rate Security."

Freddie Mac. See "Federal Home Loan Mortgage Corporation."

Ginnie Mae. See "Government National Mortgage Association."

Global Notes: Notes designed to qualify for immediate trading in both the domestic U.S. capital market and in foreign markets around the globe. Usually large issues that are sold to investors worldwide and therefore have excellent liquidity. Despite their global sales, global notes sold in the U.S. are typically denominated in U.S. dollars.

Government National Mortgage Association (GNMA or "Ginnie Mae"). One of the large Federal Agencies. Government-owned Federal Agency that acquires, packages, and resells mortgages and mortgage purchase commitments in the form of mortgage-backed securities. Largest issuer of mortgage pass-through securities. GNMA debt is guaranteed by the full faith and credit of the U.S. government (one of the few agencies that are actually full faith and credit of the U.S. government).

Government Securities. An obligation of the U.S. government, backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market. See "Treasury Bills, Notes, Bonds, and SLGS."

Government Sponsored Enterprise (GSE). Privately owned entity subject to federal regulation and supervision, created by the U.S. Congress to reduce the cost of capital for certain borrowing sectors of the economy such as students, farmers, and homeowners. GSEs carry the implicit backing of the U.S. government, but they are not direct obligations of the U.S. government. For this reason, these securities will offer a yield premium over U.S. Treasuries. Examples of GSEs include: FHLB, FHLMC, FNMA, and SLMA.

Government Sponsored Enterprise Security. A security issued by a Government Sponsored Enterprise. Considered Federal Agency Securities.

Index. A compilation of statistical data that tracks changes in the economy or in financial markets.

Interest-Only (IO) STRIP. A security based solely on the interest payments from the bond. After the principal has been repaid, interest payments stop and the value of the security falls to nothing. Therefore, IOs are considered risky investments. Usually associated with mortgage-backed securities.

Internal Controls. An internal control structure ensures that the assets of the entity are protected from loss, theft, or misuse. The internal control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Internal controls should address the following points:

1. **Control of collusion** - Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
2. **Separation of transaction authority from accounting and record keeping** - A separation of duties is achieved by separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction.
3. **Custodial safekeeping** - Securities purchased from any bank or dealer including appropriate collateral (as defined by state law) shall be placed with an independent third party for custodial safekeeping.
4. **Avoidance of physical delivery securities** - Book-entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
5. **Clear delegation of authority to subordinate staff members** - Subordinate staff members must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
6. **Written confirmation of transactions for investments and wire transfers** - Due to the potential for error and improprieties arising from telephone and electronic transactions, all transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax if on letterhead and if the safekeeping institution has a list of authorized signatures.
7. **Development of a wire transfer agreement with the lead bank and third-party custodian** - The designated official should ensure that an agreement will be entered into and will address the following points: controls, security provisions, and responsibilities of each party making and receiving wire transfers.

Inverse Floater. A floating rate security structured in such a way that it reacts inversely to the direction of interest rates. Considered risky as their value moves in the opposite direction of normal fixed-income investments and whose interest rate can fall to zero.

Investment Advisor. A company that provides professional advice managing portfolios, investment recommendations, and/or research in exchange for a management fee.

Investment Adviser Act of 1940. Federal legislation that sets the standards by which investment companies, such as mutual funds, are regulated in the areas of advertising, promotion, performance reporting requirements, and securities valuations.

Investment Grade. Bonds considered suitable for preservation of invested capital, including bonds rated a minimum of Baa3 by Moody's, BBB- by Standard & Poor's, or BBB- by Fitch. Although "BBB" rated bonds are considered investment grade, most public agencies cannot invest in securities rated below "A."

Liquidity. Relative ease of converting an asset into cash without significant loss of value. Also, a relative measure of cash and near-cash items in a portfolio of assets. Additionally, it is a term describing the marketability of a money market security correlating to the narrowness of the spread between the bid and ask prices.

Local Government Investment Pool (LGIP). An investment by local governments in which their money is pooled as a method for managing local funds, (e.g., Florida State Board of Administration's Florida Prime Fund).

Long-Term Core Investment Program. Funds that are not needed within a one-year period.

Market Value. The fair market value of a security or commodity. The price at which a willing buyer and seller would pay for a security.

Mark-to-market. Adjusting the value of an asset to its market value, reflecting in the process unrealized gains or losses.

Master Repurchase Agreement. A widely accepted standard agreement form published by the Securities Industry and Financial Markets Association (SIFMA) that is used to govern and document Repurchase Agreements and protect the interest of parties in a repo transaction.

Maturity Date. Date on which principal payment of a financial obligation is to be paid.

Medium Term Notes (MTN's). Used frequently to refer to corporate notes of medium maturity (5-years and under). Technically, any debt security issued by a corporate or depository institution with a maturity from 1 to 10 years and issued under an MTN shelf registration. Usually issued in smaller issues with varying coupons and maturities, and underwritten by a variety of broker/dealers (as opposed to large corporate deals issued and underwritten all at once in large size and with a fixed coupon and maturity).

Money Market. The market in which short-term debt instruments (bills, commercial paper, bankers' acceptance, etc.) are issued and traded.

Money Market Mutual Fund (MMF). A type of mutual fund that invests solely in money market instruments, such as: U.S. Treasury bills, commercial paper, bankers' acceptances, and repurchase agreements. Money market mutual funds are registered with the SEC under the Investment Company Act of 1940 and are subject to "rule 2a-7" which significantly limits average maturity and credit quality of holdings. MMF's are managed to maintain a stable net asset value (NAV) of \$1.00. Many MMFs carry ratings by a NRSRO.

Moody's Investors Service. One of several NRSROs that provide credit ratings on corporate and municipal debt issues.

Mortgage Backed Securities (MBS). Mortgage-backed securities represent an ownership interest in a pool of mortgage loans made by financial institutions, such as savings and loans, commercial banks, or mortgage companies, to finance the borrower's purchase of a home or other real estate. The majority of MBS are issued and/or guaranteed by GNMA, FNMA, and FHLMC. There are a variety of MBS structures

with varying levels of risk and complexity. All MBS have reinvestment risk as actual principal and interest payments are dependent on the payment of the underlying mortgages which can be prepaid by mortgage holders to refinance and lower rates or simply because the underlying property was sold.

Mortgage Pass-Through Securities. A pool of residential mortgage loans with the monthly interest and principal distributed to investors on a pro-rata basis. The largest issuer is GNMA.

Municipal Note/Bond. A debt instrument issued by a state or local government unit or public agency. The vast majority of municipals are exempt from state and federal income tax, although some non-qualified issues are taxable.

Mutual Fund. Portfolio of securities professionally managed by a registered investment company that issues shares to investors. Many different types of mutual funds exist (e.g., bond, equity, and money market funds); all except money market funds operate on a variable net asset value (NAV).

Negotiable Certificate of Deposit (Negotiable CD). Large denomination CDs (\$100,000 and larger) that are issued in bearer form and can be traded in the secondary market.

Net Asset Value. The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund's assets including securities, cash, and any accrued earnings, then subtracting the total assets from the fund's liabilities, and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund's portfolio. (See below.)

$$[(\text{Total assets}) - (\text{Liabilities})]/(\text{Number of shares outstanding})$$

NRSRO. A "Nationally Recognized Statistical Rating Organization" (NRSRO) is a designated rating organization that the SEC has deemed a strong national presence in the U.S. NRSROs provide credit ratings on corporate and bank debt issues. Only ratings of a NRSRO may be used for the regulatory purposes of rating. Includes Moody's, S&P, Fitch, and Duff & Phelps.

Offered Price. See also "Ask Price."

Open Market Operations. A Federal Reserve monetary policy tactic entailing the purchase or sale of government securities in the open market by the Federal Reserve System from and to primary dealers in order to influence the money supply, credit conditions, and interest rates.

Par Value. The face value, stated value, or maturity value of a security.

Physical Delivery. Delivery of readily available underlying assets at contract maturity.

Portfolio. Collection of securities and investments held by an investor.

Premium. The amount by which a bond or other financial instrument sells above its face value. See also "Discount."

Primary Dealer. A designation given to certain government securities dealer by the Federal Reserve Bank of New York. Primary dealers can buy and sell government securities directly with the Fed. Primary dealers also submit daily reports of market activity and security positions held to the Fed and are subject to its informal oversight. Primary dealers are the largest buyers and sellers by volume in the U.S. Treasury securities market.

Prime Paper. Commercial paper of high quality. Highest rated paper is A-1+/A-1 by S&P and P-1 by Moody's.

Principal. Face value of a financial instrument on which interest accrues. May be less than par value if some principal has been repaid or retired. For a transaction, principal is par value times price and includes any premium or discount.

Prudent Expert Rule. Standard that requires that a fiduciary manage a portfolio with the care, skill, prudence, and diligence, under the circumstances then prevailing, that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims. This statement differs from the “prudent person” rule in that familiarity with such matters suggests a higher standard than simple prudence.

Prudent Investor Standard. Standard that requires that when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. More stringent than the “prudent person” standard as it implies a level of knowledge commensurate with the responsibility at hand.

Qualified Public Depository - Per Subsection 280.02(26), F.S., “qualified public depository” means any bank, savings bank, or savings association that:

1. Is organized and exists under the laws of the United States, the laws of this state or any other state or territory of the United States.
2. Has its principal place of business in this state or has a branch office in this state which is authorized under the laws of this state or of the United States to receive deposits in this state.
3. Has deposit insurance under the provision of the Federal Deposit Insurance Act, as amended, 12 U.S.C. ss.1811 et seq.
4. Has procedures and practices for accurate identification, classification, reporting, and collateralization of public deposits.
5. Meets all requirements of Chapter 280, F.S.
6. Has been designated by the Chief Financial Officer as a qualified public depository.

Range Note. A type of structured note that accrues interest daily at a set coupon rate that is tied to an index. Most range notes have two coupon levels; a higher accrual rate for the period the index is within a designated range, the lower accrual rate for the period that the index falls outside the designated range. This lower rate may be zero and may result in zero earnings.

Rate of Return. Amount of income received from an investment, expressed as a percentage of the amount invested.

Realized Gains (Losses). The difference between the sale price of an investment and its book value. Gains/losses are “realized” when the security is actually sold, as compared to “unrealized” gains/losses which are based on current market value. See “Unrealized Gains (Losses).”

Reference Bills: FHLMC’s short-term debt program created to supplement its existing discount note program by offering issues from one month through one year, auctioned on a weekly or on an alternating four-week basis (depending upon maturity) offered in sizeable volumes (\$1 billion and up) on a cycle of

regular, standardized issuance. Globally sponsored and distributed, Reference Bill issues are intended to encourage active trading and market-making and facilitate the development of a term repo market. The program was designed to offer predictable supply, pricing transparency, and liquidity, thereby providing alternatives to U.S. Treasury bills. FHLMC's Reference Bills are unsecured general corporate obligations. This program supplements the corporation's existing discount note program. Issues under the Reference program constitute the same credit standing as other FHLMC discount notes; they simply add organization and liquidity to the short-term Agency discount note market.

Reference Notes: FHLMC's intermediate-term debt program with issuances of 2, 3, 5, 10, and 30-year maturities. Initial issuances range from \$2 - \$6 billion with re-openings ranging \$1 - \$4 billion.

The notes are high-quality bullet structures securities that pay interest semiannually. Issues under the Reference program constitute the same credit standing as other FHLMC notes; they simply add organization and liquidity to the intermediate- and long-term Agency market.

Repurchase Agreement (Repo). A short-term investment vehicle where an investor agrees to buy securities from a counterparty and simultaneously agrees to resell the securities back to the counterparty at an agreed upon time and for an agreed upon price. The difference between the purchase price and the sale price represents interest earned on the agreement. In effect, it represents a collateralized loan to the investor, where the securities are the collateral. Can be DVP, where securities are delivered to the investor's custodial bank, or "tri-party" where the securities are delivered to a third party intermediary. Any type of security can be used as "collateral," but only some types provide the investor with special bankruptcy protection under the law. Repos should be undertaken only when an appropriate Securities Industry and Financial Markets Association (SIFMA) approved master repurchase agreement is in place.

Reverse Repurchase Agreement (Reverse Repo). A repo from the point of view of the original seller of securities. Used by dealers to finance their inventory of securities by essentially borrowing at short-term rates. Can also be used to leverage a portfolio and in this sense, can be considered risky if used improperly.

Safekeeping. Service offered for a fee, usually by financial institutions, for the holding of securities and other valuables. Safekeeping is a component of custody services.

Secondary Market. Markets for the purchase and sale of any previously issued financial instrument.

Securities Industry and Financial Markets Association (SIFMA). The bond market trade association representing the largest securities markets in the world. In addition to publishing a Master Repurchase Agreement, widely accepted as the industry standard document for Repurchase Agreements, the SIFMA also recommends bond market closures and early closes due to holidays.

Securities Lending. An arrangement between an investor and a custody bank that allows the custody bank to "loan" the investor's investment holdings, reinvest the proceeds in permitted investments, and shares any profits with the investor. Should be governed by a securities lending agreement. Can increase the risk of a portfolio in that the investor takes on the default risk on the reinvestment at the discretion of the custodian.

Sinking Fund. A separate accumulation of cash or investments (including earnings on investments) in a fund in accordance with the terms of a trust agreement or indenture, funded by periodic deposits by the issuer (or other entity responsible for debt service), for the purpose of assuring timely availability of moneys for payment of debt service. Usually used in connection with term bonds.

Spread. The difference between the price of a security and similar maturity U.S. Treasury investments, expressed in percentage terms or basis points. A spread can also be the absolute difference in yield between two securities. The securities can be in different markets or within the same securities market between different credits, sectors, or other relevant factors.

Standard & Poor's. One of several NRSROs that provide credit ratings on corporate and municipal debt issues.

STRIPS (Separate Trading of Registered Interest and Principal of Securities). Acronym applied to U.S. Treasury securities that have had their coupons and principal repayments separated into individual zero-coupon Treasury securities. The same technique and "strips" description can be applied to non-Treasury securities (e.g., FNMA strips).

Structured Notes. Notes that have imbedded into their structure options such as step-up coupons or derivative-based returns.

Supranational. Supranational organizations are international financial institutions that are generally established by agreements among nations, with member nations contributing capital and participating in management. These agreements provide for limited immunity from the laws of member countries. Bonds issued by these institutions are part of the broader class of Supranational, Sovereign, and Non-U.S. Agency (SSA) sector bonds. Supranational bonds finance economic and infrastructure development and support environmental protection, poverty reduction, and renewable energy around the globe. For example, the World Bank, International Finance Corporation (IFC), and African Development Bank (AfDB) have "green bond" programs specifically designed for energy resource conservation and management. Supranational bonds, which are issued by multi-national organizations that transcend national boundaries. Examples include the World Bank, African Development Bank, and European Investment Bank.

Swap. Trading one asset for another.

TAP Notes: Federal Agency notes issued under the FHLB TAP program. Launched in 6/99 as a refinement to the FHLB bullet bond auction process. In a break from the FHLB's traditional practice of bringing numerous small issues to market with similar maturities, the TAP Issue Program uses the four most common maturities and reopens them up regularly through a competitive auction. These maturities (2, 3, 5, and 10 year) will remain open for the calendar quarter, after which they will be closed and a new series of TAP issues will be opened to replace them. This reduces the number of separate bullet bonds issued, but generates enhanced awareness and liquidity in the marketplace through increased issue size and secondary market volume.

Tennessee Valley Authority (TVA). One of the large Federal Agencies. A wholly owned corporation of the United States government that was established in 1933 to develop the resources of the Tennessee Valley region in order to strengthen the regional and national economy and the national defense. Power operations are separated from non-power operations. TVA securities represent obligations of TVA, payable solely from TVA's net power proceeds, and are neither obligations of nor guaranteed by the United States. TVA is currently authorized to issue debt up to \$30 billion. Under this authorization, TVA may also obtain advances from the U.S. Treasury of up to \$150 million. Frequent issuer of discount notes, agency notes, and callable agency securities.

Total Return. Investment performance measured over a period of time that includes coupon interest, interest on interest, and both realized and unrealized gains or losses. Total return includes, therefore, any market value appreciation/depreciation on investments held at period end.

Treasuries. Collective term used to describe debt instruments backed by the U.S. government and issued through the U.S. Department of the Treasury. Includes Treasury bills, Treasury notes, and Treasury bonds. Also a benchmark term used as a basis by which the yields of non-Treasury securities are compared (e.g., "trading at 50 basis points over Treasuries").

Treasury Bills (T-Bills). Short-term direct obligations of the United States government issued with an original term of one year or less. Treasury bills are sold at a discount from face value and do not pay

interest before maturity. The difference between the purchase price of the bill and the maturity value is the interest earned on the bill. Currently, the U.S. Treasury issues 4-week, 13-week, and 26-week T-Bills.

Treasury Bonds. Long-term interest-bearing debt securities backed by the U.S. government and issued with maturities of ten years and longer by the U.S. Department of the Treasury.

Treasury Notes. Intermediate interest-bearing debt securities backed by the U.S. government and issued with maturities ranging from one to ten years by the U.S. Department of the Treasury. The Treasury currently issues 2-year, 3-year, 5-year, and 10-year Treasury Notes.

Trustee. A bank designated by an issuer of securities as the custodian of funds and official representative of bondholders. Trustees are appointed to insure compliance with the bond documents and to represent bondholders in enforcing their contract with the issuer.

Uniform Net Capital Rule. SEC Rule 15c3-1 that outlines the minimum net capital ratio (ratio of indebtedness to net liquid capital) of member firms and non-member broker/dealers.

Unrealized Gains (Losses). The difference between the market value of an investment and its book value. Gains/losses are "realized" when the security is actually sold, as compared to "unrealized" gains/losses which are based on current market value. See also "Realized Gains (Losses)."

Variable-Rate Security. A bond that bears interest at a rate that varies over time based on a specified schedule of adjustment (e.g., daily, weekly, monthly, semi-annually, or annually). See also "Floating Rate Note."

Weighted Average Maturity (or just "Average Maturity"). The average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. A simple measure of risk of a fixed-income portfolio.

Weighted Average Maturity to Call. The average maturity of all securities and investments of a portfolio, adjusted to substitute the first call date per security for maturity date for those securities with call provisions.

Yield Curve. A graphic depiction of yields on like securities in relation to remaining maturities spread over a time line. The traditional yield curve depicts yields on U.S. Treasuries, although yield curves exist for Federal Agencies and various credit quality corporates as well. Yield curves can be positively sloped (normal) where longer-term investments have higher yields, or "inverted" (uncommon) where longer-term investments have lower yields than shorter ones.

Yield to Call (YTC). Same as "Yield to Maturity," except the return is measured to the first call date rather than the maturity date. Yield to call can be significantly higher or lower than a security's yield to maturity.

Yield to Maturity (YTM). Calculated return on an investment, assuming all cash-flows from the security are reinvested at the same original yield. Can be higher or lower than the coupon rate depending on market rates and whether the security was purchased at a premium or discount. There are different conventions for calculating YTM for various types of securities.

Yield. There are numerous methods of yield determination. In this glossary, see also "Current Yield," "Yield Curve," "Yield to Call," and "Yield to Maturity."

Attachment B
Investment Pool/Fund Questionnaire

1. A description of eligible investment securities, and a written statement of investment policy and objectives.
2. A description of interest calculations and how it is distributed, and how gains and losses are treated.
3. A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
4. A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
5. A schedule for receiving statements and portfolio listings.
6. Are reserves, retained earnings, etc. utilized by the pool/fund?
7. A fee schedule, and when and how is it assessed.
8. Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?



City of North Port

ORDINANCE NO. 2020-30

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, PROVIDING FOR CERTIFICATION AND ADOPTION OF AN AD VALOREM MILLAGE RATE FOR THE 2020-21 FISCAL YEAR; PROVIDING FOR LEVYING AND ASSESSMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, 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 3.7667 for the purpose of providing sufficient ad valorem taxes required for the operation of the General Government for Fiscal Year 2020-21. Fiscal Year 2020-21 begins October 1, 2020 and ends September 30, 2021.

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 No. 2020-31, a tax millage of 3.7667, which represents a 2.64% increase over the rolled back millage rate of 3.6699.

SECTION 3 – CONFLICTS

- 3.01 In the event of any conflict between the provisions of this ordinance and any other 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 provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.


SECTION 5 – EFFECTIVE DATE

5.01 This ordinance shall become effective October 1, 2020.

READ IN PUBLIC SESSION at first reading by the City Commission of the City of North Port, Florida this 3rd day of September 2020.

PASSED AND ADOPTED by the City Commission of the City of North Port, Florida on the second and final reading in public session this 17th day of September 2020.

CITY OF NORTH PORT, FLORIDA



DEBBIE MCDOWELL
MAYOR

ATTEST



HEATHER TAYLOR, CMC
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS



AMBER L. SLAYTON
CITY ATTORNEY



City of North Port

ORDINANCE NO. 2020-31

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, ADOPTING A NON-DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING ON SEPTEMBER 30, 2021; 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 CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA:

SECTION 1 – APPROPRIATION

- 1.01 This ordinance shall be known as the “Non-District Budget Ordinance of the City of North Port, Florida” for its fiscal year 2020-21 and shall serve to appropriate the sums provided for herein. When read in conjunction with Exhibit “A” and Exhibit “B” collectively, this ordinance shall provide for the revenues and expenditures of each fund, excluding the Districts.

SECTION 2 – ADOPTION

- 2.01 Exhibit “A” is deemed the Non-District Budget of the City of North Port, Florida, in compliance with the requirements of State law, and the following shall be the appropriations from anticipated revenues and unappropriated balances.

- 2.02 For the General Fund, the following amounts shall be appropriated:

GENERAL FUND

Legislative/Commission	\$	460,960
Legal/Attorney		995,290
City Clerk		815,630
Finance		1,759,930
Planning & Zoning		1,373,570
Information Technology		2,834,000
Social Services		487,100
Facilities Maintenance		2,162,920
City Manager		1,273,830

Economic Development	445,790
Human Resources	1,142,870
Police	21,212,060
Emergency Medical Services	8,822,440
Code Enforcement	782,040
Parks & Recreation	4,466,000
Non-Departmental	1,029,470
	<hr/>
TOTAL GENERAL FUND	\$ 50,063,900

2.03 For the Special Revenue, Debt Service, and Internal Service Funds, the following amounts shall be appropriated.

SPECIAL REVENUE FUNDS

Inspector Education	\$ 41,820
Law Enforcement Trust	17,960
Police Education	14,000
Tree Fund	118,260
Warm Mineral Springs	902,060
Building Fund	4,203,670
Escheated Lots Fund	-
Escheated Lots Fund-Parks	-
Law Enforcement Impact Fee	225,650
Fire Impact Fee	1,654,050
Parks and Recreation Impact Fee	443,650
Transportation Impact Fee	880,850
Solid Waste Impact Fee	309,500
General Government Impact Fee	60,000
DEP Environmental Management	-
Fleet Maintenance	5,964,500
	<hr/>
TOTAL SPECIAL REVENUE FUNDS	\$ 14,835,970

DEBT SERVICE FUND

Road Reconstruction Debt Service Fund	\$ 2,678,820
	<hr/>
TOTAL DEBT SERVICE FUND	\$ 2,678,820

INTERNAL SERVICE FUND

Self-Insurance Trust	\$ 1,942,270
Self-Insurance Medical Fund	9,899,380
Employee Benefit Fund	909,620
	<hr/>
TOTAL INTERNAL SERVICE FUNDS	\$ 12,751,270

- 2.04 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:

<u>UTILITY FUNDS</u>	
Utility Revenue Fund	\$ 33,004,630
Water Capacity Fee	2,689,870
Sewer Capacity Fee	728,430
Utility Construction	-
TOTAL UTILITY FUNDS	\$ 36,422,930

- 2.05 For the Capital Funds the following amounts shall be appropriated:

<u>CAPITAL FUNDS</u>	
One Cent Sales Tax-Surtax	\$ 13,678,970
Renewal & Replacement – General Fund	170,000
Renewal & Replacement – R&D District	422,400
Renewal & Replacement – Fire Rescue District	300,000
Renewal & Replacement – Solid Waste District	1,835,400
Renewal & Replacement – Building Fund	-
Renewal & Replacement – Fleet Management	8,250
Capital Acquisition Fund	-
Road Reconstruction-Bonds	-
TOTAL CAPITAL FUNDS	\$ 16,415,020

- 2.06 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.
- 2.07 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: the authorization of additional regular positions; and Capital Improvements as defined in Section 3 herein.
- 2.08 Florida Statutes, the City Charter, and generally accepted accounting principles do not require budgeting to anticipate insurance recoveries that are governed by the terms of the source, such as insurance coverage terms. The City Commission's acceptance of such terms shall be deemed to constitute a budget adjustment when the insurance recoveries are received, including appropriation to the fund.

SECTION 3 – CAPITAL IMPROVEMENT BUDGET AND PROGRAM

- 3.01 Exhibit "B" represents the Five-Year Capital Improvement Program for the City of North Port, Florida. 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 2020-21 require City Commission approval.

SECTION 4 – ITEMS OF APPROPRIATION

- 4.01 At the direction of the City Manager, the Finance Director is authorized to reserve at September 30, 2020 the unpaid purchase orders, outstanding contracts, and other commitments from Fiscal Year 2019-20. 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.
- 4.02 Certain unencumbered appropriations may exist at September 30, 2020, that will require re-appropriation in the 2020-2021 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.
- 4.03 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 5 – SUPPLEMENTAL AND RE-APPROPRIATIONS

- 5.01 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.
- 5.02 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 6 – CONFLICTS

- 6.01 In the event of any conflict between the provisions of this ordinance and any other ordinance or portions thereof, the provisions of this ordinance shall prevail to the extent of such conflict.

SECTION 7 – SEVERABILITY

- 7.01 If any section, subsection, sentence, clause, phrase, or provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be

deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION 8 – EFFECTIVE DATE

8.01 This ordinance, which includes the Five-Year Capital Improvement Program of the City of North Port, Florida, shall take effect on October 1, 2020.

READ BY TITLE ONLY at first reading by the City Commission of the City of North Port, Florida, in public session this 3rd day of September 2020.

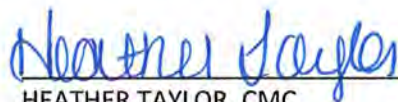
PASSED AND DULY ADOPTED by the City Commission of the City of North Port, Florida, on the second and final reading in public session this 17th day of September 2020.

CITY OF NORTH PORT, FLORIDA



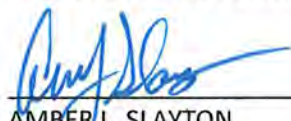
DEBBIE MCDOWELL
MAYOR

ATTEST



HEATHER TAYLOR, CMC
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS



AMBER L. SLAYTON
CITY ATTORNEY

Exhibit A Ordinance No. 2020-31

City of North Port
Fiscal Year 2020-21

Millage per \$1,000 General Fund 3.7667	General Fund	Other Special Revenue	Debt Service	Capital Projects	Enterprise Funds	Internal Service	Total (Memo Only)
ESTIMATED REVENUES							
Ad Valorem Taxes	\$ 18,723,440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,723,440
Millage per \$1,000 3.7667							-
Sales and Use Taxes	3,937,360	-	-	9,704,500	-	-	13,641,860
Permits and Fees	4,123,830	13,241,450	3,009,610	-	2,224,810	-	22,599,700
Intergovernmental	7,982,460	-	-	-	-	-	7,982,460
Charges for Service	11,622,470	7,280,700	-	-	24,630,640	11,255,200	54,789,010
Fines and Forfeits	169,410	9,000	-	-	100	-	178,510
Miscellaneous	2,147,620	430,500	80,000	1,037,000	326,700	1,522,070	5,543,890
Other Sources	628,100	-	-	-	-	-	628,100
Total Sources	49,334,690	20,961,650	3,089,610	10,741,500	27,182,250	12,777,270	124,086,970
Transfers In	-	-	-	3,646,630	1,198,430	-	4,845,060
Total Estimated Revenues and Other Financing Sources	\$ 49,334,690	\$ 20,961,650	\$ 3,089,610	\$ 14,388,130	\$ 28,380,680	\$ 12,777,270	\$ 128,932,030
Beginning Fund Balances(Net Assets)	12,130,781	15,686,448	2,760,190	14,009,041	14,818,805	805,289	60,210,554
Total Estimated Revenues, Sources and Beginning Fund Balances	\$ 61,465,471	\$ 36,648,098	\$ 5,849,800	\$ 28,397,171	\$ 43,199,485	\$ 13,582,559	\$ 189,142,584
ESTIMATED EXPENDITURES/EXPENSES							
General Government	\$ 13,320,400	\$ 5,858,500	\$ -	\$ -	\$ -	\$ 12,751,270	\$ 31,930,170
Public Safety	30,708,540	4,286,580	-	80,000	-	-	35,075,120
Physical Environment	-	15,000	-	-	23,810,490	-	23,825,490
Transportation	-	-	40,000	2,582,000	-	-	2,622,000
Economic Environment	445,790	-	-	-	-	-	445,790
Human Services	477,880	-	-	-	-	-	477,880
Culture/Recreation	4,436,000	902,060	-	-	-	-	5,338,060
Capital	69,790	2,189,880	-	13,753,020	7,545,660	-	23,558,350
Debt and Lease	-	-	2,638,820	-	3,868,350	-	6,507,170
Other Uses	-	880,850	-	-	-	-	880,850
Total Expenditures	49,458,400	14,132,870	2,678,820	16,415,020	35,224,500	12,751,270	130,660,880
Transfers Out	605,500	703,100	-	-	1,198,430	-	2,507,030
Total Estimated Expenditures and Uses	50,063,900	14,835,970	2,678,820	16,415,020	36,422,930	12,751,270	133,167,910
Ending Fund Balances(Net Assets)	11,401,571	21,812,128	3,170,980	11,982,151	6,776,555	831,289	55,974,674
Total Appropriations Including Uses and Ending Fund Balances	\$ 61,465,471	\$ 36,648,098	\$ 5,849,800	\$ 28,397,171	\$ 43,199,485	\$ 13,582,559	\$ 189,142,584

The proposed budget is on file in the North Port City Clerk's office, as is the comparison of changes.

Exhibit B Ordinance No. 2020-31

City of North Port Fiscal Year 2021 thru 2025 Capital Improvement Program								
CIP Category / Funding Source	Appropriated To Date	FY 2021 CM	Un-Appropriated FY 2022	Subsequent Years FY 2023	FY 2024	FY 2025	5 Year Total	CIP Total
ADMINISTRATION & MGMT								
Information Technology	264,000	110,000	495,000	0	0	0	605,000	869,000
ADMINISTRATION & MGMT Projects	264,000	110,000	495,000	0	0	0	605,000	869,000
BUILDING								
Neighborhood Development Service	2,434,000	69,130	0	0	0	0	69,130	2,503,130
BUILDING Projects	2,434,000	69,130	0	0	0	0	69,130	2,503,130
FIRE RESCUE								
City Facilities	1,705,000	0	0	0	0	0	0	1,705,000
Information Technology	0	0	85,000	0	0	0	85,000	85,000
Public Safety - Fire Rescue	4,905,710	395,850	88,200	0	5,164,000	0	5,648,050	10,553,760
FIRE RESCUE Projects	6,610,710	395,850	173,200	0	5,164,000	0	5,733,050	12,343,760
NON-DEPARTMENTAL								
City Facilities	70,000	0	0	0	0	0	0	70,000
NON-DEPARTMENTAL Projects	70,000	0	0	0	0	0	0	70,000
POLICE DEPARTMENT								
Public Safety - Police	453,000	2,134,000	566,000	0	0	0	2,700,000	3,153,000
POLICE DEPARTMENT Projects	453,000	2,134,000	566,000	0	0	0	2,700,000	3,153,000
PUBLIC SERVICES								
City Facilities	155,000	180,000	3,317,070	0	0	0	3,497,070	3,652,070
Information Technology	0	0	12,200	0	0	0	12,200	12,200
Parks & Recreation	10,903,004	2,126,350	9,925,000	1,012,794	325,000	705,000	14,094,144	24,997,148
Public Works - Solid Waste	0	0	0	423,500	4,235,000	0	4,658,500	4,658,500
PUBLIC SERVICES Projects	11,058,004	2,306,350	13,254,270	1,436,294	4,560,000	705,000	22,261,914	33,319,918
ROAD & DRAINAGE								
City Facilities	95,000	95,000	3,864,600	0	0	0	3,959,600	4,054,600
Information Technology	0	0	46,600	0	0	0	46,600	46,600
Public Works - Drainage	1,747,000	3,577,920	2,812,530	2,885,720	2,935,600	2,973,650	15,185,420	16,932,420
Public Works - Transportation	26,696,671	7,424,200	5,921,360	6,058,400	6,200,650	11,629,430	37,234,040	63,930,711
ROAD & DRAINAGE Projects	28,538,671	11,097,120	12,645,090	8,944,120	9,136,250	14,603,080	56,425,660	84,964,331
WATER & SEWER UTILITIES								
City Facilities	13,110,000	0	0	0	0	0	0	13,110,000
Information Technology	0	0	48,600	0	0	0	48,600	48,600
Public Works - Transportation	810,090	0	0	0	0	0	0	810,090
Utilities - Wastewater Systems	2,720,760	1,702,600	1,527,700	1,653,300	1,579,380	1,379,380	7,842,360	10,563,120
Utilities - Water Systems	9,551,145	4,206,160	4,336,700	1,197,730	957,940	658,700	11,357,230	20,908,375
WATER & SEWER UTILITIES Projects	26,191,995	5,908,760	5,913,000	2,851,030	2,537,320	2,038,080	19,248,190	45,440,185
Total Project Cost	75,620,380	22,021,210	33,046,560	13,231,444	21,397,570	17,346,160	107,042,944	182,663,324
FUNDING TYPE								
CAPITAL FUNDS	25,913,058	12,467,300	15,800,900	5,880,094	10,453,800	5,418,230	50,020,324	75,933,382
DISTRICT FUNDS	12,571,211	5,238,320	12,758,690	5,894,820	6,025,830	10,402,930	40,320,590	52,891,801
ENTERPRISE FUNDS	22,986,235	4,161,460	4,130,700	1,033,030	682,940	250,000	10,258,130	33,244,365
GENERAL FUND	264,646	0	0	0	0	0	0	264,646
IMPACT FEE FUNDS	5,614,315	60,000	331,270	423,500	4,235,000	1,275,000	6,324,770	11,939,085
OTHER FUNDING SOURCES	33,500	0	0	0	0	0	0	33,500
OTHER SPECIAL REVENUE	8,237,415	94,130	25,000	0	0	0	119,130	8,356,545
FUNDING TYPE Funding	75,620,380	22,021,210	33,046,560	13,231,444	21,397,570	17,346,160	107,042,944	182,663,324
Total Funding	75,620,380	22,021,210	33,046,560	13,231,444	21,397,570	17,346,160	107,042,944	182,663,324



City of North Port

ORDINANCE NO. 2020-32

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, ADOPTING A FIRE RESCUE DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING ON SEPTEMBER 30, 2021; 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.

WHEREAS, the North Port Fire Rescue District is a dependent special district; and

WHEREAS, the City Commission of the City of North Port, Florida, serves as the governing body of the district (the "Board"); and

WHEREAS, the Board has all of the powers granted by Florida Statutes; the City Charter; Chapter 66, Article I of the Code of the City of North Port, Florida; and the City's home rule authority conferred under applicable Florida law, to carry out the intent and purpose of the District.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, SERVING AS THE GOVERNING BODY OF THE NORTH PORT FIRE RESCUE DISTRICT:

SECTION 1 – FINDINGS

1.01 The recitals outlined above are incorporated by reference as findings of fact as if expressly set forth herein.

SECTION 2 – ADOPTION

2.01 This ordinance shall be known as the "Fire Rescue District Budget Ordinance of the City of North Port" for its fiscal year 2020-21 and shall serve to appropriate the sums provided for herein. When read in conjunction with Exhibit "A," attached hereto and incorporated as if set forth herein, this ordinance shall provide for the revenues and expenditures of the Fire Rescue District Fund.

2.02 Exhibit "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.

2.03 For the Fire Rescue District Fund, the following amounts shall be appropriated:

SPECIAL REVENUE FUND

Fire Rescue District	\$ 12,768,860
TOTAL SPECIAL REVENUE FUND	\$ 12,768,860

- 2.04 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.

- 2.05 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 the authorization of additional regular positions.

- 2.06 Florida Statutes, the City Charter, and generally accepted accounting principles do not require budgeting to anticipate insurance recoveries that are governed by the terms of the source, such as insurance coverage terms. The City Commission’s acceptance of such terms shall be deemed to constitute a budget adjustment when the insurance recoveries are received, including appropriation to the fund.”

- 2.07 At the direction of the City Manager, the Finance Director is authorized to reserve at September 30, 2020 the unpaid purchase orders, outstanding contracts, and other commitments from Fiscal Year 2019-20. 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.

- 2.08 Certain unencumbered appropriations may exist at September 30, 2019 that will require re-appropriation in the 2020-2021 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.

- 2.09 At the direction of the City Manager, the Finance Director is authorized to receipt all revenues listed herein for the purpose of which 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.

- 2.10 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.

- 2.11 At the direction of the City Manager, the Finance Director is hereby authorized 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 3 – CONFLICTS

3.01 In the event of any conflict between the provisions of this ordinance and any other 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 provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

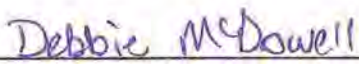
SECTION 5 – EFFECTIVE DATE

5.01 This ordinance shall take effect on October 1, 2020.

READ BY TITLE ONLY at first reading by the City Commission of North Port, Florida acting in its capacity as the governing body of the North Port Fire Rescue District in public session the 3rd day of September 2020.

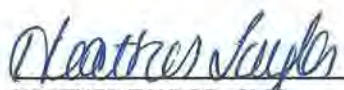
PASSED AND DULY ADOPTED by the City Commission of the City of North Port, Florida acting in its capacity as the governing body of the North Port Fire Rescue District on the second and final reading in public session this 17th day of September 2020.

THE CITY COMMISSION OF THE CITY OF NORTH PORT,
FLORIDA, SERVING AS THE GOVERNING BODY OF THE
NORTH PORT FIRE RESCUE DISTRICT



DEBBIE MCDOWELL
MAYOR

ATTEST



HEATHER TAYLOR, CMC
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS



AMBER L. SLAYTON
CITY ATTORNEY

Exhibit A Ordinance No 2020-32

City of North Port - Fiscal Year 2020-21

Millage per \$1,000 General Fund 3.7667	Fire Rescue
ESTIMATED REVENUES	
Ad Valorem Taxes	\$ -
Millage per \$1,000 3.7667	
Sales and Use Taxes	213,750
Permits and Fees	21,750
Intergovernmental	45,360
Assessments	12,403,900
Charges for Service	65,540
Fines and Forfeits	-
Miscellaneous	241,090
Other Sources	-
Total Sources	<u>12,991,390</u>
Transfers In	-
Total Estimated Revenues and Other Financing Sources	<u>\$12,991,390</u>
Beginning Fund Balances(Net Assets)	<u>2,547,137</u>
Total Estimated Revenues, Sources and Beginning Fund Balances	<u>\$15,538,527</u>
ESTIMATED EXPENDITURES/EXPENSES	
General Government	\$ -
Public Safety	11,153,860
Physical Environment	-
Transportation	-
Economic Environment	-
Human Services	-
Culture/Recreation	-
Capital	-
Debt and Lease	-
Other Uses	-
Total Expenditures	<u>11,153,860</u>
Transfers Out	1,615,000
Total Estimated Expenditures and Uses	<u>12,768,860</u>
Ending Fund Balances(Net Assets)	<u>2,769,667</u>
Total Appropriations Including Uses and Ending Fund Balances	<u>\$15,538,527</u>

The proposed budget is on file in the North Port City Clerk's office, as is the comparison of changes.



City of North Port

ORDINANCE NO. 2020-33

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, ADOPTING A ROAD AND DRAINAGE DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING ON SEPTEMBER 30, 2021; 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.

WHEREAS, the Road and Drainage District is a dependent special district; and

WHEREAS, the City Commission of the City of North Port, Florida, serves as the governing body of the district (the "Board"); and

WHEREAS, the Board has all of the powers granted by the City Charter, the general laws of the State of Florida, and the City's home rule authority, as may be necessary or proper to carry out the intent and purpose of the district.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, AS THE GOVERNING BODY OF THE ROAD AND DRAINAGE DISTRICT:

SECTION 1 – FINDINGS

1.01 The recitals outlined above are incorporated by reference as findings of fact as if expressly set forth herein.

SECTION 2 – ADOPTION

2.01 This ordinance shall be known as the "Road and Drainage District Budget Ordinance of the City of North Port" for its fiscal year 2020-21 and shall serve to appropriate the sums provided for herein. When read in conjunction with Exhibit "A," attached hereto and incorporated as if set forth herein, this ordinance shall provide for the revenues and expenditures of the Road and Drainage District Fund.

2.02 Exhibit "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.

2.03 For the Road and Drainage District Fund, the following amounts shall be appropriated:

SPECIAL REVENUE FUND

Road and Drainage District	\$ 19,992,880
TOTAL SPECIAL REVENUE FUND	\$ 19,992,880

2.04 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.

2.05 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 the authorization of additional regular positions.

2.06 Florida Statutes, the City Charter, and generally accepted accounting principles do not require budgeting to anticipate insurance recoveries that are governed by the terms of the source, such as insurance coverage terms. The City Commission's acceptance of such terms shall be deemed to constitute a budget adjustment when the insurance recoveries are received, including appropriation to the fund.

2.07 At the direction of the City Manager, the Finance Director is authorized to reserve at September 30, 2020 the unpaid purchase orders, outstanding contracts and other commitments from Fiscal Year 2019-20. 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.

2.08 Certain unencumbered appropriations may exist at September 30, 2020 that will require re-appropriation in the 2020-2021 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.

2.09 At the direction of the City Manager, the Finance Director is authorized to receipt all revenues listed herein for the purpose of which 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.

- 2.10 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.
- 2.11 At the direction of the City Manager, the Finance Director, is hereby authorized 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 3 – CONFLICTS

- 3.01 In the event of any conflict between the provisions of this ordinance and any other 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 provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

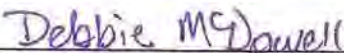
SECTION 5 – EFFECTIVE DATE

- 5.01 This ordinance shall take effect on October 1, 2020.

READ BY TITLE ONLY at first reading by the City Commission of the City of North Port, Florida, acting in its capacity as the governing body of the Road and Drainage District, in public session this 3rd day of September 2020.

PASSED AND DULY ADOPTED by the City Commission of the City of North Port, Florida, acting in its capacity as the governing body of the Road and Drainage District, on the second and final reading in public session this 17th day of September 2020.

THE CITY COMMISSION OF THE CITY OF NORTH PORT,
FLORIDA, SERVING AS THE GOVERNING BODY OF
THE ROAD AND DRAINAGE DISTRICT



DEBBIE MCDOWELL

MAYOR

ATTEST



HEATHER TAYLOR, CMC
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS



AMBER L. SLAYTON
CITY ATTORNEY

Exhibit A Ordinance No 2020-33

City of North Port - Fiscal Year 2020-21

Millage per \$1,000 General Fund 3.7667	Road and Drainage
ESTIMATED REVENUES	
Ad Valorem Taxes	\$ -
Millage per \$1,000 3.7667	
Sales and Use Taxes	3,032,700
Permits and Fees	-
Intergovernmental	474,400
Assessments	12,740,510
Charges for Service	2,725,430
Fines and Forfeits	-
Miscellaneous	569,090
Other Sources	4,000
Total Sources	19,546,130
Transfers In	-
Total Estimated Revenues and Other Financing Sources	19,546,130
Beginning Fund Balances(Net Assets)	5,146,232
Total Estimated Revenues, Sources and Beginning Fund Balances	<u>\$ 24,692,362</u>
ESTIMATED EXPENDITURES/EXPENSES	
General Government	\$ -
Public Safety	-
Physical Environment	-
Transportation	17,048,260
Economic Environment	-
Human Services	-
Culture/Recreation	-
Capital	2,094,620
Debt and Lease	-
Other Uses	-
Total Expenditures	19,142,880
Transfers Out	850,000
Total Estimated Expenditures and Uses	19,992,880
Ending Fund Balances(Net Assets)	4,699,482
Total Appropriations Including Uses and Ending Fund Balances	<u>\$ 24,692,362</u>

The proposed budget is on file in the North Port City Clerk's office, as is the comparison of changes.



City of North Port

ORDINANCE NO. 2020-34

AN ORDINANCE OF THE CITY OF NORTH PORT, FLORIDA, ADOPTING A SOLID WASTE DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING ON SEPTEMBER 30, 2021; 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.

WHEREAS, the Solid Waste District is a dependent special district; and

WHEREAS, the City Commission of the City of North Port, Florida, serves as the governing body of the district (the "Board"); and

WHEREAS, the Board has all the powers granted by the City Charter and the general laws of the state as may be necessary or proper to carry out the intent and purpose of the district.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, SERVING AS THE GOVERNING BODY OF THE SOLID WASTE DISTRICT:

SECTION 1 – FINDINGS

1.01 The recitals outlined above are incorporated by reference as findings of fact as if expressly set forth herein.

SECTION 2 – ADOPTION

2.01 This ordinance shall be known as the "Solid Waste District Budget Ordinance of the City of North Port" for its fiscal year 2020-21 and shall serve to appropriate the sums provided for herein. When read in conjunction with Exhibit "A," attached hereto and incorporated as if set forth herein, this ordinance shall provide for the revenues and expenditures of the Solid Waste District Fund.

2.02 Exhibit "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.

2.03 For the Solid Waste District Fund, the following amounts shall be appropriated:

SPECIAL REVENUE FUND

Solid Waste District	\$	10,117,170
TOTAL SPECIAL REVENUE FUND	\$	10,117,170

2.04 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.

2.05 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 the authorization of additional regular positions.

2.06 Florida Statutes, the City Charter, and generally accepted accounting principles do not require budgeting to anticipate insurance recoveries that are governed by the terms of the source, such as insurance coverage terms. The City Commission's acceptance of such terms shall be deemed to constitute a budget adjustment when the insurance recoveries are received, including appropriation to the fund.

2.07 At the direction of the City Manager, the Finance Director is authorized to reserve at September 30, 2020 the unpaid purchase orders, outstanding contracts and other commitments from Fiscal Year 2019-20. 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.

2.08 Certain unencumbered appropriations may exist at September 30, 2020 that will require re-appropriation in the 2020-2021 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.

2.09 At the direction of the City Manager, the Finance Director is authorized to receipt all revenues listed herein for the purpose of which 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.

2.10 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.

2.11 At the direction of the City Manager, the Finance Director is hereby authorized 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 3 – CONFLICTS

- 3.01 In the event of any conflict between the provisions of this ordinance and any other 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 provision of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

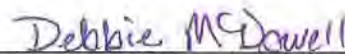
SECTION 5 – EFFECTIVE DATE

- 5.01 This ordinance shall take effect on October 1, 2020.

READ BY TITLE ONLY at first reading by the City Commission of the City of North Port, Florida, acting in its capacity as the governing body of the Solid Waste District, in public session this 3rd day of September 2020.

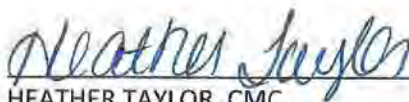
PASSED AND DULY ADOPTED by the City Commission of the City of North Port, Florida, acting in its capacity as the governing body of the Solid Waste District, on the second and final reading in public session this 17th day of September 2020.

THE CITY COMMISSION OF THE CITY OF NORTH PORT,
FLORIDA, SERVING AS THE GOVERNING BODY OF
THE SOLID WASTE DISTRICT



DEBBIE MCDOWELL
MAYOR

ATTEST



HEATHER TAYLOR, CMC
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS



AMBER L. SLAYTON
CITY ATTORNEY

Exhibit A Ordinance No 2020-34

City of North Port - Fiscal Year 2020-21

Millage per \$1,000 General Fund 3.7667	Solid Waste
ESTIMATED REVENUES	
Ad Valorem Taxes	\$ -
Millage per \$1,000 3.7667	
Sales and Use Taxes	-
Permits and Fees	-
Intergovernmental	-
Assessments	7,926,110
Charges for Service	1,938,060
Fines and Forfeits	-
Miscellaneous	253,000
Other Sources	-
Total Sources	10,117,170
Transfers In	-
Total Estimated Revenues and Other Financing Sources	\$ 10,117,170
Beginning Fund Balances(Net Assets)	2,527,963
Total Estimated Revenues, Sources and Beginning Fund Balances	<u>\$ 12,645,133</u>
ESTIMATED EXPENDITURES/EXPENSES	
General Government	\$ -
Public Safety	-
Physical Environment	9,376,140
Transportation	-
Economic Environment	-
Human Services	-
Culture/Recreation	-
Capital	254,900
Debt and Lease	-
Other Uses	-
Total Expenditures	9,631,040
Transfers Out	486,130
Total Estimated Expenditures and Uses	10,117,170
Ending Fund Balances(Net Assets)	2,527,963
Total Appropriations Including Uses and Ending Fund Balances	<u>\$ 12,645,133</u>

The proposed budget is on file in the North Port City Clerk's office, as is the comparison of changes.



City of North Port

RESOLUTION NO. 2020-R-26

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, REPEALING RESOLUTION NO. 2018-R-13; ADOPTING A FUND BALANCE POLICY; INCORPORATING RECITALS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is essential for governments to maintain adequate levels of fund balance to mitigate current and future risks such as revenue shortfalls, natural disasters, unanticipated expenditures, and to ensure stable tax rates; and

WHEREAS, Resolution No. 2018-R-13 approved a new fund balance policy and repealed the previously adopted fund balance and economic stability policies; and

WHEREAS, this policy restates and revises the policy adopted in Resolution No. 2018-R-13 by omitting the minimum requirements in the Budget Stabilization and Economic Uncertainty Reserves; and

WHEREAS, the City's reserve policies are based on sound fiscal principles designed to allow the City to maintain continuity of operations in adverse conditions while being mindful of our fiduciary responsibility to taxpayers, both current and future generations; and

WHEREAS, adequate fund balance levels are an essential component of the City's overall financial management strategy, an important factor in external bond rating agencies' measurement of the City's financial strength, and that these Financial Reserve Policies will need to be adjusted from time to time as conditions change; and

WHEREAS, the City lies within a coastal zone highly susceptible to hurricane and storm damage; and

WHEREAS, debt service funds will be maintained as required by bond covenants; and

WHEREAS, there exists uncertainty in the economic markets around the world, in regard to the cost of construction materials, interest rates, personnel costs, medical insurance costs, and general inflation; and

WHEREAS, each sizable fund has been analyzed to determine the type of risk it may be exposed to, the duration of the risk, methods to mitigate that risk, and the amount of funds needed to mitigate against that risk; and

WHEREAS, the City's Financial Reserves Policy acts to mitigate other forms of uncertainty such as changes in the tax and spending policies of federal and state governments; imposition of mandates by federal and state governments or the courts; financial impacts of labor agreements, particularly those stemming from collective bargaining; repairs and replacement of the City's aging infrastructure; unforeseen increases in energy costs; and

WHEREAS, the City calculates the reserve amount at the conclusion of each fiscal year; and

WHEREAS, the City Commission finds that this policy serves the public health, safety, and welfare of the citizens of the City of North Port, Florida.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA:

SECTION 1 – INCORPORATION OF RECITALS

1.01 The above recitals are hereby ratified and confirmed as being true and correct and are incorporated herein by reference.

SECTION 2 – REPEAL

2.01 The City Commission hereby repeals Resolution No. 2018-R-13 in its entirety.

SECTION 3 – ADOPTION OF FUND BALANCE POLICY

3.01 The City Commission adopts Policy No. 2020-05, "Fund Balance Policy," attached hereto and incorporated as if set forth herein, as an administrative policy of the City Commission of the City of North Port.

SECTION 4 – CONFLICTS

4.01 In the event of any conflicts between the provisions of this resolution and any other resolution, the provisions of this resolution shall prevail to the extent of such conflict.

SECTION 5 – SEVERABILITY

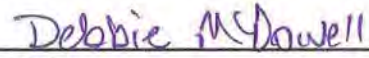
5.01 If any section, subsection, sentence, clause, phrase, or provision of this resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION 6 – EFFECTIVE DATE

6.01 This resolution shall take effect immediately after adoption by the City Commission of the City of North Port, Florida.

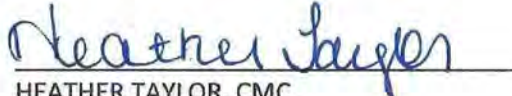
PASSED and DULY ADOPTED by the City Commission of the City of North Port, Florida, in public session this 17th day of September 2020.

CITY OF NORTH PORT, FLORIDA




DEBBIE MCDOWELL
MAYOR

ATTEST



HEATHER TAYLOR, CMC
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS



AMBER L. SLAYTON
CITY ATTORNEY



City of North Port

City Commission Policy – Fund Balance Policy

Policy No: 2020-05

Resolution No: 2020-R-26

Approval Date: September 17, 2020

I. FUND BALANCE CATEGORIES

Pursuant to GASB 54, fund balances will be reported in the categories set forth below.

- A. Purpose. For increased financial stability, the City of North Port desires to manage its financial resources by establishing fund balance percentages 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.
- B. Definitions.
 1. Fund Balance. Fund Balance is the difference between current fund assets and current fund liabilities. Fund balance is reported in five categories:
 - a) Nonspendable. 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.
 - b) Restricted. 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.
 - c) Committed. The portion of fund balance constrained by the limitations the City Commission imposes and which remain binding until the City Commission removes them. Purchase orders or contracts that are rolled from the prior fiscal year to the new fiscal year are committed resources.
 - d) Assigned. 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 the 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.
 - e) Unassigned. 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.

2. 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.
 3. Surplus. The amount by which the fund balance exceeds the upper limit of the adopted fund balance percentages.
 4. Shortfall. The amount that the fund balance falls below the adopted percentages.
 5. Expenditures. All uses of financial resources, including operating and capital outflows and debt service. For consistency, expenditures do not include other sources and uses of resources in the fund unless there is a recurring transfer.
- C. Surplus. If there is a surplus at fiscal year end, 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; and
 5. To fund a capital asset renewal and replacement fund.
- D. Shortfall. If there is a shortfall at fiscal year end, the fund balance is to be rebuilt through the following mechanisms:
1. An appropriation during the next budget process to restore to the minimum requirements.
 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 percentages. This plan may require a reduction of services, increase in taxes or fees, or some combination thereof.

II. GENERAL FUND

The components of the General Fund Reserves should include, but not be limited to:

A. Emergency and Disaster Reserve.

The City should retain a reserve of twenty percent (20%) of the General Fund operating expenditures. These funds are to be used, as declared appropriate by the City Commission, to ensure the maintenance of services to the public during non-routine and unforeseen disaster situations, including hurricanes and other weather-related events, environmental and other natural disasters, and events that cause disruptions in public services. These funds, if used, must be replenished.

B. Economic Stabilization Reserve.

The City should maintain up to ten percent (10%) reserve of General Fund operating expenditures to be used for short-term cash flow purposes or unanticipated expenditures of a non-recurring nature, to meet unexpected immediate increases in service delivery costs, or to maintain service levels in the event that an economic downturn should cause a shortfall in revenues. The City may exceed the ten percent (10%) threshold if authorized by a majority vote of the City Commission.

III. **OTHER GENERAL GOVERNMENT OPERATING FUNDS**

A. Building Fund.

1. Emergency and Disaster Reserve. The City should retain a reserve of twenty percent (20%) of the Building Fund operating expenditures. These funds are to be used, as declared appropriate by the City Commission, to ensure the maintenance of services to the public during non-routine and unforeseen disaster situations, including hurricanes and other weather-related events, environmental and other natural disasters, and events that cause disruptions in public services. These funds, if used, must be replenished.
2. Economic Stabilization Reserve. The City should maintain up to ten percent (10%) of Building Fund operating expenditures to be used for short-term cash flow purposes or unanticipated expenditures of a non-recurring nature, to meet unexpected immediate increases in service delivery costs, or to maintain service levels in the event that an economic downturn should cause a shortfall in revenues. The City may exceed the ten percent (10%) threshold if authorized by a majority vote of the City Commission.

B. Fire Rescue District Fund.

1. Emergency and Disaster Reserve. The City should retain a reserve of twenty percent (20%) of the Fire Rescue District Fund operating expenditures. These funds are to be used, as declared appropriate by the City Commission, to ensure the maintenance of services to the public during non-routine and unforeseen disaster situations, including hurricanes and other weather-related events, environmental and other natural disasters, and events that cause disruptions in public services. These funds, if used, must be replenished.
2. Economic Stabilization Reserve. The City should maintain up to ten percent (10%) of Fire Rescue District Fund operating expenditures to be used for short term cash flow purposes or unanticipated expenditures of a non-recurring nature, to meet unexpected immediate increases in service delivery costs, or to maintain service levels in the event that an economic downturn should cause a shortfall in revenues. The City may exceed the ten percent (10%) threshold if authorized by a majority vote of the City Commission.

C. Road and Drainage District Fund.

1. Emergency and Disaster Reserve. The City should retain a reserve of twenty percent (20%) of the Road and Drainage District Fund operating expenditures. These funds are to be used, as declared appropriate by the City Commission, to ensure the maintenance of services to the public during non-routine and unforeseen disaster situations, including hurricanes and other weather-related events, environmental and other natural disasters, and events that cause disruptions in public services. These funds, if used, must be replenished.

2. Economic Stabilization Reserve. The City should maintain up to ten percent (10%) of the Road and Drainage District Fund operating expenditures to be used for short-term cash flow purposes or unanticipated expenditures of a nonrecurring nature, to meet unexpected immediate increases in service delivery costs, or to maintain service levels in the event that an economic downturn should cause a shortfall in revenues. The City may exceed the ten percent (10%) threshold if authorized by a majority vote of the City Commission.
- D. Solid Waste District Fund.
1. Emergency and Disaster Reserve. The City should retain a reserve of twenty percent (20%) of the Solid Waste District Fund operating expenditures. These funds are to be used, as declared appropriate by the City Commission, to ensure the maintenance of services to the public during non-routine and unforeseen disaster situations, including hurricanes and other weather-related events, environmental and other natural disasters, and events that cause disruptions in public services. These funds, if used, must be replenished.
 2. Economic Stabilization Reserve. The City should maintain up to ten percent (10%) of the Solid Waste District Fund operating expenditures to be used for short-term cash flow purposes or unanticipated expenditures of a non-recurring nature, to meet unexpected immediate increases in service delivery costs, or to maintain service levels in the event that an economic downturn should cause a shortfall in revenues. The City may exceed the ten percent (10%) threshold if authorized by a majority vote of the City Commission.

IV. ADDITIONAL INFORMATION

- A. The City Manager or designee will determine all corresponding calculations and interpretation of calculations of a definitive nature.
- B. The Fund Balances will be Classifications of Balance or Net Position on the balance sheet of each fund in the City's official financial records.
- C. The Finance Department will calculate the reserve amount at the end of each fiscal year. The Finance Department will examine the recovery of each Contingency/Emergency/Disaster Relief Reserve after drawdown on an annual basis to determine the need for increases in fees/taxes or expenditure reductions to ensure the funds are replenished within a two-year period. All other reserves will be replenished to within the Budget Stabilization minimum percent in the ensuing year.
- D. The Finance Department will review this Fund Balance Policy as necessary for the possibility of presenting proposed amendments to the City Commission.

-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 – A “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.

ADA – See Americans with Disabilities Act.

Adopted Budget – Revenues and appropriations approved by the City Commissions for the next fiscal year.

AFSCME – See American Federation of State, County and Municipal 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.

Amended Budget – The Adopted Budget that has been formally amended by the City Commission.

American Federation of State, County and Municipal Employees – The union and bargaining unit for certain city employees.

Americans with Disabilities Act – This act became law in 1990. The ADA is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation and public and private places that are open to the general public.

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.

Aquifer, Storage and Recover – An underground water storage system where water reserves are stored in a “bubble” to be used during times of low water availability.

ASR – See Aquifer, Storage and Recover.

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.

Audit – An official examination of an organizations’ accounts and verification of a company’s financial and accounting records and supporting documents typically by an independent body professional, such as a Certified Public Accountant.

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.

BEBR – Bureau of Economics & Business Research - Part of the University of Florida College of Liberal Arts and Sciences whose mission is to collect, analyze and generate economic and demographic data on Florida and its local areas.

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 Premium – Amount by which the purchase price of a bond is greater than its par value.

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-

CAD – See Computer Aided Dispatch Software System.

CAFR – See Comprehensive Annual Financial Report.

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.

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.

CDBG – See Community Development Block Grant.

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.

CIP – See Capital Improvement Program.

Click2Gov – Software that facilitates on-line payments for customers of the City.

COLA – See Cost of Living Adjustment.

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).

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.

Community Development Block Grant – A general purpose federal grant primarily used to facilitate the production and preservation of low and moderate income housing.

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.

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.

Computer Aided Dispatch Software System – is a method of dispatching taxicabs, couriers, field service technicians, mass transit vehicles or emergency services assisted by computer. A dispatcher may announce the call details to field units over a two-way radio.

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).

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.

Cost of Living Adjustment – An upward adjustment in salary levels to offset the adverse effect of inflation on employee compensation.

CPI – See Consumer Price Index.

Curotto™ Can – An automated carry can for refuse collection vehicles in the solid waste and recycling industry manufactured by Curotto-Can.

-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 – See Department of Environmental Protection.

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.

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.

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-

EHEAP – See Emergency Home Energy Assistance for the Elderly Program.

EKG – See electrocardiogram.

Electrocardiogram – A paper or digital recording of the electrical signals in the heart. It is used to determine heart rate, heart rhythm and other information regarding the heart's condition.

Emergency Home Energy Assistance for the Elderly Program – This state program assists low-income households with at least one-person age 60 and older, when the household is experiencing a home energy emergency. Program beneficiaries may receive vouchers to purchase blankets, portable heaters and fans. The program can also help pay for repairs to existing heating or cooling equipment or for re-connection fees.

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.

Environmental Systems Research Institute, Inc. – develops geographic information systems (GIS) and mapping software for organizations in commercial, government, natural resources and utilities industries.

ESRI – See Environmental Systems Research Institute, Inc.

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 – See Federal Deposit Insurance Corporation.

Federal Deposit Insurance Corporation – This 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.

Federal Insurance Contributions Act – is a United States federal payroll (or employment) contribution directed towards both employees and employers to fund Social Security and Medicare—federal programs that provide benefits for retirees, people with disabilities, and children of deceased workers.

Federal Emergency Management Agency – This federal agency provides assistance during emergencies, and provides grant funding for emergencies, including emergency food and shelter.

FEMA – See Federal Emergency Management Agency.

FICA – See Federal Insurance Contributions Act.

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.

Florida Retirement System – Also known as the Defined Benefit Plan, is one of the largest public retirement plans in the United States and comprises roughly three-quarters of total assets under State Board of Administration management.

Forced Main – Pipelines that convey waste water under pressure from the discharge side of a pump or pneumatic ejector to a discharge point.

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.

FRS – See Florida Retirement System.

FTE – See Full-Time Equivalent.

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 – See Generally Accepted Accounting Principles.

GASB – See Governmental Accounting Standards Board.

GDP – See Gross Domestic Product.

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.

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.

Geographic Information System – A computer program that uses specific data points to locate infrastructure and structures within the City.

GFOA – See Government Finance Officers Association.

GIS – See Geographic Information System.

Global Positioning System – A global navigation satellite system that provides geolocation and time information to a receiver anywhere on or near the Earth where there is an unobstructed line of sight to four or more satellites.

GPS – See Global Positioning System.

Goal – A broad statement of intended accomplishments or a description of a general condition deemed desirable.

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.

Government Finance Officers Association – 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.

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.

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.

-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.

Headworks – A civil engineering term for any structure at the head or diversion point of a waterway. It is smaller than a barrage and is used to divert water from a river into a canal or from a large canal into a smaller canal.

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 – See International Association of Fire Fighters.

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.

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.

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.

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.

International Association of Fire Fighters – This is the union and bargaining unit for the fire fighters and paramedics.

-L-

Letter of Credit – 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.

LIHEAP – See Low Income Home Energy Assistance Program.

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.

LOC – See Letter of Credit.

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.

Low Income Home Energy Assistance Program – This program assists eligible low-income households pay energy bills and reduce energy costs.

-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.

Metropolitan Planning Organization – A regional transportation planning agency, which provides a forum for cooperative decision-making concerning regional and local transportation issues.

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.

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 – See Metropolitan Planning Organization.

MSA – See Metropolitan Statistical Area.

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 official’s 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 – See State Board of Administration.

SIB – See State Infrastructure Bank.

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 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.

State Infrastructure Bank – 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.

State Shared Revenues – Revenues collected by the State and proportionately shared with counties and/or municipalities on the basis of specific formulas.

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.