

# City of North Port, Florida



## Fiscal Year 2021/22 Adopted Budget



A City where you can "Achieve Anything"





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## City of North Port Florida Commissioners



### Charter Officers

City Attorney  
*Amber L. Slayton*

City Manager  
*A. Jerome Fletcher II*

City Clerk  
*Heather Taylor*

### Executive Management

Assistant City Managers – *Jason Yarborough, Juliana B. Bellia*  
Chief of Fire Rescue – *Scott Titus*  
Finance Director – *Kimberly Williams*  
Acting Utilities Director – *Michael Vuolo*  
Human Resources – *Christine McDade*  
Neighborhood Development Services Director – *Vacant*  
Chief of Police – *Todd Garrison*  
Parks & Recreation Director – *Sandra Pfundheller*  
Acting Public Works Director – *Charles Speake*

## *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*

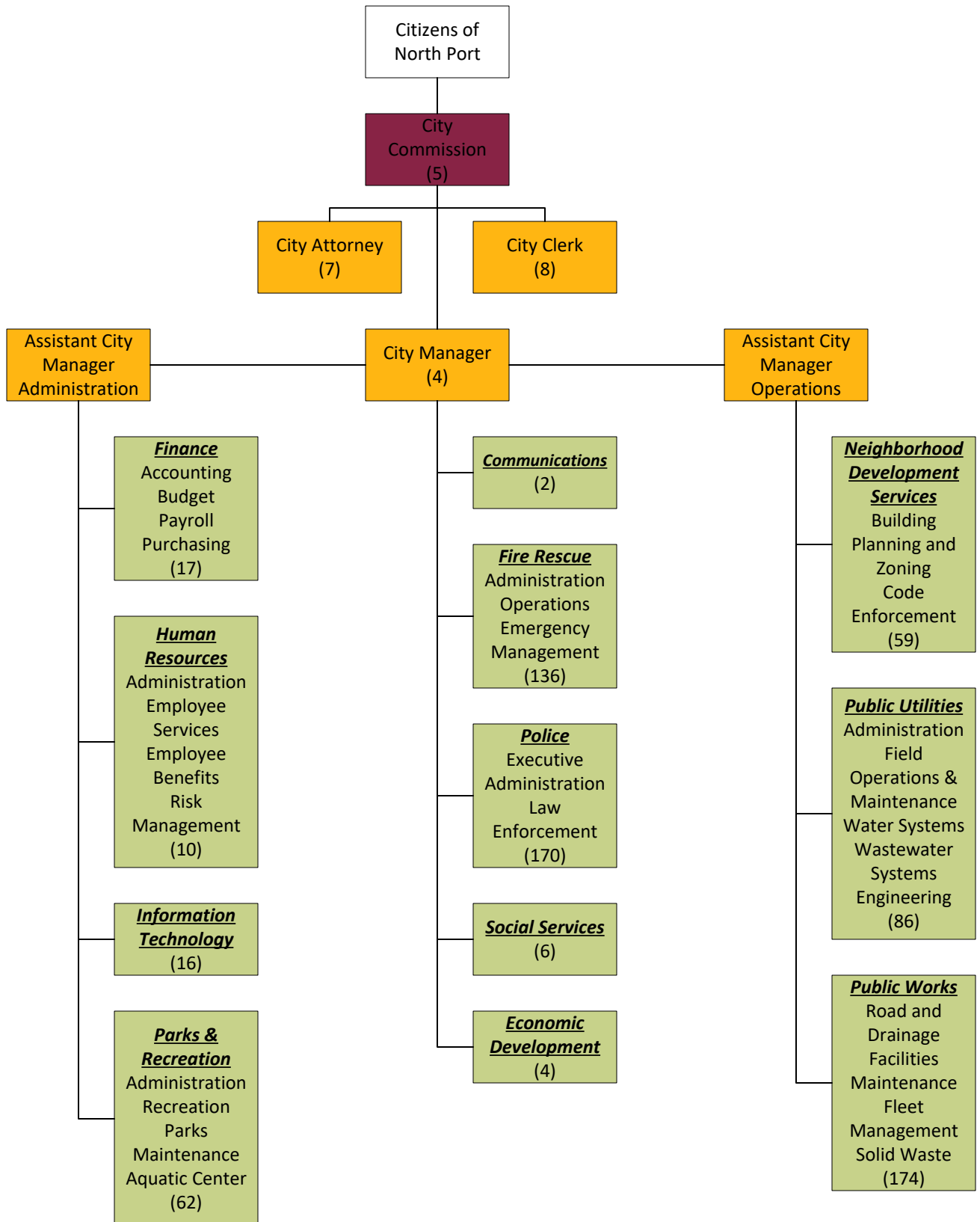
## *Values*

*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 01, 2020**

*Christopher P. Morill*

Executive Director

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 01, 2020**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as 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 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 78,129. 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. *US News and World Report ranks the North Port-Sarasota-Bradenton Metropolitan Statistical Area as the 2nd fastest growing place in Florida and 9th best place to live in the county. With our business focused mindset we have a future full of possibilities.* 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.

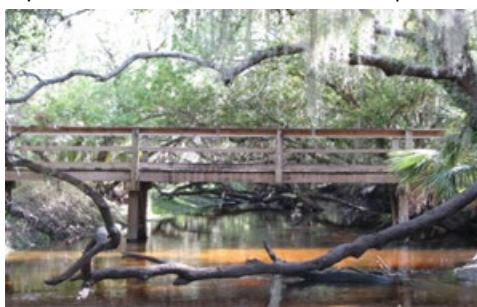
**1974** City drops "Charlotte" from its name to become "North Port".

**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 50<sup>th</sup> 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*



*Fire Station 84*

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



*Reverse Osmosis Plant*

**2014** Build out of the 2<sup>nd</sup> floor of the Family Services Center is completed and available to lease to other agencies.  
The City becomes the sole owner of Warm Mineral Springs Resort; Florida's only naturally formed warm water mineral spring.



*Warm Mineral Springs*

**2015** 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*



*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**



**Downtown Wellen Park**

**2021** City leaders helped break ground on Downtown Wellen Park in North Port. Certain to become a destination for all who visit and call south Sarasota County home.

**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 2021 is 78,129. The city is projecting an average

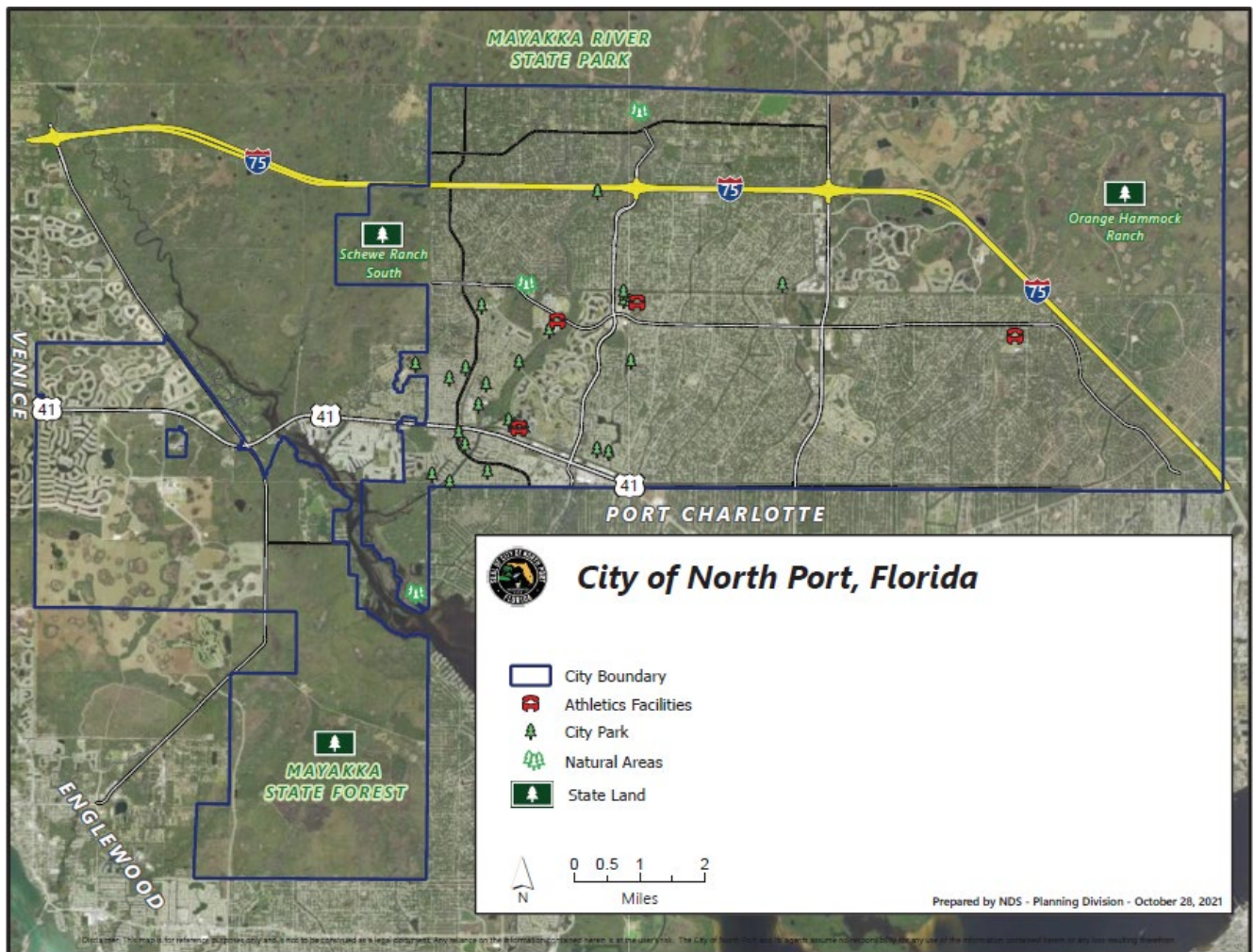
annual growth of approximately 3,000 new residents and 1,200 new households a year over the next several years.

North Port has a relatively young population with a median age of 47.9 compared to Sarasota County's median age of 57.3 and is 9.8 years higher than the United States median age of 38.1. 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 2022 Budget (excludes inter-fund transfers)	\$187.0 million
Assessed Taxable Property Valuation	\$5.77 billion

City Demographics

POPULATION (as of April 1 <sup>st</sup> each year)		ECONOMIC ENVIRONMENT	
2016 (BEER)	64,472	<b>BUSINESS LICENSES</b>	
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
2021 (BEER)	78,129	2021	1,979
<b>RESIDENT STATISTICS</b>		<b>TOP TEN EMPLOYERS</b>	
Median Age	47.9	<b>COMPANY**</b>	<b># of Employees</b>
Average Household Size	2.5	School Board of Sarasota County	5,881
Median Household Income	\$56,226	Sarasota Memorial Hospital	4,619
<b>RACIAL COMPOSITION*</b>		Publix Supermarkets, Inc.	4,041
Caucasian	87.6%	Sarasota County Government	3,626
Hispanic	8.7%	PGT Innovations (Vinyl Tech)	1,835
Black	7.0%	Venice Regional Bayfront Health	1,009
American Indian and Alaska Native	0.3%	City of Sarasota	760
Other Race	2.3%	Helios Technologies, Inc	688
Two or More Races	2.2%	Doctors Hospital of Sarasota	628
<b>LAND COMPOSITION</b>		Florida Resource Management LLC	500
Residential	55.36 sq. miles	<i>**Statistics are for Sarasota County; not available for City of North Port; taken from the Sarasota County 2020 Comprehensive Annual Financial Report.</i>	
Commercial	11.53 sq. miles	<b>BOND RATINGS</b>	
Light Industrial	0.19 sq. miles	<b>GENERAL GOVERNMENT</b>	<b>Rating</b>
Recreational/Open Spaces	1.24 sq. miles	Moody's	Aa3
Conservation (State Forest)	14.24 sq. miles	Fitch	AA
Agriculture	8.26 sq. miles		
Developed	40.91 sq. miles		
Undeveloped	63.26 sq. miles		

\* Taken from 2010 Census

Public Safety

POLICE PROTECTION (FY 2021)		FIRE PROTECTION (FY 2022)	
Sworn Police Officers	126.0	Suppression Units	18
Civilian Employees	<u>44.0</u>	Rescue Units	9
<b>TOTAL</b>	<b>170.0</b>	Fire Stations	6
		Employees	142
		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	593	A	Grade 3	309/309	308/308	-
Cranberry	615	B	Grade 4	316/318	319/321	-
Glenallen	581	A	Grade 5	327/328	328/332	205/206
Lamarque	864	A	MIDDLE			
Toledo Blade	672	A	Grade 6	328/332	328/333	-
			Grade 7	336/339	337/342	-
<b>MIDDLE SCHOOLS</b>			Grade 8	340/345	337/345	202/207
Heron Creek	858	B	Grade 8			
Woodland	975	B	HIGH SCHOOL			
<b>HIGH SCHOOL</b>			Grade 9	347/349	-	-
North Port	2,304	A	Grade 10	354/355	-	-
<b>CHARTER SCHOOL</b>			<b>*Sarasota County School Board 5-Day Count</b>			
Imagine at North Port	1,198	B	<b>**City of North Port</b>			
<b>TOTAL*</b>	<b>8,660</b>		<b>*** Florida Department of Education results 2018</b>			

Testing information released July 2019;  
current information not available due to Coronavirus.

<u>AREA COLLEGES/UNIVERSITIES</u>		
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 &amp; 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
		<b>** AS degrees offered also</b>

*Service Statistics*

<b>ELECTIONS</b>		<b>STREETS &amp; SIDEWALKS</b>	
Registered Voters	55,604	Miles of Paved Public Streets	823
Voter Turnout (Nov. 2018)	35,769	Arterial	48.35
		Collector	73.58
		Local	701.07
<b>ANNEXATIONS</b>			
Original Acreage (1959)	3,602	Miles of Paved Private Streets	95
12 Annexations	<u>63,004</u>	Miles of Sidewalks	162.5
Total Acreage	66,606		
<b>SURFACE WATER</b>		<b>SOLID WASTE COLLECTION</b>	
Miles of Canals	79.10	Residential Collections	33,429
Water Control Structures	64	Commercial Accounts	406

*Utilities*

<b>ACTIVE ACCOUNTS (As of 09/30/20)</b>		Miles of Water Mains	366
Water Only	5,268	Miles of Sewer Force Mains	88
Water/Sewer	19,077	Miles of Gravity Sewer	172
Irrigation	55	Miles of Reuse Mains	23
Reclaimed	53		
<b>CAPACITY PER DAY (Million Gallons)</b>		<b>FIRE HYDRANTS</b>	2,244
Water (MGD)	7.50		
Sewer (MGD)	4.90		
Reuse Sold per day (MGD)	1.04	<b>LIFT STATIONS</b>	116

*Parks & Recreation*

<b>RECREATIONAL PROGRAMS</b>		<b>RECREATIONAL FACILITIES</b>	
Number of Special Interest Programs	17	Number of Community/Activity Centers	6
Number of Fitness/Exercise Programs	13	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	20		
<b>ANNUAL (FY) PARK ATTENDANCE</b>		Acres of Community Parks	465.56
Special Events	16,178	Acres of Neighborhood Parks	35.65
Membership and Daily Drop-In Visits	54,886	Acres of Open Space Reserves	13,504.53
Active Achieve Anything Members	1,076	<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	
<b>Neighborhood Parks</b>																									
Blue Ridge Park	•	•			•	•	•								•									•	
Highland Ridge Park	•	•			•	•	•		•	•	•		•	•											
Hope Park		•			•	•	•																		
Kirk Park		•			•	•	•		•			•													
LaBrea Park		•			•	•	•		•																•
Marius Park		•			•																				
McKibben Park	•	•		•	•	•	•		•	•	•		•	•											•
Oaks Park		•						•																	
Pine Park		•			•	•	•	•				•													
Veterans Park		•																							
<b>Community Parks / Activity Centers</b>																									
Butler Park	•	•	•		•	•	•	•	•															•	•
Morgan Family Community Center	•		•			•			•								•	•	•						
Larry Thoennissen Athletic Fields	•		•																						•
George Mullen Activity Center	•	•						•	•			•	•				•	•	•						•
Dallas White Park	•	•			•	•	•		•		•	•				•									•
Scout House (Dallas White Park)	•				•																				•
<b>Recreational / Sports Facilities</b>																									
Atwater Community Park	•	•		•	•	•	•														•				•
Narramore Sports Complex	•	•				•																			•
North Port Aquatic Center	•	•				•																			•
Sumter Blvd Linear Park		•						•																	
<b>Special Use</b>																									
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) 2022 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 2022 Budget** is available as a separate document on the City’s website at [www.cityofnorthport.com](http://www.cityofnorthport.com).

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

**INTRODUCTION** - The *Introduction* contains the Vision and Mission statements, the City’s Elected officials, a history and map of the City’s locations, the City at a Glance which lists general demographic facts and figures for the City of North Port 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.

**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 2023-2027. 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 PROCESS & POLICIES** - The *Budget Process & Policies* section serves to describe the budget process, calendar, and staff roles and responsibilities. The section also includes the basis of accounting, measurement focus, and financial statement presentation. Finally, financial and budgetary policies, including the basis of budgeting, are presented.

**FUND STRUCTURES & SUMMARIES** – The *Fund Structures & Summaries* section provides an overview of the City’s fund structure, descriptions, historical revenue and expenditure analysis, and balances. Organized by fund, the section describes sources of funds or revenue, use of funds or expenditures, and presents changes in fund balances. It also contains a narrative, comparative tables, and charts to make the information easily understandable and more comprehensive.

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

<b>STRUCTURE</b>	Shows the organization of each divisional unit
<b>MISSION</b>	A statement of purpose for each divisional unit
<b>CORE SERVICES &amp; OUTPUTS</b>	The primary roles or tasks performed by each divisional unit
<b>ACCOMPLISHMENTS</b>	Department/Division accomplishments from the prior fiscal year
<b>INITIATIVES</b>	Department/Division initiatives supported by the Adopted Budget
<b>PERFORMANCE MEASURES</b>	The measurement of the tactical and operational objectives attempted by the department/division
<b>OPERATING BUDGET DETAIL</b>	Compares actual and budget revenues (if applicable) and expenditures by type for fiscal years 2018 through 2022
<b>STAFFING</b>	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 2022 through 2026. The programmed projects for FY 2022 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.](#) 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

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December 20, 2021

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 2022. The FY 2022 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 2022 Proposed Budget were Thursday, September 9, 2021 and Thursday, September 23, 2021, at 5:01 p.m. in the City Hall Commission Chambers.

The FY 2022 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. Whether local, state, or federal, each governmental agency 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 2022-2025 as well as requests and concerns heard from the City Commission and constituents in a variety of forums throughout the year, this FY 2022 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 FY 2021 budget included many reduced revenue projections due to the uncertainty of Covid. The City has been very fortunate that the reductions were not as drastic as predicted. Therefore, the FY 2022 projections are trending a little higher as compared to the FY 2021 budget while remaining conservative for the future. The City received \$2,022,694 from the Sarasota CARES Program funding in FY 2021 most of which has been reserved for use in the FY 2022 General and Fire District budgets. The City also received \$4,213,679 in ARPA (American Rescue Plan Act) funds during FY 2021 and is expecting an equal payment in the FY 2022 budget. Those funds were also reserved for use in the current fiscal year for Utility capital projects.

The FY 2022 Adopted Budget was developed with a look toward the City's past, present, and anticipated future financial conditions. The framework for the Adopted Budget was established 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 our residents' safety and security and our commitment shows. From 2020-21, the City experienced a year of Uniform Crime Reporting (UCR) reduction of 8.15% 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. With the challenges faced due to COVID-19 restrictions, the department continued its commitment to the community through outreach programs such as Homeless Outreach, Shop with a Cop, Coffee with a Cop and the Stuff a Cruiser event.

Police staffing changes in the FY 2021-2022 budget include two sworn law enforcement positions. The two positions are for a Community Policing Officer and a Conservation/Environmental Officer. The Conservation/ Environmental Officer is a new position for the agency that will focus on protecting and enforcing our natural resources, wildlife and their habitat, three historic springs, illegal dumping, and ATV operations.

#### **Fire**

Growth continues to put increased demand on fire and rescue services. The Wellen Park Public Safety Complex is on track to be completed in the Spring of FY 2022. In response to decreasing Unit Availability Times, another ambulance with staffing is approved for FY 2022 to run out of Fire Station 82 to assist with "peak time" demand from 0700-2000 hours and then relocate to Fire Station 83 to assist with their night time demand from 2000-0700 hours. With the Wellen Park expansion, we will also be splitting the City into two Districts to help manage span of control and reduce response times for the Shift Commander. We continue to employ measures as we execute our Strategic Plan, which carries us to FY 2023. We will also be



reviewing the assessment methodology and rates in FY 2022, as required by code, to determine if a study is needed. This methodology review also helps validate or correct our strategies for financial sufficiency in our ten-year financial plan.

### **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 \$301,515,880 which will add approximately \$1,101,648 in new property tax revenue for FY 2022.

The City of North Port’s total certified taxable assessed valuation is \$5,746,178,030, an increase of \$636,482,103, or 12.46%, from the prior year's final valuation. Revenue from ad valorem taxes is projected at \$20,994,800, representing 38.79% 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 ten years.

<b>Taxable Values - 10-Year Comparison</b>			
<b>Tax Year</b>	<b>Net New Construction</b>	<b>Total Value</b>	<b>Change from Prior Year</b>
<b>2021 Certified</b>	\$301,515,880	\$5,746,178,030	12.46%
<b>2020 Final</b>	\$261,552,931	\$5,109,695,927	10.96%
<b>2019 Final</b>	\$232,905,493	\$4,604,781,627	11.76%
<b>2018 Final</b>	\$165,042,772	\$4,120,260,362	12.41%
<b>2017 Final</b>	\$167,908,011	\$3,665,491,838	12.33%
<b>2016 Final</b>	\$145,158,578	\$3,263,539,753	13.22%
<b>2015 Final</b>	71,624,081	2,882,331,970	8.95%
<b>2014 Final</b>	46,794,335	2,645,438,254	9.26%
<b>2013 Final</b>	37,930,320	2,421,145,391	6.68%
<b>2012 Final</b>	23,386,595	2,269,565,210	-0.24%

The FY 2022 budget includes an operating millage rate of 3.7667 per \$1,000 assessed taxable valuation, which is the same as the FY 2021 rate. 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 ten years.

Millage and Ad Valorem Tax Revenue			
Tax Year	Millage Rate	Ad Valorem Tax Revenue	Change from Prior Year
<b>FY 2022 Adopted</b>	3.7667	\$20,994,800	12.13%
<b>FY 2021 Adopted</b>	3.7667	\$18,723,440	8.79%
<b>FY 2020 Actual</b>	3.8735	\$17,210,539	26.65%
<b>FY 2019 Actual</b>	3.4070	\$13,589,529	12.50%
<b>FY 2018 Actual</b>	3.4070	\$12,079,876	9.65%
<b>FY 2017 Actual</b>	3.4770	\$11,017,059	9.22%
<b>FY 2016 Actual</b>	3.5974	\$10,087,023	9.30%
<b>FY 2015 Actual</b>	3.5974	\$9,228,705	13.91%
<b>FY 2014 Actual</b>	3.4474	\$8,102,021	0.38%
<b>FY 2013 Actual</b>	3.6167	\$8,071,413	2.81%

**Continue with Vital Infrastructure Improvements**

PARKS AND RECREATION

The City of North Port Parks & Recreation mission is “to promote health and socially rewarding activities through the preservation of cultural resources and the provisions of diverse, high-quality parks and natural spaces” and we take the job of play seriously. Our 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.

According to the NRPA’s “Engagement with Parks" report, 87% of people agree that Parks & Recreation is an important service within their community. Over the past two years, our services and green spaces have become an even more fundamental part of our daily life. Parks strengthen community ties, bring diverse populations together, and are at the center of so many experiences and memories.

In addition to recreational programming and services, the Parks & Recreation Department works diligently to provide safe, well-maintained park facilities and amenities. The FY 2021-22 budget includes several improvements including rehabilitation of the National Historic Register buildings at Warm Minerals Springs Park, development of a walking trail along Myakkahatchee Creek from Appomattox Dr to Price Blvd. completion of phase II and phase III accessibility connections in parks, a replacement playground, sport court rehabilitation, and

investments in placemaking initiatives to expand park amenities through additional seating, shade, trash receptacles, and drinking fountains.

#### 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 that 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 Road and Drainage District projects include Hillsborough/Cranberry Intersection Improvements, I-75 Road Infrastructure Improvements – Toledo Blade, Tropicaire Boulevard Road Reconstruction, and 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 2022. This project will allow the expansion of water and wastewater services into neighborhoods through a methodical, economical manner to maximize efficiency and minimize cost. Commission approved moving forward with the design for the first sewer shed outlined in the master plan and that work continues. Once design and permitting is complete, construction of the improvements of the first phase is anticipated to be brought to Commission next summer

Water Distribution System Improvements provide potable water reliability 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. Work continues on selecting a location for the new Utilities Administration Building and Field Operations Center. Once the location has been purchased, design and construction will ensue.

Significant structural rehabilitation will continue at the Myakkahatchee Creek Water Treatment Plant as Phase II of the improvements are completed and Phase III moves into design. Additionally, it is anticipated that the new Southwest Water Treatment Plant will also come online next spring/summer.

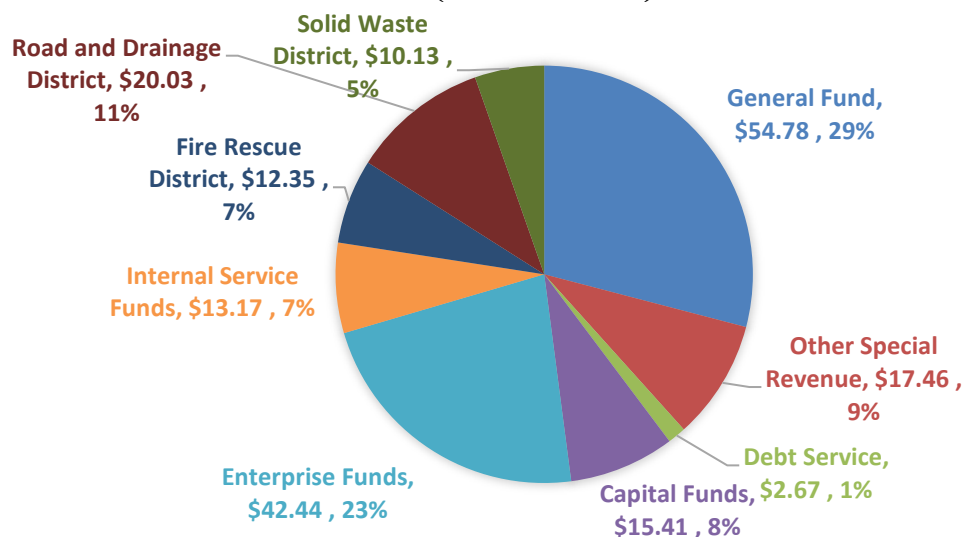
## BUDGET OVERVIEW

The FY 2022 total adopted budget excluding transfers and retained earnings for all funds is \$188,430,630. This is \$17,841,970 more than the FY 2021 Adopted Budget of \$170,588,660.

Included in the adopted budget are General Fund appropriations of \$54,775,820. 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 2022, the City continues with the uptick in property values, but the immediate future is uncertain. Though the City has been fortunate thus far in that we have not seen the significant loss of revenue that was predicted for FY 21, 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 2022 All Funds Proposed Budget - \$188.4 million (In Millions)













The proposed budget maintains services and increases total positions by twenty-one FTEs. The proposed budget assumes an increase in the level of funding of 4.5% for the Fire Rescue District, 2% for the Solid Waste District and 1% for the Road and Drainage District. Water and wastewater rates will increase 4% and 2%, respectively, for FY 2022. 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 5.3%. Dental insurance plans are projected to increase by 5.0% and vision insurance with no increase. The budget also provides 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 \$54,775,820, representing an increase of \$5,317,420 or 10.75% compared to the FY 2021 adopted budget. The approved millage rate of 3.7667 per \$1,000 assessed taxable valuation is the same as the millage rate from the prior year.

While the City projects an increase in some revenue, other changes and strategies have been implemented to balance the budget. The FY 2022 General Fund Budget includes funding enhancements for the following new positions and initiatives:

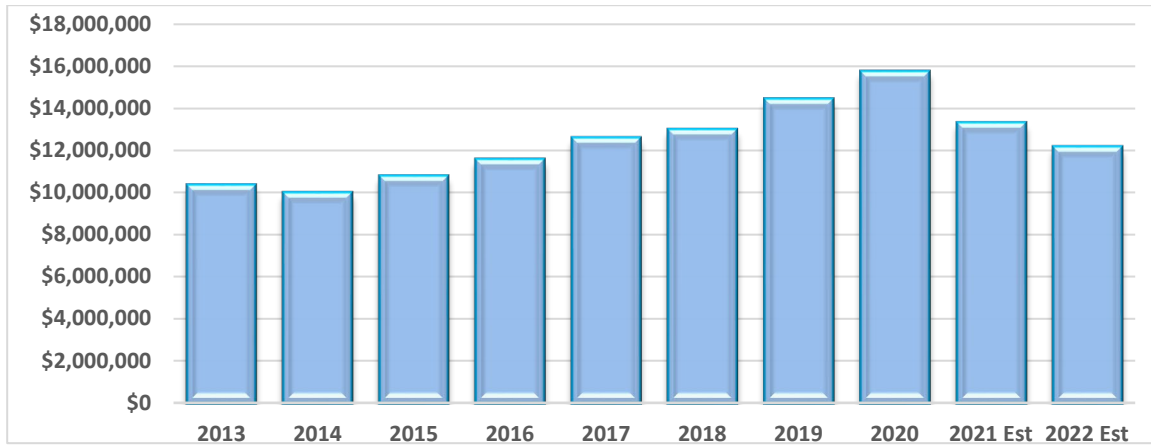
-  Assistant City Attorney
-  Accountant III
-  Code Enforcement Officer
-  Real Estate Coordinator (shared with Road and Drainage District)
-  Application Development Administrator
-  Security Administrator
-  Community Police Officer
-  Environmental Crimes Officer
-  Results of three union contract negotiations
-  Tree Trimming for Impinging Growth Complaints

### **General Fund – Fund Balances**

The City Commission approved on September 17, 2020, a new fund balance policy that 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 2022 General Fund Budget was approved based upon an estimated unreserved fund balance as of September 30, 2021, of \$13,302,296. However, a \$1,126,970 use of fund balance was appropriated for the FY 2022 budget. The FY 2022 General Fund Budget meets the 20% reserve policy for Emergency and Disaster with a total fund balance of \$12,175,326 or 22.03% as shown in the chart below.

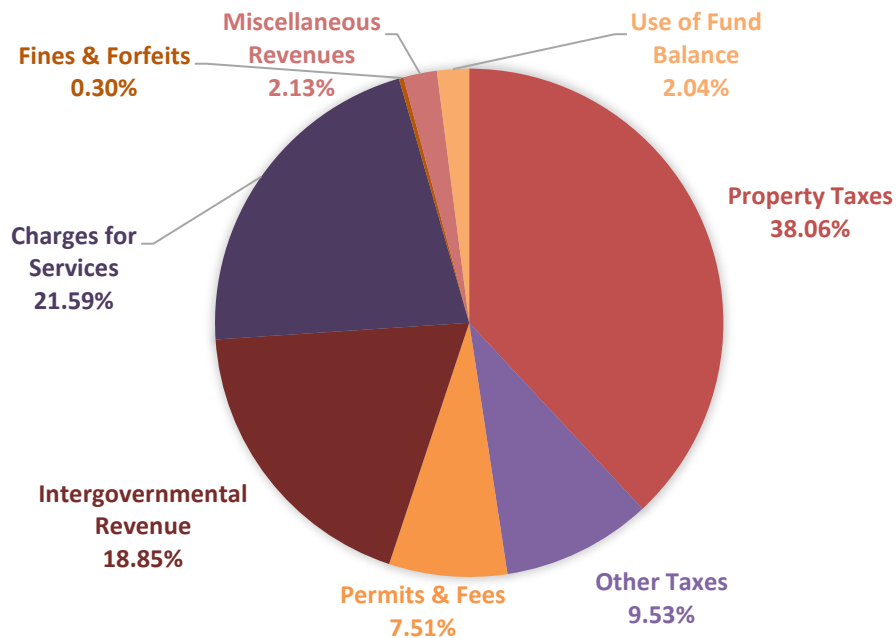
The chart below presents a ten-year history of the General Fund, fund balances.

### General Fund – Fund Balance

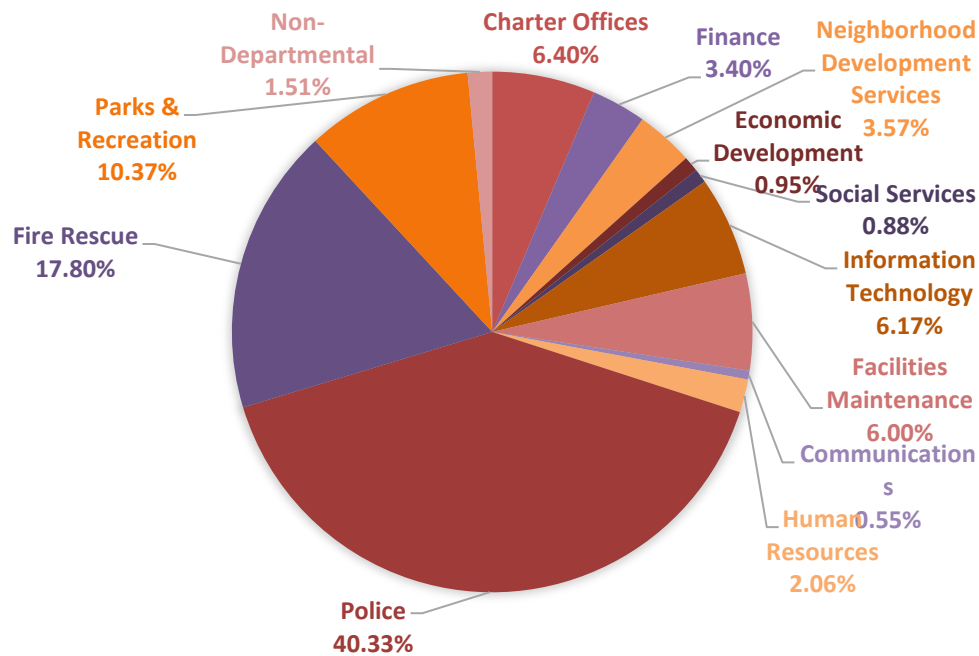


The General Fund, fund balance provides a measure of the financial resources available for future spending or appropriation. While the fund balance does not reflect the general health of the government, the increase or decrease in the unassigned fund balance is an important indicator. It is equally important to look at the likelihood of potential unanticipated costs or revenue reductions that can strain City reserves. Some of their possible 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 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 \$20,025,320 and includes: appropriations to operate the City’s roads, drainage, infrastructure, and engineering services, and to make capital improvements to the City’s infrastructure system, and equipment and machinery purchases to ensure continued operation and expansion to meet the needs of property owners in the City. This budget includes a 1% increase in assessment rates.

The Road & Drainage District continues expanding the infrastructure system with the 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 ensuring adequate ongoing funds to ensure that our roads never return to their poor condition prior to the Bond project.

The proposed Solid Waste District Fund budget excluding transfers totals \$10,127,530 and includes: appropriations to operate the City’s solid waste collection and disposal. The Solid Waste assessment increased 2% from \$245 annually to \$250 annually.

### **Fire Rescue District**

The proposed Fire Rescue District Fund budget excluding transfers totals \$12,349,360 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 to maintain operations and expansion to meet the needs of property owners in the City. This budget includes a 4.5% increase in assessment rates.

The Fire Rescue District continues to recruit new Firefighters/Paramedics in FY 2022 to achieve needed staffing levels to meet increases in population and building construction.

### **Utilities Fund**

The proposed Utilities Funds budget excluding transfers totals \$42,440,430 and includes: appropriations to operate the City's water and sewer divisions, repayment of the debt service on the existing bonds and maintaining 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.

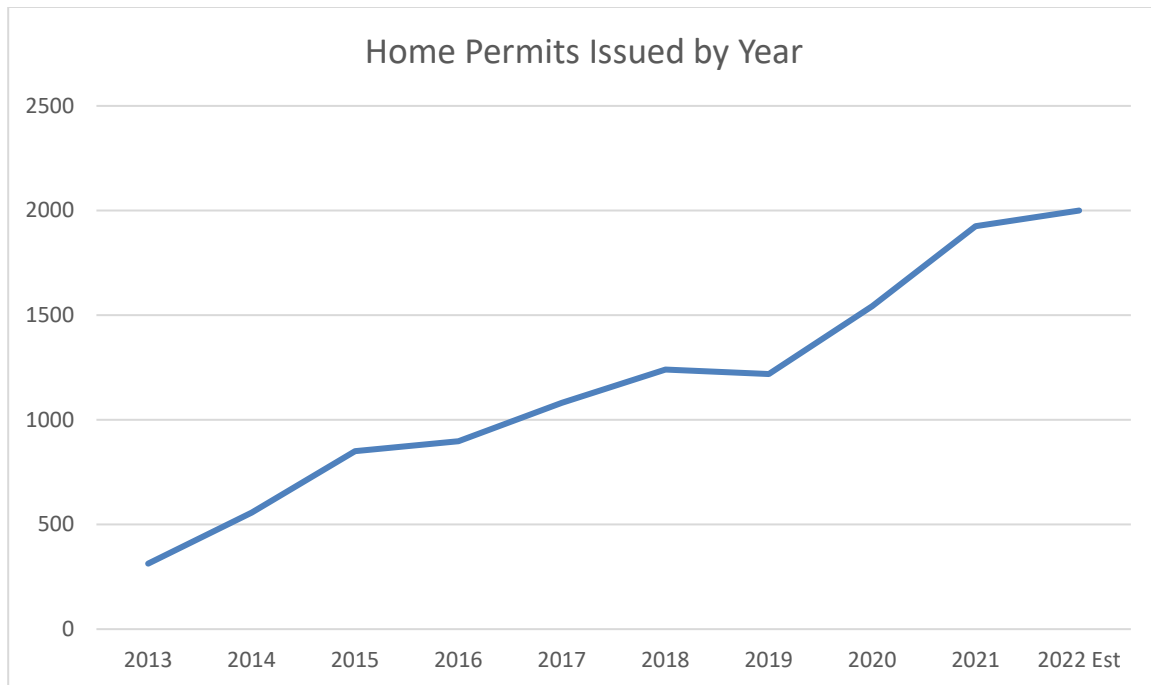
In accordance with Sections 78-38 and 78-39 of the Code of the City of North Port, an annual rate adjustment is made to all water and sewer rates, charges, and fees equal to the current index of the Miami-Fort Lauderdale Consumer Price Index (all urban consumers) as reported by the Bureau of Labor Statistics 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 2022.

The budget is based upon an estimated unreserved, retained earnings balance in the Utility Operating Fund as of September 30, 2021, of \$21,039,056, while maintaining debt service coverage.

### **Building Fund**




The proposed Building Fund budget excluding transfers, which totals \$4,950,200, includes appropriations to operate the City's building permitting and inspection services and is funded through user fees charged for permitting and inspection services. The budget represents an increase of \$786,530 from the FY 2021 budget. This level of funding preserves our level of service established by funding allocated in FY 2021, 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 2022 include:

-  Police Vehicles for two new Police Officer positions and the Homeless Case Manager - \$135,000
-  Advanced Life Support Rescue - \$486,000
-  Payment to Sarasota County for improvements to River Road for \$2,000,000.

### **Infrastructure Surtax Fund**









Proposed projects contained within the Surtax Fund for FY 2022 include:

-  Information Technology projects for \$44,100 that include:
  - Network Infrastructure of a planned replacement of core networking equipment in City Hall
-  Police projects for \$1,847,500 that include:
  - Facility Study
  - Installation and implementation of Automatic License Plate Readers throughout the City
  - Planning, design and construction of a building for multi-use of Police Department Units
-  Fire Rescue project for \$538,540 that include:
  - Fire Station 81 Renovations
-  Solid Waste project for \$500,000 that include:
  - Land acquisition, planning, design and engineering for a new Solid Waste Transfer Station

-  Parks and Recreation projects for \$3,633,430 that include:
  - Annual Park Amenities Program
  - Building Restoration and master plan implementation for Warm Mineral Springs Park
  - The first phase of the Myakkahatchee Creek Greenway Master Plan
  - Disc golf course along the Greenway next to the Skate Park
  - Conceptual Master Plan for Dallas White Park campus
  - Developing the Legacy Trail into North Port
  - Replacement of playground equipment at Dallas White Park
  - Phased ADA transition plan
  - Improvements to the Canine Club to include fencing, entryway, seating alteration and removal and installation of new multi-level drinking/bowl filling water fountains and additional amenity modifications.
-  Public Works projects for \$4,617,150 that include:
  - Drainage System Improvements
  - Routine Road Maintenance
  - Bridge Repair and Maintenance
  - US 41 Multimodal Path Amenities Design
  - Reconstruct Water Control Structure 114 located on the Snover Waterway at N Salford Blvd
  - Sidewalk and Pedestrian Bridge at Woodhaven Drive
  - I-75 Interchange Roadway Infrastructure Improvements
-  Utilities projects for \$1,782,300 that include:
  - Water distribution system improvements
  - Neighborhood water/wastewater expansion
  - Water pipeline bridge replacements at Haberland/Woodhaven/North Toledo Blade
  - Bridge water main replacement at Ortiz Blvd to Warm Mineral Springs

### **Renewal and Replacement Funds**

The Renewal and Replacement Funds are utilized to replace rolling stock and equipment and support the upgrades of City facilities such as building components, playground equipment, shade structures, etc. The proposed expenditures for FY 2022 include:

-  Road and Drainage replacement vehicle purchases of \$919,550
-  Replacement Fork Lift for \$42,810
-  Fire truck refurbishment for \$370,000
-  Fire Station 81 renovation for \$300,000
-  Public Safety Training complex for \$88,200
-  Storage Area Network replacement for \$620,000
-  Facilities Maintenance replacement vehicles for \$61,200
-  AED replacement for \$41,920

### **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 \$5,890,640. 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**

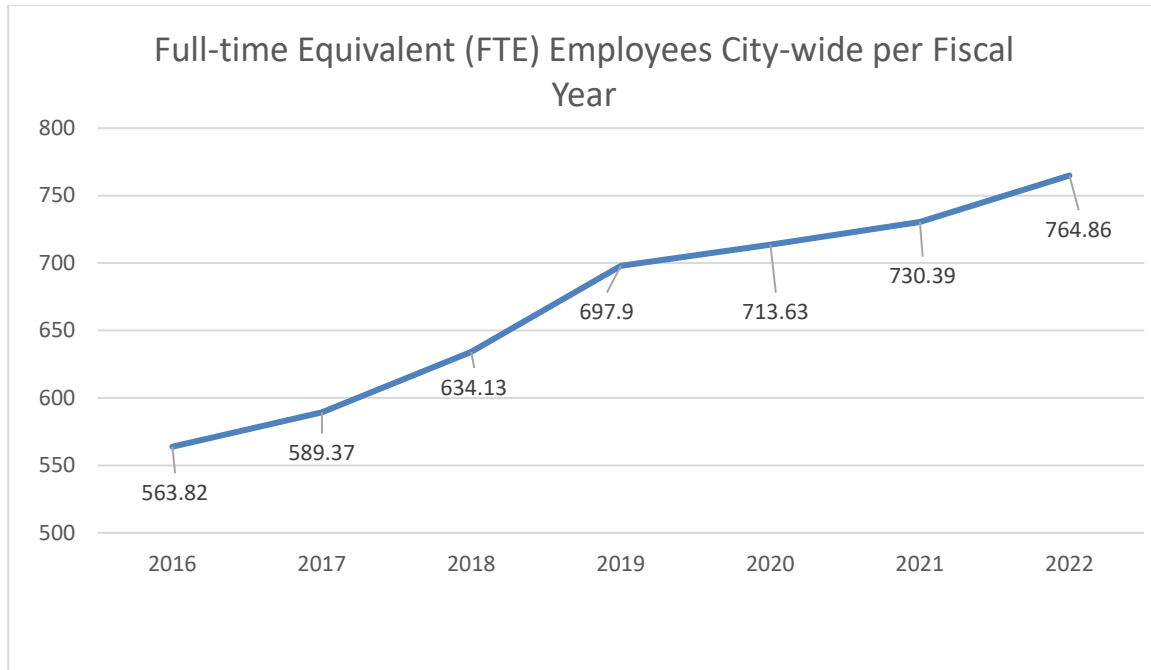
The City is transitioning to self-funded medical health insurance in FY 2019. This fund is only for the purpose of paying medical healthcare claims. The budget reflects a 5.3% increase based on historical and trending medical claims data for the City. The Employee Benefits will continue to fund dental, vision, life, accidental death and disability, and short-term disability insurance benefits.

Typically, medical insurance increases by 12-15% annually. The City has been moving toward self-funded medical healthcare, which will provide opportunities for reducing medical insurance costs in the future. The proposed budget for medical healthcare costs is \$10,188,410. The City will contribute \$8,067,310 toward the benefits and the employees will contribute \$1,539,980.

### **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 continue to service our community well and perform admirably in our revitalized and fast-paced environment. As part of the FY 2022 budget, I include an increase in the staffing for critical areas of the City, including six positions in the Fire Department, three positions in Utilities, two positions in both Police and Information Technology. In addition, I am adding one position in the City Attorney's office, Finance, Code Enforcement, Planning and Zoning (shared with Road and Drainage), Building and Fleet.

The number of full-time equivalent employees for FY 2022 totals 764.86 positions, not including seasonal personnel. This is a net increase of 34.47 FTEs from the FY 2021 budget. The chart below shows the City's 6-year history of full-time equivalent personnel as well as FY 2022.



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

### **Other Significant Issues**

- 👉 The City has applied for several grants. If awarded these grants, then budget adjustments will be made based upon the City Commission's acceptance of the awarded funds.
- 👉 The City negotiated new contracts with all three unions prior to the start of this fiscal year. All adjustments approved by the City Commission were included in this adopted budget.
- 👉 The decrease in revenues budgeted due to Covid in the FY 2021 budget was not as bad as anticipated. The FY 2022 budget shows an increase from FY 2021 that trends with the actual revenues received rather than what was budgeted.

### **Conclusion**

The FY 2022 budget development process was improved by implementing 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 \$1,126,970. The general fund received \$1,422,690 in CARES funding in FY 2021 that was not spent in that fiscal year and reserved for use in FY 2022. This allowed the City to maintain the 20% required Emergency and Disaster Reserve and maintain the millage rate.

I believe this operating and capital improvement budget proposal positions the City and our community for the future and places 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 and mitigate challenges. Staff has worked hard to create a plan and establish a platform to work toward success.

In summary, this budget enhances service delivery in 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 to 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 developing the FY 2022 budget. As a service-based organization, the employees remain the City's most valuable resources.

The FY 2022 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 2023 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 was my honor to be the Interim City Manager of this wonderful City during this transition period. 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,



Jason Yarborough, ICMA-CM  
Assistant City Manager

## Executive Summary

The City of North Port adopted its Fiscal Year 2022 Annual Budget on September 23, 2021. Two public hearings were held for input from the citizens of North Port. The FY 2022 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 2021 – 2022 Comprehensive Annual Budget

	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUND	CAPITAL FUNDS	TOTAL GOVERNMENTAL FUNDS	PROPRIETARY FUNDS	TOTAL CITY-WIDE BUDGET
<b>Revenues</b>							
Ad Valorem Taxes	\$ 21,029,800	\$ -	\$ -	\$ -	\$ 21,029,800	\$ -	\$ 21,029,800
Non-Ad Valorem Assessments	-	35,308,000	-	-	35,308,000	-	35,308,000
Other Taxes	5,266,880	3,578,050	-	13,180,120	22,025,050	-	22,025,050
Permits & Special Assessments	4,151,690	21,321,070	3,010,000	-	28,482,760	2,121,550	30,604,310
Intergovernmental Revenue	10,414,350	980,220	-	-	11,394,570	-	11,394,570
Charges for Services	11,927,360	12,470,500	-	-	24,397,860	38,630,710	63,028,570
Fines & Forfeitures	163,730	9,000	-	-	172,730	100	173,830
Miscellaneous Revenues	1,175,540	475,860	5,000	125,000	1,781,400	1,598,480	3,379,880
Other Sources	-	4,000	-	-	4,000	101,200	105,200
Transfers In	-	-	-	6,881,130	6,881,130	1,150,000	8,031,130
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$54,129,350</b>	<b>\$74,146,700</b>	<b>\$3,015,000</b>	<b>\$20,186,250</b>	<b>\$151,477,300</b>	<b>\$43,602,040</b>	<b>\$195,079,340</b>
<b>Expenditures</b>							
General Government	\$ 14,530,650	\$ 5,865,640	\$ -	\$ -	\$ 20,396,290	\$ 13,172,850	\$ 33,569,140
Public Safety	32,800,330	16,795,330	-	300,000	49,895,660	-	49,895,660
Physical Environment	-	10,020,330	-	-	10,020,330	26,345,210	36,365,540
Transportation	-	17,433,920	40,000	1,717,680	19,191,600	-	19,191,600
Economic Environment	526,990	-	-	-	526,990	-	526,990
Human Services	486,900	-	-	-	486,900	-	486,900
Culture & Recreation	5,681,750	1,375,580	-	50,000	7,107,330	-	7,107,300
Capital	749,200	5,473,020	-	13,339,020	19,561,240	12,353,380	31,914,620
Debt & Lease	-	-	2,631,010	-	2,631,010	3,741,840	6,372,850
Other Uses	480,500	9,400,630	-	-	9,881,130	1,150,000	11,031,130
<b>Total Expenditures</b>	<b>\$ 55,256,320</b>	<b>\$ 66,364,450</b>	<b>\$2,671,010</b>	<b>\$ 15,406,700</b>	<b>\$ 139,698,480</b>	<b>\$ 56,763,280</b>	<b>\$196,461,760</b>
Excess (Deficiency) of Revenues	(1,126,970)	7,782,250	343,990	4,779,550	11,778,820	(13,161,240)	(1,382,420)
<b>Fund Balance / Net Position Beginning (unaudited)</b>	<b>\$ 13,302,296</b>	<b>\$ 31,305,400</b>	<b>\$1,236,684</b>	<b>\$ 12,758,095</b>	<b>\$ 58,602,475</b>	<b>\$22,359,503</b>	<b>\$80,961,978</b>
<b>Fund Balance / Net Position Ending (estimated)</b>	<b>\$ 12,175,326</b>	<b>\$ 39,087,650</b>	<b>\$1,580,674</b>	<b>\$ 17,537,645</b>	<b>\$ 70,381,295</b>	<b>\$9,198,263</b>	<b>\$79,579,558</b>

## **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 2022 Annual Budget:

- The City of North Port adopted FY 2022 budget totals \$196.5 million (*includes transfers and reserves*) for all funds, an increase of \$20,414,940 (11.6%) from the FY 2021 budget
- The adopted millage rate of 3.7667 is the same as FY 2021
- The Fire Rescue District assessment rates increased 4.5% over FY 2021
- The Road and Drainage District assessment rates increased 1% over FY 2021
- Solid Waste District assessment revenues increased 2% over FY 2021
- The General Fund budget for FY 2022 is \$54,129,350, an increase of \$4,065,450 or 8.12% from FY 2021
- General Fund reserves are projected to remain at or above 20% of the operating budget with an emergency/disaster reserve of \$12.2 million.
- In FY 2020, the City became self-insured for medical costs. A projected 5.3% 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 2022 City-wide Budget are:

- Total of 769 positions, a net workforce increase of 19 full time positions;
- Increase in wages/salaries of \$942,454 due to the Commission budget initiative to implement an annual cost of living increase and up to a 4% merit increase for non-bargaining employees;
- Budget provides for salary/wage increases for all non-union and union employees ranging from 3% to 8%;
- Funding for capital projects which address traffic issues and non-vehicular transportation to include:
  - Road Rehabilitation
  - Continue with the Sidewalk Program
  - I75 Interchange Road Infrastructure Improvements
  - US41 Multi Modal Path Amenities
- Funding for capital projects which focus on flood reduction and water transmission includes:
  - Rehabilitation of Water Control Structure 113 and 114
  - Drainage System Improvements
- Funding for utility capital projects to include:
  - Extend water and wastewater services
  - Myakkahatchee Creek Water Treatment Plant Improvements
  - Improve water transmission throughout the City
  - Bridge Watermain Replacement

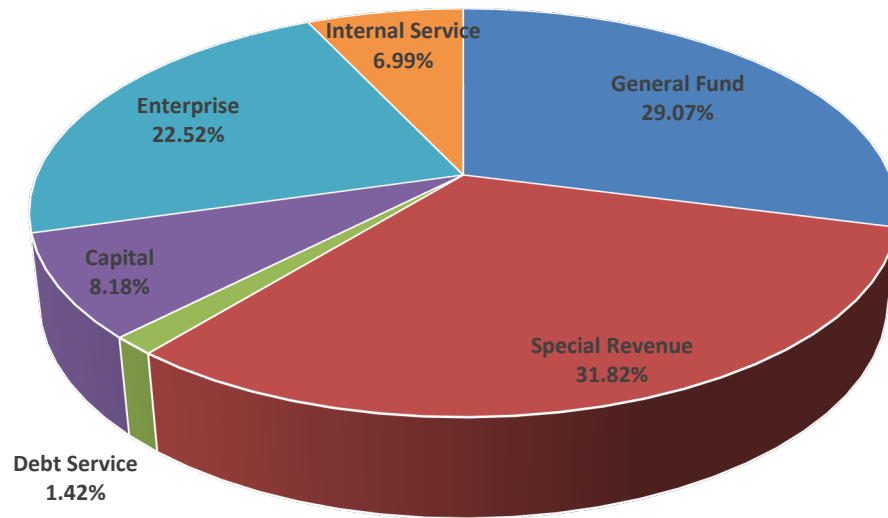
## **Funds and Fund Types**

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	
<b>General Government</b>		<b>29.07%</b>		
001	General Fund	\$	54,775,820	29.07%
<b>Special Revenue Funds</b>		<b>31.82%</b>		
107	Road & Drainage District		20,025,320	10.63%
110	Fire Rescue District		12,349,360	6.55%
120	Solid Waste District		10,127,530	5.37%
1xx	Other Special Revenue Funds (+Fleet Mgmt)		12,342,590	6.55%
15x	Impact Fee Funds		5,119,020	2.72%
<b>Debt Service Fund</b>		<b>1.42%</b>		
205	Road Reconstruction Bond Debt Service		2,671,010	1.42%
<b>Capital Funds</b>		<b>8.18%</b>		
306	Surtax III		12,963,020	6.88%
3XX	Renewal and Replacement		2,443,680	1.30%
<b>PROPRIETARY FUNDS</b>				
<b>Enterprise Funds</b>		<b>22.52%</b>		
420	Water and Wastewater		41,828,030	22.20%
423	Water Capacity Fees		90,000	0.05%
424	Sewer Capacity Fees		522,400	0.28%
<b>Internal Service Funds</b>		<b>6.99%</b>		
530	Self-Insurance Risk Fund		2,114,780	1.12%
540	Self-Insurance Medical Fund		10,188,410	5.41%
810	Employee Benefit Fund		869,660	0.46%
<b>Total Budget (excluding interfund transfers)</b>			<b>\$ 188,430,630</b>	<b>100.00%</b>





**Summary Comparison of FY 2022 to FY 2021  
Budgeted Funds by Fund Type  
(excludes interfund transfers)**

<i>FUND</i>	<b>FY 2022</b>	<b>PERCENT OF TOTAL</b>	<b>FY 2021</b>	<b>PERCENT OF TOTAL</b>	<b>DOLLAR CHANGE</b>	<b>PERCENT CHANGE</b>
<i>General Fund</i>	\$ 54,775,820	29.07%	\$ 49,458,400	28.99%	\$ 5,317,420	10.75%
<i>Special Revenue Funds</i>	59,963,820	31.82%	54,060,650	31.69%	5,903,170	10.92%
<i>Debt Service Fund</i>	2,671,010	1.42%	2,678,820	1.57%	(7,810)	-0.29%
<i>Capital Funds</i>	15,406,700	8.18%	16,415,020	9.62%	(1,008,320)	-6.14%
<i>Proprietary Funds</i>	55,613,280	29.51%	49,975,770	28.12%	5,637,510	11.28%
<b>TOTAL</b>	<b>\$ 188,430,630</b>	<b>100%</b>	<b>\$ 170,588,660</b>	<b>100%</b>	<b>\$ 17,841,970</b>	<b>10.46%</b>

**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

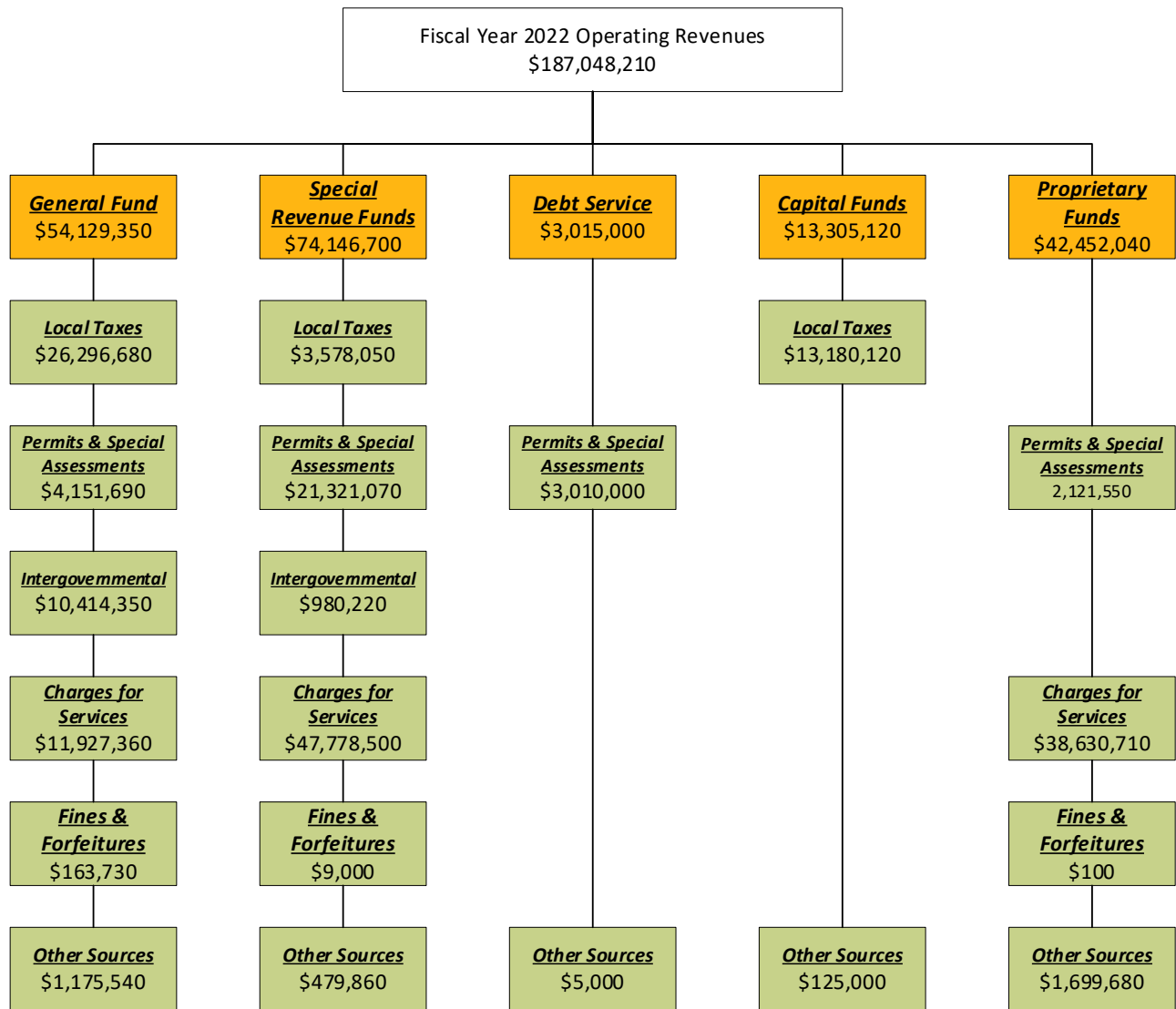
**Economic Environment** – Economic Development

**Human Services** – Social Services

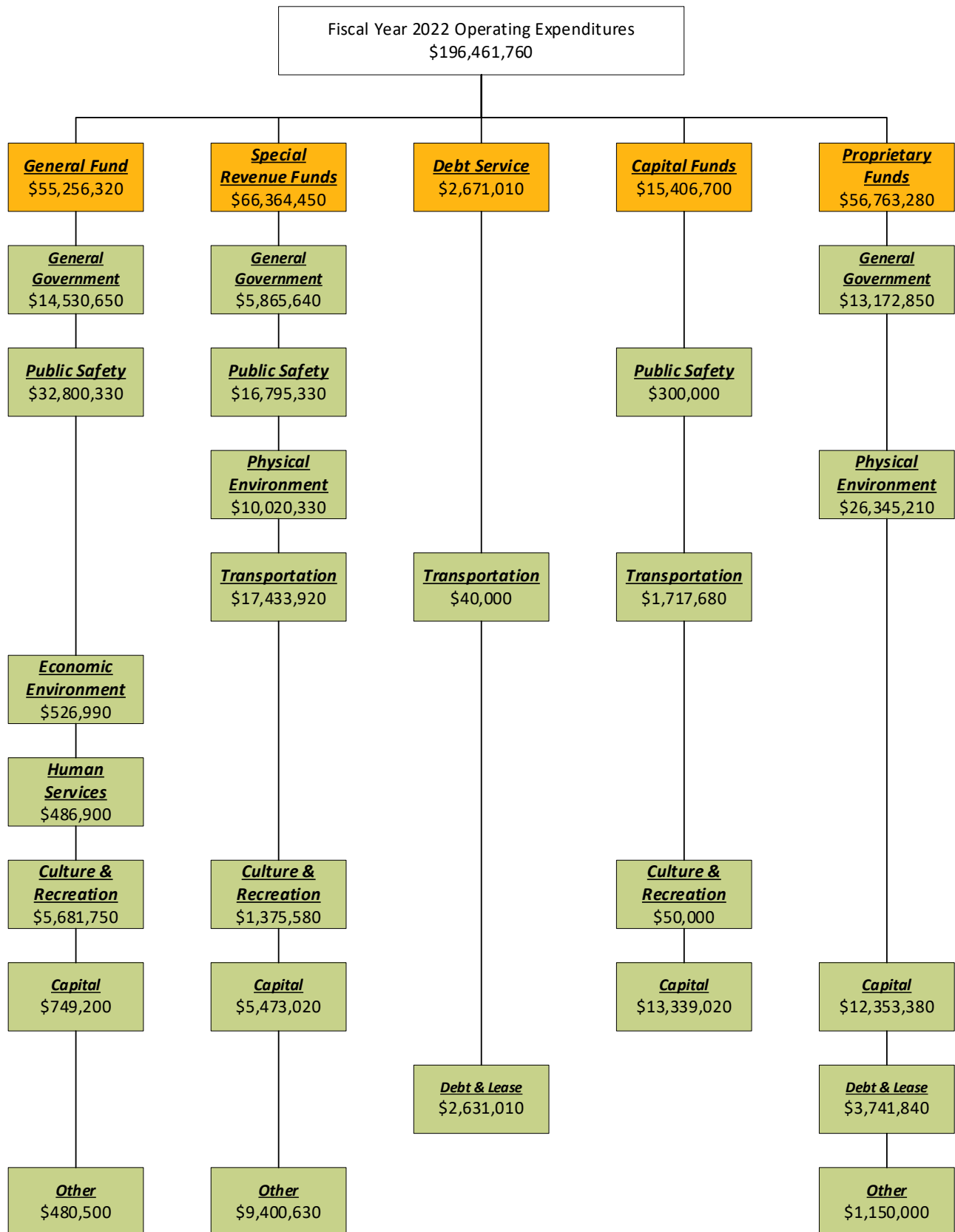
**Culture/Recreation** – Parks Administration, Recreation, North Port Aquatic Center, Parks Maintenance, Warm Mineral Springs Park

**Capital** – New and replacement asset expenditures, capital project expenditures

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

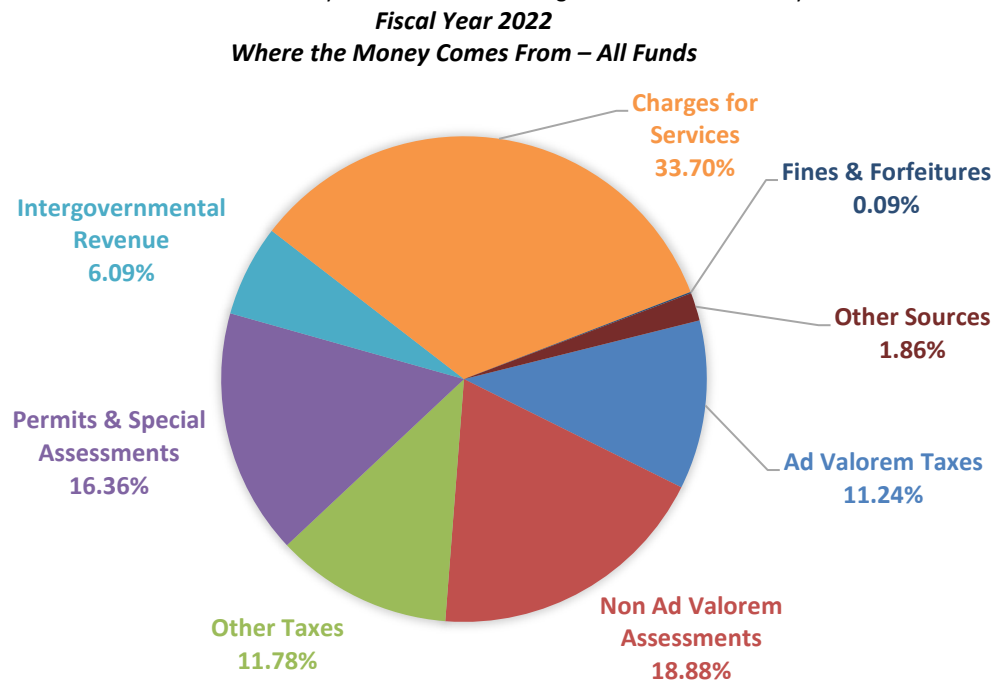


The above chart excludes all transfers in and changes to reserves.



## Revenues

The primary budget policy consideration in the FY 2022 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 2022.



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 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	Percent of Total Revenue
<b>Governmental Revenues</b>						
Ad Valorem Taxes	\$ 12,079,877	\$ 13,589,529	\$ 17,246,920	\$ 18,723,440	\$ 21,029,800	14.54%
Non-Ad Valorem Taxes	27,291,667	28,713,025	31,726,334	33,070,520	35,308,000	24.42%
Other Taxes	16,936,841	18,113,433	18,033,443	16,888,310	22,025,050	15.23%
Permits & Special Assessments	10,359,404	10,505,925	10,833,814	10,640,960	10,689,380	7.39%
Intergovernmental Revenue	8,683,044	10,927,284	11,209,574	8,502,220	11,394,570	7.88%
Charges for Services	17,954,313	19,892,390	20,661,048	23,632,200	24,397,860	16.87%
Fines & Forfeitures	285,075	193,890	273,922	178,410	172,730	0.12%
Investment Income	972,450	3,807,690	3,407,055	3,245,500	577,500	0.40%
Miscellaneous Revenues	1,259,358	1,307,562	1,106,128	1,512,800	1,203,900	0.83%
Impact Fees	4,206,417	4,125,695	8,121,053	9,755,180	17,793,380	12.31%
Other Sources	19,180	52,360	226,733	19,000	4,000	0.00%
<b>Total</b>	<b>\$ 100,047,626</b>	<b>\$ 111,228,783</b>	<b>\$ 122,846,024</b>	<b>\$ 126,168,540</b>	<b>\$ 144,596,170</b>	<b>100.00%</b>

### Property Tax Millage and Assessed Valuation

Ad Valorem Taxes are taxes on property in the City of North Port and the County Property Appraiser is assigned the responsibility for assessing property within the City. Florida Statutes require the Appraiser to provide a timely estimate of property values to the City, to aid in the budget process. The Appraiser provides the City with a preliminary assessment by June 1, and the certification of taxable value by July 1. 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								
	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted
<b>Taxable Valuation (billions)</b>	\$2.42	\$2.65	\$2.88	\$3.26	\$3.67	\$4.12	\$4.60	\$5.11	\$5.75
<b>Tax Millage - Fiscal year</b>	3.4474	3.5974	3.5974	3.4770	3.4070	3.4070	3.8735	3.7667	3.7667
<b>Tax Revenue (millions)</b>	\$8.10	\$9.23	\$10.09	\$11.02	\$12.08	\$13.58	\$17.23	\$18.53	\$20.99

### 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	2021 Taxable Value	2021-2022 Millage Rates	2021-2022 Tax Bill	2020 Taxable Value	2020-2021 Millage Rates	2020-2021 Tax Bill	Change from Prior Year
<i>City of North Port</i>	137,061	3.7667	\$ 516.27	134,478	3.7667	\$ 506.54	\$ 9.73
<i>Sarasota County</i>	137,061	3.2232	441.78	134,478	3.2149	423.33	18.45
<i>Sarasota Co. Debt Service</i>	137,061	0.1170	16.04	134,478	0.1253	16.85	(0.81)
<i>Sarasota County Legacy Trail</i>	137,061	0.0649	8.90	134,478	0.0688	9.25	(0.35)
<i>Mosquito Control</i>	137,061	0.0510	6.99	134,478	0.0510	6.86	0.13
<i>Sarasota Memorial Hospital</i>	137,061	1.0420	142.82	134,478	1.0420	140.12	2.70
<i>SW FL Mmgmt Dist.</i>	137,061	0.2535	34.75	134,478	0.2669	35.89	(1.14)
<i>West Coast Inland Navigation</i>	137,061	0.0394	5.40	134,478	0.0394	5.30	0.10
<i>School District State</i>	162,061	3.4610	560.89	159,478	3.7270	594.37	(33.48)
<i>School District Local</i>	162,061	3.2480	526.37	159,478	3.2480	517.98	8.39
<b>Total Ad Valorem</b>		<b>15.2667</b>	<b>\$ 2,260.21</b>		<b>15.5500</b>	<b>\$ 2,260.50</b>	<b>\$ (0.29)</b>
<b>Non-Ad Valorem Taxes</b>							
<i>Fire Rescue District</i>			\$ 395.99			\$ 367.38	\$ 28.61
<i>Solid Waste District</i>			250.00			245.00	5.00
<i>Road &amp; Drainage District</i>			173.28			171.56	1.72
<i>North Port R&amp;D Capital Imp</i>			46.00			46.00	-
<b>Total Non-Ad Valorem</b>			<b>865.27</b>			<b>829.94</b>	<b>35.33</b>
<b>Total Tax Bill</b>			<b>\$ 3,125.48</b>			<b>\$ 3,090.44</b>	<b>\$ 35.04</b>

## 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 1.4%.

## 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 24.21% 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 \$250 annually per residence.

District Assessment Revenue (in millions)	Fiscal Year								
	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Adopted
Road & Drainage Assessment Revenue	\$10.03	\$10.37	\$10.85	\$11.19	\$11.52	\$11.58	\$12.48	\$12.80	\$13.03
Fire Rescue Assessment Revenue	\$8.43	\$7.84	\$8.42	\$8.61	\$8.84	\$9.94	\$11.30	\$12.43	\$13.74
Solid Waste Assessment Revenue	\$6.74	\$6.87	\$7.04	\$7.25	\$6.94	\$7.19	\$7.94	\$8.25	\$8.51

## 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 \$2,282,710 or 9.37%, 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 \$396,580 due to the additional employees combined with a 5.3% increase in health insurance.

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

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	Percent of Total Revenue
<b>Proprietary Revenues</b>						
Permits & Special Assessments	\$ 15,057	\$ 5,458	\$ (287)	\$ 18,290	\$ -	0.00%
Intergovernmental	807,610	475,625	124,382	-	-	0.00%
Water & Wastewater Charges	21,632,654	21,879,629	25,203,379	24,353,020	26,635,730	62.74%
Other Charges for Service	2,088,826	9,055,057	10,910,055	11,532,820	12,864,640	30.30%
Fines & Forfeitures	-	400	-	100	100	0.00%
Capacity Fees	5,597,461	4,503,212	3,103,790	2,206,520	2,121,550	5.00%
Miscellaneous Revenues	7,504,084	2,197,021	2,633,543	1,848,770	728,820	1.72%
Other Sources (excludes budgeted transfers)	3,522,204	8,655,690	41,913,226	-	101,200	0.24%
<b>Total</b>	<b>\$41,167,896</b>	<b>\$47,772,092</b>	<b>\$83,888,088</b>	<b>\$39,959,520</b>	<b>\$42,452,040</b>	<b>100.00%</b>

**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 \$26,635,730 or approximately 90.97% 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 2022 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 until complete, 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 1<sup>st</sup> 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

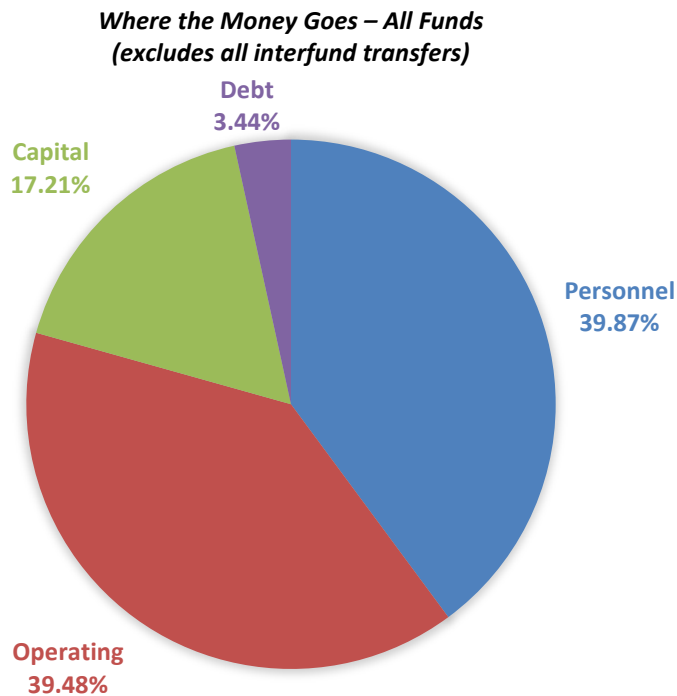
In FY 2022, the adopted budget was developed with a look toward the past, present and the anticipated future financial conditions of the City. The framework for the adopted budget was established under the goal to maintain resources at sustainable levels to ensure high quality services are delivered in a cost-effective manner.

The following policies guided the development of the FY 2022 personnel budget of the City.

- ✓ New positions are budgeted to start on January 1<sup>st</sup> 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 \$73,929,160
- Operating expenditures total \$73,214,000
- Capital outlay totals \$31,914,620
- Debt service totals \$6,372,850



## Governmental Expenditures

### Five-Year Governmental Expenditures

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted
<b>Expenditures</b>					
General Government	\$ 16,137,565	\$ 16,489,437	\$ 16,860,700	\$ 19,178,900	<b>\$ 20,396,290</b>
Public Safety	33,305,726	38,115,124	41,067,182	46,228,980	<b>49,895,660</b>
Physical Environment	6,968,768	8,239,718	8,207,773	9,391,140	<b>10,020,330</b>
Transportation	19,215,893	12,207,701	18,126,375	19,670,260	<b>19,191,600</b>
Economic Environment	325,101	276,594	416,116	445,790	<b>526,990</b>
Human Services	367,555	403,266	433,905	477,880	<b>486,900</b>
Culture & Recreation	6,886,371	4,113,334	5,412,478	5,338,060	<b>7,107,330</b>
Capital	15,985,060	25,544,886	12,305,316	18,362,210	<b>19,561,240</b>
Debt & Lease	4,460,054	5,336,087	4,755,629	2,638,820	<b>2,631,010</b>
Other Uses	4,814,937	5,830,561	3,181,860	4,259,730	<b>9,881,130</b>
<b>Total Expenditures</b>	<b>\$ 108,467,030</b>	<b>\$ 116,556,708</b>	<b>\$ 110,767,334</b>	<b>\$ 126,872,620</b>	<b>\$ 139,698,480</b>

The total Governmental Funds budget is \$139,698,480, up \$12,825,860 from FY 2021 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 126 sworn officers, 44 civilian employees consisting of telecommunications, records personnel and administrative staff. A full time Community Police Officer and Conservation/Environmental Crimes Officer have been approved as additional positions in the FY 2022 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 39 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 (85%), the Solid Waste District (5%), the General Fund (5%) and Fleet Management (5%).

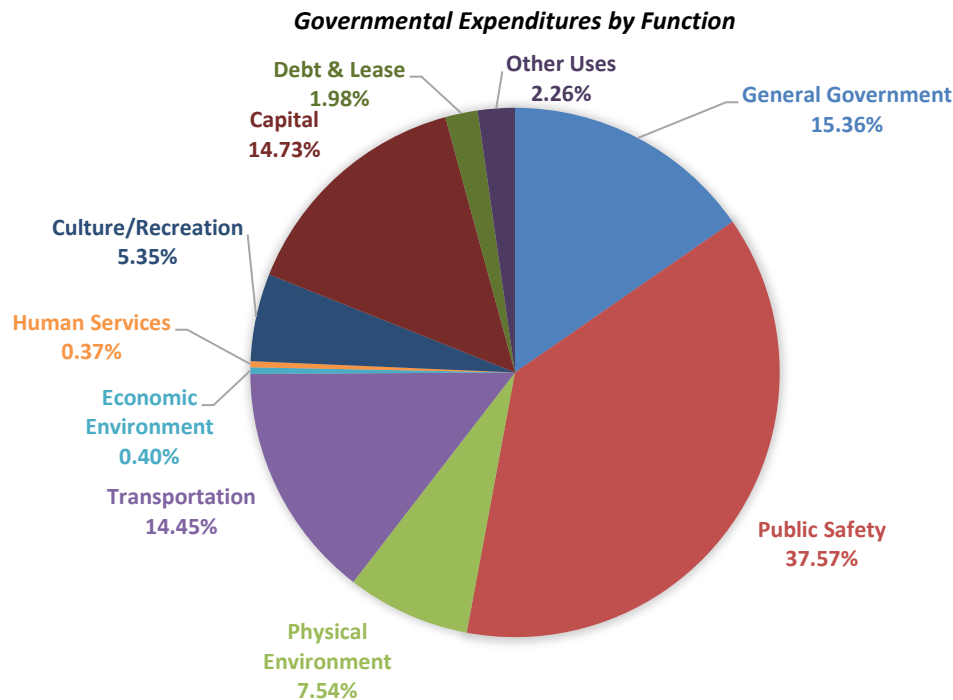
### Transportation

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. No new positions are budgeted for FY 2022.

## Culture and Recreation

The City maintains five athletic complexes/community parks, nine neighborhood parks, two natural area parks and seven special use facilities. In addition, Blue Heron Park is provided via an agreement with Wellen Park. Currently, the Parks & Recreation Department has approximately 17 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. Parks & Recreation is preparing to begin restoration of Warm Mineral Springs Park set to start in 2022.

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 \$43.6 million, an increase of \$7.2 million.

- Personnel expenses total \$6.80 million
- Operating expenses total \$10.54 million
- Capital outlay total \$12.35 million

The total Internal Service funds budget is \$13.17 million, an increase of \$421,580.

### Utility Enterprise Expenses

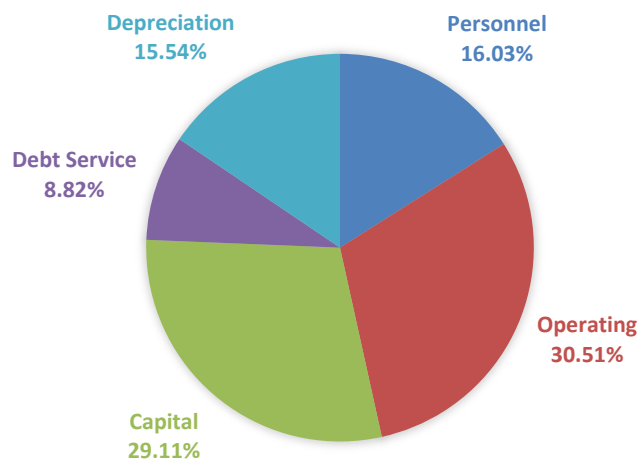
All expenses to support utility operations are funded by the sale of utility services to customers, no taxes or district assessments are used. In FY 2022, the Utilities Enterprise Fund is budgeted to pay the General Fund \$1.99 million as reimbursement for administrative support services and other goods 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 2022.

The following table shows the total expenditures of the utility enterprise funds from FY 2018 through FY 2022, 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 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted
<b>EXPENSES</b>					
<b>General and Administration</b>	\$ 3,813,830	\$ 3,731,659	\$ 4,273,110	\$ 4,571,710	\$ 5,045,230
<b>Water Systems</b>	6,261,240	6,613,536	6,862,660	7,507,860	7,794,820
<b>Wastewater Systems</b>	4,059,110	3,920,531	4,838,803	5,425,030	6,540,350
<b>Field Operations</b>	5,155,652	4,742,644	4,918,102	5,409,900	5,599,390
<b>Engineering</b>	-	944,112	966,444	895,990	1,394,330
<b>Capital Outlay</b>	-	-	-	7,545,660	12,324,470
<b>Debt Service</b>	1,038,119	949,874	851,962	3,868,350	3,741,840
<b>Total</b>	<b>\$ 20,327,951</b>	<b>\$ 20,902,356</b>	<b>\$ 22,711,081</b>	<b>\$35,224,500</b>	<b>\$42,440,430</b>

#### Expenses by Category



### 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 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted
<b>EXPENSES</b>					
General Government	\$ 8,339,454	\$ 10,727,440	\$ 10,935,023	\$ 12,751,270	\$ 13,172,850
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>\$ 8,339,454</b>	<b>\$ 10,727,440</b>	<b>\$ 10,935,023</b>	<b>\$12,751,270</b>	<b>\$ 13,172,850</b>

### 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. \$30.4 million is appropriated for FY 2022. Following are charts showing the projected governmental and enterprise sources to fund the Five-Year Capital Improvement Program for Fiscal Years 2022 - 2026.

#### City of North Port Capital Improvement Program – FY 2022

	BUDGET
District Funds	\$ 6,346,820
Impact Fee Funds	1,010,000
Other Special Revenue Funds	1,350,210
Capital Funds	13,239,720
Enterprise Funds	8,412,980
<b>TOTAL PROJECTED CAPITAL PROJECTS - FY 2021</b>	<b>\$ 30,359,730</b>

#### City of North Port Five Year Capital Improvement Program – FY 2022-2026

	BUDGET
District Funds	\$ 36,090,690
Impact Fees Funds	4,210,590
Other Special Revenue Funds	1,480,210
Capital Funds	41,967,220
Enterprise Funds	16,510,430
<b>TOTAL PROJECTED CAPITAL PROJECTS - FY 2021 - 2025</b>	<b>\$ 100,259,140</b>

Planning, designing and/or construction of the following non-recurring major capital projects began in prior fiscal years and will be completed in FY 2022 or a subsequent year:

- Price Traffic Signal at High School
- Sidewalk and Pedestrian Bridge Woodhaven Drive
- Water Control Structure 108 and 113
- West Villages Development Services Center
- City Hall NDS Development Management Center

- Fire Station 81 Renovation
- Network Infrastructure
- Neighborhood Water/Wastewater Line Extensions
- Warm Mineral Springs Building Rehabilitation

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

- Public Works Facility
- Solid Waste Transfer Station
- Park Amenities Program
- Narramore Soccer Field Rehabilitation and Replacement
- Bridge Rehabilitation and Repair
- Drainage Improvement Program
- Water Pipeline Bridge Replacements – Haberland/Woodhaven/North Toledo Blade
- Wastewater Transmission Oversizing

The FY 2022 Adopted Budget includes \$19,561,240 in appropriated capital outlay. Governmental projects and asset replacements total \$7,207,860; \$12,353,380 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 2022 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 2022 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 2022 through FY 2027. 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 (5.4% for September 2021). Personnel expenses were based on an assumption of 4%. The increase in ad valorem and non ad valorem revenue is projected at 4%. Any additional adjustments known at this time for expenses (e.g. non recurring capital items or the end of grant periods) were included.

### Governmental Projections

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

	FY 2022 Adopted	FY 2023 Forecast	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast
<b>Governmental Revenues</b>						
Taxes - Ad Valorem	\$21,029,800	\$21,870,990	\$22,745,830	\$23,655,660	\$ 24,601,890	\$ 25,585,970
Assessments - Non-Ad Valorem	35,308,000	36,720,320	38,189,130	39,716,700	41,305,370	42,957,580
Other Taxes	8,844,930	9,322,560	9,825,980	10,356,580	10,915,840	11,505,300
Permits/Special Assessments	7,392,270	7,791,450	8,212,190	8,655,650	9,123,060	9,615,710
Intergovernmental	11,394,570	12,692,880	13,378,300	14,100,730	14,862,170	15,664,730
Charges for Service	16,969,990	17,886,370	18,852,230	19,870,250	20,943,240	22,074,170
Fines & Forfeitures	163,730	172,570	181,890	191,710	202,060	212,970
Investment Income	395,000	413,330	438,810	462,510	487,490	513,810
Miscellaneous Revenues	1,207,900	1,273,130	1,341,880	1,414,340	1,490,710	1,571,210
<b>Total Revenues</b>	<b>\$102,706,190</b>	<b>\$108,146,600</b>	<b>\$113,166,240</b>	<b>\$118,424,130</b>	<b>\$123,931,830</b>	<b>\$129,701,450</b>
<b>Governmental Expenditures</b>						
Personal Services	\$65,633,630	\$68,258,980	\$70,989,340	\$73,828,910	\$ 76,782,070	\$ 79,853,350
Operating Expenditures	32,265,400	34,007,730	35,844,150	37,779,730	39,819,840	41,970,110
Capital Outlay	4,329,200	4,562,980	4,809,380	5,069,090	5,342,820	5,631,330
Other Uses	3,954,530	4,168,070	4,393,150	4,630,380	4,880,420	5,143,960
<b>Total Expenditures</b>	<b>\$106,182,760</b>	<b>\$110,997,760</b>	<b>\$116,036,020</b>	<b>\$121,308,110</b>	<b>\$126,825,150</b>	<b>\$132,598,750</b>
<b>Changes in Reserves</b>	<b>(3,476,570)</b>	<b>(2,851,160)</b>	<b>(2,869,780)</b>	<b>(2,883,980)</b>	<b>(2,893,320)</b>	<b>(2,897,300)</b>
<b>Fund Balance-Beginning Estimate</b>	<b>\$31,257,504</b>	<b>\$27,780,934</b>	<b>\$24,929,774</b>	<b>\$22,059,994</b>	<b>\$ 19,176,014</b>	<b>\$ 16,282,694</b>
<b>Fund Balance-Ending Estimate</b>	<b>\$27,780,934</b>	<b>\$24,929,774</b>	<b>\$22,059,994</b>	<b>\$19,176,014</b>	<b>\$ 16,282,694</b>	<b>\$ 13,385,394</b>

## Enterprise Projections

This section contains the five-year forecast of revenues and expenditures for the water and wastewater operations of the City based on amounts reflected in the FY 2022 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 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
<b>Revenues</b>						
Capacity Fees	2,121,550	2,236,110	2,356,860	2,484,130	2,618,270	2,759,660
Water & Wastewater Charges	26,635,730	28,532,190	30,563,680	32,739,810	35,070,880	37,567,930
Other Charges for Service	272,910	287,650	303,180	319,550	336,810	355,000
Fines & Forfeitures	100	110	120	130	140	150
Investment Income	125,000	131,750	138,860	146,360	154,260	162,590
Miscellaneous Revenues	21,700	22,870	24,100	25,400	26,770	28,220
Other Sources	1,251,200	1,318,760	1,389,970	1,465,030	1,544,140	1,627,520
<b>Total Revenues</b>	<b>\$30,428,190</b>	<b>\$32,529,440</b>	<b>\$34,776,770</b>	<b>\$37,180,410</b>	<b>\$39,751,270</b>	<b>\$42,501,070</b>
<b>Expenditures</b>						
Personal Services	\$ 6,801,460	\$ 7,073,520	\$ 7,356,460	\$ 7,650,720	\$ 7,956,750	\$ 8,275,020
Operating Expenditures	12,948,590	13,647,810	14,384,790	15,161,570	15,980,290	16,843,230
Capital Outlay	12,353,380	13,020,460	13,723,560	14,464,630	15,245,720	16,068,990
Debt Service	3,801,970	2,242,240	2,240,450	2,242,450	2,238,510	2,238,370
Other Uses	1,150,000	1,166,100	1,182,430	1,198,980	1,215,770	1,232,790
<b>Total Expenditures</b>	<b>\$37,055,400</b>	<b>\$37,150,130</b>	<b>\$38,887,690</b>	<b>\$40,718,350</b>	<b>\$42,637,040</b>	<b>\$44,658,400</b>
<b>Funds Available (Funds Required)</b>	<b>\$(6,627,210)</b>	<b>\$(4,620,690)</b>	<b>\$(4,110,920)</b>	<b>\$(3,537,940)</b>	<b>\$(2,885,770)</b>	<b>\$(2,157,330)</b>

### Debt Administration

The source of the following information is the City of North Port's Comprehensive Annual Financial Report. The City of North Port has outstanding debt as of September 30, 2020 consisting of the following:

<b>GOVERNMENTAL DEBT</b>		
Transportation Improvement Assessment Bonds (Bonds payable)		\$ 33,599,866
Plus, bond premium		720,134
State Revolving Loans		-
<b>TOTAL GOVERNMENTAL DEBT</b>		<b>\$ 34,320,000</b>
<b>ENTERPRISE FUND DEBT</b>		
Revenue Bonds (Bonds Payable)		\$ 7,800,966
State Revolving Loans		16,071,221
<b>TOTAL ENTERPRISE DEBT</b>		<b>\$ 23,872,187</b>

### 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 and Series 2020 (Refunding) Transportation Improvement Assessment Bonds, due in annual installments of \$1,590,000 - \$2,510,000 beginning July 1, 2014 through July 1, 2037; interest between 1.00% and 5.00%; secured by a pledge of non-ad valorem capital assessments.	\$32,225,000	\$ -
\$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.	-	4,984,966
\$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.	-	2,816,000
\$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.	-	14,089,738
\$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.	-	1,529,109
\$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.	-	452,374
<b>TOTAL BONDS</b>	<b>\$32,225,000</b>	<b>\$23,872,187</b>



## Debt Maturity

The following chart shows the debt service requirements as of September 30, 2020.

GOVERNMENTAL FUNDS		TRANSPORTATION	
TRANSPORTATION IMPROVEMENT ASSESSMENT BONDS			
Year Ended September 30		<u>Principal</u>	<u>Interest</u>
2021		1,085,000	1,554,494
2022		1,125,000	1,511,094
2023		1,185,000	1,454,844
2024		1,240,000	1,395,594
2025-2029		7,165,000	6,024,600
2030-2034		9,005,000	4,183,050
2035-2039		11,420,000	1,768,750
	<b>TOTAL</b>	<b>\$32,225,000</b>	<b>\$ 17,892,425</b>
ENTERPRISE FUNDS		WATER & SEWER UTILITY	
REVENUE BONDS			
Year Ended September 30		<u>Principal</u>	<u>Interest</u>
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
	<b>TOTAL</b>	<b>\$7,800,966</b>	<b>\$ 1,274,710</b>
STATE REVOLVING LOANS			
Year Ended September 30		<u>Principal</u>	<u>Interest</u>
2021		1,302,487	427,281
2022		1,338,359	391,408
2023-2027		7,266,246	1,382,592
2028-2032		5,954,743	354,610
2033-2037		209,386	3,850
	<b>Total</b>	<b>\$16,071,221</b>	<b>\$ 2,559,740</b>

## 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 was 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 \$1,126,970 to fund new initiatives.
- Road and Drainage District Fund: A decrease of \$2,741,350 for increased transfer to the renewal and replacement fund for capital projects/purchases.
- Fire District Fund: A decrease of \$897,830 for increased transfer to the renewal and replacement fund for capital projects/purchases.
- Building Fund: A decrease of \$1,702,170 to fund an increase in level of customer service.
- Enterprise Funds: A decrease of \$13 million for purchase of capital equipment and projects.

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 2022.

**Governmental Funds**  
**Major and Non-Major Funds in the Aggregate**

REVENUES	GENERAL FUND			ROAD & DRAINAGE DISTRICT			OTHER SPECIAL REVENUE FUNDS		
	FY 2020 Actual	2021 Budget	2022 Budget	FY 2020 Actual	2021 Budget	2022 Budget	FY 2020 Actual	2021 Budget	2022 Budget
Taxes	\$21,183,332	\$22,660,800	\$26,296,680	\$ 3,112,388	\$ 3,032,700	\$ 3,356,880	\$ 239,896	\$ 213,750	\$ 221,170
Permits & Special Assessments	3,887,896	4,123,830	4,151,690	-	-	-	11,955,737	13,262,700	21,321,070
Intergovernmental	9,240,969	7,982,460	10,414,350	1,056,941	474,400	840,930	706,679	45,360	139,290
Assessments	-	-	-	12,486,362	12,740,510	13,026,390	19,239,972	20,330,010	22,281,610
Charges for Services	9,729,515	11,622,470	11,927,360	2,954,752	2,725,430	2,736,270	7,870,906	9,284,300	9,734,230
Fines and Forfeitures	166,021	169,410	163,730	290	-	-	107,611	9,000	9,000
Miscellaneous	1,550,751	2,147,620	1,175,540	710,908	569,090	269,500	1,112,209	924,590	206,360
Other Sources	117,875	628,100	-	58,601	4,000	4,000	257	-	-
<b>TOTAL REVENUES</b>	<b>\$45,876,359</b>	<b>\$49,334,690</b>	<b>\$54,129,350</b>	<b>\$20,389,432</b>	<b>\$19,546,130</b>	<b>\$20,233,970</b>	<b>\$41,233,267</b>	<b>\$44,069,710</b>	<b>\$53,912,730</b>
<b>EXPENDITURES</b>									
General Government	\$12,095,980	\$13,320,400	\$14,530,650	\$ -	\$ -	\$ -	\$ 4,756,856	\$ 5,858,500	\$ 5,865,640
Public Safety	27,340,186	30,708,540	32,800,330	-	-	-	13,561,252	15,440,440	16,795,330
Physical Environment	-	-	-	-	-	-	8,207,773	9,391,140	10,020,330
Transportation	-	-	-	15,357,405	17,048,260	17,433,920	649,379	-	-
Economic Environment	416,116	445,790	526,990	-	-	-	-	-	-
Human Services	433,905	477,880	486,900	-	-	-	-	-	-
Culture/Recreation	3,482,875	4,436,000	5,681,750	-	-	-	1,760,210	902,060	1,375,580
Capital	432,542	69,790	749,200	2,038,119	2,094,620	2,591,400	3,290,912	2,444,780	2,881,620
Debt & Lease	-	-	-	-	-	-	-	-	-
Other Uses	-	605,500	480,500	850,000	850,000	2,950,000	1,973,860	3,685,080	6,450,630
<b>TOTAL EXPENDITURES</b>	<b>\$44,201,604</b>	<b>\$50,063,900</b>	<b>\$55,256,320</b>	<b>\$18,245,524</b>	<b>\$19,992,880</b>	<b>\$22,975,320</b>	<b>\$34,200,242</b>	<b>\$37,722,000</b>	<b>\$43,389,130</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>\$ 1,674,755</b>	<b>\$ (729,210)</b>	<b>\$(1,126,970)</b>	<b>\$2,143,908</b>	<b>\$ (446,750)</b>	<b>\$(2,741,350)</b>	<b>\$7,033,025</b>	<b>\$ 6,347,710</b>	<b>\$10,523,600</b>
<b>FUND BALANCES - BEGINNING</b>	<b>\$14,196,619</b>	<b>\$15,871,374</b>	<b>\$15,142,164</b>	<b>\$16,402,160</b>	<b>\$18,546,069</b>	<b>\$18,099,319</b>	<b>\$28,253,509</b>	<b>\$35,286,534</b>	<b>\$41,634,244</b>
<b>FUND BALANCES - ENDING</b>	<b>\$15,871,374</b>	<b>\$15,142,164</b>	<b>\$14,015,194</b>	<b>\$18,546,069</b>	<b>\$18,099,319</b>	<b>\$15,357,969</b>	<b>\$35,286,534</b>	<b>\$41,634,244</b>	<b>\$52,157,844</b>

REVENUES	DEBT SERVICE FUND			CAPITAL FUNDS			TOTAL GOVERNMENTAL FUNDS		
	FY 2020 Actual	2021 Budget	2022 Budget	FY 2020 Actual	2021 Budget	2022 Budget	FY 2020 Actual	2021 Budget	2022 Budget
Taxes	\$ -	\$ -	\$ -	\$10,734,747	\$9,704,500	\$ 13,180,120	\$35,280,363	\$35,611,750	\$43,054,850
Permits & Special Assessments	3,111,234	3,009,610	3,010,000	-	-	-	18,954,867	20,396,140	28,482,760
Intergovernmental	-	-	-	204,985	-	-	11,209,574	8,502,220	11,394,570
Assessments	-	-	-	-	-	-	31,726,334	33,070,520	35,308,000
Charges for Services	-	-	-	105,875	-	-	20,661,048	23,632,200	24,397,860
Fines and Forfeitures	-	-	-	-	-	-	273,922	178,410	172,730
Miscellaneous	89,778	80,000	5,000	1,050,347	1,037,000	125,000	4,513,183	4,758,300	1,781,400
Other Sources	-	-	-	3,231,860	3,646,630	6,881,130	3,408,593	4,278,730	6,885,130
<b>Total Revenues</b>	<b>\$ 3,201,012</b>	<b>\$ 3,089,610</b>	<b>\$ 3,015,000</b>	<b>\$15,327,814</b>	<b>\$14,388,130</b>	<b>\$20,186,250</b>	<b>\$126,027,884</b>	<b>\$130,428,270</b>	<b>\$151,477,300</b>
<b>EXPENDITURES</b>									
General Government	\$ -	\$ -	\$ -	\$ 7,864	\$ -	\$ -	\$16,860,700	\$19,178,900	\$ 20,396,290
Public Safety	-	-	-	165,744	80,000	300,000	41,067,182	46,228,980	49,895,660
Physical Environment	-	-	-	-	-	-	8,207,773	9,391,140	10,020,330
Transportation	129,241	40,000	40,000	1,990,351	2,582,000	1,717,680	18,126,376	19,670,260	19,191,600
Economic Environment	-	-	-	-	-	-	416,116	445,790	526,990
Human Services	-	-	-	-	-	-	433,905	477,880	486,900
Culture/Recreation	-	-	-	169,393	-	50,000	5,412,478	5,338,060	7,107,330
Capital	-	-	-	6,543,743	13,753,020	13,339,020	12,305,316	18,362,210	19,561,240
Debt & Lease	4,755,629	2,638,820	2,631,010	-	-	-	4,755,629	2,638,820	2,631,010
Other Uses	-	-	-	-	-	-	2,823,860	5,140,580	9,881,130
<b>Total Expenditures</b>	<b>\$ 4,884,870</b>	<b>\$ 2,678,820</b>	<b>\$ 2,671,010</b>	<b>\$8,877,095</b>	<b>\$16,415,020</b>	<b>\$15,406,700</b>	<b>\$110,409,335</b>	<b>\$126,872,620</b>	<b>\$139,698,480</b>
<b>Net Change in Fund Balances</b>	<b>\$(1,683,858)</b>	<b>\$ 410,790</b>	<b>\$ 343,990</b>	<b>\$ 6,450,719</b>	<b>\$(2,026,890)</b>	<b>\$ 4,779,550</b>	<b>\$ 15,618,549</b>	<b>\$ 3,555,650</b>	<b>\$ 11,778,820</b>
<b>Fund Balances - Beginning</b>	<b>\$ 2,411,580</b>	<b>\$ 727,722</b>	<b>\$ 1,138,512</b>	<b>\$43,155,322</b>	<b>\$49,606,041</b>	<b>\$47,579,151</b>	<b>\$104,419,191</b>	<b>\$120,037,740</b>	<b>\$123,593,390</b>
<b>Fund Balances - Ending</b>	<b>\$ 727,722</b>	<b>\$ 1,138,512</b>	<b>\$ 1,482,502</b>	<b>\$49,606,041</b>	<b>\$47,579,151</b>	<b>\$52,358,701</b>	<b>\$120,037,740</b>	<b>\$123,593,390</b>	<b>\$135,372,210</b>

REVENUES	PROPRIETARY FUNDS			TOTAL FUNDS		
	FY 2020 Actual	2021 Budget	2022 Budget	FY 2020 Actual	2021 Budget	2022 Budget
Taxes	\$ -	\$ -	\$ -	\$ 35,280,363	\$ 35,611,750	\$ 43,054,850
Permits & Special Assessments	3,103,503	2,224,810	2,121,550	22,058,370	22,620,950	30,604,310
Intergovernmental	124,382	-	-	11,333,956	8,502,220	11,394,570
Assessments/Water & Wastewater Charges	25,203,379	24,353,020	26,635,730	56,929,713	57,423,540	61,943,730
Charges for Services	10,910,055	11,532,820	12,864,730	31,571,103	35,165,020	37,262,500
Fines and Forfeitures	-	100	100	273,922	178,510	172,830
Miscellaneous	2,633,543	1,848,770	728,820	7,146,726	6,607,070	2,510,220
Other Sources	52,383,257	1,198,430	1,251,200	55,791,850	5,477,160	8,136,330
<b>Total Revenues</b>	<b>\$ 94,358,119</b>	<b>\$ 41,157,950</b>	<b>\$ 43,602,040</b>	<b>\$ 220,386,003</b>	<b>\$ 171,586,220</b>	<b>\$ 195,079,340</b>
<b>EXPENDITURES</b>						
General Government	\$ 10,935,023	\$ 12,751,270	\$ 13,172,850	\$ 27,795,723	\$ 31,930,170	\$ 33,569,140
Public Safety	-	-	-	41,067,182	46,228,980	49,895,660
Physical Environment	21,768,190	23,810,490	26,345,210	29,975,963	33,201,630	36,365,540
Transportation	-	-	-	18,126,376	19,670,260	19,191,600
Economic Environment	-	-	-	416,116	445,790	526,990
Human Services	-	-	-	433,905	477,880	486,900
Culture/Recreation	-	-	-	5,412,478	5,338,060	7,107,300
Capital	-	7,545,660	12,353,380	12,305,316	25,907,870	31,914,620
Debt & Lease	851,962	3,868,350	3,741,840	5,607,591	6,507,170	6,372,850
Other Uses	1,650,000	1,198,430	1,150,000	4,473,860	6,339,010	11,031,130
<b>Total Expenditures</b>	<b>\$ 35,205,175</b>	<b>\$ 49,174,200</b>	<b>\$ 56,763,280</b>	<b>\$ 145,614,510</b>	<b>\$ 176,046,820</b>	<b>\$ 196,461,760</b>
<b>Change in Fund Balances</b>	<b>\$ 59,152,944</b>	<b>\$ (8,016,250)</b>	<b>\$ (13,161,240)</b>	<b>\$ 74,771,493</b>	<b>\$ (4,460,600)</b>	<b>\$ (1,382,420)</b>
<b>Fund Balances - Beginning</b>	<b>\$ 74,910,867</b>	<b>\$ 134,063,811</b>	<b>\$ 126,047,561</b>	<b>\$ 179,330,058</b>	<b>\$ 254,101,551</b>	<b>\$ 249,640,951</b>
<b>Fund Balances - Ending</b>	<b>\$ 134,063,811</b>	<b>\$ 126,047,561</b>	<b>\$ 112,886,321</b>	<b>\$ 254,101,551</b>	<b>\$ 249,640,951</b>	<b>\$ 248,258,531</b>

## Risk Management

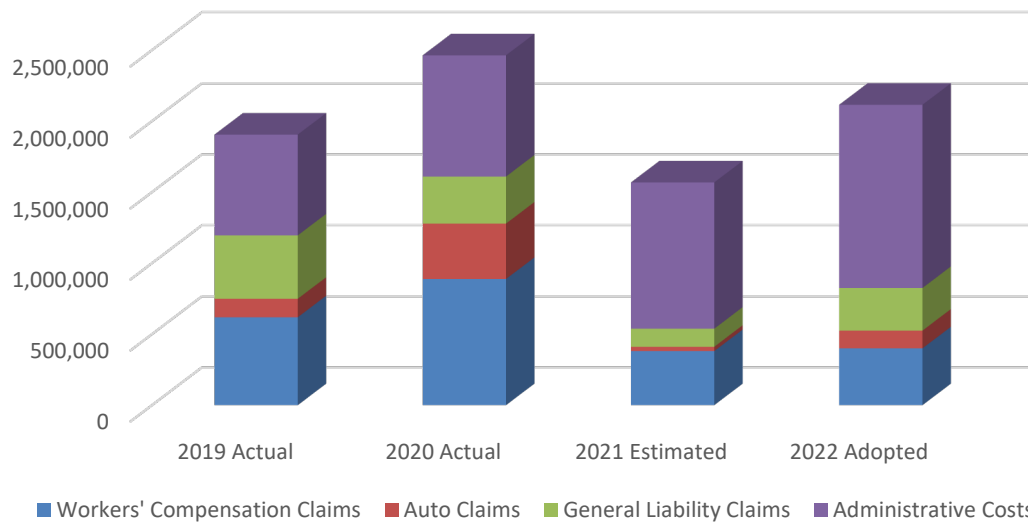
During fiscal year 2015, the City procured consulting services to analyze the viability of alternative risk financing by becoming self-insured. Listed below are advantages to becoming self-insured:

- 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 of which the liability claim is \$100,000 per claim and the Worker's Compensation is \$350,000 per claim. 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.

Type	Limits
<b>Property</b>	
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.
<b>Comprehensive General Liability</b>	
Commercial General Liability	\$2,000,000 each occurrence.
Law Enforcement	\$2,000,000 each occurrence.
<b>Automobile Liability</b>	
Liability	\$2,000,000 each claim.
Personal Injury Protection	Statutory.
<b>Public Officials Liability</b>	
Public Officials Liability	\$2,000,000 per claim.
Employment-Related Practices Liability	\$2,000,000 per claim. POL/EPL Defense Costs do not erode the limit.
<b>Excess Workers' Compensation &amp; Employers Liability for a Group</b>	
Workers' Compensation	Florida Statutory Limits.
Employer's Liability	\$1,000,000 each accident.
<b>Employee Benefits</b>	
Employee Benefits-per person	\$2,000,000 each occurrence.
<b>Crime</b>	
Crime	\$500,000 Monies & Securities; \$1,000 deductible per occurrence.
	\$500,000 Forgery or Alteration; \$1,000 deductible per occurrence.
	\$500,000 Employee Dishonesty; \$1,000 deductible per occurrence.
<b>Pollution and Remediation Legal Liability</b>	\$3,000,000 Aggregate, all Pollution Conditions; \$2,000,000 per Pollution Condition; \$25,000 Retention per Pollution Condition.
<b>Florida Statutory Accidental Death &amp; Dismemberment for Police and Fire</b>	Statutory.

**Risk Insurance Costs  
FY 2019-2022**



<b>RISK INSURANCE DESCRIPTION</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Estimated</b>	<b>FY 2022 Adopted</b>
<b>Workers' Compensation Claims</b>	618,885	888,315	380,721	400,000
<b>Auto Claims</b>	130,231	389,984	30,244	125,000
<b>General Liability Claims</b>	446,184	331,274	127,417	300,000
<b>Administrative Costs</b>	709,586	853,362	1,029,590	1,289,780

**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: 2018 increase of 59.54; FY 2019 increase of 60.05, FY 2020 increase of 12.45; FY 2021 increase of 39.13 and FY 2022 increase of 12. 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**

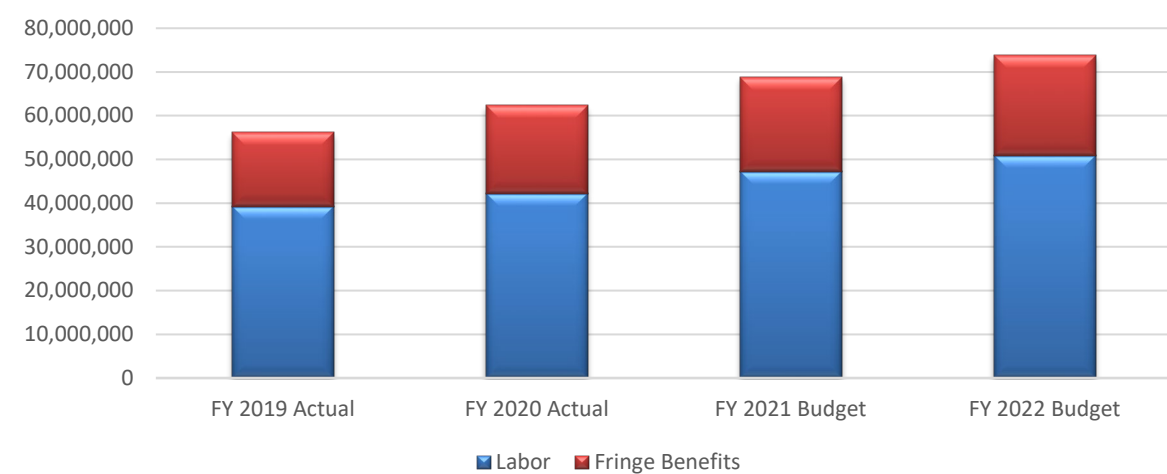
<b>Fund</b>	<b>Amended FY 2018</b>	<b>Amended FY 2019</b>	<b>Amended FY 2020</b>	<b>Amended FY 2021</b>	<b>Adopted FY 2022</b>	<b>4 Year Change</b>
<b>General Fund</b>	286.13	312.18	317.63	337.76	342.76	<b>56.63</b>
<b>Road &amp; Drainage District</b>	91.00	93.00	98.00	106.00	106.00	<b>15.00</b>
<b>Fire Rescue District</b>	110.00	135.00	130.00	136.00	136.00	<b>26.00</b>
<b>Solid Waste District</b>	40.00	43.00	44.00	44.00	44.00	<b>4.00</b>
<b>Building - Inspections &amp; Permits</b>	23.00	24.00	26.00	31.00	34.00	<b>11.00</b>
<b>Fleet Management</b>	13.00	13.00	14.00	14.00	15.00	<b>2.00</b>
<b>Utilities</b>	77.00	80.00	88.00	83.00	86.00	<b>9.00</b>
<b>Total FTEs</b>	<b>640.13</b>	<b>700.18</b>	<b>712.63</b>	<b>751.76</b>	<b>763.76</b>	<b>123.63</b>

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 2022 are as follows:

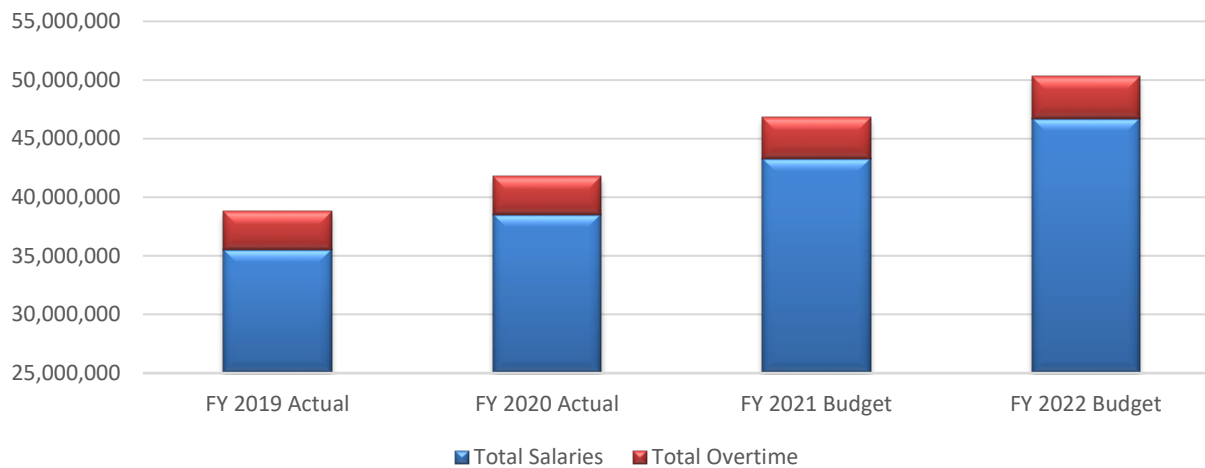
- Assistant City Attorney
- Accountant III
- Code Enforcement Officer
- Business Systems Administrator
- Information Technology Security Administrator
- Application Development Administrator
- Community Police Officer
- Conservation/Environmental Crimes Officer
- Firefighter/EMT (3)
- Firefighter/Paramedic (3)
- Plant Maintenance Mechanic (2)
- Utility Inspector
- Mechanic II
- Real Estate Coordinator

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 2019. 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 2019 – FY 2022**





**Changes Between Recommended and Adopted Budget**

The City Commission held workshops in June to review the City Manager’s Recommended Budget and in July to review the City Manager’s Proposed Budget. The public was welcome to comment and the budget materials and changes were available to the public. Discussions with the City Commission, City Manager and Department Heads were held that shaped the budget that was approved in September.

Below are the changes that were made to the General Fund from the workshops in June until the budget adoption.

**REVENUES**

<b>Total from Manager's Recommended Budget</b>	<b>55,180,900</b>
Decrease Electric Utility from 10% to 6%	-1,726,870
Update Taxable Value to July 1st numbers from Property Appraiser	164,280
Increase EMS Transport proposed revenue	150,000
Increase Admin Fees from Impact Fee Revenues	105,980
Increase in Use of Cares Funding (previously in Fire District)	370,640
Adjust Half Cent Sales Tax to State Projections	150,390
Adjust Municipal Revenue Share to State Projections	609,800
Adjust Communications Service Tax to State Projections	-78,110
Adjust Electric Utility Tax Increase to April 1st start date	-575,620
Change in use of fund balance to balance	904,930
<b>Total for Adopted Budget</b>	<b>55,256,320</b>

**EXPENSES**

<b>Total from Manager's Recommended Budget</b>	<b>55,180,900</b>
ALL - update to Dental Insurance Rates	12,610
ALL - update to Health Insurance Rates	-137,420
ALL - update to Liability Rates	27,850
ALL - update to Worker's Compensation Rates	19,080
City Attorney - correction to Payroll Projections	7,670
City Attorney - reduce training in BP 1844	-1,000
City Clerk - delete 3rd FACC Membership	-130
City Commission - reduce other promotional items	-3,720
City Manager - add CF2201 CM Office Renovation	50,000
City Manager - reduce BP 1938 Real Estate Acquisition Services	-7,500
City Manager - unfund BP 2050 CM Office Renovation	-125,750
Code Enforcement - add additional Code Enforcement Inspector per Comm Direction	19,360
Code Enforcement - charge 50% of Code Enforcement Inspectors to Building Fund	-122,100
Code Enforcement - move 50% of Code Enforcement Manger to Building Fund	-39,530
Code Enforcement - reduce Contracted Services	-25,000
Communications - decrease other current charges	-1,500
Economic Development - reduce Printing, Office Supplies and Ads/Public Notices	-3,000
Facilities Maint - Increase Building Maintenance account	200,000
Facilities Maint - Reduce BP 1907 to take out Holiday Ornaments and Braves Banners	-23,500
Facilities Maint - Reduce BP 1911 to not include Police Dept	-40,000
Finance - decrease fuel request	-100

Finance - reduce Travel, Promotional Activities, Office Supplies and Education	-7,500
Finance - unfund BP 2057 for Purchasing Automation	-231,520
Fire - BP 1954 Adjust Battalion Chief Reclass	-11,700
Fire - BP 1958 change start date for 3 Firefighter/EMT positions to January 1	-27,750
Fire - BP 1960 change start date for 3 Firefighter/Paramedics to January 1	-33,910
Fire - BP 2002 AEDs change funding to R&R	-41,910
Fire - Reduce BP 1964 Cancer Presumptive Fund	-15,000
Fire - unfund BP 2005 Command Vehicle	-59,100
Fire - unfund BP 2074 FS81 Renovation	-167,900
HR - reduce for physicals (\$1,000) and training (\$1,000)	-2,000
IT - add BP 2084 IT App Dev Administrator Laserfiche	71,390
IT - Add BP 2092 Managed Detect and Response Services and delete Sophos	71,200
IT - add telephone maintenance for MyTel	21,620
IT - unfund BP 1837 IT Support Services	-75,000
Non-Departmental - Delete transfer to R&R	-250,000
P&Z - add BP 2085 Activity Center 6 Master Plan	50,000
Parks - unfund BP 2027 replacement of fitness equipment at Morgan Center	-30,000
Parks - Unfund BP 2032 Royal Restroom Repair	-5,000
Police - Add Dental, Life, ADD, Disability for BP 1815, 1817 and Homeless Case Manager	1,050
Police - reduce BP 2072 carpet replacement to only include Dispatch	-32,770
Police - unfund BP 1825 treadmill replacement, BP 1827 furniture for records and BP 1828 furniture for briefing room	-31,890
ALL - Increase in personnel costs for 1% additional COLA	127,370
ALL - Increase in personnel costs for AFSCME, PBA and IAFF Contracts	543,680
Code Enforcement - Additional costs for tree trimming due to impinging growth	325,000
CM - Costs for new City Manager Contract not previously budgeted	80,740
<b>Total for Adopted Budget</b>	<b>55,256,320</b>

## BUDGET & STRATEGIC PLANNING

### 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, comprised of nine chapters or “elements,” guides the development of city codes, master plans, and policies:

- **Future Land Use** – 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 PLAN

A master plan is 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 master plans currently used to further define the City’s long and short range non-financial goals.

- **Social-Economic** – [Economic Development](#), [Parks & Recreation](#), [U.S. 41 Corridor](#)
- **Environmental** – [Warm Mineral Springs Park](#), [Canal & Creek System](#), [Myakkahatchee Creek Greenway](#)
- **Sustainability** – [Economic Development](#), [Parks & Recreation](#), Fire, [Utilities](#)

## 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.

The 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 nine years, North Port has developed a robust strategic planning process. 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. In September 2018, the City adopted the 2018-2021 Strategic Plan.

In early 2020, City Commission held three Strategic Planning Workshops with city staff, which included the opportunity for public comment. The following links contain the agenda, minutes, and video for each meeting:

- [January 7, 2020](#)
- [January 16, 2020](#)
- [February 25, 2020](#)

On June 6, 2020, City Commission approved the [2022-2025 Strategic Plan](#) to guide future budget initiatives and priorities. The City of North Port Strategic Plan Summary 2022-2025 is included on the following two pages.

## CITY OF NORTH PORT STRATEGIC PLAN SUMMARY 2022-2025

For the full plan:  
[www.cityofnorthport.com/strategicplan](http://www.cityofnorthport.com/strategicplan)

### 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

- Determine needs for support of current and expanded services of fire and police based on current data, projected trends, and needs set forth in their individual Strategic Plans (NPFR Fitch Strategic Plan 2018-2023, and NPPD Strategic Plan of Action 2020-2025)
- Advocate for a local community hospital and actively encourage the offering of new and expanded medical services in the City
- Build cohesive public/private partnerships that leverage resources to address critical social service concerns
- Complete a long-range plan and identify funding sources for expansion of potable water distribution and waste water collection systems in platted lot areas city-wide assimilating local and state data and studies

### 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
- Complete Phase II of Warm Mineral Springs Park Master Plan
- Relocate and expand Veterans Park
- Allocate resources to expand parks and recreation in the east end and west end

### Infrastructure

Develop and maintain the City's roads, bridges, water control structures, stormwater drainage, waterways, potable water, and wastewater treatment and collection systems with creative infrastructure funding mechanisms and targeted investments; promote multimodal transportation opportunities throughout the City

#### Strategic Objectives

- Make targeted infrastructure investments including establish water and sewer to I-75; to all four quadrants, and plan for water and sewer at new interchange
- Identify funding sources to replace all water control structures and develop long-range replacement plan and funding sources for bridges
- Coordinate with Florida Department of Transportation to complete safety improvements at the interchanges of I-75 and Sumter and Toledo Blade Boulevard
- Coordinate with utility companies to establish a plan to facilitate the installation of internet service infrastructure in conjunction with other infrastructure projects
- Enhance connectability through adoption of a long-range plan including identification of funding sources for construction of new bridges
- Complete phasing plan for widening Price Boulevard west of Sumter Boulevard and east of Toledo Blade Boulevard, including identification of funding sources
- Continue to partner with Florida Department of Transportation and Charlotte County to enhance connectivity and establish a new interchange at Rain Tree Boulevard and Yorkshire Street
- Collaborate and partner with bordering counties on shared transportation needs
- Collaborate with Charlotte County on Hillsborough Boulevard
- Continue implementation of the long-range plan to complete looping projects for residential areas

## Goals and Objectives

### Economic Development & Job Creation

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

#### Strategic Objectives

- Encourage the development of a central hub within activity centers through regulatory review and developing various incentive strategies
- Establish and execute the master plan development for the Shire
- Establish improved neighborhood commercial centers
- Conduct a North Port economic feasibility study and implement its findings
- Maintain a business retention, expansion, and attraction program
- Support workforce development programs in partnership with federal, state, and not-for-profit organizations

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### 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

- Develop strategic partnerships to recognize historical buildings, archives, and timelines
- Establish City connection to the Legacy Trail and to Warm Mineral Springs
- Protect, conserve, and preserve environmentally sensitive lands and resources, including prudent acquisition
- Support the preservation of our watershed at Orange Hammock Ranch

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### Affordability, Growth & Development

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

#### Strategic Objectives

- Promote a range of housing options and affordability for current and future residents
- Continue to develop a land bank for the future that reflects the community's priorities when prudent

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### Neighborhood Enhancement

Support the beautification and revitalization of our neighborhoods

#### Strategic Objectives

- Support efforts to partner with residents and community agencies to revitalize and beautify neighborhoods
- Make targeted investments and adopt policies to address blight in neighborhoods
- Improve City gateway entry features

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### 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

- Continue to enhance citizen education and engagement in government
- Improve communication and processes for quality decision-making for elected and appointed officials
- Provide convenient, customer-focused, modern, and technologically advanced services, resources, and website
- Complete a streamlined permitting process to stimulate economic development and enhance customer service

## 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.

## 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

## PUBLIC ENGAGEMENT

Acknowledging that public engagement helps governments be more accountable, increases responsiveness to community needs, and supports transparency, the City of North Port provides multiple opportunities for the community to provide input in the strategic planning and budget process. During the FY 2022 planning process, the public was invited to engage early in the decision-making process through a budget survey and community input meetings. The 24 question [FY 2022 Budget Survey](#) was available to the public on the City’s website from February 15 – March 5, 2021. Finance and Communications staff analyzed the results from the 1,050

respondents and presented them to City Commission at a public Special Meeting held to discuss the Assumptions, Projections and Priorities for the FY 2021-2022 Budget Development on [March 29, 2021](#).

City Commission also hosted two Community Input Budget Meetings for the FY 2022 budget process. After a brief overview of the City's millage rates, historical revenue and expenditures, and budget cycle as well as major Department initiatives from staff, the public were invited to ask questions and provide their comments. The following links contain the agenda and video for each input meeting:

- [May 4, 2021](#)
- [May 6, 2021](#)

The public's feedback is an important consideration when the Departments develop their business plans and City Manager prepares the Proposed Budget.

#### **DEPARTMENT BUSINESS PLANS**

Department business plans outline the functions, goals, and performance expectations of the operating divisions. The 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 OUTCOME**

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 adjust to the current social and economic environment. 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, inform budget resource decisions, and make better informed decisions. Performance measures are shown in the department summaries section of this document.

The FY 2022 Approved Budget includes the addition of a Performance & Accountability Officer. The position will work under the Finance Director and across City departments to integrate performance management processes with the City's Vision, Mission, and Goals, resulting in alignment of strategy and implementation within the organization.

#### ***Strategic Budget Initiatives***

The strategic budget initiatives for FY 2022 include policy and management agenda objectives as they relate to the City of North Port Strategic Plan Summary 2022-2025 eight priorities. Short and long-term initiatives are identified throughout the year during

#### 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?





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. The following highlights recent accomplishments and ongoing projects supported in the FY 2022 Approved Budget.

### **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: *determine the needs for support of current and expended services of fire and police; advocate for a local community hospital and expanded medical services; build cohesive public/private partnerships that leverage resources to address critical social service concerns; and complete a long-range plan and identify funding sources for expansion of potable water distribution and wastewater collection systems city-wide.*

- **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 is scheduled to be completed by the end of FY 2022.
- **Hospital Initiative** – City Commission, City Manager, and Economic Development continue their efforts to bring a hospital to the City as well as support development of healthcare solutions at the Sumter and I-75 interchange and Florida Cancer Specialists complex.
- **Pursuit of Grant Funding** – Ongoing efforts intensified with greater research and coordination with Departments on needs and potential grant opportunities to increase levels of service.
- **Potable Water Distribution and Wastewater Collection Systems** – In FY 2021, City Commission approved the master plan for wastewater expansion and voted to move forward with the design of Phase 1 in the Blude Ridge area of the City, which will continue in FY 2022.

### **Parks & Recreation**

Expand access to community recreation, green space and blueways for public enjoyment. The following initiatives address these strategic objectives: *expand and improve accessibility to greenways and blueways connections; complete Phase II of Warm Mineral Springs Park Master Plan; relocate and expand Veterans Park; and expand parks and recreation in the east end and west end.*

- **Expand Greenways and Blueways Connections** – The FY 2022 Approved Budget includes \$1.4 million to develop the Myakkahatchee Greenway Linear Park to increase recreational opportunities for citizens and encourage recreational opportunities.
- **Warm Mineral Springs Building Rehabilitation** – City Commission adopted the Warm Mineral Springs Park Final Master plan in FY 2019. In FY 2022, \$475,080 is budgeted for renovations and alterations to the historic, existing buildings at the park.
- **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. This project includes funding in the amount of \$1.0 million in FY 2022. Also, replacement playground equipment with shade structures is budgeted at \$250,000 for installation in FY 2022.

### **Infrastructure**

Develop and maintain the City's roads, bridges, water control structures, stormwater drainage, waterways, potable water, and wastewater treatment and collection systems with creative infrastructure funding mechanisms and targeted investments; promote multimodal transportation opportunities throughout the City. The following initiatives address these strategic objectives: *make targeted infrastructure investments to include establishing water and sewer to I-75, all four quadrants, and at new interchange; identify funding sources to replace water control structures and develop long-range replacement plan and funding sources for bridges; coordinate with Florida Department of Transportation (DOT) to complete safety improvements at the interchanges of I-75 and Sumter and Toledo Blade Boulevard; coordinate with utility companies to facilitate the installation of internet service infrastructure with other infrastructure projects; enhance connectability through adoption of a long-range plan including identification of funding sources for construction of new bridges; complete phasing plan and identify funding for widening Price Boulevard west of Sumter Boulevard and east of Toledo Blade Boulevard; continue to partner with Florida DOT and Charlotte County to enhance connectivity and establish new*

*interchange at Rain Tree Boulevard and Yorkshire Street; partner with bordering counties on shared transportation needs; collaborate with Charlotte County on Hillsborough Boulevard; and implement long-range plan to complete looping projects for residential areas.*

- **Water Pipeline Bridge Replacements** – Construction to replace aged water pipelines on Haberland Boulevard, Woodhaven Drive/Bobcat Trail, and North Toledo Blade Boulevard bridges to improve potable water distribution system reliability to City residents will begin in FY 2022.
- **Water Distribution System Improvements** – Based on the results of fire flow and water quality dynamic hydraulic modeling, \$600,000 is budgeted in FY 2022 to make water distribution system improvements on Lamplighter and Rockwell Avenues, Renault Circle, Meroni Boulevard, and Ridgewood Drive. An additional \$112,630 is budgeted for the plan designs for Cunliffe Road, Peake Street, Morandi Avenue, and Tripoli Street.
- **I-75 Interchange Road Infrastructure Improvements** – The FY 2022 Approved Budget includes \$1.0 million for planning and design of traffic signals on Toledo Blade Boulevard and Sumter Boulevard at the I-75 interchanges to address unsafe traffic conditions.
- **Price Boulevard Widening Phase 1** – This project is in the design phase with the development of engineering plans, specifications, and estimates for public bidding being prepared to award a contract for the widening, acquisition of land for stormwater ponds, and construction needed to expand Price Boulevard. Staff is currently evaluating potential financing options.
- **Hillsborough/Cranberry Intersection Improvements** – 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. In FY 2022, the City will receive \$150,000 from Charlotte County for the design costs.

### ***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: *encourage the development of a central hub within activity centers through regulatory review and incentive strategies; establish and execute the master plan development for the Shire; establish improved neighborhood commercial centers; conduct and implement findings from a North Port economic feasibility study; maintain a business retention, expansion, and attraction program; and support workforce development programs in partnership with federal, state, and not-for-profit organizations.*

- **Activity Center 6, The Shire** – The city is reviewing land use and zoning for the Shire as well as the transportation plans of the Metropolitan Planning Organization for the activity center area. Economic Development and Planning Staff are working with a consultant on a feasibility study to provide options to the Commission on the Activity Center's future development. This will include a possible future interchange, land use and zoning changes, etc.
- **Quality Workforce and Strong Labor Market** – An Economic Development Market Feasibility Study completed in March 2021 serves as a plan for diversifying and growing the City's commercial and industrial base and increasing the number and quality of jobs in the City.
- **Unified Land Development Code (ULDC) Project** – Delayed by COVID-19, work continues on the ULDC update which addresses many of the strategic objectives listed above.
- **Diverse Economic Development Opportunities** – Neighborhood Development Services continues to work closely with the Sarasota County Economic Development Council (EDC) to recruit and retain businesses.

### ***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: *develop strategic partnerships to recognize historical buildings, archives, and timelines; establish City connection to the Legacy Trail and Warm Mineral Springs; protect, conserve, and preserve environmentally sensitive lands and resources, including prudent acquisition; and support the preservation of our watershed at Orange Hammock Ranch.*

- **Warm Mineral Springs** – Ongoing marketing activities for the Warm Mineral Springs master plan continues. Development of 60 acres, including walking trails, pavilion restrooms, and second observation tower, will be considered after completion of Phase 1 improvements based on available funding.

- **Legacy Trail Connector Bridge** – For FY 2022, City Commission included \$175,000 to support the extension of the asphalt-paved multi-use Legacy Trail into North Port through a connector bridge with the Sarasota County Deer Prairie Creek Preserve Trail System.
- **Myakkahatchee Creek Corridor** – In an effort to protect and preserve the Myakkahatchee Creek corridor for use and enjoyment by residents, the FY 2022 Approved Budget includes \$1.4 million for part of the first phase of the Myakkahatchee Creek Greenway Master Plan: construction of a one-mile trail section between Price Boulevard and Appomattox Drive.

### ***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: *promote a range of housing options and affordability for current and future residents; and continue to develop a land bank for the future that reflects the community's priorities when prudent.*

- **Develop a Land Bank** – The City continues to 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.
- **Florida Affordable Housing** – The Commission continues their initiative to assist families in obtaining housing, which ties into the Comprehensive Plan Amendments for Economic Development and Job Creation.

### ***Neighborhood Enhancement***

Support the beautification and revitalization of our neighborhoods. The following initiatives address these strategic objectives: *partner with residents and community agencies to revitalize and beautify neighborhoods; make targeted investments and adopt policies to address blight in neighborhoods; and improve City gateway entry features.*

- **ULDC Project** – Delayed by COVID-19, work continues on the ULDC update which addresses many of the strategic objectives 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** – Construction of a municipal development services center in Wellen Park will commence in FY 2022. This satellite office for the City's Neighborhood Development Services will provide easier access for residents, contractors, and developers in a heavily populated and rapidly growing area.

### ***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: *continue to enhance citizen education and engagement in government; improve communication and processes for quality decision-making for elected and appointed officials; provide convenient, customer-focused, modern, and technologically advanced services, resources, and website; and complete a streamlined permitting process to stimulate economic development and enhance customer service.*

- **Building Division Customer Care Call Center** – In FY 2022, Neighborhood Development Services will open the new Building Division Customer Care Call Center. The call center will provide customer service to the more than 1,000 customers that call the Building Department every week.
- **Enhanced Employee Engagement Initiatives** – Human Resources will continue to monitor employee issues and challenges to modify wellness initiatives as needed.
- **Online Permitting** – The FY 2022 Approved Budget includes \$500,000 for an online building permit system for submittals and plan reviews. The ability to submit permits electronically will reduce paper plan storage, allow for concurrent reviews, and expedite review times for issuing permits.
- **Information Technology Infrastructure Replacements** – In order to support efficient and technologically advanced services, the FY 2022 Approved Budget includes \$620,000 for the replacement of Storage Area Network (SAN), Virtual Service Host, and Back-up and Disaster Equipment. There is an additional \$226,540 for the replacement of network infrastructure in support of data and voice connectivity between devices, servers, applications, and internet resources.

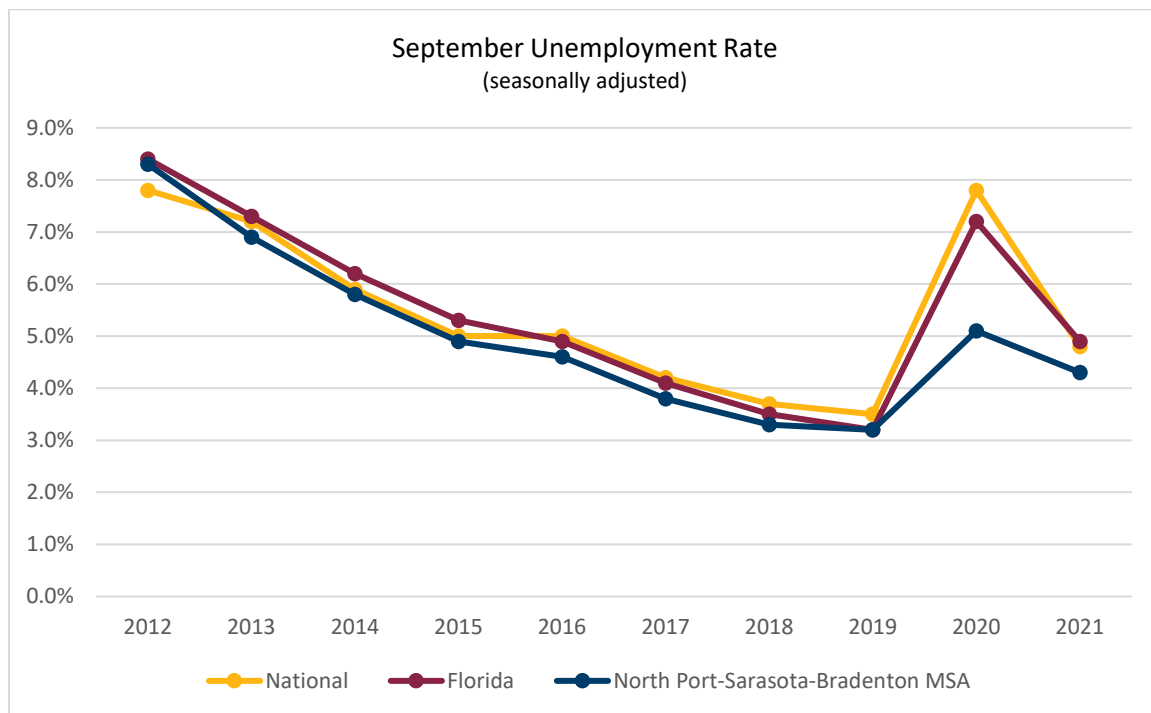
## Economic Outlook & Forecast Assumptions

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 revenues and expenditures.

### EMPLOYMENT AND INCOME

Florida job growth is rebounding following the initial impact of COVID-19 and lockdowns in 2020 according to the University of Central Florida Institute for Economic Competitiveness, [2021-2024 Florida & Metro Forecast, July 2021](#). "Job growth plummeted in March and April, contributing to an estimated 5.2% year-over-year contraction in 2020, but will rebound to 3.0% in 2021, 4.3% in 2022, 2.0% in 2023, and 1.6% in 2024. Florida will continue to outpace national job growth over the forecast horizon (2021-2024) by an average of 0.5 percentage points" (Snaith et al., 2021, p. 11).

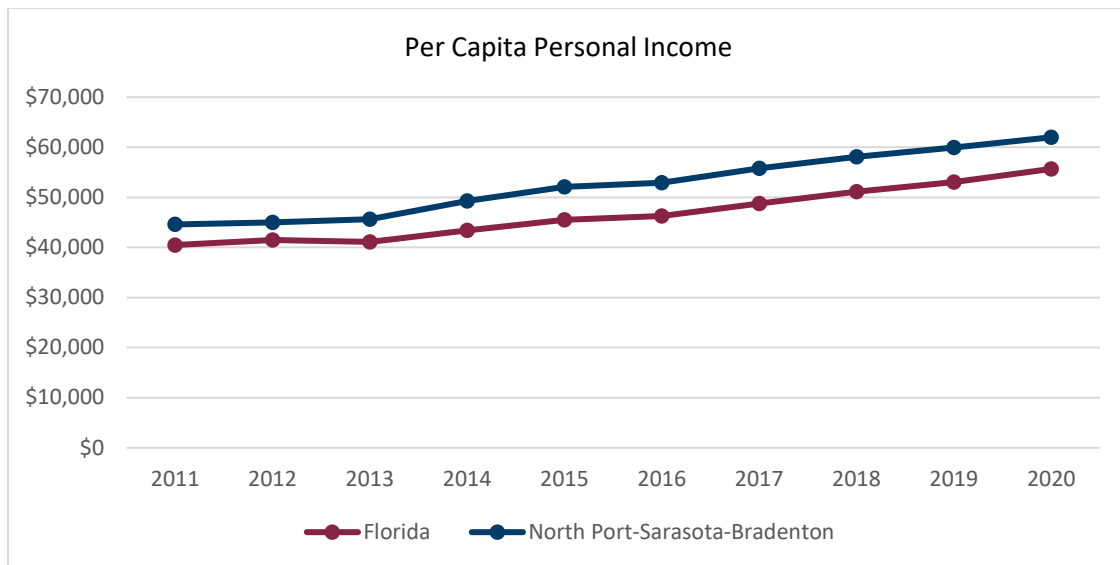
The Florida unemployment rate (seasonally adjusted) increased to 7.2% in September 2020, an increase of 4.0 percentage points from September 2019, although it remained lower than the national rate of 7.8%. In September 2021, the rate for Florida decreased 2.3 percentage points to 4.9%. The unemployment rate (seasonally adjusted) in the North Port-Sarasota-Bradenton Metropolitan Statistical Area (MSA) declined from a high of 9.9% in 2012 to an unemployment rate of 4.3% in September 2021. Locally, experts are expecting strong economic growth in South Florida as compared to the State and National averages.



Source: U.S. Bureau of Labor Statistics; Florida Department of Economic Opportunity

The per capita personal income for the North Port MSA continues to climb. According to the U.S. Bureau of Economic Assistance, per capita personal income in the North Port-Sarasota-Bradenton MSA has grown 39.02% from 2011 to 2020. As shown on the following page, the MSA continues to outpace the state of Florida. Snaith et al. (2021) reported that Florida, "...personal income growth surged to 5.6% (thanks to stimulus and unemployment payments offsetting the recession's impact) in 2020, before an expected easing to 4.6% in 2021, amid additional federal stimulus spending and tax credits. Real personal income will contract by 1.1% in 2022, and then rise 2.4% in 2023 and 3.0% in 2024. Real personal income growth during 2021-2024 will average 2.2% in Florida" (p. 10).

Based on the trends in employment and income, the City of North Port anticipates receiving moderate increases in FY 2022 for demand-driven revenues such as Half-Cent Sales Tax and State Shared revenue.



Source: U.S. Bureau of Economic Analysis

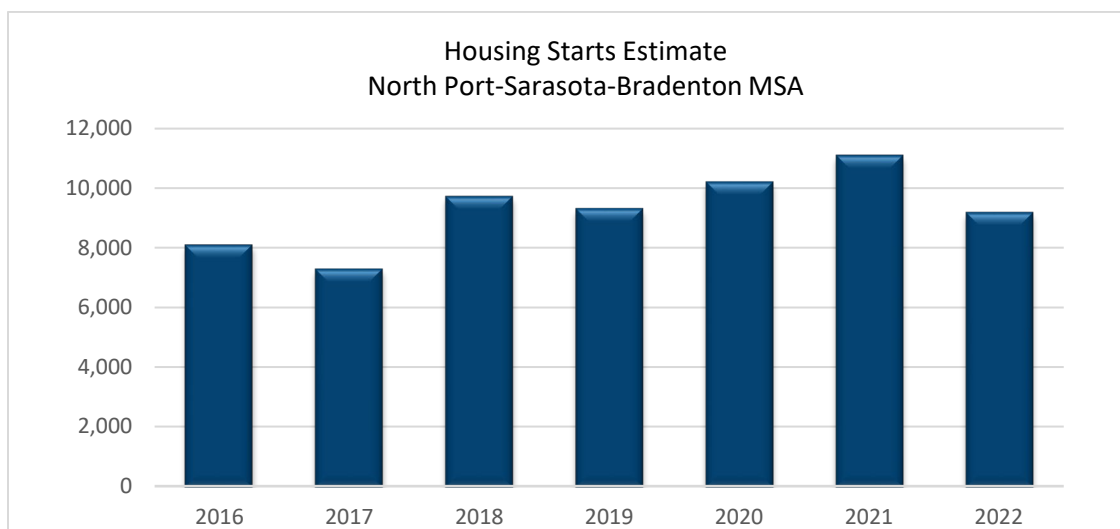
### HOUSING MARKET

According to data from Florida Realtors®, statewide closed sales of existing single-family homes totaled 310,378 at the end of 2020, up 5.8% compared to the 2019 figure. The number of months' supply of inventory for single-family homes in Florida was 1.8 months, a year-over-year decrease of 45.5%. 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. "Florida's housing market reported higher median prices, more new listings and a rise in all-cash sales in August compared to a year ago, according to Florida Realtors® latest housing data" released in September 2021 (<https://www.floridarealtors.org/newsroom/flas-housing-market-median-prices-new-listings-aug>).

Florida Realtors® reported that single-family home inventory (active listings) in Sarasota County decreased by 50.4% while pending inventory increased 53.2% from 733 units to 1,123 compared to the prior year. The median time to contract in 2020 was 30 days, a 41.2% decrease from 2019. In 2020, the North Port-Sarasota-Bradenton MSA had 17,184 closed single-family home sales, an increase of 10.4% over 2019, according to data from the Florida Realtors®. The median sale price increased by 9.9% to \$334,895.

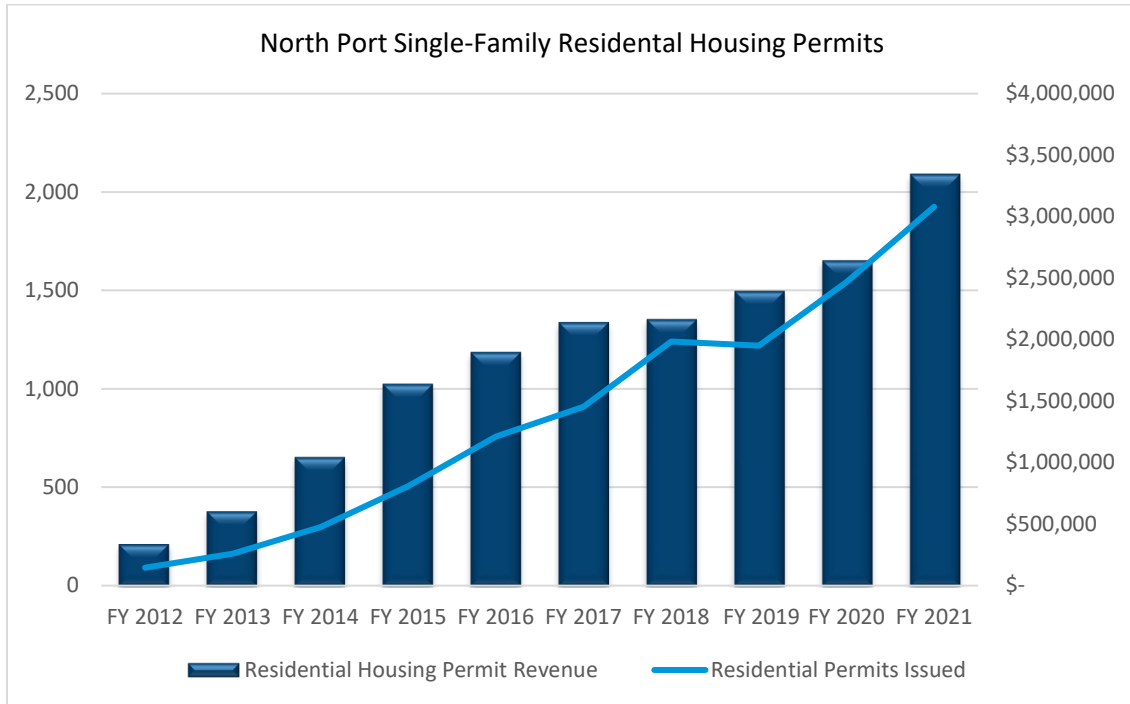
### NEW CONSTRUCTION

The North Port-Sarasota-Bradenton MSA continues to see an increase in new housing starts as shown in the chart below. However, Snaith et al. (2021) is projecting a decrease in 2022.



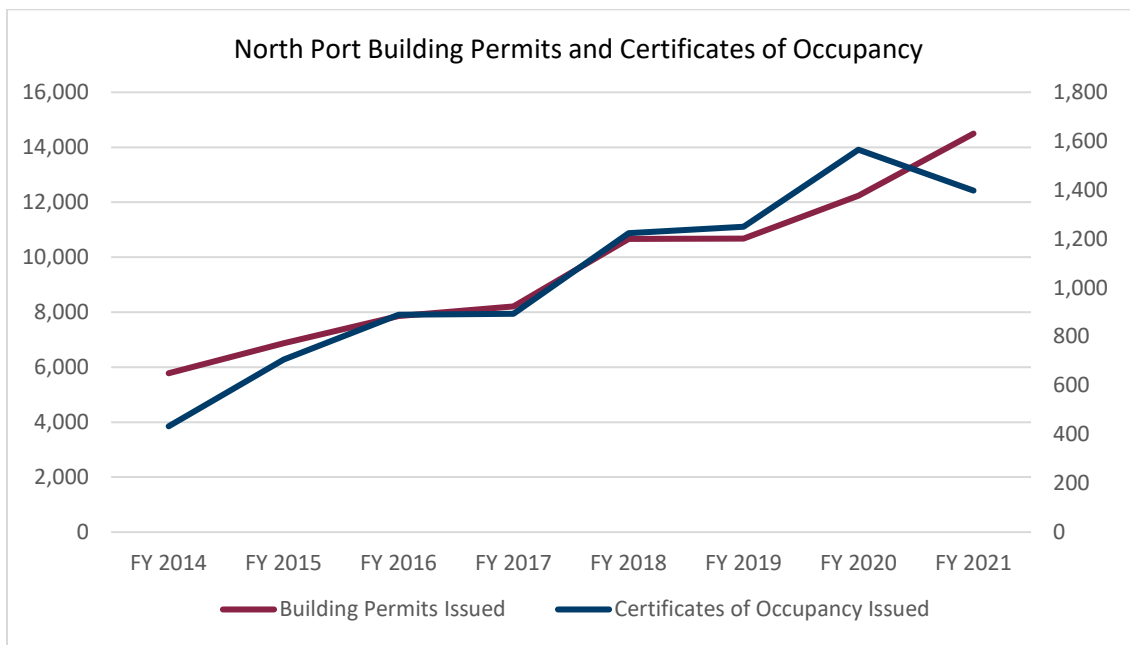
Source: Snaith, S. et al. (2021). 2021-2024 Florida & metro forecast. University of Central Florida Institute for the Economic Forecasting.

Since the economic downturn of 2007 and 2008, construction activity shows strong growth in the City of North Port. The following chart compares the number of single-family residential housing permits issued with the generated permit revenue. The permits issued over the past 10 years indicate steady growth with a slight decline in FY 2019 and a strong recovery in FY 2020 and FY 2021. In FY 2021, the City issued 1,925 single-family residential housing permits as compared to FY 2020 with 1,543, a 24.76% increase.



Source: City of North Port Neighborhood Development Services, Building Activity Reports by Fiscal Year

The following chart shows total building permit activity compared to certificates of occupancy in the City of North Port. The number of commercial building permits increased from 59 in FY 2020 to 65 in FY 2021. 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. Other building permit activity for commercial construction and additions has grown over the past five years.



Source: Neighborhood Development Services, Building Activity Reports by Fiscal Year

## TAXABLE VALUE AND LAND USE

The City of North Port’s taxable value of \$5.75 billion is an increase of 12.46% from 2020, indicating continued recovery of the housing market in the City. Of this amount, \$301.5 million, or 5.25% is attributed to new construction and additions. Gross taxable values are just now returning to the previous high in 2007 before the downturn in the housing market. The City experienced a loss of \$3.36 billion 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 total taxable value and new value since 2012.

North Port Taxable Values – 10-Year Comparison

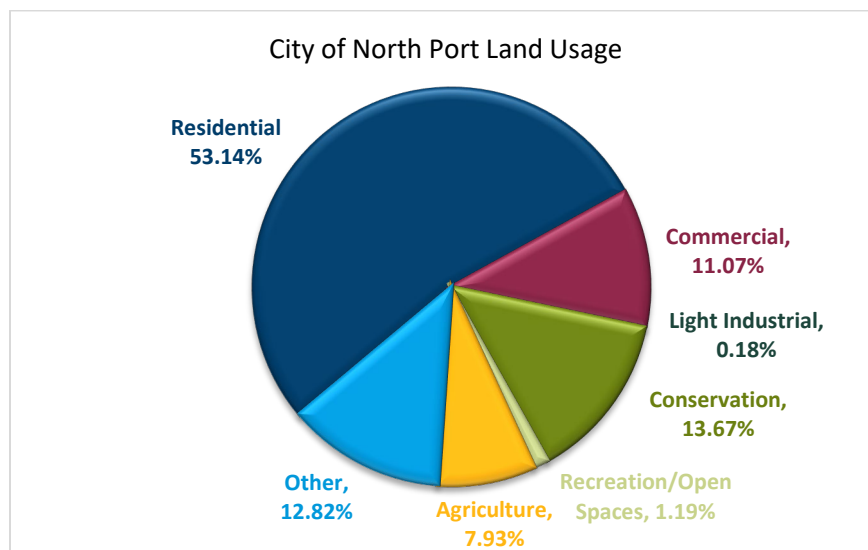
Tax Year	Net New Construction	Total Value	Change from Prior Year
2012 Final	\$23,386,595	\$2,269,565,210	-0.24%
2013 Final	\$37,930,320	\$2,421,145,391	6.68%
2014 Final	\$46,794,335	\$2,645,438,254	9.26%
2015 Final	\$71,624,081	\$2,882,331,970	8.95%
2016 Final	\$145,158,578	\$3,263,539,753	13.22%
2017 Final	\$167,908,011	\$3,665,491,838	12.33%
2018 Final	\$165,042,772	\$4,120,260,362	12.41%
2019 Final	\$232,905,493	\$4,604,781,627	11.76%
2020 Final	\$261,552,931	\$5,109,695,927	10.96%
2021 Certified	\$301,515,880	\$5,746,178,030	12.46%

Source: Sarasota County Property Tax Appraiser, Forms DR-420 and DR-422

As a rapidly growing city with a large quantity of vacant land parcels available for new residential houses, North Port 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 in North Port.

Since 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.

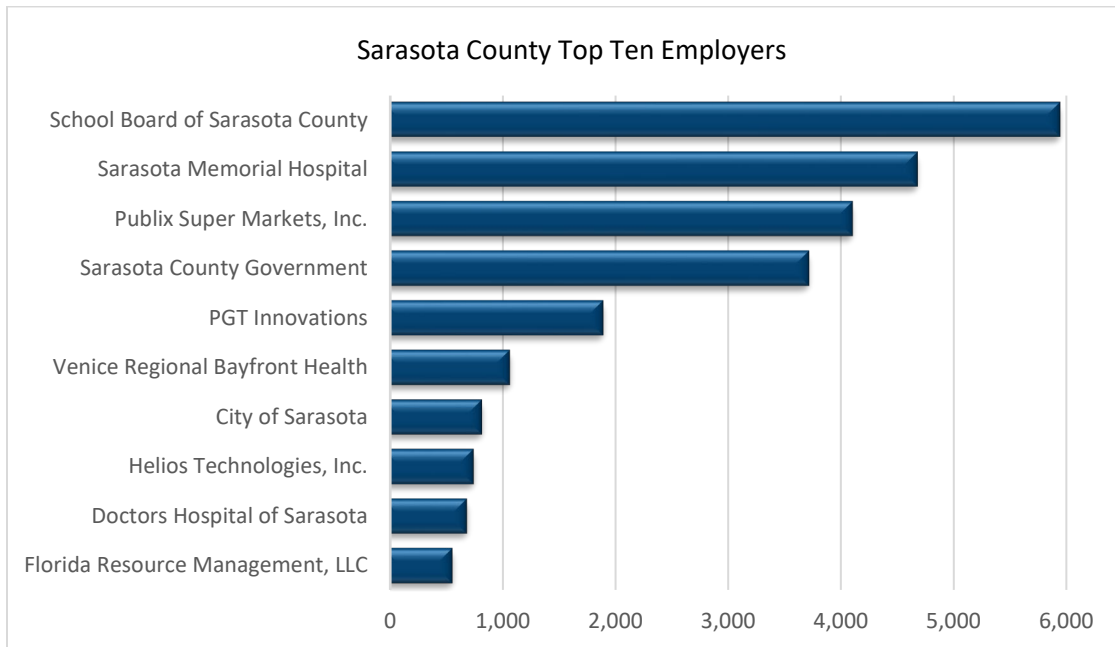
The following chart illustrates the distribution of land usage in North Port.



Source: City of North Port Neighborhood Development Services, Planning and Zoning Division

## BUSINESS GROWTH

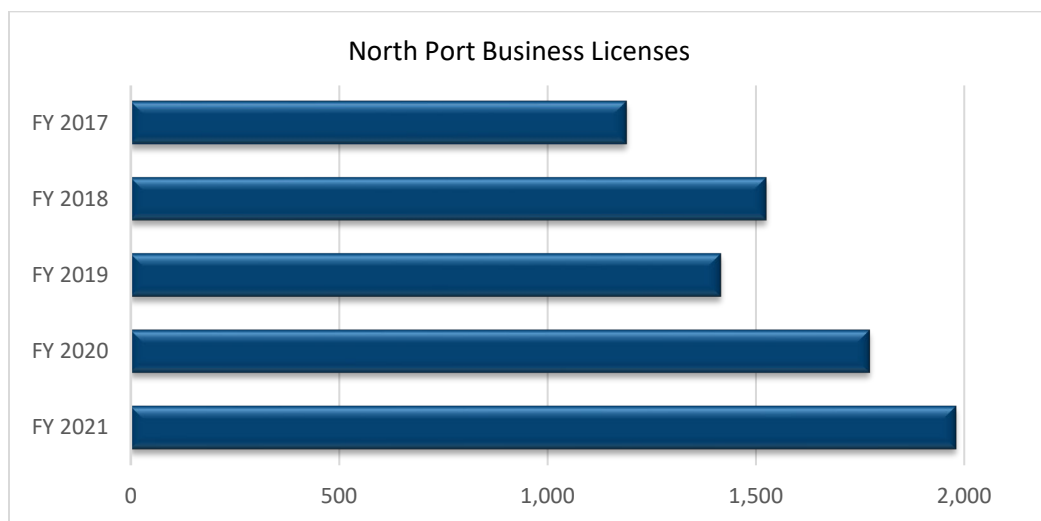
The growth and development of the City is dependent upon the economic environment of the country, south Florida, and particularly that of Sarasota County. The following chart contains the Top Ten Employers in Sarasota County.



Source: Sarasota County 2020 Annual Financial Report

With the exceptional quality of life, its inviting family-oriented environment, and numerous business advantages, the City of North Port 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. In October 2016, Forbes ranked North Port-Sarasota-Bradenton MSA 52<sup>nd</sup> on the top 200 places in the nation for business and careers. [In 2019, North Port-Sarasota-Bradenton MSA improved its ranking to 47th.](#) 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.

Any person doing business in the City of North Port must obtain a Business Tax Receipt from the Neighborhood Development Services Building Division. The following chart reflects the number of business licenses issued by the City. In FY 2021, the number of business licenses issued increased 11.68% as compared to FY 2020, indicating strong business growth. The majority of businesses in North Port provide general services; however, retail, insurance, and repair and maintenance businesses are growing each year.

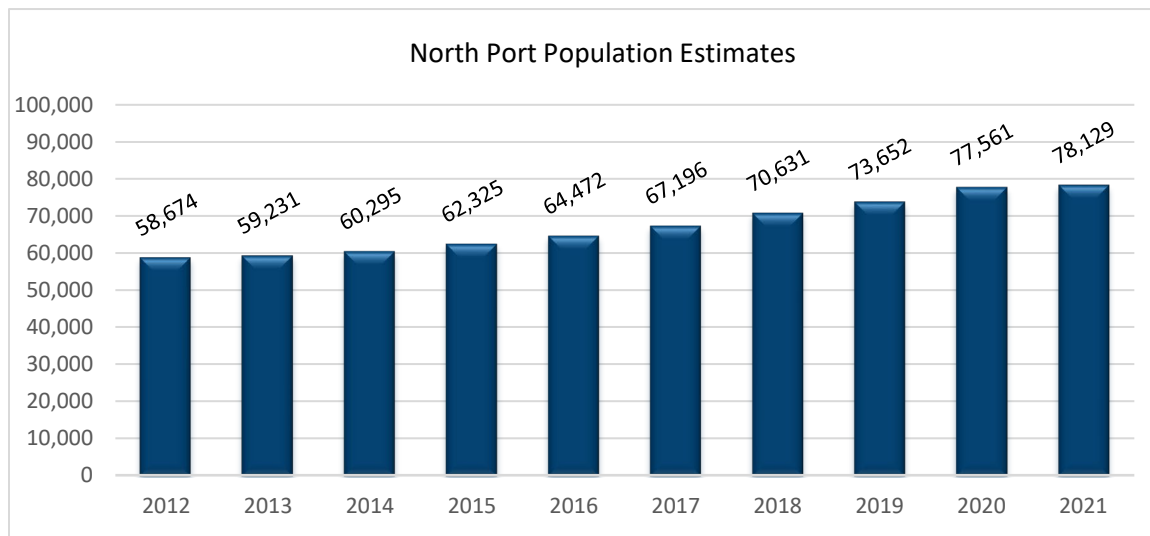


Source: City of North Port Neighborhood Development Services



## POPULATION

The City of North Port experienced strong growth from 2000 to 2010, seeing the population increase 151.6% during this time. Population estimates provided by the University of Florida Bureau of Economic and Business Research (BEBR) estimated the city has 78,129 residents in 2021 (April 1, 2021). With the City only 40% built out, future projections indicate a population of over 200,000 residents.



Source: University of Florida BEBR April 1<sup>st</sup> estimates

Every ten years the Census Bureau conducts a complete accounting of every resident in the United States. The 2010 Census revealed the City of North Port was now the largest city in Sarasota County with 57,357 residents and the lead city in the North Port-Sarasota-Bradenton MSA. Since then, the population has grown steadily, and the City is awaiting the official results from the 2020 Census. 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. Since these shared revenues are linked to population growth, the 2020 Census will impact the City's future revenues.

## Comparison to Local Communities

A comparison of the City of North Port's 2021 property tax millage, estimated Ad Valorem tax revenues, budgeted General Fund expenditures, and authorized employee positions per capita with other municipalities in Sarasota County can put the local tax burden and government expenditures into perspective.

### AD VALOREM TAXES

The following table includes the 2021 Ad Valorem Taxes for municipalities within Sarasota County. Property taxes are collected a year in arrears; therefore, these are revenues projected to be collected by each municipality in FY 2022.

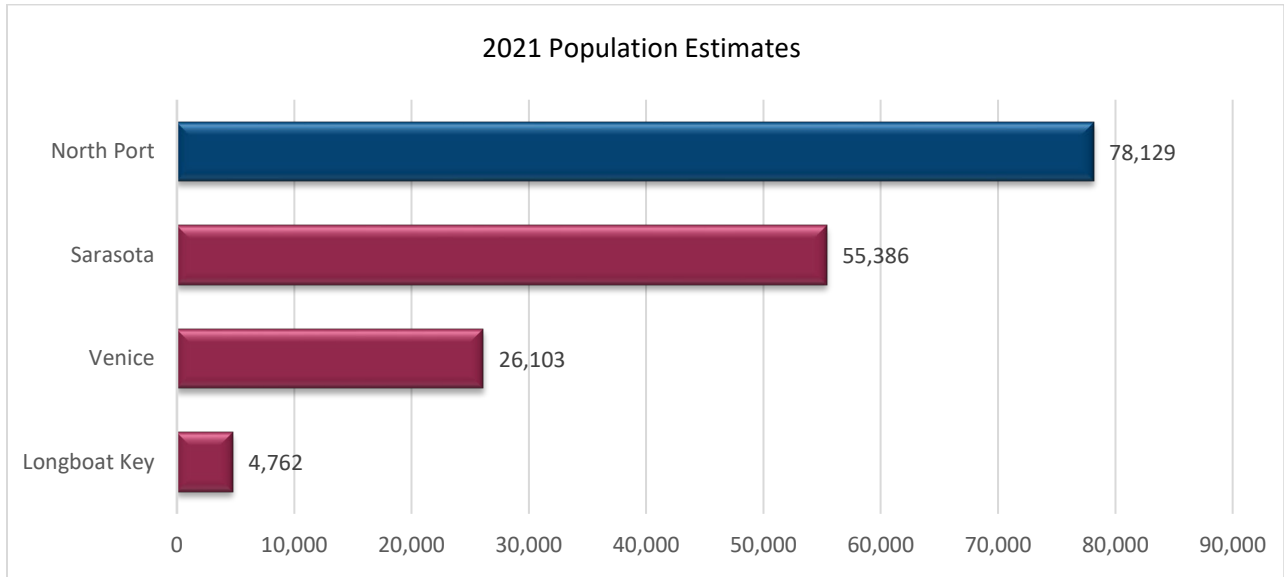
Municipality	2021 Total Taxable Value*	2021 Population**	Taxable Value Per Capita	2021 Total Millage*^	Ad Valorem Tax Bill Per Capita
Town of Longboat Key	\$4,451,725,597	4,762	\$934,844	2.3847	\$2,229
<b>City of North Port</b>	<b>\$5,772,979,693</b>	<b>78,129</b>	<b>\$73,890</b>	<b>3.7667</b>	<b>\$278</b>
City of Sarasota	\$12,456,717,891	55,386	\$224,907	3.3472	\$753
City of Venice	\$4,843,152,349	26,103	\$185,540	4.9170	\$912

Sources: \*Sarasota County Property Appraiser; \*\*University of Florida BEBR April 1, 2021 estimates

^Total millage includes separate debt service and/or Municipal Service Taxing Unit (MSTU); Longboat Key Bayside millage used

**POPULATION ESTIMATES**

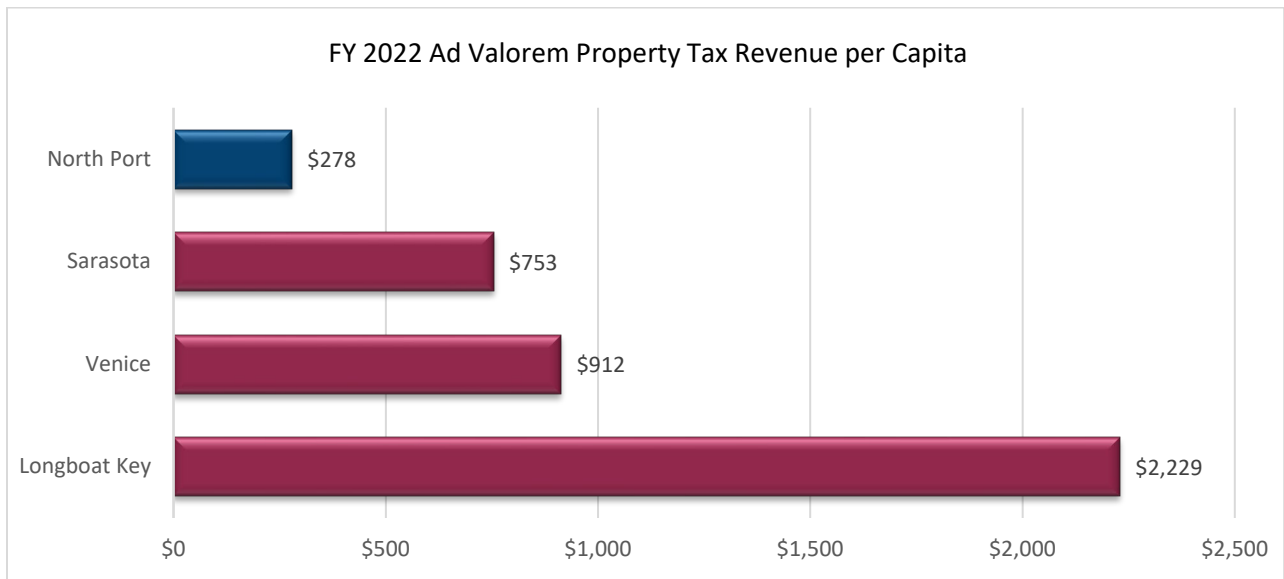
The following chart shows the 2021 Population Estimates for the municipalities in Sarasota County from the University of Florida Bureau of Economic and Business Research. Based on these estimates, North Port remains the largest city in the County.



Source: University of Florida BEBR April 1, 2021 estimates

**AD VALOREM PROPERTY TAX REVENUES**

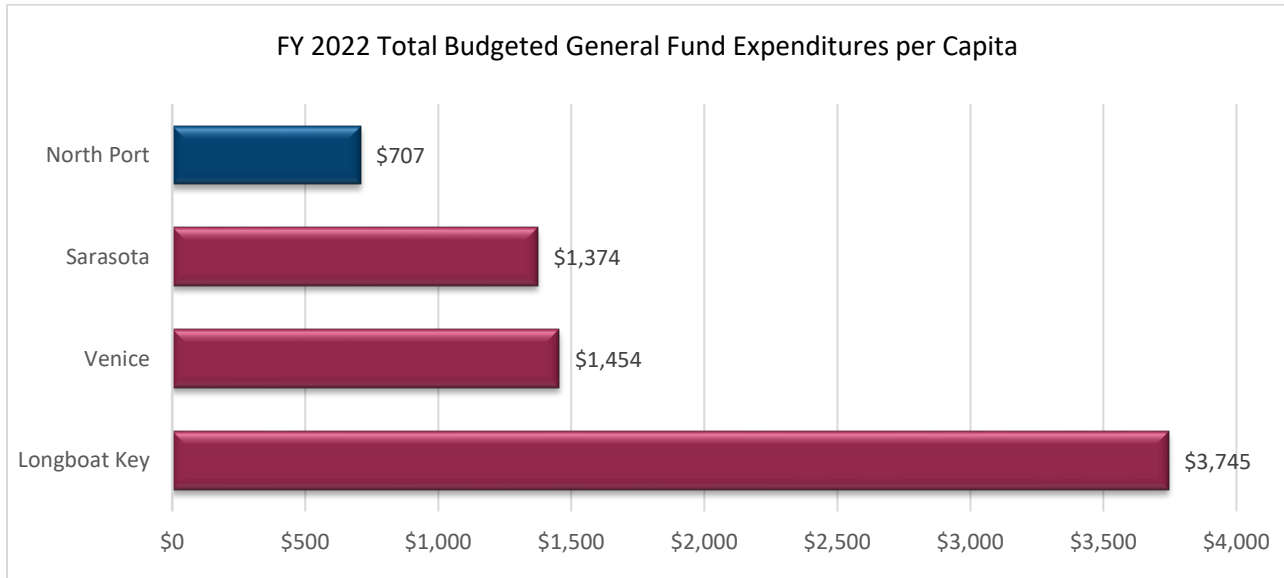
An illustration of the amount of revenue per capita projected to be collected by each municipality in FY 2022 is shown in the chart below. Ad valorem taxes are based on the value of the home or property with an applied millage rate. North Port has the lowest per capita ad valorem revenue rates of municipalities in Sarasota County.



Sources: Sarasota County Property Appraiser; University of Florida BEBR April 1, 2021 estimates

**TOTAL GENERAL FUND EXPENDITURES**

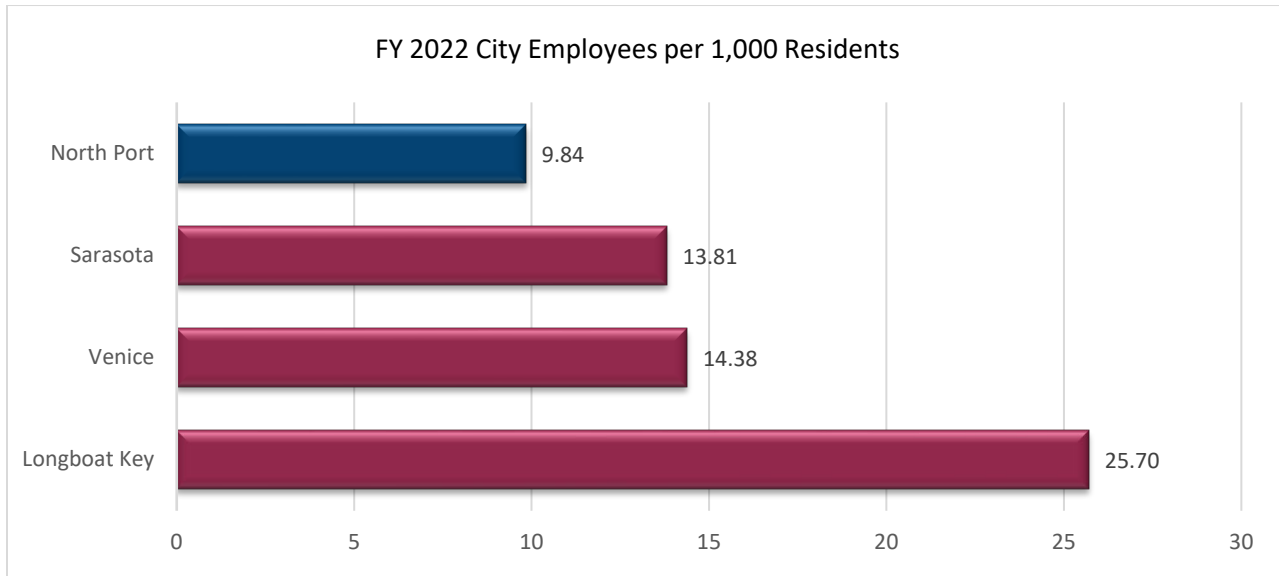
The FY 2022 General Fund expenditures per capita budgeted by each municipality are illustrated below. These expenditures are primarily funded by taxes, state shared revenues, and charges for services revenues. North Port continues to have the lowest per capita expenditure rates of municipalities in Sarasota County.



Sources: City of North Port; City of Sarasota; City of Venice; Town of Longboat Key; University of Florida BEBR April 1, 2021 estimates

**CITY EMPLOYEES**

The chart below shows the number of city employees per 1,000 residents for each municipality. North Port has the lowest number of city employees per 1,000 residents when compared to other municipalities in Sarasota County.



Sources: City of North Port; City of Sarasota; City of Venice; Town of Longboat Key; University of Florida BEBR April 1, 2021 estimates

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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.

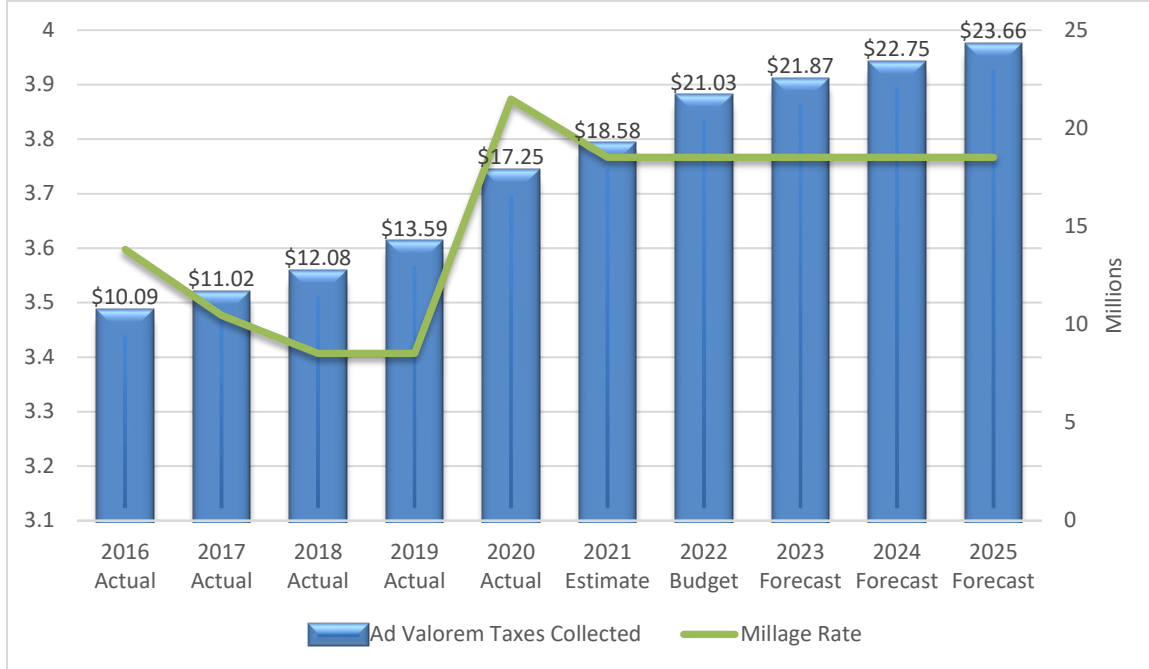
Consideration was given to future economic impacts to the City and city services. Growth in the West Villages Improvement District (WVID) is expected to spur ancillary commercial projects which may include retail gas stations, a supermarket, hotel(s), restaurants and other service-related businesses. 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 FY22 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

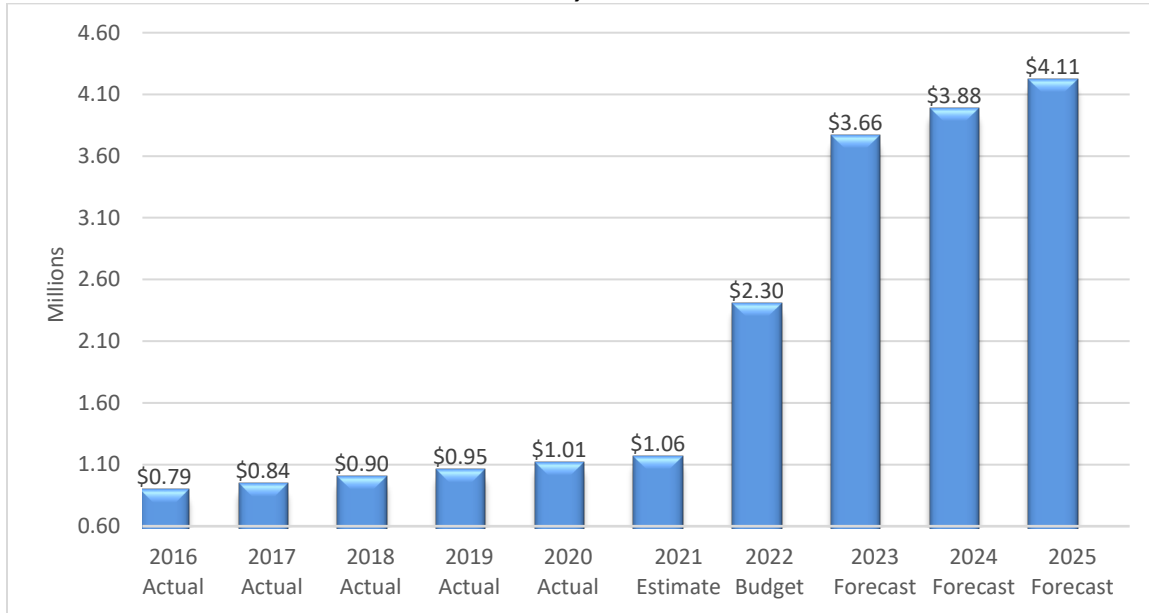
The major revenue source funding the City’s General Fund operations continues to be property taxes. The graph below illustrates the historic and forecast property tax revenues for the City. The “Property Tax Millage Rates” chart displays five years of millage rates. The rate for FY 2023 is unchanged from FY 2022 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 \$2.4 million. 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 collected utility taxes for electricity equal to 2% of the payments received by Florida Power & Light (FPL) from the purchaser of electricity. During the budget workshops, the City Commission voted to increase that tax to 6% total (a 4% increase). This increase will take effect in April 2022. Purchase of electricity means the purchase of electric power by a person who will consume it within the City. The fiscal year 2022 revenue estimate includes six months of this increase and an anticipated increase based on forecasts from FP&L.

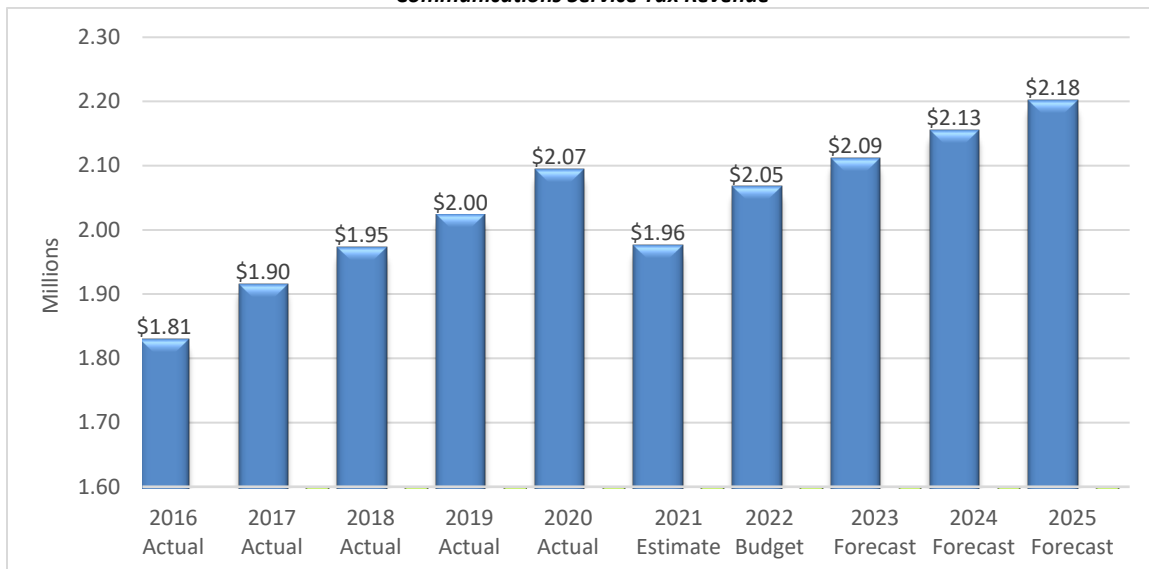
**Electric Utility Tax Revenue**



**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**

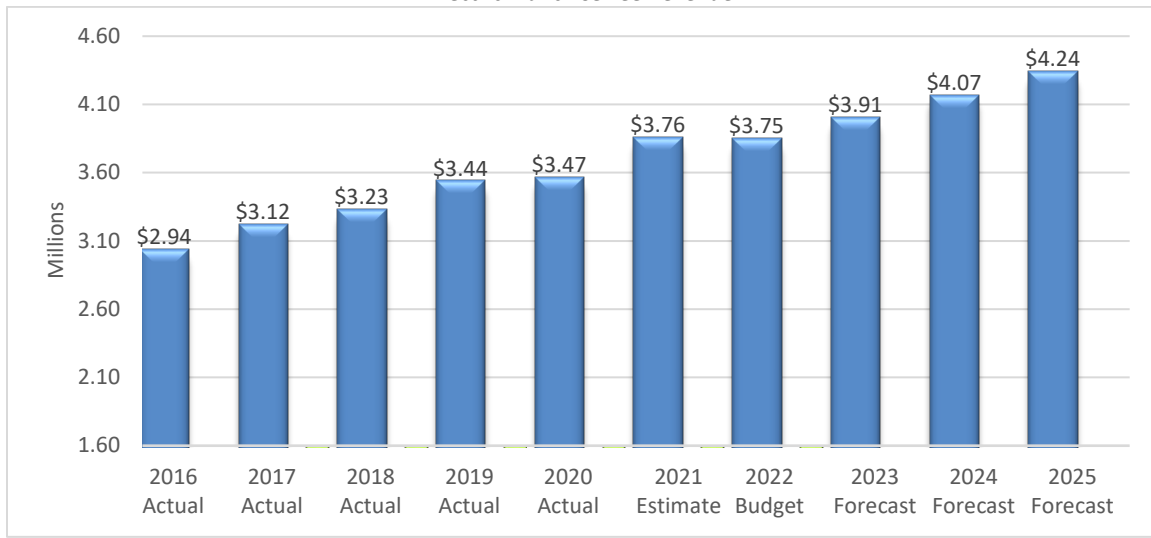


**FRANCHISE FEES**

**Franchise Fees-Electric**

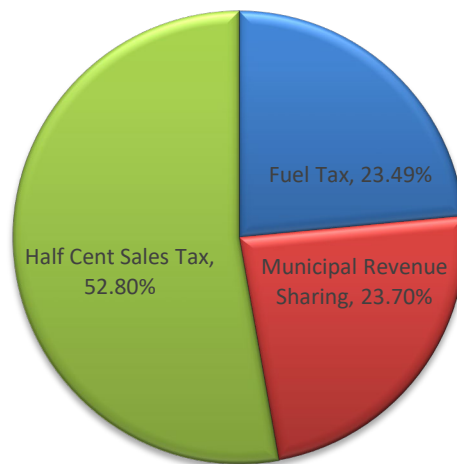
Franchise Fees are negotiated fixed fees to a company or utility for the use of municipal rights-of-way (poles, lines, pipes, etc.) and may include the value of the right for the utility to be the exclusive provider of its services within the City. The City has franchise agreements for electricity and natural gas. The revenue received from natural gas purchases is projected at \$35,000 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. 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.

**Electric Franchise Fee Revenue**



**INTERGOVERNMENTAL REVENUES**

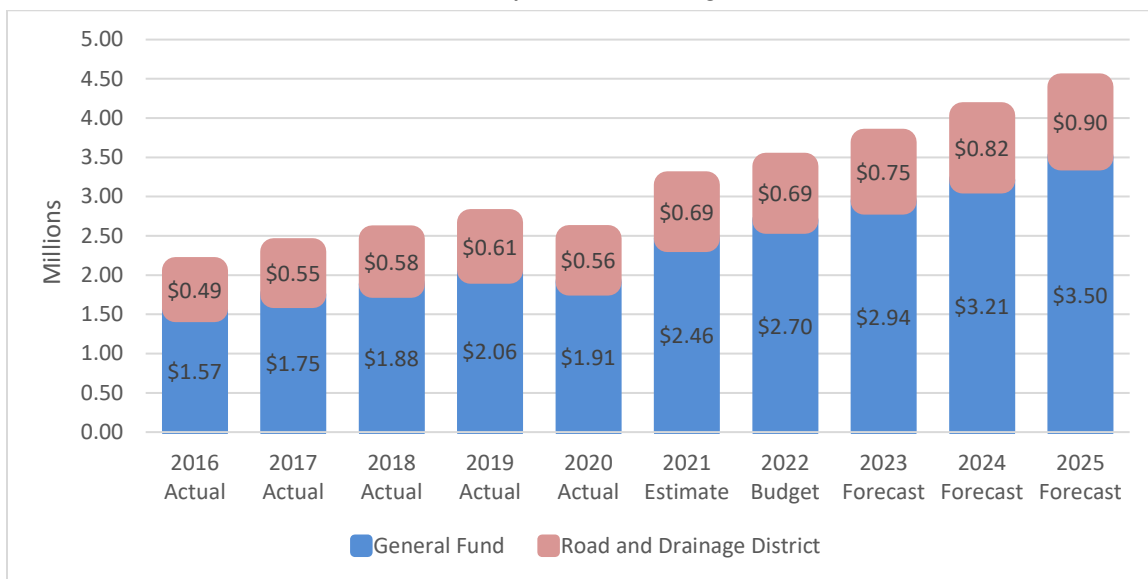
Intergovernmental revenue consists of revenues that are received from other government agencies. The majority of these revenues consist of State Sales Tax, State Shared Revenue, and Local Option Fuel Tax (included in Sales and Use Taxes). Other revenues in this category consist of federal, state, and local grants and shared revenue from the County. The graph below illustrates the percentage of the major intergovernmental revenue types. There was an increase in these three revenue categories of \$3,559,690 from FY 2021 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 80% of the total with the remaining 20% accounted for in the Road and Drainage District, special revenue fund. 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.

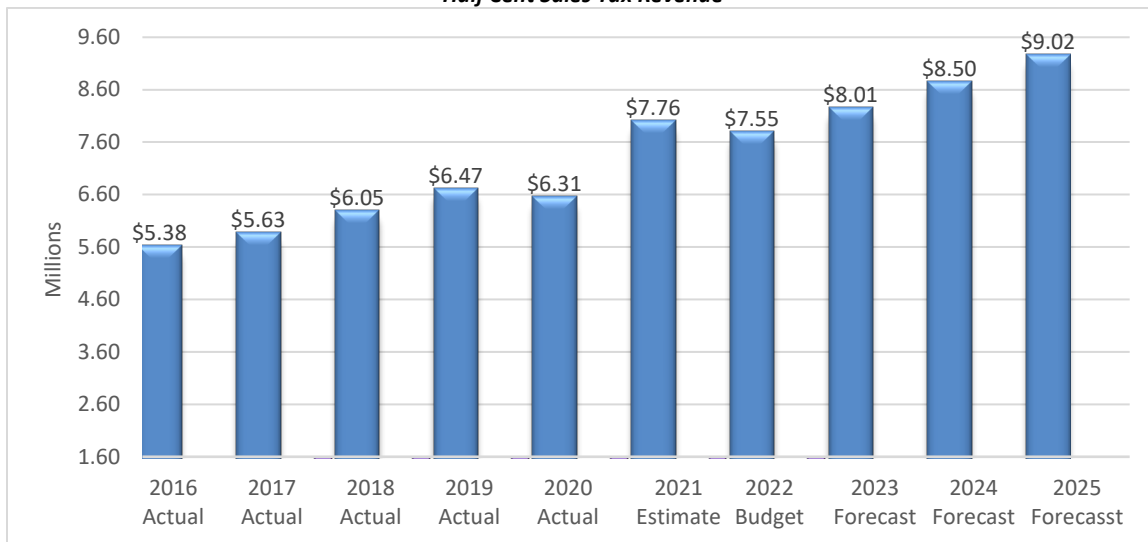
**Municipal Revenue Sharing**



**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 grow, this revenue will increase. Staff estimates an average growth of 6% in revenue from Half-Cent Sales Tax. 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**

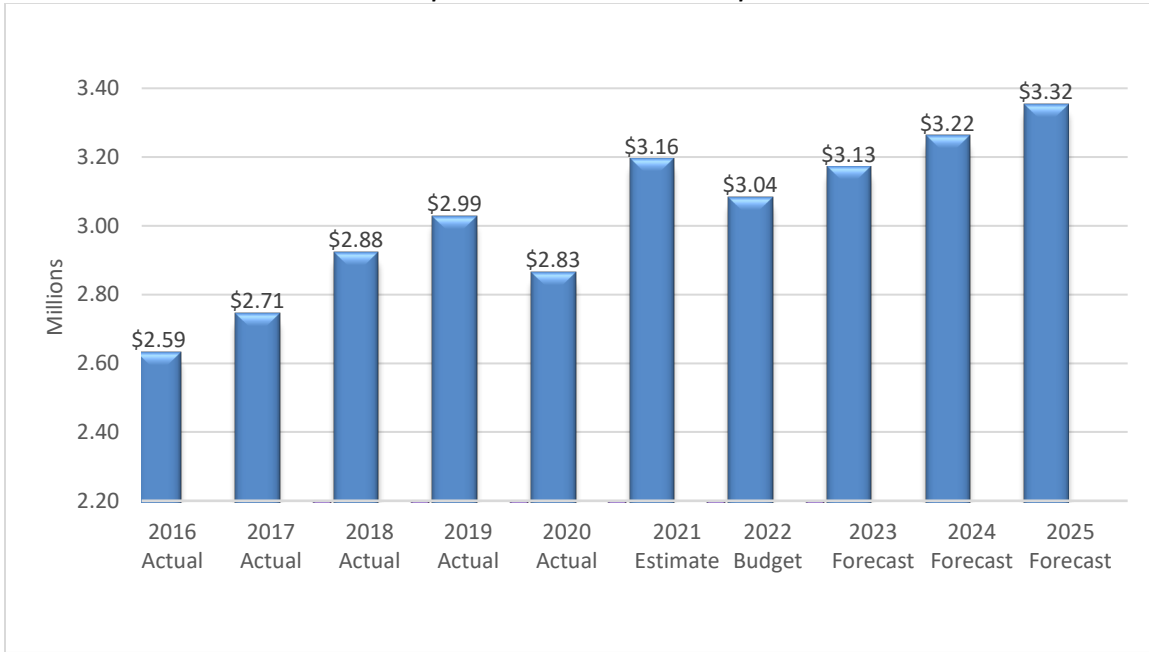




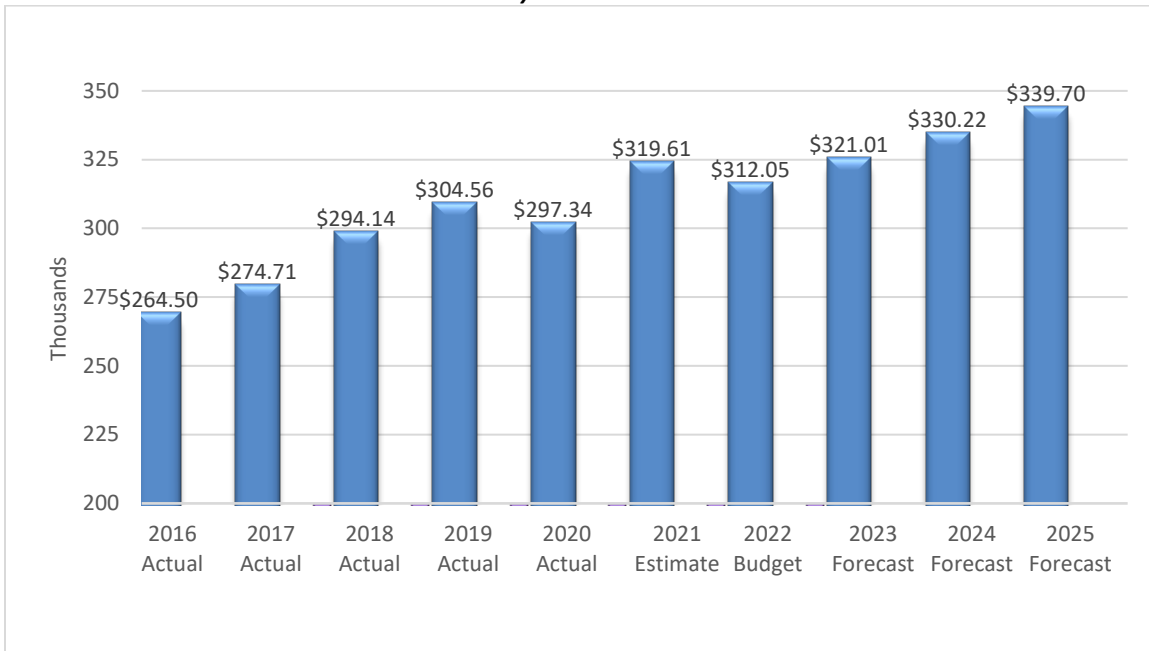
**Local Option Fuel Tax**

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 2022, an increase of \$324,180 is anticipated.

**Local Option Fuel Taxes – 1<sup>st</sup> and 2<sup>nd</sup> Options**



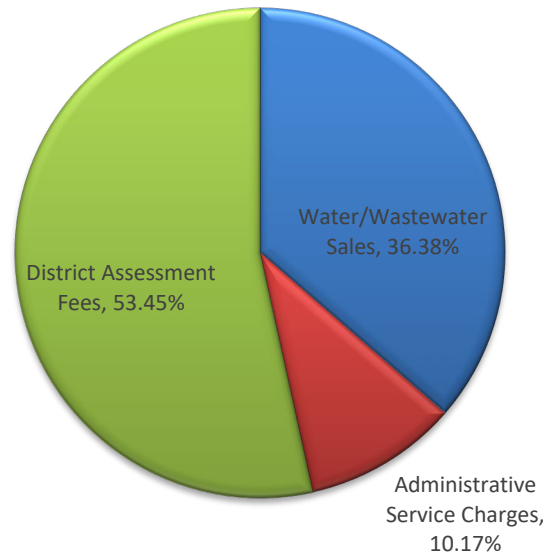
**County 9<sup>th</sup> Cent Fuel Tax**



**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.

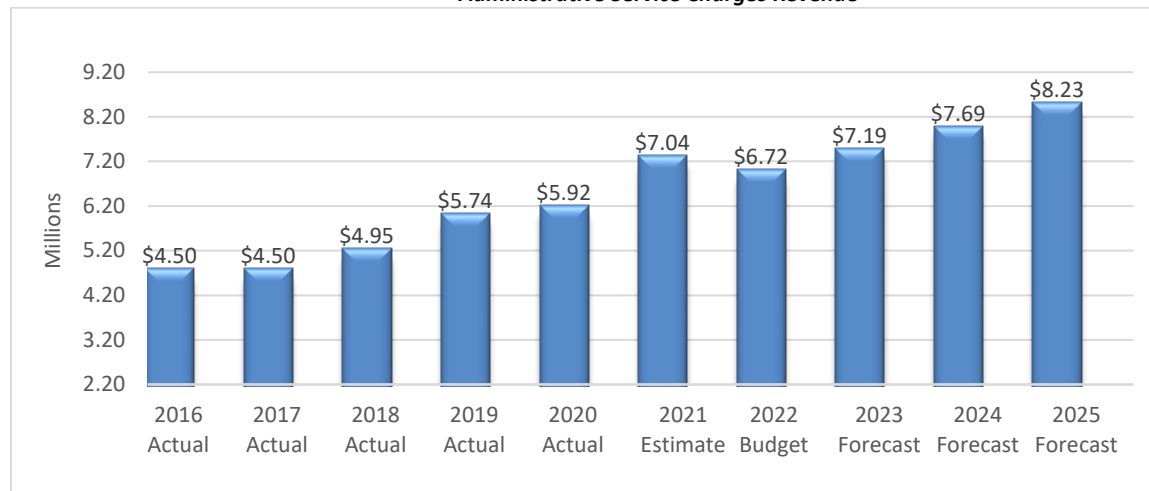
The graph below illustrates the percentage of the three major charges for services (\$66,060,580) for FY 2022.



**Administrative Service Charges**

Administrative service charges are paid by the three Districts, Building Fund, Utilities 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.

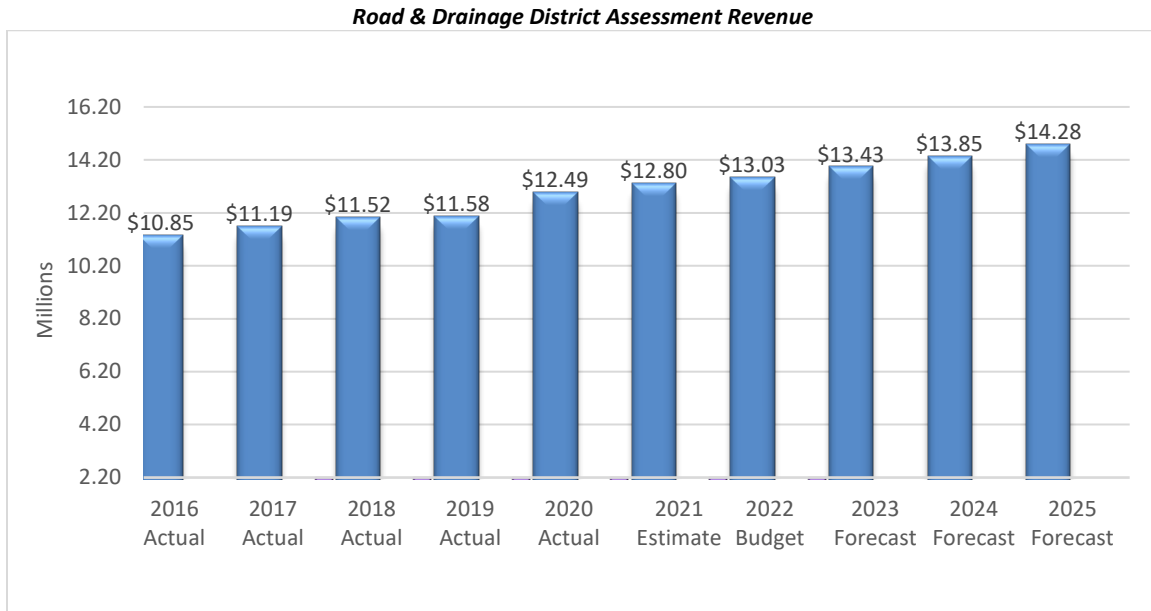
**Administrative Service Charges Revenue**



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.

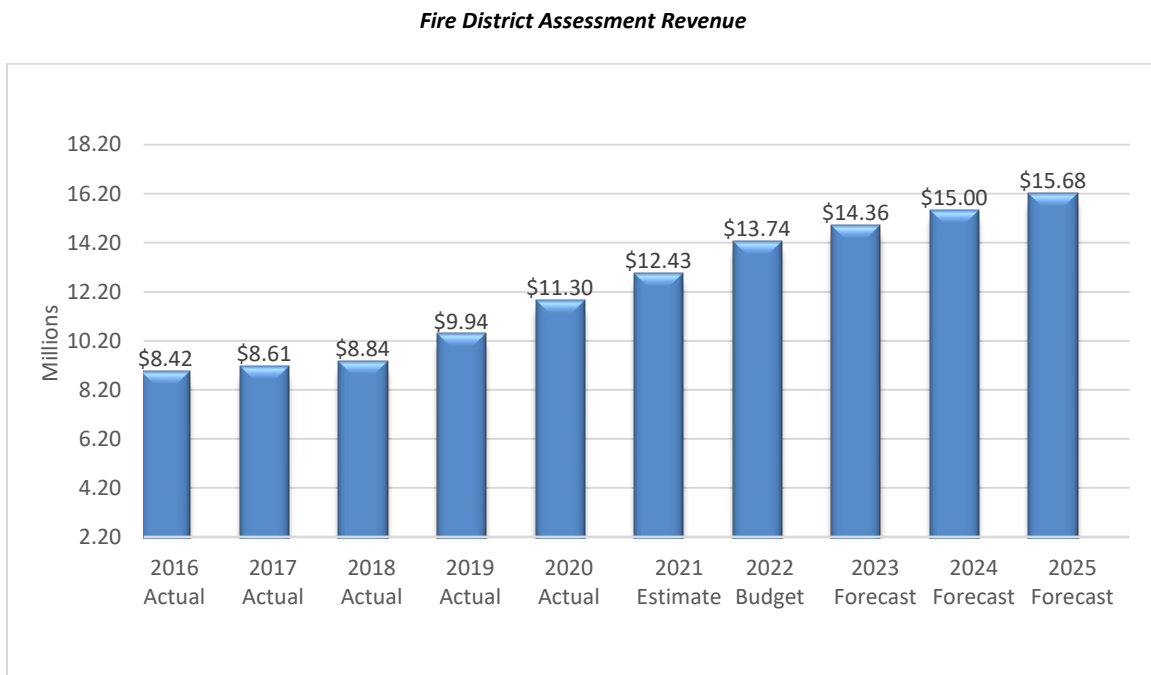
**District Assessments-Road & Drainage District**

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.



**District Assessments-Fire Rescue District**

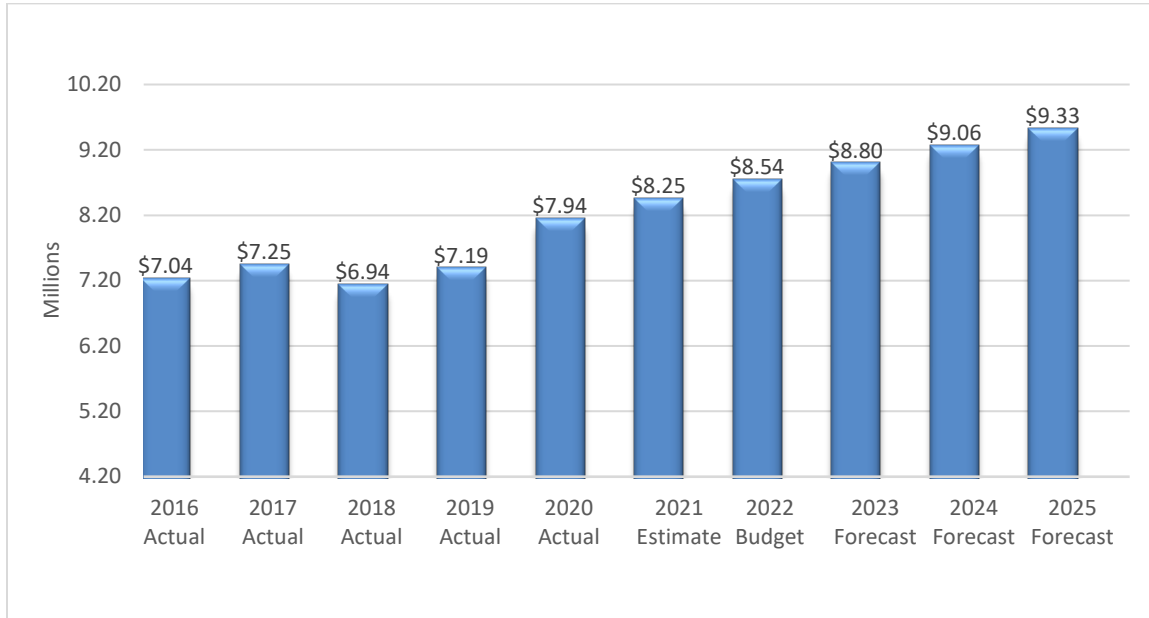
Fire Rescue assessment fees are collected to provide fire protection and suppression services to the citizens of North Port. The revenues are restricted for use by the District to pay for the general operating costs associated with personnel, operations and capital purchases.



**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 2022, the Solid Waste assessment increased from \$245 to \$250 per household.

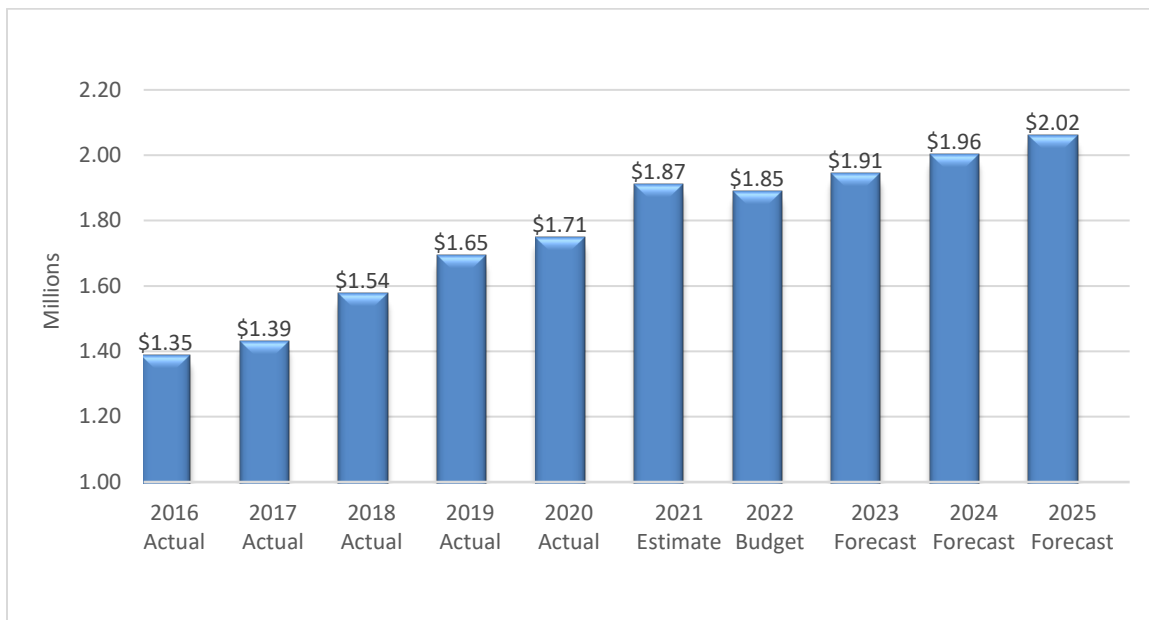
**Solid Waste District Assessment Revenue**



**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.

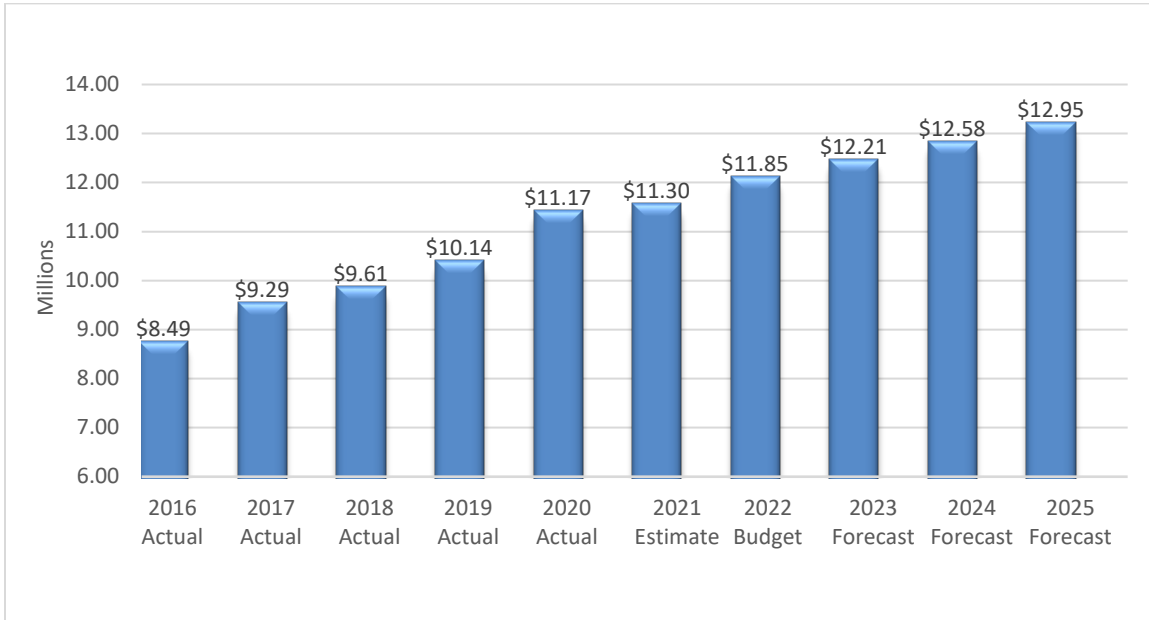
**Commercial Collections Revenue**



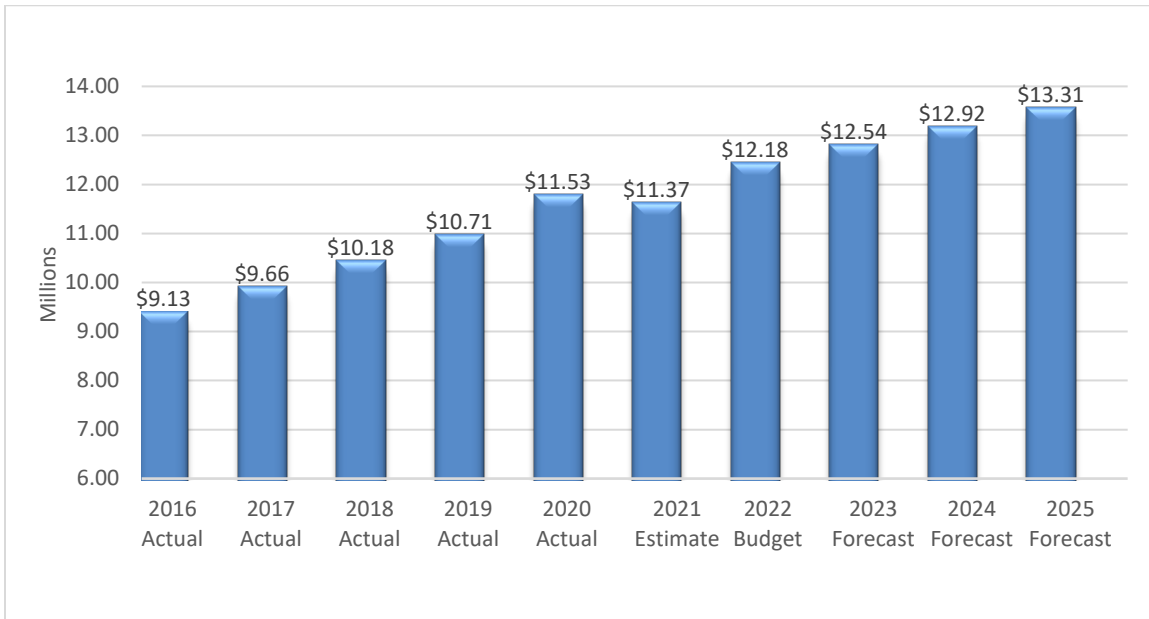
**Enterprise Revenues**

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

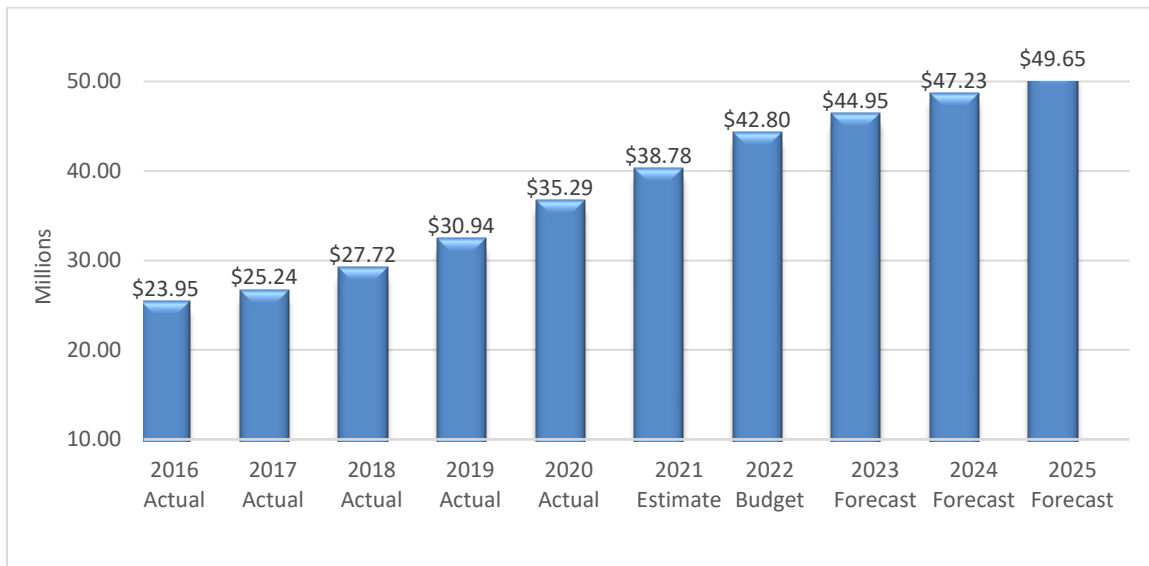
### TRENDS AND FORECASTS

#### Personnel Costs

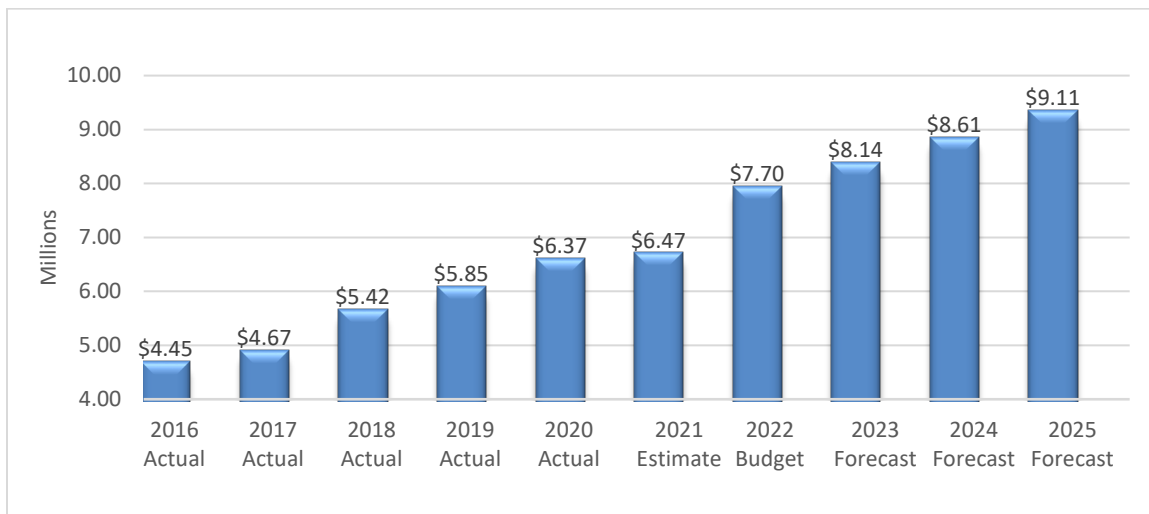
Personnel costs account for 77.10% of the City's General Fund operating budget. In other high service driven funds such as Building and Fire Rescue, personnel expenditures are the largest portion of the budget. Assumptions used in developing future personnel costs include the following:

- 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

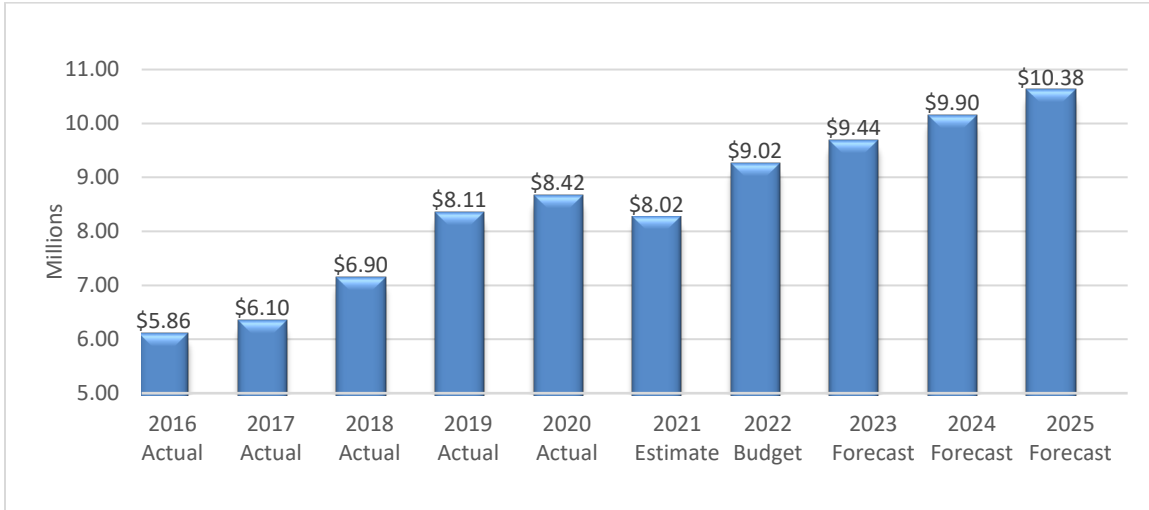
#### General Fund Personnel Costs



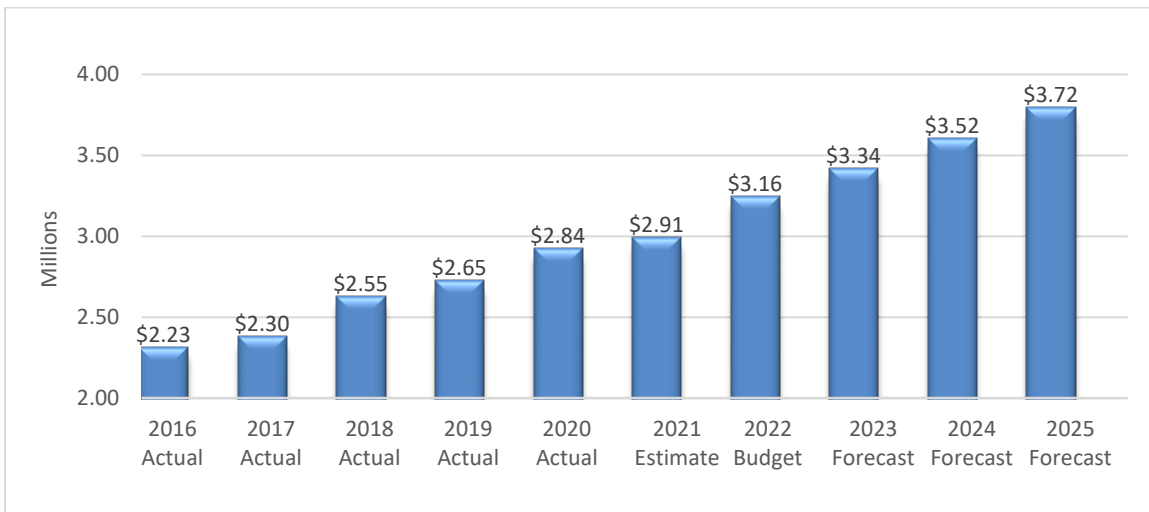
#### Road and Drainage District Personnel Costs



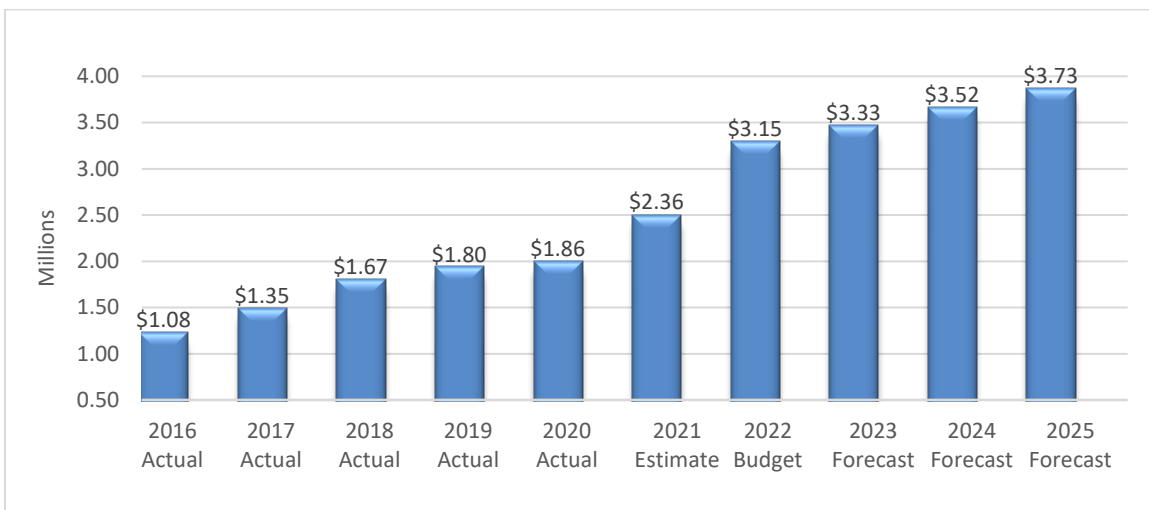
**Fire Rescue District Personnel Costs**



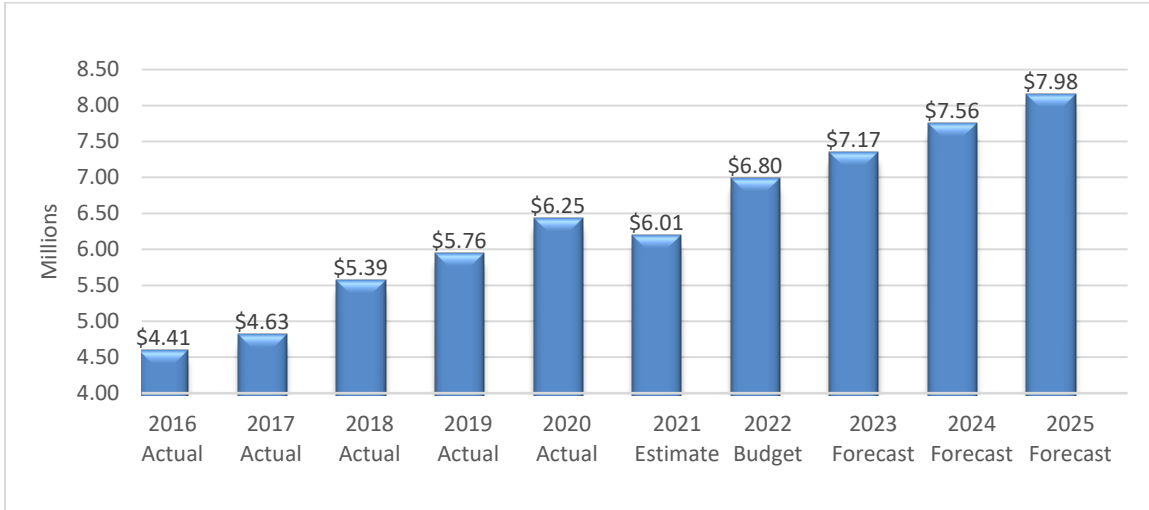
**Solid Waste District Personnel Costs**



**Building Fund Personnel Costs**



**Utilities Fund Personnel Costs**



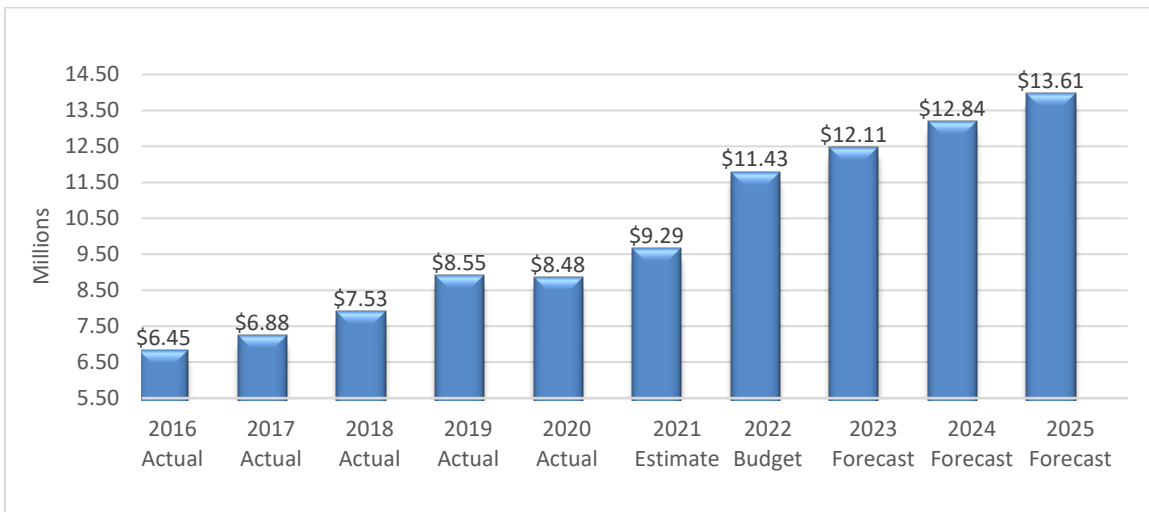
**Operating Costs**

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 2023-2025 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.

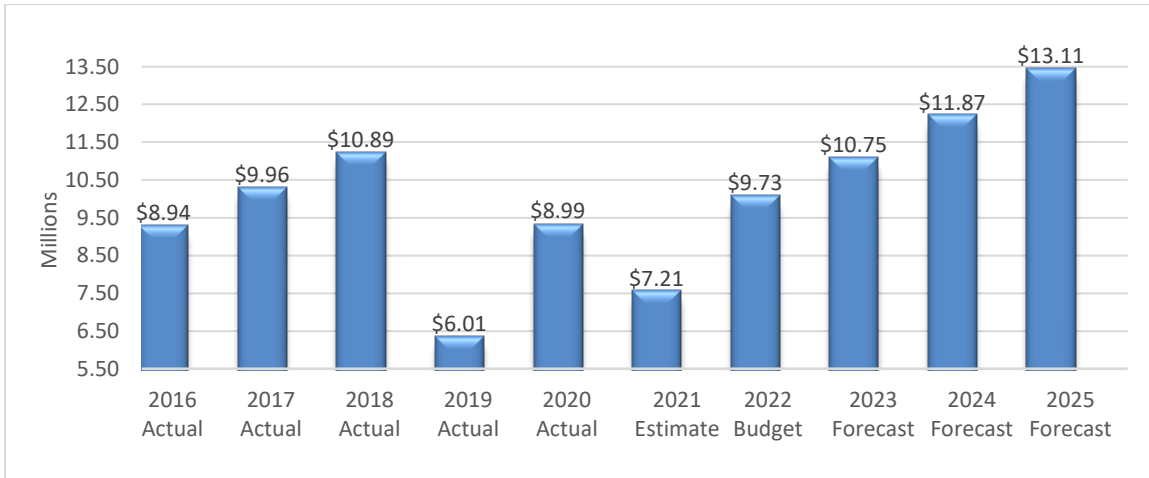
**General Fund-Operating Costs**



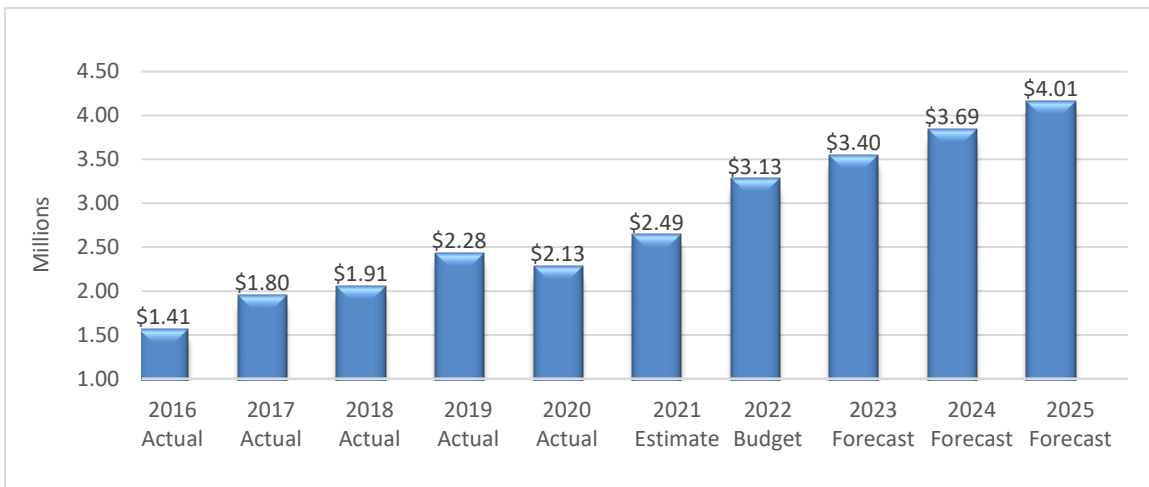


**Road and Drainage District-Operating Costs**

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.

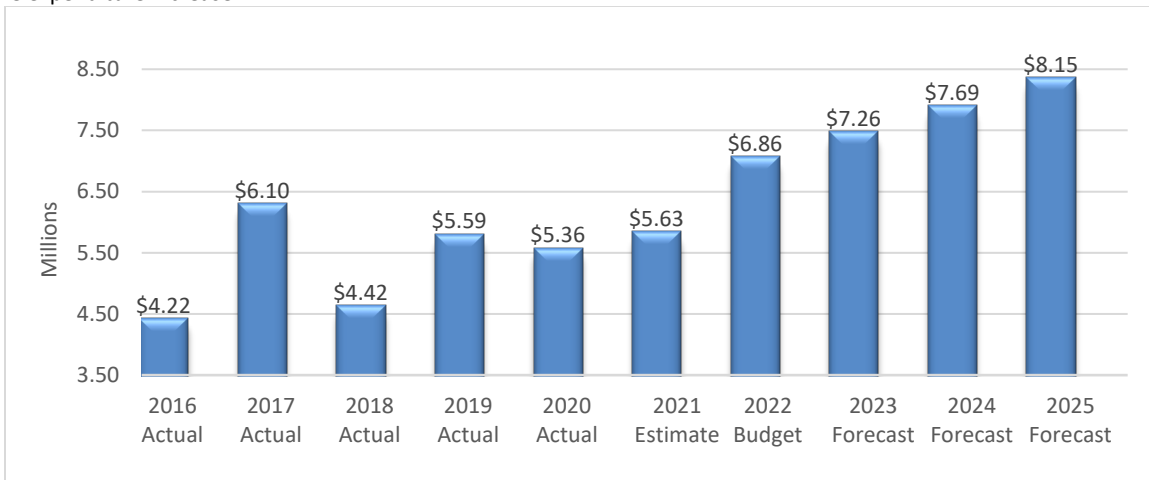


**Fire Rescue District-Operating Costs**



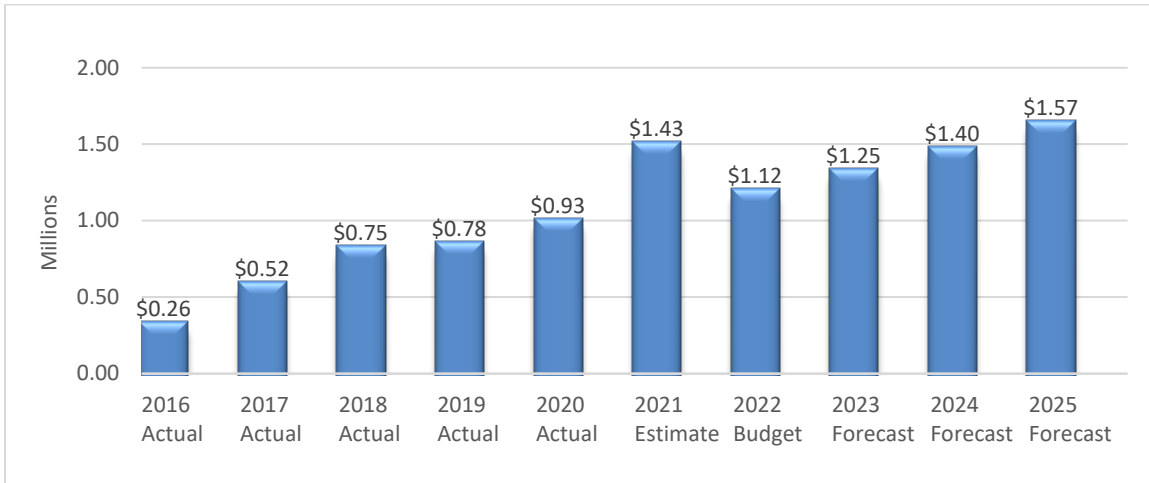
**Solid Waste District-Operating Costs**

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.

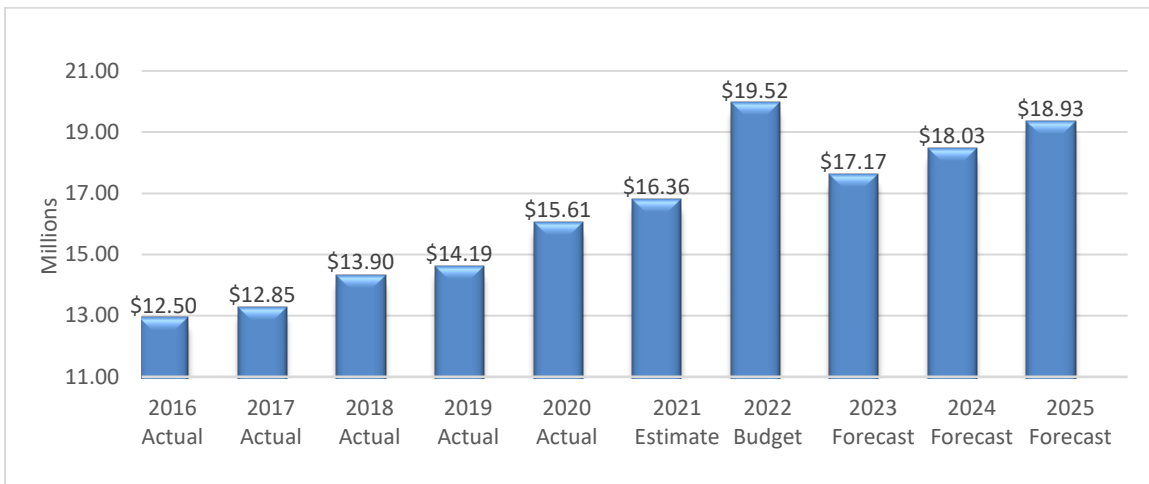


**Building Fund-Operating Costs**

In FY 2017, the department increased contracted services \$100,000 to provide plans review and inspection services to a new residential and commercial development. The updated calculation of Administrative Allocation decreased the FY 2022 operating budget by \$532,120.



**Utilities-Operating Costs**



## BUDGET PROCESS & POLICIES

### 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 following is the North Port Budget Calendar approved by Commission for the Fiscal Year (FY) 2022 budget preparation process.

#### FISCAL YEAR 2022 BUDGET CALENDAR

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**February 19** – Personnel changes/requests submitted to Human Resources (HR).

**March 2** – Capital Improvement Plan (CIP) Presentation 2021-2025 submitted to Budget Office for review.

**March 15** – Overtime, certifications, and other payroll adjustments, including any personnel related budget proposals and educational assistance requests, due to HR.

**March 15 – April 12** – One-on-one meetings between department directors and their Assistant City Manager or City Manager (CM), as applicable. Departments responsible for coordinating these meetings.

**March 16** – CIP Presentation 2021-25 (new projects and existing projects if adding funding) following CIP status meeting.

**March 29** – Commission Workshop – Assumptions, Projections, and Priorities FY 2022 Budget Development. 9 AM – 12 PM, City Hall Chambers.

**April 5** – Commission Workshop – City Fees Changes Only for FY 2022. 9 AM, City Hall Chambers.

**April 14** – First submission budget requests due. Please label all electronic files with Department and/or division, FY 2022 Budget First Submission (e.g. Public Works, Road & Drainage, FY 2022 Budget First Submission).

- Budget transmittal letter (including mission statement)
- Organizational chart
- Performance measures
- Revenue projections (if applicable)
- GovMax worksheet
- Budget proposals (including all Fleet requests)
- All CIP detail sheets

**Electronic submission via SharePoint only.**

**April 16** – City Fees department changes ONLY due to Finance Attn: Jodi.

**April 20** – CIP Requests final meeting following CIP status update meeting.

**May 3** – Budget Requests – Resubmittals due to budget office for second submission. Please label all electronic files with Department and/or division, FY 2022 Budget Second Submission (e.g. Neighborhood Development Services (NDS), Building, FY 2022 Budget Second Submission).

- a. Budget transmittal letter (including mission statement)
- b. Organizational chart
- c. Performance measures
- d. Revenue projections (if applicable)
- e. GovMax worksheet
- f. Budget proposals (including all Fleet requests)
- g. All CIP detail sheets

**Electronic submission via SharePoint only.**

**May 5 – 7** – CM Recommended Budget meetings. Departments meet with CM to discuss departmental budgets.

**May 5:** Utilities, City Manager, Information Technology (IT), and City Attorney

**May 6:** NDS, Human Resources, City Clerk, City Commission, and Finance

**May 7:** Public Works, Parks & Recreation, Fire Rescue, and Police

**May 14** – CM Recommended Budget all *revised* documents due.

**June 7** – PowerPoint presentations for CM Recommended Budget for Commission due to Finance Director for review and approval.

**June 15 – 17** – Commission Workshops – CM Recommended Budget. 9 AM – 5 PM, City Hall Chambers.

**June 15:** Public Works, Police, Finance, IT, HR, Charter Offices, and Utilities

**June 16:** Fire Rescue, NDS, Parks & Recreation, and CIP

**June 17:** If needed

**June 22** – Special Commission meetings to approve Districts’ Not To Exceed Rate resolutions. 5 PM, City Hall Chambers.

**July 1** – Receive Certificate of Taxable Value, Form DR-420 from Property Appraiser’s Office. The time periods specified herein are determined by using the date of certification of value or July 1, whichever date is later, as Day 1.

**July 20 – 21** – Commission Workshops – CM Proposed Budget. 9 AM – 5 PM, City Hall Chambers.

**July 20:** Fire, NDS, Parks & Recreation, and CIP

**July 21:** Public Works, Police, Finance, IT, HR, Charter Offices, and Utilities

**July 21** – Special Commission meeting to include an item establishing a tentative millage rate to be submitted on Form DR-420 by August 4. 5 PM, City Hall Chambers.

**July 27** – Commission regular meeting – First reading City-wide fee ordinance. 10 AM, City Hall Chambers.

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NOV 21

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DEC 21

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**August 4** – Within 35 days of certification of value, the City shall advise the Property Appraiser of the following via the completed DR-420 form:

1. Proposed millage rate.
2. Current year rolled back rate.
3. Date, time, and place of the tentative budget hearing.

If the City fails to return the completed DR-420 form within 35 days, as indicated above, the City shall be prohibited from levying a millage rate greater than the rolled back rate for the upcoming year. In this instance, the rolled back rate shall be computed by the Property Appraiser.

**August 24** – Not later than 55 days after the certification of value, the Property Appraiser shall mail out the Notice of Proposed Property Taxes (Truth in Millage (TRIM) notice).

**September 9** – 5:01 PM, City Hall Chambers. Within 80 days of certification of value (September 18), but not earlier than 65 days after certification (September 3), the Commission shall hold a public hearing on the first reading of the budget and millage rate resolutions to include levying a tax and appropriating sums of money. This hearing is publicized via the TRIM notice mailed by the Property Appraiser. Date must not conflict with those of the School Board or Sarasota County. Special District meetings for the first reading of budget resolutions and approval of assessment rates will also be held.

**September 18 – 21** – Within 15 days following the first budget hearing, the City shall advertise its intent to adopt a millage and budget. The advertisement is to be published not less than 2 days or more than 5 days from the date of the final public hearing.

**September 23** – 5:01 PM, City Hall Chambers. Public Hearing to adopt the budget and millage rate. Special District meetings for the adoption of budget resolutions will also be held.

**September 26** – Within 3 days of the final hearing the resolutions adopting the final millage rate shall be forwarded to the Property Appraiser, the Tax Collector and State Department of Revenue.

**October 22** – Not later than 30 days following the adoption of the budget and millage resolutions, the City shall certify its compliance with provisions of Florida Statute Chapter 200 to the Division of Ad Valorem Tax and the Department of Revenue. This is to be completed via the Certification of Compliance, Form DR-487 and required attachments.

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.

**CITY OF NORTH PORT BUDGET PROCESS**



## 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 City fundamental values to develop the annual budget. 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.

Additionally, citizen input is received through various public workshops, citizen surveys, and meetings including commission meetings, advisory board meetings, oversight committees, and neighborhood meetings. During the FY 2022 budget process, the public was invited to engage in the decision-making process through a budget survey. The 24 question FY 2022 Budget Survey was available to the public on the City’s website from February 15 – March 5, 2021. Finance and Communications staff analyzed the results from the 1,050 respondents and presented them to City Commission at a public Special Meeting held to discuss the Assumptions, Projections and Priorities for the FY 2021-2022 Budget Development.

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.

## 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.

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.

If a “current service level” or a “continuation of service” is identified, 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 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, with the application process 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 and monitor the status of all CIP projects. Each department informs 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 Office. 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 as well as program service needs while maintaining a City-wide perspective that ensures fiscal integrity.

The City Commission also hosted two Community Input Budget Meetings for the FY 2022 budget process in May 2021. After a brief overview of the City’s millage rates, historical revenue and expenditures, and budget cycle as well as major Department initiatives from staff, the public were invited to ask questions and provide their comments.

## 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 budget hearing notices 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.

State of Florida Statute requires 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 based on these procedures for establishing the budgetary data:

- 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.

The final Ad Valorem millage rate and non-ad valorem district assessment rates are adopted by City Commission approved resolutions and the final budgets, including a non-district budget and three district budgets, are adopted by City Commission approved resolutions. The City forwards the final millage resolution, final district assessment rates resolutions, and the final budget resolutions to the Property Appraiser, Tax Collector, and the Department of Revenue within three days of final adoption.

Once all public budget hearings are completed, resolutions adopted, 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.

#### **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 budgetary control is maintained at the category of expenditure level during the year, 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 resolution, 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 resolution, 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 CIP, appropriations in these funds remain open and carry over to succeeding years until they are amended or canceled. Since 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, Debt Service Funds, and Capital Funds
- Proprietary Funds: Includes Enterprise Funds and Internal Service Funds

A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. For additional details on the City's fund structure, descriptions, historical revenue and expenditure analysis, and balances, see the Fund Structures & Summaries Chapter.

## ***Financial Policies and Procedures***

The Government Finance Officers Association (GFOA) 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 Annual Financial Report 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 resolution. 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 resolutions. The City forwards the final budget and millage resolutions 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 Summary 2022-2025, 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 appropriation 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 resolution, a budget adjustment for encumbrances outstanding at the end of the previous year, and other budget amendments adopted by resolution.
- 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, CentralSquare Technologies NaviLine, 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 resolution. Increases in total appropriations require the City Commission approval by resolution. 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 resolution.

#### **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.

- 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.
- 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 Plan (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 or Impact Fee funds; 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 \$50,000 and an asset life of at least five (5) years.

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 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 City 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 City 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 Florida Department of Environmental Protection (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.

Note: 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, and (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*).

## FUND STRUCTURES & SUMMARIES

### Fund Structures

The Department/Fund matrix displays the relationship between the City's functional units (department/division) and the major funds and non-major funds in aggregate in the FY 2022 Adopted Budget. As seen below, most departments are funded from the General Fund. Funds are allocated for each department to continue operations while maintaining a high-quality workplace throughout the entire fiscal year. Allocations are based on a number of variables including programs, funding restrictions, staffing, operations, projects, and other specific functions with each individual department/division.

Department/Division	General Fund (Major)	Road & Drainage District (Major)	Fire Rescue District (Major)	Solid Waste District (Major)	Utility Revenue Fund (Major)	Non-Major Funds (in aggregate)
<b>City Commission</b>	X					
<b>City Attorney</b>	X					
<b>City Clerk</b>	X					
<b>City Manager</b>	X					
<b>Communications</b>	X					
<b>Economic Development</b>	X					
<b>Information Technology</b>	X					X
<b>Social Services</b>	X					
<b>Finance</b>	X					
<b>Human Resources &amp; Risk Management</b>	X					X
<b>Neighborhood Development</b>						
Planning & Zoning	X					X
Code Enforcement	X					X
Building						X
<b>Parks and Recreation</b>						
Recreation	X					X
North Port Aquatic Center	X					
Parks Maintenance	X					X
<b>Police</b>	X					X
<b>Fire Rescue</b>						
Emergency Medical Services	X					X
Fire Rescue			X			X
<b>Public Works</b>						
Road & Drainage		X				X
Solid Waste				X		X
Fleet Management						X
Facilities Maintenance	X					X
<b>Utilities</b>						
Administration					X	
Water Systems					X	X
Wastewater Systems					X	X
Field Operations					X	X
Engineering					X	

## MAJOR FUNDS

As shown in the previous matrix, major funds support significant activities of the City and 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 or represent a District Fund. 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 **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, respectively.

### **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 **Utility Revenue Fund** 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 FUNDS

Non-major funds represent the remainder of the funds in the FY 2022 Approved Budget.

### **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, Historical Preservation Fund, Tree Fund, Warm Mineral Springs Fund, Building Fund, Escheated Lots Funds, Impact Fee Funds, Department of Environmental Protection Management Fund, and Fleet Management Fund.

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

Capital funds 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, Renewal and Replacement Funds, 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's only debt service fund is the Road Reconstruction Bond Debt Service Fund.

### **Non-Major Enterprise Funds**

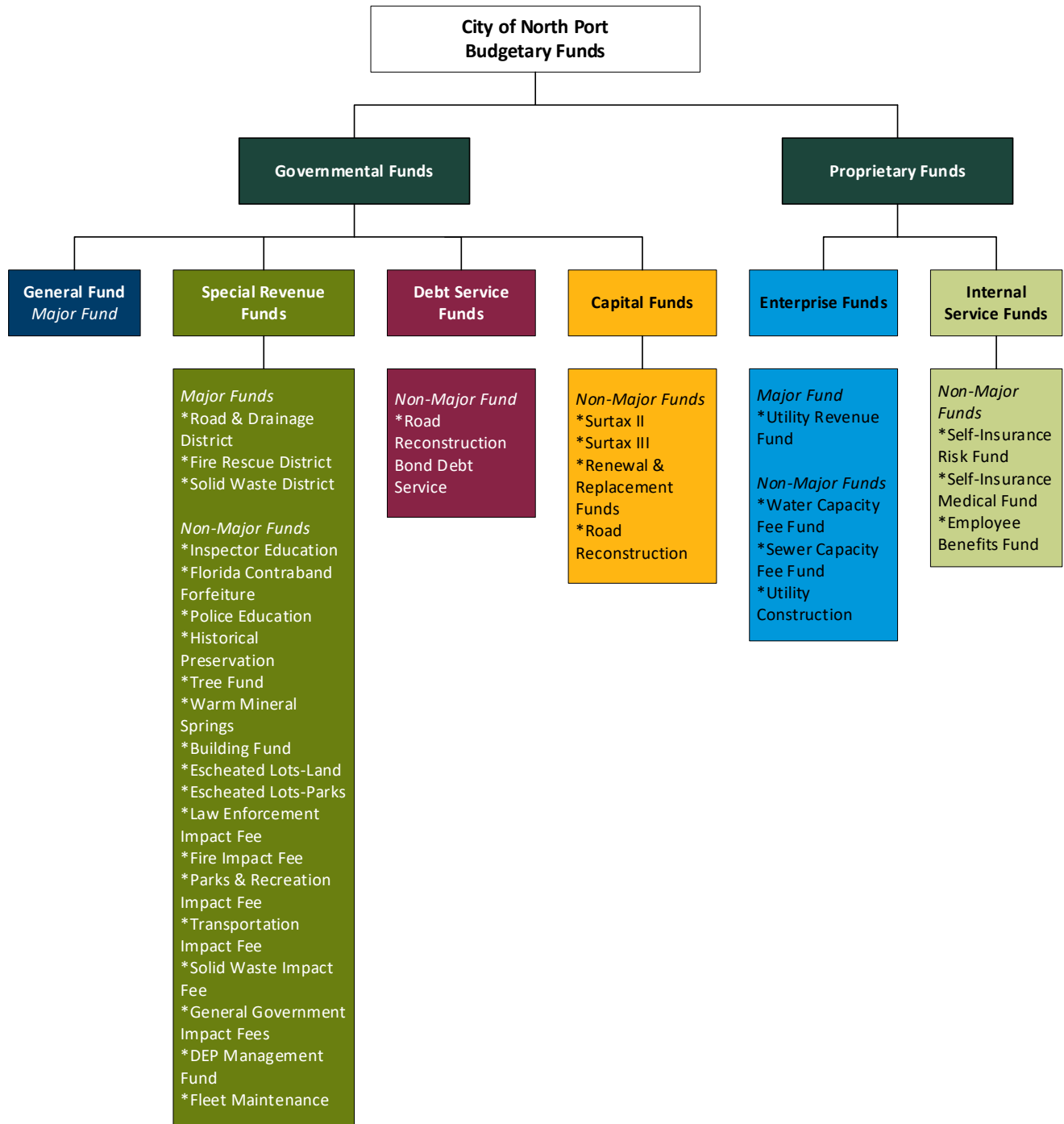
Enterprise funds are used to account for operations (1) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing 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. Funds include the Water Capacity Fee Fund, Sewer Capacity Fee Fund, and Utility Construction Fee Fund.

### **Non-Major Internal Service Funds**

Internal Service Funds are used to account for the finance of goods or services provided by one department or agency to other departments or agencies of the City, or to other governments, on a cost-reimbursement basis. The City has three internal service funds: Self-Insurance Risk Fund, Self-Insurance Medical Fund, and Employee Benefits Fund.

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

The chart on the following page provides a visual representation of the City of North Port budgetary fund structure.



## Fund Summaries

Summaries for major and selected large non-major funds include detailed analysis of revenues and expenditures, the departmental functions supported, and fund balance. The FY 2022 Adopted Budget for the remaining non-major funds are listed in tables and descriptions for all funds are included as a reference at the end of this chapter.

### GENERAL FUND

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 supported by the General Fund.

The total General Fund Adopted Budget for FY 2022 is \$55,256,320 which is an increase of \$5,192,420 or 10.37% from FY 2021. The following table is a summary budget of the General Fund for FY 2022.

#### GENERAL FUND BUDGET FY 2022 ADOPTED

<b>General Fund Revenues</b>		
Ad Valorem Taxes	\$	21,029,800
Other Taxes		5,266,880
Permits & Special Assessments		4,151,690
Intergovernmental Revenue		10,414,350
Charges for Services		11,927,360
Fines & Forfeitures		163,730
Miscellaneous Revenues		1,175,540
Other Sources		1,126,970
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$</b>	<b>55,256,320</b>
<b>General Fund Expenditures</b>		
City Commission	\$	469,140
City Attorney		1,181,960
City Manager		1,403,830
City Clerk		787,130
Finance		1,877,700
Neighborhood Development Services		2,988,270
Information Technology		3,411,450
Human Resources		1,135,870
Parks & Recreation/Aquatic Center/Parks Maintenance		5,731,350
Police		22,284,340
Emergency Medical		9,834,730
Facilities Maintenance		3,314,520
Non-Departmental		836,030
<b>Total Expenditures</b>	<b>\$</b>	<b>55,256,320</b>



## REVENUES

### TAXES

The primary revenue source of the General Fund is the local tax base. Local taxes, totaling \$26,296,680, comprise approximately 47.59% of General Fund revenues. Ad valorem taxes, more commonly called property taxes, are estimated at \$21,029,800 for FY 2022, which is a 12.32% increase from FY 2021.

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 \$2,046,460. The Utility Service Tax will increase to 6.00% effective April 1, 2022, resulting in an anticipated 133.17% increase in revenue to \$2,302,500 in FY 2022. Business Taxes are projected at \$137,650.

Other taxes also 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 2022 projected fire and police insurance premium taxes are \$221,170 and \$559,100, respectively.

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

**GENERAL FUND TAX REVENUES  
FY 2018 THROUGH FY 2022**

	FY 2018 ACTUAL	FY 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 ADOPTED	FY 2022 ADOPTED
AD VALOREM	\$12,079,877	\$13,589,528	\$17,246,920	\$18,723,440	\$21,029,800
UTILITY SERVICE TAX	899,698	949,894	1,010,751	987,440	2,302,500
LOCAL COMMUNICATIONS SERVICE TAX	1,952,279	2,002,556	2,073,080	2,061,900	2,046,460
LOCAL AND COUNTY BUSINESS TAX	137,009	130,086	133,248	150,260	137,650
INSURANCE PREMIUM TAXES	607,284	663,300	719,333	737,760	780,270
<b>TOTAL TAXES</b>	<b>\$15,676,147</b>	<b>\$17,335,364</b>	<b>\$21,183,332</b>	<b>\$22,660,800</b>	<b>\$26,296,680</b>

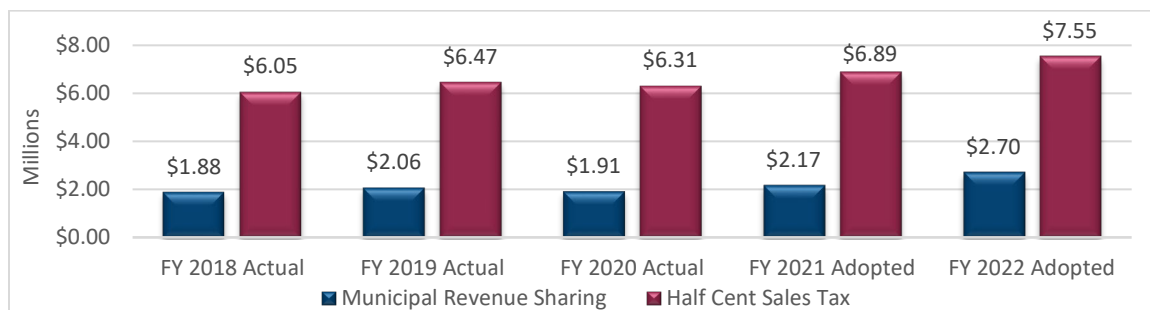
### PERMITS AND SPECIAL ASSESSMENTS

The General Fund is budgeted to collect \$4,151,690 in permits and special assessments for FY 2022. The primary revenue in this category is the Electric Franchise Fee with estimated revenue of \$3,751,800.

### INTERGOVERNMENTAL REVENUES

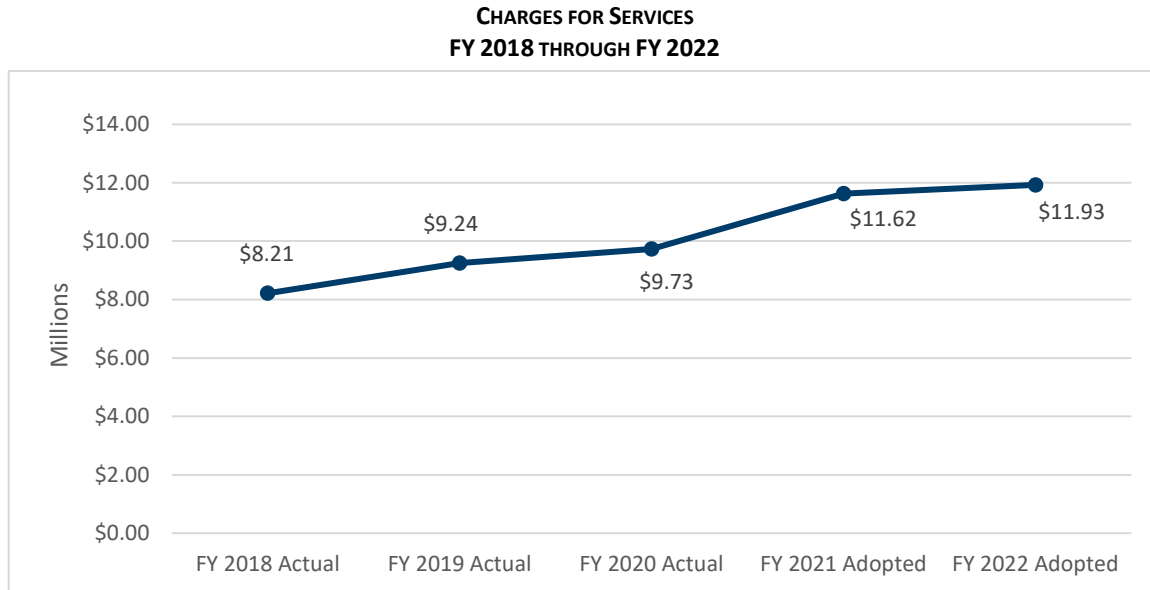
Intergovernmental Revenues in the General Fund are budgeted at \$10,414,350. The largest source of Intergovernmental Revenue is the half-cent local sales tax, budgeted at \$7,545,300. The Municipal Revenue Sharing Program, the second largest source, is expected to bring \$2,695,980 to the General Fund in FY 2022. These taxes are expected to be greater than FY 2021 due to a rebound of tourism and the economy after the COVID-19 pandemic. The following graph illustrates five years of these Intergovernmental Revenues.

**INTERGOVERNMENTAL REVENUES  
FY 2018 THROUGH FY 2022**



**CHARGES FOR SERVICES**

In FY 2022, Charges for Services are budgeted at \$11,927,360. Since 2018, Charges for Services increased \$3,712,702 or 45.20%. The chart below illustrates the five-year revenue trend.



A small portion of Charges for Services is collected from minor fees such as boating fees and charges for copies and records. 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. This two-step allocation method is applied prior to distributing the costs to the service recipients. The General Fund administrative charges for FY 2022 total \$6,719,860.

Also, included in the General Fund are charges for ambulance/transportation services. The revenue anticipated from ambulatory transport services is \$2,622,040.

**FINES AND FORFEITURES**

Fines and Forfeitures revenues are generated from traffic-type citations and other violations of local ordinances. The City estimates revenues of \$163,730 for FY 2022.

**MISCELLANEOUS INCOME**

A major source of Miscellaneous Revenue is the return on investment (ROI) totaling \$625,800 for FY 2022. 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. Since interest rates remain at historically low levels, the FY 2022 General Fund projection is \$100,000.

Rental Income is estimated at \$160,950. 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, Bayflight lease, and Community Education Center room rentals.

**OTHER SOURCES**

The City anticipates a use of fund balance in the amount of \$1,126,970 in the General Fund to balance the FY 2022 Adopted Budget.

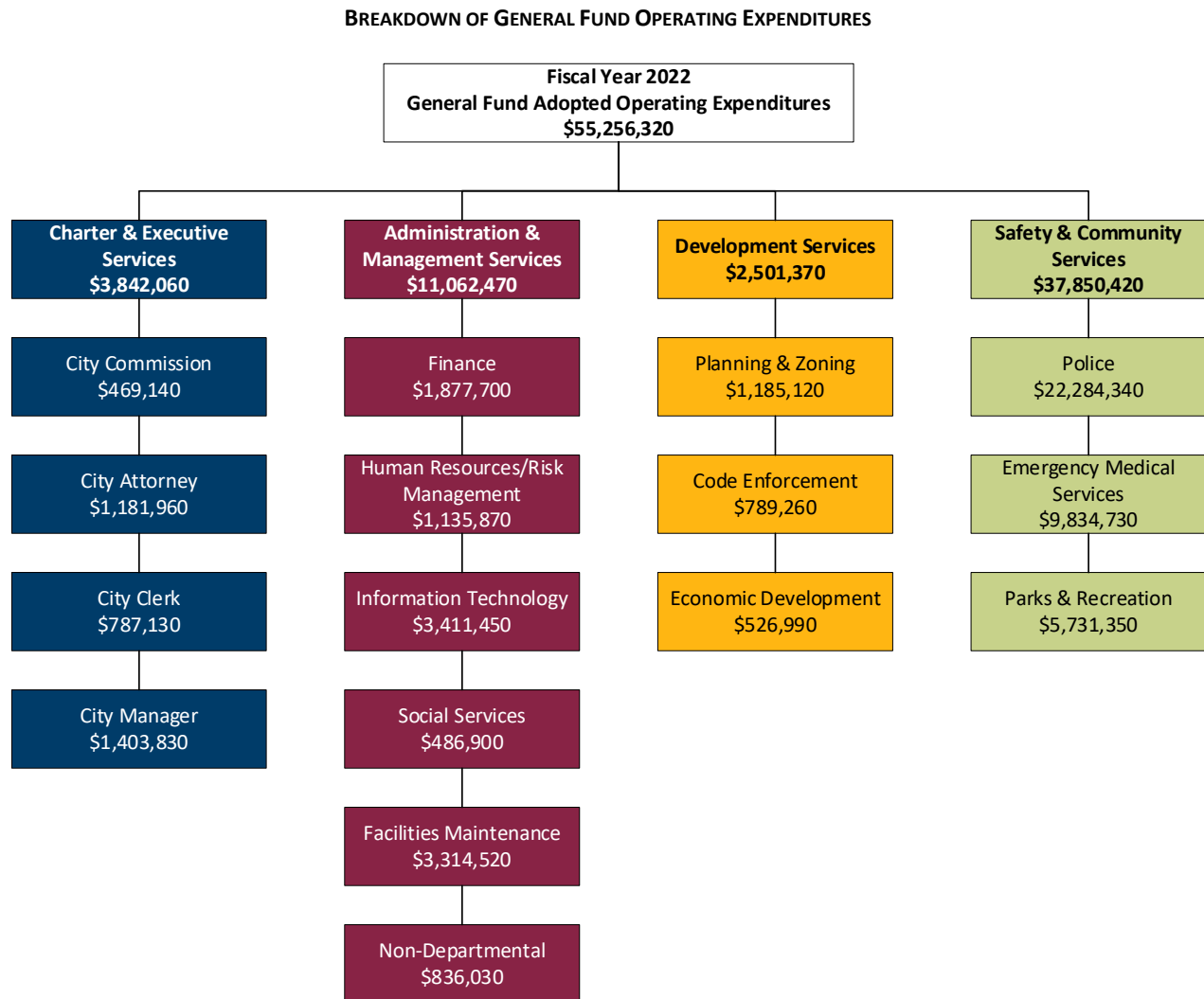
## DEPARTMENTAL FUNCTIONS

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

DEPARTMENTAL FUNCTIONS	
Service Category	Service Function
<b><i>Charter &amp; Executive Services</i></b>	
City Commission	Legislative actions and policies.
City Attorney	Legal services.
City Clerk	Maintains the City records and disseminates information as requested.
City Manager	Overall management of the City and oversight of Economic Development, Social Services, and Communications.
<b><i>Administration &amp; Management Services</i></b>	
Finance	All financial services including accounting, budget, payroll, procurement, investing, and cash management.
Human Resources/Risk Management	All aspects of recruitment and retention of City employees including training and risk 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.
Facilities Maintenance	Overall management and maintenance of all city properties excluding Parks & Recreation facilities and properties.
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.
<b><i>Development Services</i></b>	
Planning & Zoning	Provides the planning and zoning services for the development of the City.
Code Enforcement	Provides plan reviews and code enforcement of city regulatory standards.
Economic Development	Promote growth, sustainability, job creation, and improve quality of life through the attraction of new and the retention of existing businesses.
<b><i>Safety &amp; Community Services</i></b>	
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 basic and advanced life support services and ambulance services.
Parks & Recreation	Recreational and cultural art activities for the community.

**EXPENDITURES**

The following chart illustrates the General Fund FY 2022 Adopted Operating Budget within the service categories.



**GENERAL FUND EXPENDITURES**

FY 2022 General Fund personnel expenditures reflect an increase of \$3,000,480, or 7.58% from FY 2021. As a service organization, the majority of General Fund expenditures are associated with personnel costs with approximately 77.10% of the expenditures being labor related. Major items contributing to the change in personnel costs are:

- ✓ Increased salaries and wages - \$2,169,610
- ✓ Increased FICA - \$163,180
- ✓ Increased Florida Retirement System (FRS) contributions - \$552,070
- ✓ Increased health insurance - \$198,250

For FY 2022, seven new FTE (full-time equivalent) positions were added to the General Fund and two were eliminated when compared to the FY 2021 Amended Budget. 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, a cost-of-living adjustment (COLA) of two and one-half percent (2.5%) for all employees and a potential performance-based raise of up to four percent (4%) are included in the FY 2022 Adopted Budget.

FY 2022 General Fund operating expenditures increased \$1,637,530 or 16.73% from FY 2021. Repair & Maintenance for city buildings increased by \$446,350 in FY 2022, which is mostly related to a \$200,000 increase for general building maintenance, \$70,350 for air conditioning maintenance, and \$70,000 for painting. Other Contracted Services increased \$290,200 for tree trimming for impinging

growth complaints and the expired interlocal park and field maintenance agreement with Sarasota County. Professional Services – Other increased by \$136,010 from FY 2021 related to the Fire Rescue Public Emergency Medical Transportation (PEMT) Medicaid Managed Care Organization (MCO) services (\$90,900) as well as the Economic Development competitive analysis and opportunity profiles (\$20,000) and website portal development (\$20,000). Office Equipment Repair and Maintenance increased \$133,890 for software maintenance and support costs. The FY 2022 General Fund Approved Budget included an additional \$128,870 for landscaping maintenance as well as \$119,700 for maintenance and repair of vehicles and equipment for Parks & Recreation in relation to the expiration of the interlocal agreement.

Budgeted capital amounts, which are one-time expenditures, increased \$679,410 or 873.51% from FY 2021 due to the need to replace two HVAC chiller units in City Hall and the Police Department buildings in FY 2022.

Interfund transfers decreased \$125,000 from FY 2021.

## DEPARTMENTAL HIGHLIGHTS

The FY 2022 Adopted General Fund Budget includes the following highlights by department. Comparisons to FY 2021 are made with the Adopted Budget, rather than the Amended Budget.

### CITY COMMISSION

The City Commission expenditures increased \$8,180 or 1.77% to \$469,140. This increase can be attributed to increases in salary and benefits costs.

### 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 \$1,181,960 for FY 2022 is a \$186,670 or 18.76% increase over FY 2021, which is mostly related to the addition of an Assistant City Attorney and other increased salary and benefits costs.

### CITY CLERK

The City Clerk's budget reflects a decrease of \$28,500 or 3.62% overall. The decrease is due mainly to the reclassification of the Deputy City Clerk to Assistant City Clerk during FY 2021.

### CITY MANAGER

The City Manager is Chief Administrative Officer of the City, reporting directly to City Commission. The FY 2022 General Fund appropriation for the City Manager's budget reflects an increase of \$116,560 or 10.62% mainly due to renovations of the City Manager's office suite (\$50,000) including converting the City Manager's existing large conference room to office and conference room space for the expanding City Attorney's Office. Additional space in the City Manager's office suite will be reconfigured to create a new large conference room, copy/storage area, and more secure work environment. The carpet will also be replaced (\$17,000). The remaining increase can be attributed to increases in salary for COLA and merit-based raises.

The Communications Division is also under the City Manager's department. Personnel expenditures increased \$18,740 (9.16%) primarily due to COLA and performance adjustments. This increase is partially offset by operating expenditures decreasing \$5,300 (4.39%) due mainly to decreased promotional activities, advertisements, and minor operating equipment.

### 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 \$117,770 (6.27%) due to the addition of a Performance & Accountability Officer position as well as COLA and annual merit-based increases.

### HUMAN RESOURCES/RISK MANAGEMENT

Personnel expenditures in Human Resources/Risk Management decreased \$7,000 or 0.62% due to the reclassification of a Senior Risk Coordinator position to a Claims Coordinator.

### INFORMATION TECHNOLOGY

Information Technology (IT) provides for the technology needs of all departments within the City. The approved budget for FY 2022 increased by \$577,450 or 16.93% from the previous year. Personnel costs include the addition of an Application Development Administrator position and Security Administrator position as well as COLA and annual merit-based increases (\$167,580). Operating expenses increased \$225,870, which includes an additional \$98,390 for new and replacement computers, \$89,970 for software maintenance, and \$75,000 for the City Hall Server Room battery back-up. IT also has a transfer to the General Fund Renewal and Replacement Fund in the amount of \$372,500, an \$125,000 increase, for the remaining cost of replacing the Storage Area Network.

#### **SOCIAL SERVICES**

The Social Services budget for FY 2022 is \$486,900, which reflects a slight decrease of \$200 or 0.04% from FY 2021.

#### **PUBLIC WORKS – FACILITIES MAINTENANCE**

Facilities Maintenance was moved from the Neighborhood Development Services Department into Public Works as part of the City reorganization in FY 2019. Facilities Maintenance provides several services including landscaping for public areas throughout the City and overseeing regular building maintenance and custodial services. The overall budget increased \$1,151,600 or 34.74% for FY 2022. Personnel expenditures include COLA and merit-based increases with associated increases in FICA and FRS contributions for an increase of \$78,990.

Repair & Maintenance for city buildings increased by \$320,890 from FY 2021, including \$200,000 for general building maintenance. Capital outlays includes \$600,000 to replace two HVAC chiller units in City Hall and the Police Department buildings in FY 2022.

#### **NON-DEPARTMENTAL**

The purpose of the Non-Departmental account is to serve as the General Fund budgetary division for non-department specific costs that need to be allocated to all General Fund departments. The FY 2022 non-departmental budget decrease of \$193,440 or 23.14% is primarily attributed to the interfund transfer of \$250,000 to the General Fund Renewal and Replacement Fund occurring in FY 2021. This decrease was partially offset by an increase in General Liability costs (\$27,850) and Professional Services for banking (\$20,280).

#### **NEIGHBORHOOD DEVELOPMENT SERVICES – PLANNING AND ZONING**

Planning and Zoning provides planning services including community development and long-range planning. The total FY 2022 Approved Operating Budget for reflects a decrease of \$188,450 or 15.90%. The \$91,330 or 7.81% decrease in personnel services is related to two (2) Arborists being reassigned to the Building Fund and the elimination of the Planning Director position, which is partially offset by the addition of a Real Estate Coordinator as well as COLA and merit-based increases. Operating expenditures decreased by \$100,000 mainly due to the one-time consultant expenditures for the Activity Center Overlay in FY 2021.

#### **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. The FY 2022 Approved Operating Budget increased by \$7,220 (0.91%) and is attributed to a \$159,000 increase in Other Contracted Services for tree trimming to address impinging growth complaints and contractor abatement to bring violations into compliance. This increase is partially offset by a \$149,280 or 29.72% decrease in personnel services due to the transfer of 50% of a Code Enforcement Manager and Code Enforcement Inspectors to the Building Fund.

#### **ECONOMIC DEVELOPMENT**

The overall \$81,200 or 15.41% increase to the FY 2022 Economic Development budget is due to COLA and merit-based increases in personnel services (\$33,310) as well as professional services for competitive analysis and opportunity profiles (\$20,000) and website portal development (\$20,000).

#### **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 \$1,072,280 (4.81%) from FY 2021. Most of the increase is in personnel services for bargaining unit agreement increases, COLA and merit-based increases for non-union employees, and the addition of a Community Police Officer and Conservation/Environmental Crimes Officer.

#### **EMERGENCY MEDICAL SERVICES (EMS)**

EMS is responsible for providing ambulance response including basic and advanced life support treatment to the citizens of North Port. Total expenditures reflect an increase of \$1,012,290 (10.29%) from FY 2021. Personnel expenditures increased \$834,280 or 10.72% due to the addition of three (3) Firefighter/EMT and three (3) Firefighter/Paramedic positions, a new collective bargaining agreement effective October 1, 2021, the reclassification of Battalion Chief positions, and COLA and merit-based increases for non-union employees. FY 2022 funding for EMS positions is 50% Fire Rescue District Fund and 50% General Fund.

Operating expenditures increased \$178,010 (17.06%) mainly due to increases for the Fire Rescue PEMT MCO services (\$90,900) and operating supplies. An interfund transfer of \$108,000 to the EMS Renewal and Replacement Fund is scheduled for FY 2022, which is the same as FY 2021.

#### **PARKS & RECREATION – RECREATION**

Effective FY 2019, Parks & Recreation moved from a division of the General Services Department to a department with three divisions: Administration and Recreation, the North Port Aquatic Center, and Parks Maintenance. 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. In FY 2022, personnel expenditures increased \$151,820 or 9.95% primarily due to COLA and merit-based increases as well as the reclassification of the following positions during FY 2021: Part-time Recreation Attendant to part-time Staff Assistant I; Part-time Staff I Assistant to full-time Staff Assistant II; Part-time Recreation Attendant to full-time Recreation Attendant; and Recreation Attendant from part-time to seasonal. Operating expenditures decreased \$15,960 or 4.29% primarily due to a reduction in printing and other contracted services.

**PARKS & RECREATION – NORTH PORT AQUATIC CENTER**

The FY 2022 Approved Operating Budget for the North Port Aquatic Center is an increase of \$52,070 or 3.14% compared to FY 2021. The \$68,450 or 5.8% increase in personnel services is primarily related to the reclassification of five seasonal Lifeguard positions to regular part-time positions as well as COLA and merit-based increases. Capital Outlays includes \$19,600 for replacement of the Atwater Splash Pad Filter. This was partially offset by a \$35,980 decrease in operating expenditures.

**PARKS & RECREATION – PARKS MAINTENANCE**

The overall budget for Parks Maintenance is increasing in FY 2022 by \$1,007,420 or 52.84%. In addition to COLA and merit-based increases, personnel services increased \$571,900 or 101.81% due to the addition of the following positions during FY 2021: one (1) Athletic Field Supervisor; four (4) Athletic Field Specialist II; and four (4) Athletic Field Specialist III.

Operating expenditures increased \$505,520 or 136.66% partially due to Other Contracted Services due to the expiration of the interlocal park and field maintenance agreement with Sarasota County. The FY 2022 General Fund Approved Budget also included an additional \$128,870 for landscaping maintenance as well as \$119,700 for maintenance and repair of vehicles and equipment for Parks & Recreation in relation to the interlocal agreement.

**GENERAL FUND BUDGET COMPARISONS  
FY 2018 THROUGH FY 2022**

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
TAXES	\$15,676,147	\$17,335,365	\$21,183,331	\$22,660,800	\$26,296,680
PERMITS & SPECIAL ASSESSMENTS	3,605,875	3,792,784	3,887,896	4,123,830	4,151,690
INTERGOVERNMENTAL	8,035,902	8,996,308	9,240,969	7,982,460	10,414,350
CHARGES FOR SERVICES	8,214,659	9,244,278	9,729,515	11,622,470	11,927,360
FINES & FORFEITS	164,096	151,403	166,021	169,410	163,730
MISCELLANEOUS INCOME	1,147,593	1,661,662	1,550,751	2,147,620	1,175,540
TRANSFERS	-	1,357,650	-	613,100	-
OTHER SOURCES	18,255	24,469	117,875	744,210	1,126,970
<b>TOTAL REVENUES</b>	<b>\$36,862,527</b>	<b>\$42,563,919</b>	<b>\$45,876,358</b>	<b>\$50,063,900</b>	<b>\$55,256,320</b>
EXPENDITURES					
COMMISSION	\$399,569	\$422,441	\$426,679	\$460,960	\$469,140
CITY ATTORNEY	595,348	699,242	857,471	995,290	1,181,960
CITY CLERK	727,670	765,469	734,810	815,630	787,130
CITY MANAGER	824,586	1,096,537	1,126,676	1,273,830	1,403,830
ECONOMIC DEVELOPMENT	325,099	276,594	416,115	495,790	526,990
EMERGENCY MEDICAL SERVICES	4,935,983	6,666,180	7,467,654	8,822,440	9,834,730
FACILITIES MAINTENANCE	3,158,072	2,134,770	2,134,131	2,162,920	3,314,520
FINANCE	1,542,384	1,623,995	1,575,051	1,759,930	1,877,700
HUMAN RESOURCES	867,334	946,238	1,012,053	1,142,870	1,135,870
INFORMATION TECHNOLOGY	2,394,662	2,449,772	2,335,021	2,834,000	3,411,450
NEIGHBORHOOD DEVELOPMENT SERVICES	1,753,729	1,809,808	2,199,488	2,155,610	1,974,380
PARKS & RECREATION	1,642,538	2,687,875	3,744,488	4,466,000	5,731,350
POLICE	16,200,553	18,234,949	19,165,927	21,212,060	22,284,340
SOCIAL SERVICES	367,555	403,264	433,905	487,100	486,900
NON-DEPARTMENTAL	734,696	902,846	930,130	1,029,470	836,030
<b>TOTAL EXPENDITURES</b>	<b>\$36,469,778</b>	<b>\$41,119,980</b>	<b>\$44,559,599</b>	<b>\$50,113,900</b>	<b>\$55,256,320</b>

## FUND BALANCE

There is a projected use of fund balance in the amount of \$1,126,970 in the General Fund to balance the FY 2022 Adopted Budget. The following schedule shows the projected fund balance on September 30, 2022. Included in the fund balance report are the following:

- ✓ FY 2021 estimated year-end revenues and expenditures (unaudited)
- ✓ Emergency and Disaster Reserve \$11,051,264

### GENERAL FUND FUND BALANCE REPORT

09/30/20 Audited Fund Balance	\$ 15,749,594
20/21 Amended Reserve (Use) of Fund Balance	(2,447,298)
Projected Fund Balance as of 9/30/21	13,302,296
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	(1,126,970)
Emergency and Disaster Reserve of 20%	(11,051,264)
Projected "Available" Fund Balance as of 9/30/22	\$ 1,124,062

## ROAD AND DRAINAGE DISTRICT FUND

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 FUND COMPARISON FY 2018 THROUGH FY 2022

REVENUES	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 ADOPTED	FY 21-22 ADOPTED
NON AD VALOREM TAXES	\$11,519,749	\$11,577,361	\$12,486,362	\$12,740,510	\$13,026,390
OTHER TAXES	3,177,819	3,292,590	3,122,388	3,032,700	3,356,880
INTERGOVERNMENTAL	580,415	1,465,545	1,056,941	474,400	840,930
CHARGES FOR SERVICES	2,036,496	2,505,461	2,954,752	2,725,430	2,736,270
FINES & FORFEITS	-	-	290	-	-
MISCELLANEOUS INCOME	235,919	683,599	710,098	569,090	269,500
OTHER SOURCES	925	8,504	58,601	450,750	2,745,350
<b>TOTAL REVENUES</b>	<b>\$17,551,323</b>	<b>\$19,533,060</b>	<b>\$20,389,432</b>	<b>\$19,992,880</b>	<b>\$22,975,320</b>
EXPENDITURES					
TRANSPORTATION	\$16,415,894	\$11,866,301	\$15,357,404	\$17,048,260	\$17,433,920
CAPITAL	1,466,478	1,497,154	2,038,119	2,094,620	2,591,400
OTHER USES	1,320,000	850,000	850,000	850,000	2,950,000
<b>TOTAL EXPENDITURES</b>	<b>\$19,202,372</b>	<b>\$14,213,455</b>	<b>\$18,245,523</b>	<b>\$19,992,880</b>	<b>\$22,975,320</b>

## REVENUES

### NON-AD VALOREM ASSESSMENTS

In FY 2020, a new assessment methodology was approved which kept the existing drainage methodology and absorbed 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 signs, and hazards as well as improved drainage network hydraulic functionality. Total FY 2022 non-ad valorem revenue is estimated to increase \$285,880 from FY 2021.

### FUEL TAXES

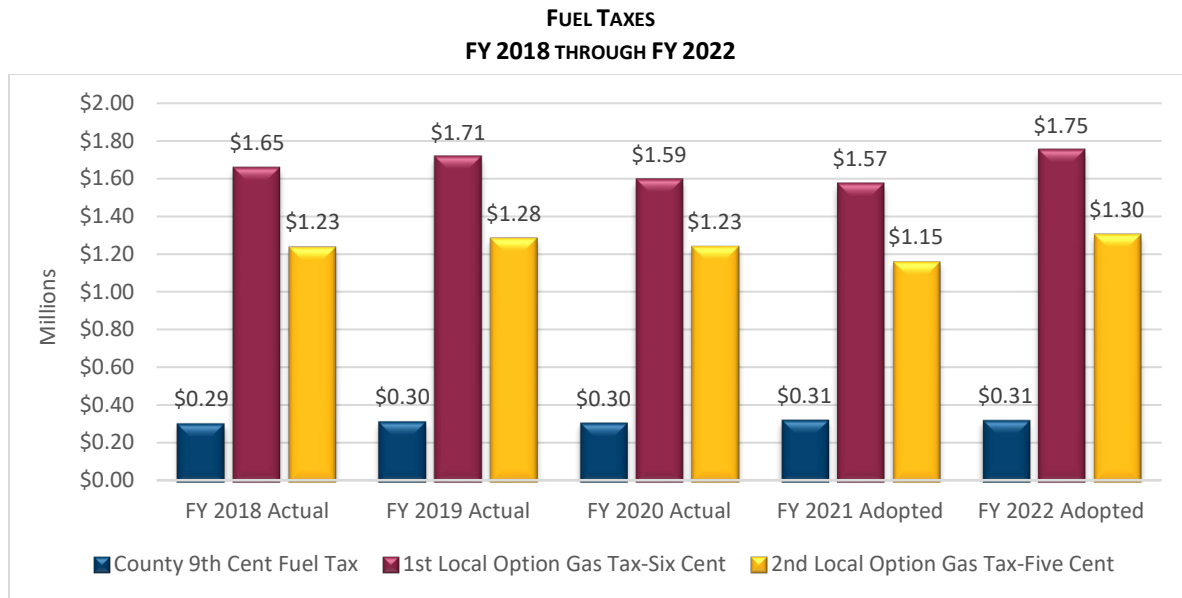
The County 9<sup>th</sup> Cent Fuel Tax is generated from a one-cent tax on every net gallon of motor and diesel fuel sold within Sarasota County. The tax is authorized for collection by Florida Statute sections 206.41 and 336.021 and further defined by county ordinance 88-09 and interlocal agreement C89-454. FY 2022 projected revenues are \$312,050, a slight decrease of \$720 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 county ordinance 86-65 provide the legal authorization to collect six cents per gallon. FY 2022 projected revenues are \$1,745,510, a decrease of \$178,500 or 11.39% from FY 2021.

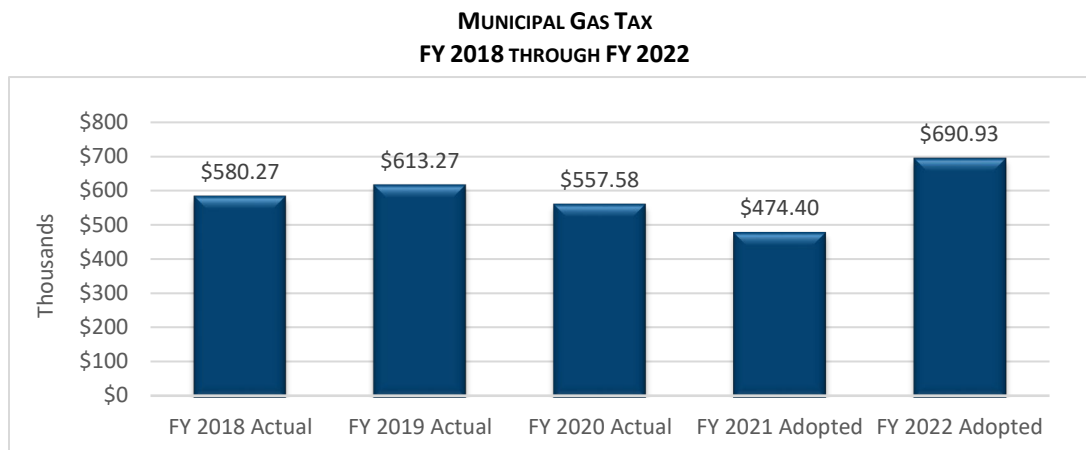
The Second Local Option Gas Tax generates revenue from a five-cent tax on every net gallon of motor fuel, except diesel fuel, sold in Sarasota County. Legal authorization is provided by Florida Statute section 336.025 and county ordinance 200-029. The revenue projection for FY 2022 is \$1,299,320, a \$146,400 or 12.69% decrease from FY 2021.

All three fuel tax revenue sources are restricted to transportation expenditures. Fuel dealers submit the tax to the state then 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 2018.



**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 2022 projected Municipal Gas Tax revenue is \$690,930, a \$216,530 or 45.64% increase from FY 2021. The increase is due to the anticipated continued recovery from the COVID-19 pandemic. The following graph shows the actual revenues collected and projected from the Municipal Gas Tax for the five-year period of FY 2018 through FY 2022 for the Road and Drainage District Fund.



**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 Florida Department of Transportation (DOT) based on agreements established with the City. Since General Development Corporation constructed the roads in 1970, no comprehensive plan of road rehabilitation existed until recently. 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. Staff prepares the revenue projections based on projected residential and commercial growth. 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 are projected to remain relatively consistent with the prior year at \$2,200,000 in FY 2022.

Florida DOT agreements include a traffic signal agreement and a street light maintenance agreement for US 41. Revenue projections are provided by the Florida DOT. The FY 2022 projected revenue is \$136,270, an increase of \$18,660 over 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 2022 projected investment income is \$200,000 in the Road & Drainage District Fund.

Rental Income is budgeted at \$38,000. 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 2022. These revenues will be used to fund the community outreach annual ROAD-E-O event held by Public Works.

**DEPARTMENTAL FUNCTIONS**

Road and Drainage District Fund supported departmental functions are listed in the following table by type of service provided.

<b>DEPARTMENTAL FUNCTIONS</b>	
<b>Service Category</b>	<b>Service Function</b>
<b><i>Development &amp; Transportation Services</i></b>	
Road and Drainage District	Maintenance of public roadways, water control structures, and drainage maintenance including waterways and storm water management.

**EXPENDITURES**

The District’s total Adopted Budget for FY 2022 is \$22,975,320, an increase of \$2,982,440 or 14.92% from FY 2021. 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 \$354,060 (4.82%) to \$7,702,230 due to COLA and merit-based increases for employees as well as the reclassification of an Engineer I position to Engineer II and Engineering Tech I position to Infrastructure Plans Examiner/Inspector.

Operating expenditures increased \$31,600 or 0.33% to \$9,731,690 to FY 2022.

The capital budget of \$2,591,400 includes infrastructure expenditures for the rehabilitation of Water Control Structures 113 (\$917,500) and 114 (\$203,000), drainage system improvements (\$572,250); sidewalks for Woodhaven Drive (\$212,200); and traffic signal construction for the Price Boulevard and North Port High School/Heron Creek Middle School driveway entrances (\$172,900).

Interfund transfers includes \$2,950,000 to the Road and Drainage Renewal and Replacement Fund, a \$2,100,000 increase over the previous year.

## FUND BALANCE

In FY 2022, there is a budgeted use of fund balance in the amount of \$2,741,360 for the Road and Drainage District. The following schedule shows the projected fund balance on September 30, 2022. Included in the fund balance report are the following:

- ✓ FY 2021 estimated year-end revenues and expenditures (unaudited)
- ✓ FY 2021 re-appropriation of \$11,056,311 to meet multi-year contractual agreements in committed fund balance
- ✓ Emergency and Disaster Reserve of \$4,595,064

### ROAD AND DRAINAGE DISTRICT FUND BALANCE REPORT

09/30/20 Audited Fund Balance	\$ 18,546,069
20/21 Amended Reserve (Use) of Fund Balance	(11,056,311)
Projected Fund Balance as of 9/30/21	7,489,758
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)*	(2,741,360)
Emergency and Disaster Reserve of 20%	(4,595,064)
Projected "Available" Fund Balance as of 9/30/22	\$ 153,334

\*THE FY 2022 USE OF FUND BALANCE EXCEEDS 10% OF THE PROJECTED FUND BALANCE AS OF 9/30/21 DUE TO AN INCREASE IN THE TRANSFER TO THE ROAD AND DRAINAGE DISTRICT RENEWAL AND REPLACEMENT FUND AS APPROVED BY CITY COMMISSION.

## FIRE RESCUE DISTRICT FUND

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 2018 THROUGH FY 2022

REVENUES	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 ADOPTED	FY 21-22 ADOPTED
NON AD VALOREM TAXES	\$8,835,379	\$9,943,174	\$11,296,056	\$12,403,900	\$13,739,870
OTHER TAXES	261,137	251,878	239,896	213,750	221,170
PERMITS & SPECIAL ASSESSMENTS	19,704	26,105	40,340	21,750	25,150
INTERGOVERNMENTAL	37,525	450,429	702,854	45,360	139,290
CHARGES FOR SERVICES	60,714	37,659	59,929	65,540	70,390
MISCELLANEOUS INCOME	92,246	259,071	243,104	241,090	58,860
OTHER SOURCES	-	50	-	(222,530)	897,830
<b>TOTAL REVENUES</b>	<b>\$9,306,705</b>	<b>\$10,968,366</b>	<b>\$12,582,179</b>	<b>\$12,768,860</b>	<b>\$15,152,560</b>
EXPENDITURES					
PUBLIC SAFETY	\$8,806,854	\$10,387,081	\$10,552,870	\$11,153,860	\$12,143,170
CAPITAL	29,982	57,899	-	-	206,190
OTHER USES	860,000	695,000	1,195,000	1,615,000	2,803,200
<b>TOTAL EXPENDITURES</b>	<b>\$9,696,836</b>	<b>\$11,139,980</b>	<b>\$11,747,870</b>	<b>\$12,768,860</b>	<b>\$15,152,560</b>

## REVENUES

### NON-AD VALOREM ASSESSMENTS

In FY 2014, a new methodology was adopted by the Commission for calculating non-ad valorem assessments on the properties in the City of North Port. For FY 2022, there is a 4.5% increase in the Fire Rescue District non-ad valorem rates. The District non-ad valorem assessment revenue for FY 2022 is proposed to increase \$1,335,970 or 10.80% and delinquent assessments are expected to remain the same at \$40,000.

### 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 Statute 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 2022 projected fire insurance premium taxes are \$221,170, a \$7,420 increase from FY 2021.

**PERMITS AND SPECIAL ASSESSMENTS**

Permit fees for FY 2022 are projected at \$25,150, a \$3,400 increase over the prior year.

**INTERGOVERNMENTAL**

The State of Florida provides a reimbursable education incentive for firefighters to obtain a college degree. The Fire Rescue District expects to receive \$50,040 in revenue for this program, a \$4,680 increase from FY 2021.

**CHARGES FOR SERVICE**

In addition to the Fire Rescue District non-ad valorem assessments, other charges for service include fees for fire inspections, fire plans, and specialty reviews; these fees are projected at \$70,390, a \$4,850 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 \$20,000. Rental revenue received for the use of city land by a cell tower company is budgeted at \$38,560 for FY 2022.

**OTHER SOURCES**

For FY 2022, a fund balance of \$897,830 is anticipated to be transferred to the Fire Rescue Renewal and Replacement Fund.

**DEPARTMENTAL FUNCTIONS**

The Fire Rescue District Fund departmental functions are categorized in the following table by type of service provided.

DEPARTMENTAL FUNCTION	
SERVICE CATEGORY	SERVICE FUNCTION
<i>Safety &amp; Community Services</i>	
Fire Rescue District	Fire protection services and emergency management services.

**EXPENDITURES**

The Fire Rescue District Fund’s total appropriations for FY 2022 is \$15,152,560, an increase of \$2,383,700 (18.67%) from FY 2021. The Fire Rescue District improves the safety of life and community assets by providing timely responses to reported emergencies.

Personnel services increased \$550,730 or 6.51% to \$9,016,290 in FY 2022 due to the addition of three (3) Firefighter/EMT and three Firefighter/Paramedic (3) positions, a new collective bargaining agreement effective October 1, 2021, the reclassification of Battalion Chief positions, and COLA and merit-based increases for non-union employees. FY 2022 funding for EMS positions is 50% Fire Rescue District Fund and 50% General Fund.

Operating expenditures increased \$438,580 or 16.31% in FY 2022 due in part to the \$267,080 increase in the transfer to the General Fund for administrative costs and \$41,340 increase in insurance costs.

For FY 2022, \$206,190 is budgeted in capital outlays for a command vehicle (\$118,200), IT network infrastructure (\$44,100), and to retrofit the Emergency Breathing Safety Systems on Self-Contained Breathing Apparatus (SCBA), known as UEBSS, per the National Fire Protection Association standards (\$43,890).

An interfund transfer to the Fire Rescue Renewal and Replacement Fund is scheduled for FY 2022 in the amount of \$2,803,200 for capital vehicle replacements, extrication equipment, SCBA equipment, Station 81 renovation, thermal imaging cameras, and the remaining fund balance.

**FUND BALANCE**

In FY 2022, there is a budgeted use of fund balance in the amount of \$897,830 for the Fire Rescue District Fund. The following schedule shows the projected fund balance on September 30, 2022. Included in the fund balance report are the following:

- ✓ FY 2021 estimated year-end revenues and expenditures (unaudited)

- ✓ FY 2021 return of fund balance of \$222,650
- ✓ Emergency and Disaster Reserve of \$3,030,512

**FIRE RESCUE DISTRICT  
FUND BALANCE REPORT**

09/30/20 Audited Fund Balance	\$ 4,743,635
20/21 Amended Reserve (Use) of Fund Balance	222,530
Projected Fund Balance as of 9/30/21	4,966,165
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)*	(897,830)
Emergency and Disaster Reserve of 20%	(3,030,512)
Projected "Available" Fund Balance as of 9/30/22	\$ 1,037,823

\*THE FY 2022 USE OF FUND BALANCE EXCEEDS 10% OF THE PROJECTED FUND BALANCE AS OF 9/30/21 DUE TO AN INCREASE IN THE TRANSFER TO THE FIRE RESCUE DISTRICT RENEWAL AND REPLACEMENT FUND AS APPROVED BY CITY COMMISSION.

**SOLID WASTE DISTRICT FUND**

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 2018 THROUGH FY 2022**

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
<b>REVENUES</b>	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
NON AD VALOREM TAXES	\$6,936,539	\$7,192,490	\$7,943,916	\$7,926,110	\$8,541,740
INTERGOVERNMENTAL	-	-	3,825	-	-
CHARGES FOR SERVICES	1,797,952	1,899,370	1,990,423	1,938,060	\$2,195,370
MISCELLANEOUS INCOME	45,515	236,747	177,792	253,000	63,000
OTHER SOURCES	-	3,005	257	-	(115,150)
<b>TOTAL REVENUES</b>	<b>\$8,780,006</b>	<b>\$9,331,612</b>	<b>\$10,116,213</b>	<b>\$10,117,170</b>	<b>\$10,684,960</b>
<b>EXPENDITURES</b>					
PHYSICAL ENVIRONMENT	\$6,968,768	\$8,239,600	\$8,207,773	\$9,376,140	\$10,020,330
CAPITAL	-	1,247,722	44,638	254,900	107,200
OTHER USES	1,402,770	450,000	688,860	486,130	557,430
<b>TOTAL EXPENDITURES</b>	<b>\$8,371,538</b>	<b>\$9,937,322</b>	<b>\$8,941,271</b>	<b>\$10,117,170</b>	<b>\$10,684,960</b>

**REVENUES**

**NON-AD VALOREM ASSESSMENTS**

The primary funding source for the Solid Waste District Fund is Non-Ad Valorem Assessments. In FY 2022, the assessment rate was increased from \$245 to \$250 per residential unit, resulting in a \$615,630 increase in projected revenue from district assessments when compared to the prior year.

**CHARGES FOR SERVICES**

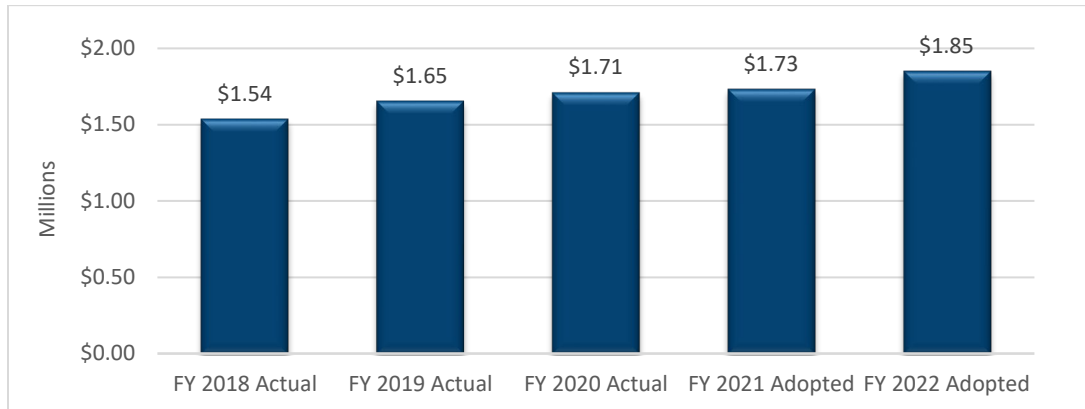
Charges for Services include Commercial Collections, Special Pickups, Trash Container Rentals, Service Initiation Fees, and charges to other city funds for solid waste services. Commercial Collections are projected at \$1,850,000 in FY 2022, an increase of \$116,840, or 6.74% due to the growth in commercial accounts. The chart on the following page shows Commercial Collection revenue for a five-year period beginning in FY 2018.

Special Pickups are requests from residents for solid waste additional service. The District anticipates projected revenues of \$14,420 from special pickups in FY 2022.

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 2022, 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 \$20,000, an increase of \$8,890 over FY 2021.

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 \$240,000 is a 118.18% increase from FY 2021.

**COMMERCIAL COLLECTIONS  
FY 2018 THROUGH FY 2022**



**MISCELLANEOUS REVENUE**

Investment income is budgeted at \$45,000 in FY 2022. Revenues for late payments by commercial customers of \$3,000 is the same as FY 2021.

**FUND BALANCE**

For FY 2022, there is a projected return of \$115,150 to the fund balance for the year.

**DEPARTMENTAL FUNCTIONS**

Departmental functions supported by the Solid Waste District Fund are included in the following table by type of service provided.

**DEPARTMENTAL FUNCTIONS**

Service Category	Service Function
<b>Safety &amp; Community Services</b>	
Solid Waste District	Collection and disposal of solid waste.

**EXPENDITURES**

The Solid Waste District’s total appropriations for FY 2022 is \$10,684,960, an increase of \$567,790 or 5.61% from FY 2021. 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 \$37,470 (1.20%) which is attributable to annual merit-based and COLA increases.

Operating expenditures increased \$606,720 or 9.71%. Notable increases for FY 2022 include \$400,780 for administrative costs to the General Fund and \$200,870 in increased tipping fees.

Capital outlay expenditures of \$107,200 are scheduled for FY 2022. This includes \$95,000 for the Public Works facility and \$12,200 for IT network infrastructure.

An interfund transfer of \$557,430 to the Solid Waste Renewal and Replacement Fund is scheduled for FY 2022.

## FUND BALANCE

For FY 2022, there is a budgeted return of \$115,150 to the Solid Waste District Fund balance. The following schedule shows the projected fund balance on September 30, 2022. Included in the fund balance report are the following:

- ✓ FY 2021 estimated year-end revenues and expenditures (unaudited)
- ✓ Emergency and Disaster Reserve of \$2,136,992

### SOLID WASTE DISTRICT FUND BALANCE REPORT

09/30/20 Audited Fund Balance	\$ 3,601,032
20/21 Amended Reserve (Use) of Fund Balance	(1,543,765)
Projected Fund Balance as of 9/30/21	2,057,267
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	115,150
Emergency and Disaster Reserve of 20%	(2,136,992)
Projected "Available" Fund Balance as of 9/30/22	\$ 35,425

## FLEET MANAGEMENT FUND

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 2018 THROUGH FY 2022

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
CHARGES FOR SERVICES	4,413,540	4,802,749	4,757,674	5,959,050	6,146,820
MISCELLANEOUS INCOME	3795	19,668	5,009	6,000	1,000
OTHER SOURCES	-	-	-	(550)	(207,180)
<b>TOTAL REVENUES</b>	<b>\$4,417,335</b>	<b>\$4,822,417</b>	<b>\$4,762,683</b>	<b>\$5,964,500</b>	<b>\$5,940,640</b>
EXPENDITURES					
GENERAL GOVERNMENT	\$4,468,593	\$4,801,360	\$4,742,436	\$5,858,500	\$5,865,640
CAPITAL	-	78,806	-	56,000	25,000
OTHER USES	50,000	50,000	50,000	50,000	50,000
<b>TOTAL EXPENDITURES</b>	<b>\$4,518,593</b>	<b>\$4,930,166</b>	<b>\$4,792,436</b>	<b>\$5,964,500</b>	<b>\$5,940,640</b>

## REVENUES

### CHARGES FOR SERVICE

The revenue for the Fleet Management Fund comes from the charges to other city departments for labor, parts, outsourcing costs, and fuel for vehicles and equipment assigned to the various city departments. Charges for service for FY 2022 are budgeted at \$6,146,820, an increase of \$187,770 or 3.15% from FY 2021.

### MISCELLANEOUS REVENUE

Investment income is projected at \$1,000. There are no other miscellaneous revenues budgeted for FY 2022.

### FUND BALANCE

Fleet Management anticipates a return to fund balance in the amount of \$207,180 for FY 2022.

## DEPARTMENTAL FUNCTIONS

Departmental functions supported by the Fleet Management Fund are included in the following table by type of service provided.

DEPARTMENTAL FUNCTIONS	
Service Category	Service Function
<b>Administration &amp; Management Services</b>	
Fleet Management	Management of City-owned vehicles and equipment.

## EXPENDITURES

Fleet Management Fund appropriations for FY 2022 are \$5,940,640, a decrease of \$23,860 or 0.40% from FY 2021.

Personnel services increased \$146,030 (11.42%) due to annual merit-based and COLA increases as well as the addition of a Mechanic II position in FY 2022.

Operating expenditures decreased \$138,890 or 3.03%, mostly related to the elimination of the General Fund administrative charges for the Fleet Management Fund (\$417,890). This decrease is partially offset by increases in fuel costs (\$138,260) due to anticipated changes in fuel prices and quantity purchased as well as the quantity and costs of parts for repair (\$87,050).

Capital outlay includes the FY 2022 Fleet Management Fund contribution to the Public Works Facility Phase II project in the amount of \$25,000.

An interfund transfer of \$50,000 to the Fleet Management Renewal and Replacement Fund is scheduled for FY 2022.

## FUND BALANCE

In FY 2022, there is an anticipated return to fund balance of \$207,180 in the Fleet Management Fund. The following schedule shows the projected fund balance on September 30, 2022. Included in the fund balance report are the following:

- ✓ FY 2021 estimated year-end revenues and expenditures (unaudited)
- ✓ Re-appropriation of multi-year projects which rolled from FY 2021

### FLEET MANAGEMENT FUND FUND BALANCE REPORT

09/30/20 Audited Fund Balance	\$	335,386
20/21 Amended Reserve (Use) of Fund Balance		(68,451)
Projected Fund Balance as of 9/30/21		266,935
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)*		207,180
Projected "Available" Fund Balance as of 9/30/22	\$	474,115

\*THE FY 2022 INCREASE IN THE FUND BALANCE EXCEEDS 10% OF THE PROJECTED FUND BALANCE AS OF 9/30/21 DUE TO THE ELIMINATION OF THE GENERAL FUND ADMINISTRATIVE CHARGES.

## 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 2018 THROUGH FY 2022**

<b>REVENUES</b>	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 ADOPTED	FY 21-22 ADOPTED
PERMITS & SPECIAL ASSESSMENTS	\$3,331,208	\$3,420,583	\$3,618,778	\$3,247,660	\$3,215,430
CHARGES FOR SERVICES	51,138	52,300	55,474	40,600	40,600
MISCELLANEOUS INCOME	59,174	209,585	192,934	102,000	32,000
OTHER SOURCES	-	16,332	-	813,410	1,702,170
<b>TOTAL REVENUES</b>	<b>\$3,441,520</b>	<b>\$3,698,800</b>	<b>\$3,867,186</b>	<b>\$4,203,670</b>	<b>\$4,990,200</b>
<b>EXPENDITURES</b>					
PUBLIC SAFETY	2,418,360	2,574,926	2,785,486	4,094,540	4,274,990
CAPITAL	397,676	59,128	-	69,130	675,210
OTHER USES	40,000	1,397,650	40,000	40,000	40,000
<b>TOTAL EXPENDITURES</b>	<b>\$2,856,036</b>	<b>\$4,031,704</b>	<b>\$2,825,486</b>	<b>\$4,203,670</b>	<b>\$4,990,200</b>

**REVENUES**

**PERMITS AND SPECIAL ASSESSMENTS**

The primary funding source for the Building Fund is permit fees, which is projected to decrease \$32,230 or 0.99% to \$3,215,430 in FY 2022.

**CHARGES FOR SERVICE**

Fees are charged for assorted services based on City-wide fee ordinance 2018-31. The projected charge for service revenue is \$40,600, which is unchanged from FY 2021.

**MISCELLANEOUS REVENUE**

Investment income of \$30,000 and other miscellaneous revenue of \$2,000 are projected for FY 2022.

**FUND BALANCE**

A total of \$1,702,170 in fund balance is scheduled for use in FY 2022.

**DEPARTMENTAL FUNCTIONS**

The Building Fund supports the following departmental functions, which are listed in the table by type of service provided.

**DEPARTMENTAL FUNCTIONS**

Service Category	Service Function
<i>Development Services</i>	
Code Enforcement	Provides plan reviews and code enforcement of city regulatory standards.

**EXPENDITURES**

Personnel services increased \$640,450 or 25.50% mainly due to the addition of a Business Systems Administrator/Project Manager, transfer of two (2) Arborists positions from Planning & Zoning in the General Fund, and COLA and annual merit-based increases.

Operating expenditures decreased \$460,000 or 29.07% mainly due to a decrease in the transfer to the General Fund for administrative charges.

Capital expenses in the amount of \$675,210 are budgeted for FY 2022, including an online permitting system for the Building Department (\$500,000).

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

## FUND BALANCE

A total of \$1,702,170 in fund balance is scheduled for use in FY 2022. The following schedule shows the projected fund balance on September 30, 2022. Included in the fund balance report are the following:

- ✓ FY 2021 estimated year-end revenues and expenditures (unaudited)
- ✓ Re-appropriation of multi-year projects which rolled from FY 2021
- ✓ Emergency and Disaster Reserve of \$998,040

### BUILDING FUND FUND BALANCE REPORT

09/30/20 Audited Fund Balance	\$ 6,867,746
20/21 Amended Reserve (Use) of Fund Balance	(3,425,728)
Projected Fund Balance as of 9/30/21	3,442,018
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)*	(1,702,170)
Emergency and Disaster Reserve of 20%	(998,040)
Projected "Available" Fund Balance as of 9/30/22	\$ 741,808

\*THE FY 2022 USE OF FUND BALANCE EXCEEDS 10% OF THE PROJECTED FUND BALANCE AS OF 9/30/21 DUE TO THE REASSIGNMENT OF POSITIONS FROM OTHER FUNDS AND THE ONE-TIME PURCHASE OF AN ONLINE PERMITTING SYSTEM.

## DEBT SERVICE FUND

As a new fund in FY 2014, the purpose of the Road Reconstruction Bond Debt Service Fund is to fund the expenditures – interest and principal - associated with road reconstruction bonds.

### ROAD RECONSTRUCTION BOND DEBT SERVICE FUND BUDGET COMPARISON FY 2018 THROUGH FY 2022

	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ACTUAL*	FY 20-21 ADOPTED	FY 21-22 ADOPTED
<b>REVENUES</b>					
SPECIAL ASSESSMENTS	\$3,042,290	\$3,058,700	\$3,111,234	\$3,009,610	\$3,010,000
MISCELLANEOUS INCOME	23,105	107,489	89,778	80,000	5,000
OTHER SOURCES	-	-		(410,790)	(343,990)
<b>TOTAL REVENUES</b>	<b>\$3,065,395</b>	<b>\$3,166,189</b>	<b>\$3,201,012</b>	<b>\$2,678,820</b>	<b>\$2,671,010</b>
<b>EXPENDITURES</b>					
TRANSPORTATION	\$32,576	\$32,117	\$129,241	\$40,000	\$40,000
DEBT SERVICE	2,638,794	2,635,594	4,755,629	2,638,820	2,631,010
<b>TOTAL EXPENDITURES</b>	<b>\$2,671,370</b>	<b>\$2,667,711</b>	<b>\$4,884,870</b>	<b>\$2,678,820</b>	<b>\$2,671,010</b>

\*FY 2020 DOES NOT INCLUDE THE ONE-TIME REVENUE REFUNDING OF BOND PROCEEDS AND EXPENDITURE PAYMENT TO BOND ESCROW AGENT.

## REVENUES

### PERMITS AND SPECIAL ASSESSMENTS

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 \$3,010,000 are projected for FY 2022.

### FUND BALANCE

A total of \$343,990 in fund balance is reserved for future use.

## EXPENDITURES

Operating expenditures include \$40,000 for tax collector fees. Debt payments of \$2,631,010 are budgeted for FY 2022.

## DEPARTMENTAL FUNCTIONS

The Debt Service Fund supports the following departmental functions, which are listed in the table by type of service provided.

DEPARTMENTAL FUNCTIONS

Service Category	Service Function
<b>Development &amp; Transportation Services</b>	
Debt Service	Establishes a reserve to service interest and principal payments on short- and long-term debt.

**FUND BALANCE**

The following schedule shows the projected fund balance on September 30, 2022.

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

09/30/20 Audited Fund Balance	\$ 825,894
20/21 Amended Reserve (Use) of Fund Balance	410,790
Projected Fund Balance as of 9/30/21	1,236,684
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)*	343,990
Projected "Available" Fund Balance as of 9/30/22	\$ 1,580,674

\*THE FY 2022 INCREASE IN THE FUND BALANCE EXCEEDS 10% OF THE PROJECTED FUND BALANCE AS OF 9/30/21 DUE TO FUNDS RESERVED FOR FUTURE YEAR ESCALATING BOND PAYMENTS.

**INFRASTRUCTURE SALES SURTAX III (ONE CENT SALES TAX)**

Approved by voters in FY 2010, the Infrastructure Sales Surtax III is the 15-year extension of the One Cent Sales Tax program.

**INFRASTRUCTURE SALES SURTAX III BUDGET COMPARISON  
FY 2018 THROUGH FY 2022**

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
REVENUES	ACTUAL	ACTUAL	ACTUAL	ADOPTED	ADOPTED
OTHER TAXES	\$9,901,615	\$10,823,129	\$10,734,747	\$9,704,500	\$13,180,120
INTERGOVERNMENTAL	29,202	15,002	204,985	-	-
CHARGES FOR SERVICES	128,138	49,656	105,875	-	-
MISCELLANEOUS INCOME	391,373	975,400	782,083	800,000	100,000
OTHER SOURCES	822,167	41,708	-	3,174,470	(317,100)
<b>TOTAL REVENUES</b>	<b>\$11,272,495</b>	<b>\$11,904,895</b>	<b>\$11,827,690</b>	<b>\$13,678,970</b>	<b>\$12,963,020</b>
EXPENDITURES					
GENERAL GOVERNMENT	\$0	\$0	\$7,864	\$0	\$0
PUBLIC SAFETY	88,519	146,354	149,951	80,000	300,000
TRANSPORTATION	2,767,368	309,165	1,990,560	2,582,000	1,717,680
CULTURE AND RECREATION	4,753,592	313,198	169,393	-	50,000
CAPITAL	6,242,675	14,556,900	3,728,092	11,016,970	10,895,340
<b>TOTAL EXPENDITURES</b>	<b>\$13,852,154</b>	<b>\$15,325,617</b>	<b>\$6,045,860</b>	<b>\$13,678,970</b>	<b>\$12,963,020</b>

**REVENUES**

**OTHER TAXES**

The Infrastructure Sales Surtax III (Surtax III) provides funding for the acquisition and/or construction of specific capital projects. Revenues are derived from sales tax collected in Sarasota County. Surtax III revenue is projected at \$13,180,120 for FY 2022, an increase of \$3,475,620 (35.81%) from FY 2021. Revenue estimates are provided by the State of Florida in July of each year and anticipated to increase due to the projected economic recovery following COVID-19.

**MISCELLANEOUS REVENUE**

Investment income is projected at \$100,000.

**FUND BALANCE**

A total of \$317,100 is anticipated to return to fund balance in FY 2022.

**DEPARTMENTAL FUNCTIONS**

Surtax III supported departmental functions are categorized in the following table by type of service provided.

<b>DEPARTMENTAL FUNCTIONS</b>	
<b>Service Category</b>	<b>Service Function</b>
<b><i>Administration &amp; Management Services</i></b>	
Information Technology	All aspects of information technology including the City’s internal network, website, and phone system.
<b><i>Development &amp; Transportation Services</i></b>	
Road and Drainage District	Maintenance of public roadways, water control structures, and drainage maintenance including waterways and storm water management.
<b><i>Safety &amp; Community Services</i></b>	
Emergency Medical Services	Responds to requests for assistance including basic and advanced life support services and ambulance services.
Fire Rescue District	Fire protection services and emergency management services.
Parks & Recreation	Recreational and cultural art activities for the community.
Police	Community safety including law enforcement, drug-free programs, substance abuse education/mitigation, and community partnerships.
Solid Waste District	Collection and disposal of solid waste.
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.

**EXPENDITURES**

FY 2022 expenditures of \$12,963,020 include the following:

- Information Technology: Continuation of IT project to replace core networking equipment in City Hall (\$44,100)
- Police Department: Plan and design (\$150,000) as well as construction (\$400,000) of a Police Department facility to house Telecommunication, Emergency Operations Center, Crime Scene and Property Evidence, license plate readers (\$566,000), and replacement vehicles (\$731,500)
- Fire Rescue: Fire Station 81 renovations (\$538,540)
- Solid Waste: Plan and design (\$419,690) as well as land acquisition (\$80,310) for a solid waste transfer station
- Parks & Recreation: Park amenities (\$50,000), Warm Mineral Springs building rehabilitation (\$475,080), Myakkahatchee Greenway Linear Park construction (\$1,433,350), disc golf course construction (\$100,000), Dallas White Park conceptual master plan design & site renovations (\$1,000,000), Legacy Trail Connector Bridge plan and design (\$175,000), replacement

playground equipment for Dallas White Park (\$250,000), phased American with Disabilities Act (ADA) transition plan (\$50,000), and Canine Club improvements (\$100,000)

- Road & Drainage: Routine road rehabilitation (\$1,541,700), drainage system improvements (\$879,900), bridge rehabilitation and repair (\$280,000), Tropicaire Boulevard road reconstruction (\$196,140), US 41 multimodal path amenities design (\$250,000), rehabilitation of water control structure 114 (\$181,610), sidewalks for Woodhaven Drive (\$287,800), I-75 Interchange at Toledo Blade Blvd road infrastructure improvements (\$500,000), and I-75 Interchange at Sumter Blvd road infrastructure improvements (\$500,000)
- Utilities: Neighborhood water/wastewater line extension (\$1,277,700), water pipeline bridge replacements Haberland/Woodhaven/North Toledo Blade (\$275,000), bridge watermain replacement (\$180,000), and water distribution improvements design (\$49,600)

## FUND BALANCE

The following schedule shows the projected fund balance on September 30, 2022.

### INFRASTRUCTURE SALES SURTAX III FUND FUND BALANCE REPORT

09/30/20 Audited Fund Balance	\$ 28,944,208
20/21 Amended Reserve (Use) of Fund Balance	(25,910,182)
Projected Fund Balance as of 9/30/21	3,034,026
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)*	(317,100)
Projected "Available" Fund Balance as of 9/30/22	\$ 2,716,926

\*THE FY 2022 USE OF FUND BALANCE EXCEEDS 10% OF THE PROJECTED FUND BALANCE AS OF 9/30/21 DUE TO CITY COMMISSION APPROVED USE OF FUNDS TO FINANCE ANTICIPATED PROJECTS.

## ENTERPRISE FUNDS - UTILITY FUNDS

The Utility Funds (Utility Revenue Fund, Water Capacity Fund, and Sewer Capacity Fund) are enterprise funds. The Utilities Department provides the water and wastewater needs of the community. The total Adopted Utility Funds Budget for FY 2022 is \$43,590,430 which is an increase of \$7,167,500 or 19.68% from FY 2021. The following table is a summary budget of the Utility Funds for FY 2022.

### UTILITY FUNDS BUDGET SUMMARY FY 2022 ADOPTED

Revenues	Utility Revenue	Water Capacity	Sewer Capacity	Total
Permits & Special Assessments	\$0	\$1,469,150	\$652,400	<b>\$2,121,550</b>
Intergovernmental Revenue		-	-	-
Charges for Services	26,908,640	-	-	<b>26,908,640</b>
Fines & Forfeitures	100	-	-	<b>100</b>
Miscellaneous Revenues	96,700	30,000	20,000	<b>146,700</b>
Other Sources	14,822,590	(409,150)	-	<b>14,413,440</b>
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$41,828,030</b>	<b>\$1,090,000</b>	<b>\$672,400</b>	<b>\$43,590,430</b>
Expenditures				
Physical Environment	\$26,325,210	\$20,000	-	<b>\$26,345,210</b>
Capital	11,760,980	70,000	522,400	<b>12,353,380</b>
Debt Service	3,741,840	-	-	<b>3,741,840</b>
Interfund Transfers	-	1,000,000	150,000	<b>1,150,000</b>
<b>Total Expenditures</b>	<b>\$41,828,030</b>	<b>\$1,090,000</b>	<b>\$672,400</b>	<b>\$43,590,430</b>

## UTILITY REVENUE FUND

The Utility 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.

### UTILITY REVENUE FUND BUDGET COMPARISON FY 2018 THROUGH FY 2022

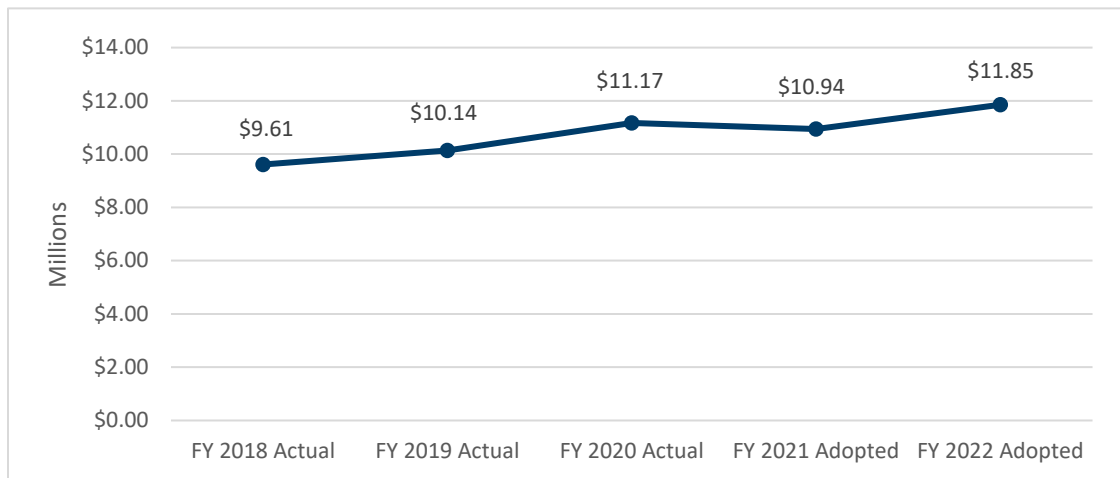
REVENUES	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 ADOPTED	FY 21-22 ADOPTED
PERMITS & SPECIAL ASSESSMENTS	\$15,057	\$5,458	(\$287)	\$18,290	-
INTERGOVERNMENTAL	308,572	453,163	124,382	-	-
CHARGES FOR SERVICES	22,156,581	23,046,844	26,052,755	24,630,640	26,908,640
FINES AND FORFEITURES	-	400	-	100	100
MISCELLANEOUS INCOME	252,693	881,089	911,413	221,700	96,700
TRANSFERS	4,282,343	713,808	10,470,031	1,198,430	1,150,000
OTHER SOURCES	3,422,677	7,616,121	41,733,648	6,935,470	13,672,590
<b>TOTAL REVENUES</b>	<b>\$30,437,923</b>	<b>\$32,716,883</b>	<b>\$79,291,942</b>	<b>\$33,004,630</b>	<b>\$41,828,030</b>
<b>EXPENDITURES</b>					
ADMINISTRATION	\$4,851,949	\$4,681,532	\$5,125,072	\$8,440,060	\$8,787,070
WATER SYSTEMS	6,261,240	6,613,536	6,862,660	9,749,150	13,576,430
WASTEWATER SYSTEMS	4,059,109	3,920,531	4,838,803	7,209,030	10,949,710
FIELD OPERATIONS	5,155,652	4,742,644	4,918,102	6,710,400	7,041,190
ENGINEERING	-	944,112	966,444	895,990	1,473,630
<b>TOTAL EXPENDITURES</b>	<b>\$20,327,950</b>	<b>\$20,902,355</b>	<b>\$22,711,081</b>	<b>\$33,004,630</b>	<b>\$41,828,030</b>

## REVENUES

### CHARGES FOR SERVICE

Charges for service are based on consumption. The department regularly contracts with consultants to conduct rate studies to ensure the financial stability of the entity is maintained.

### WATER UTILITY REVENUE FY 2018 THROUGH FY 2022



### 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 the Miami-Fort Lauderdale region. In FY 2019, a rate structure and fee analysis study was completed, resulting in an increase in residential and commercial water rates. In FY 2022, Water Utility revenue is projected at \$11,853,820.

**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 2022, which is unchanged from FY 2021. 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.

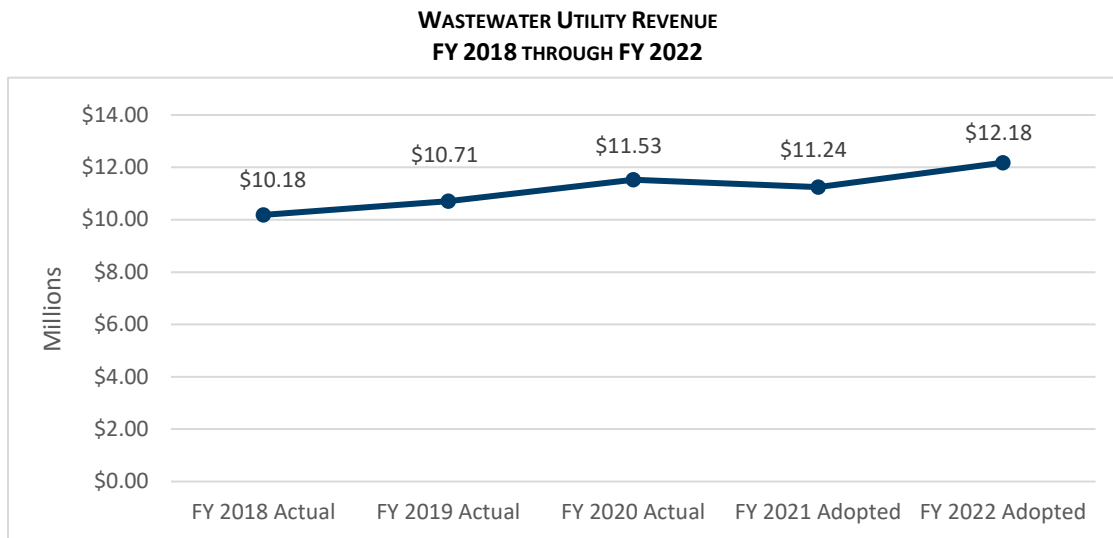
**Water Guaranteed Revenues** are paid by all developers in accordance with their utility development agreements. Essentially, the developer is reserving capacity for immediate or future development. FY 2022 projected Water Guaranteed Revenues are \$189,440, reflecting no change from FY 2021.

**Installation Fees** are revenues derived from new connections for water service within the City. The total estimated income from new connections for FY 2022 is \$282,950, a decrease of \$42,420 from FY 2021.

**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. Backflow Revenue is budgeted at \$34,470 in FY 2022.

**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. In FY 2022, Wastewater Utility Revenue is projected at \$12,178,900, an increase of \$934,670 over FY 2021. The following graph illustrates growth in Wastewater Utility Revenue for a five-year period beginning in FY 2018.



**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 2022 is \$525,960, a \$125,000 increase from FY 2021.

**Wastewater Guaranteed Revenues** are paid by all developers in accordance with their utility developer agreements. FY 2022 projected Wastewater Guaranteed Revenues are \$125,000, reflecting no change from FY 2021.

**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, reflecting no change from FY 2021.

**MISCELLANEOUS REVENUE**

One of the largest sources of **Miscellaneous Revenue** is from investment income. The projected investment income for FY 2022 is \$75,000. Another source of miscellaneous revenue is the charges to place and remove liens, which is budgeted at \$12,000 for FY 2022.

Finally, projected revenues of \$4,500 are expected for billing services from the Solid Waste Division for FY 2022.

**OTHER SOURCES**

The FY 2022 Budget includes transfers in of \$150,000 from the Sewer Impact Fee Fund for the debt service portion paid by Sewer Impact Fees on the wastewater treatment plant and \$1,000,000 from the Water Impact Fees for Peace River Expansion debt service.

The Department anticipates an appropriated use of net assets of \$10,808,840 as well as \$2,762,550 in fund balance.

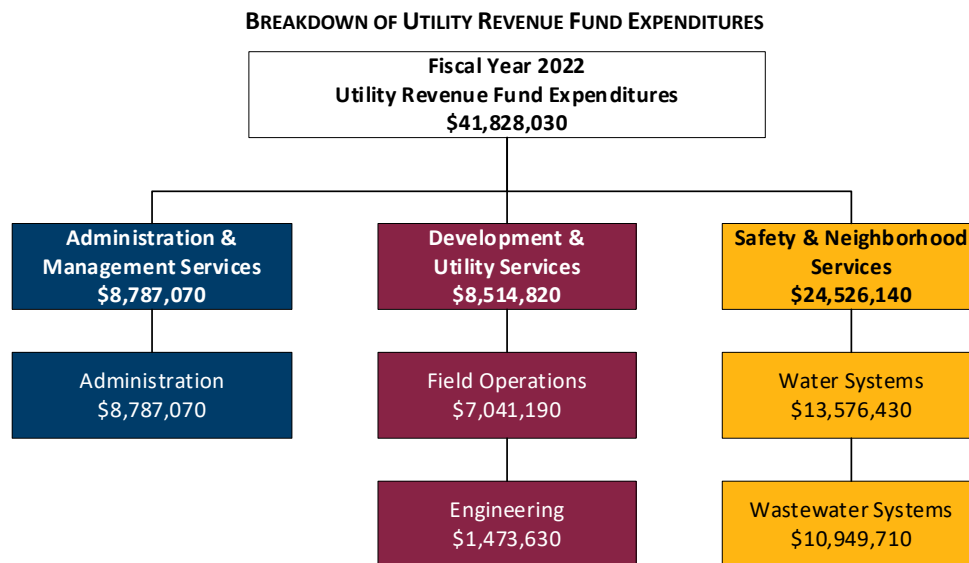
**DEPARTMENTAL FUNCTIONS**

Utilities Department functions funded by the Utility Revenue Fund are categorized in the following table by type of service provided.

DEPARTMENTAL FUNCTIONS	
SERVICE CATEGORY	SERVICE FUNCTION
<b>Administration &amp; Management Services</b>	
Utilities - Administration	All administrative services including business management and public relations services.
<b>Development &amp; Utility Services</b>	
Utilities – Field Operations	Repair and maintenance of utility infrastructure 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.
<b>Safety &amp; Community Services</b>	
Utilities – Water System	Operation and maintenance of the City’s water supply including improvement of quality potable water, expansion of services and promotion of environmental stewardship.
Utilities – Wastewater System	Includes disposal of wastewater, expansion of wastewater treatment and promotion of environmental stewardship.

**EXPENDITURES**

The following chart illustrates the FY 2022 Utility Revenue Fund appropriations based on the Utility service categories.





FY 2022 personnel expenses in the amount of \$6,801,460 reflect an increase of \$319,850 or 4.93% from FY 2021, partially due to the net addition of one position. Other increases are COLA and annual merit increases.

Overall, operating expenses increased by \$2,194,870 or 12.67% to \$19,253,750. The notable increase is in depreciation at \$908,100.

The \$11,760,980 capital outlay budget includes the following major projects:

- \$3,400,000 for Toledo Blade Blvd neighborhood water/wastewater line extensions
- \$2,037,000 for the Myakkahatchee Creek water treatment plant improvements
- \$1,000,000 for raw water intake structure rehabilitation
- \$1,000,000 for lift station rehabilitation
- \$813,680 for Sumter Blvd neighborhood water/wastewater line extensions
- \$662,020 for water distribution systems improvements
- \$577,000 for permanent bypass pumps

## FUND BALANCE

The following schedule shows the projected fund balance on September 30, 2022.

### UTILITY REVENUE FUND FUND BALANCE REPORT

09/30/20 Audited Fund Balance	\$ 30,862,482
20/21 Amended Reserve (Use) of Fund Balance (includes construction in progress)	(14,602,849)
Projected Fund Balance as of 9/30/21	16,259,633
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)*	(13,571,390)
Projected "Available" Fund Balance as of 9/30/22	\$ 2,688,243

\*THE FY 2022 USE OF FUND BALANCE EXCEEDS 10% OF THE PROJECTED FUND BALANCE AS OF 9/30/21 DUE TO THE USE OF NET ASSETS AND AMERICAN RESCUE PLAN ACT OF 2021 (ARPA) FUNDS BEING RECEIVED IN FY 2021 AND UTILIZED IN FY 2022.

## CAPACITY FEE AND UTILITY CONSTRUCTION FUNDS

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.

### CAPACITY FEE AND UTILITY CONSTRUCTION FUNDS BUDGET COMPARISON FY 2018 THROUGH FY 2022

REVENUES	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 ADOPTED	FY 21-22 ADOPTED
PERMITS & SPECIAL ASSESSMENTS	\$5,597,461	\$4,503,212	\$3,103,790	\$2,206,520	\$2,121,550
INTERGOVERNMENTAL	499,038	22,462	-	-	-
CHARGES FOR SERVICES	19,469	3,500	3,500	-	-
MISCELLANEOUS INCOME	149,055	639,230	523,708	105,000	50,000
APPROPRIATED FUND BALANCE	-	-	-	1,106,780	(409,150)
<b>TOTAL REVENUES</b>	<b>\$6,265,023</b>	<b>\$5,168,404</b>	<b>\$3,630,998</b>	<b>\$3,418,300</b>	<b>\$1,762,400</b>
EXPENDITURES					
WATER CAPACITY SYSTEM	\$2,115,551	\$513,808	\$1,005,761	\$2,689,870	\$1,090,000
WASTEWATER CAPACITY SYSTEM	200,000	296,689	553,311	728,430	672,400
UTILITY CONSTRUCTION	78,056	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$2,393,607</b>	<b>\$810,497</b>	<b>\$1,559,072</b>	<b>\$3,418,300</b>	<b>\$1,762,400</b>

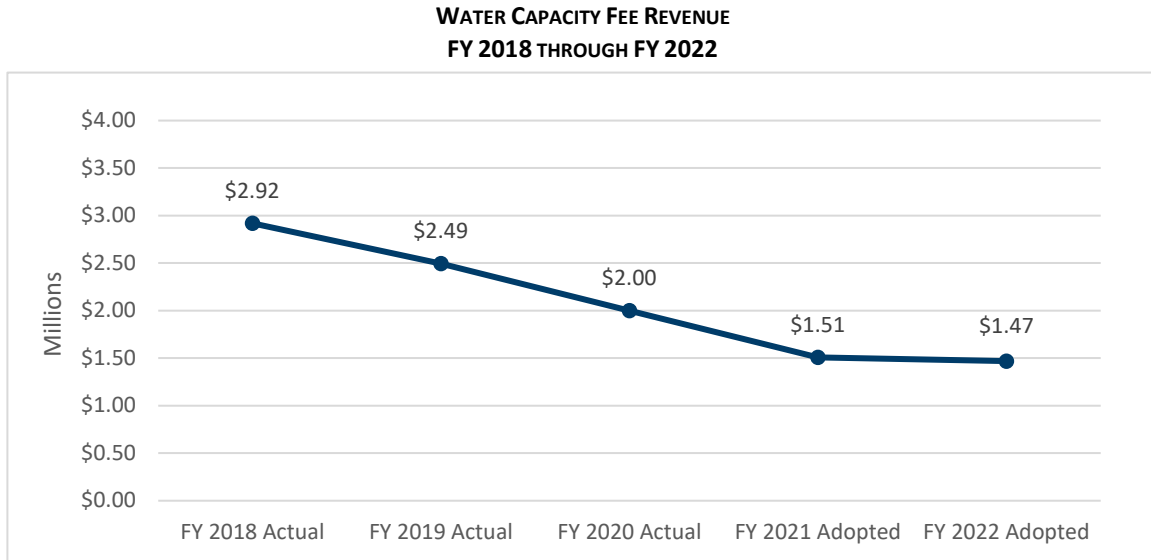
**WATER CAPACITY FEE FUND**

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

**REVENUES**

**PERMITS & SPECIAL ASSESSMENTS**

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 estimates for FY 2022 total \$1,469,150, a decrease of \$38,940 from FY 2021. The following chart illustrates the economic impact to water capacity fees for a five-year period beginning in FY 2018.



**MISCELLANEOUS REVENUE**

Interest earnings are projected at \$30,000.

**OTHER SOURCES**

A total of \$409,150 is anticipated to return to fund balance in FY 2022.

**DEPARTMENTAL FUNCTIONS**

Utilities Department functions funded by the Water Capacity Fee Fund are categorized in the table by type of service provided.

DEPARTMENTAL FUNCTIONS	
SERVICE CATEGORY	SERVICE FUNCTION
<b>Safety &amp; Community Services</b>	
Utilities – Water System	Operation and maintenance of the City’s water supply including improvement of quality potable water, expansion of services and promotion of environmental stewardship.

**EXPENDITURES**

FY 2022 Capital Outlay is estimated at \$70,000, which is appropriated for water transmission oversizing (\$50,000) and a bridge watermain replacement from Ortiz Blvd to Warm Mineral Springs (\$20,000).

Interfund transfers in the amount of \$1,000,000 is budgeted for the Peace River Expansion Debt.

**FUND BALANCE**

The following schedule shows the projected fund balance on September 30, 2022.

**WATER CAPACITY FEE FUND  
FUND BALANCE REPORT**

09/30/20 Audited Fund Balance	\$ 11,909,081
20/21 Amended Reserve (Use) of Fund Balance (includes construction in progress)	(7,478,610)
Projected Fund Balance as of 9/30/21	4,430,471
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	409,150
Projected "Available" Fund Balance as of 9/30/22	\$ 4,839,621

**WASTEWATER CAPACITY FEE FUND**

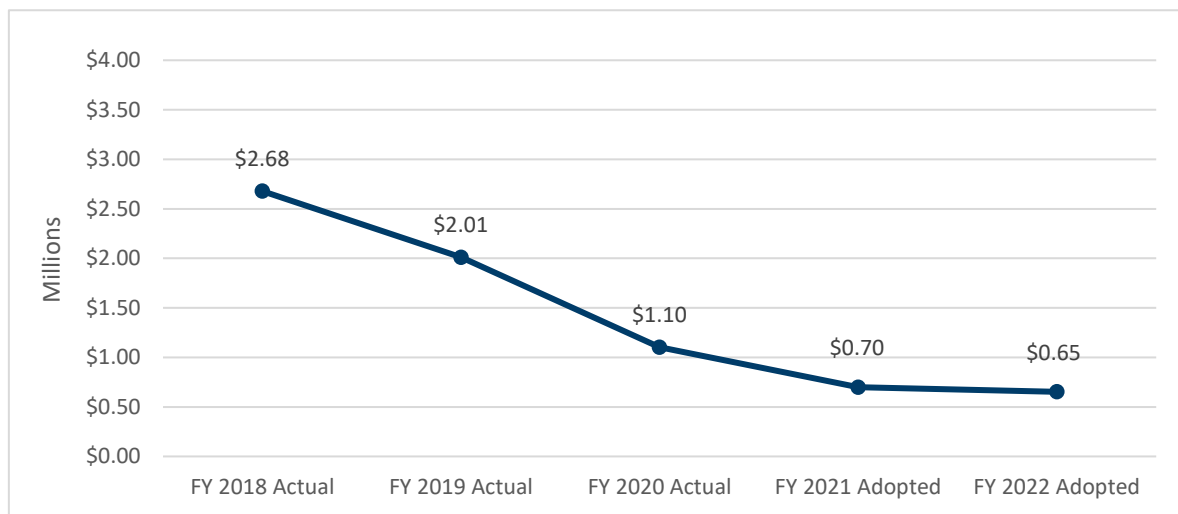
Wastewater Capacity Fees provide funding for the expansion of wastewater systems.

**REVENUES**

**PERMITS & SPECIAL ASSESSMENTS**

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 \$652,400, a decrease of \$46,030. The following chart illustrates the economic impact to this revenue stream for a five-year period beginning in FY 2018.

**WASTEWATER CAPACITY FEE REVENUE  
FY 2018 THROUGH FY 2022**



**MISCELLANEOUS REVENUE**

Interest earnings are projected at \$20,000.

**DEPARTMENTAL FUNCTIONS**

Utilities Department functions funded by the Wastewater Capacity Fee Fund are categorized in the table by type of service provided.

**DEPARTMENTAL FUNCTIONS**

SERVICE CATEGORY	SERVICE FUNCTION
<b>Safety &amp; Community Services</b>	
Utilities – Wastewater System	Includes disposal of wastewater, expansion of wastewater treatment and promotion of environmental stewardship.

## EXPENDITURES

The total capital expense for FY 2022 is \$522,400 which is appropriated to the following capital projects:

- Wastewater Transmission Oversizing - \$50,000
- Developer reimbursement to West Villages Improvement District (WVID) - \$472,400

Interfund transfers in the amount of \$150,000 is scheduled to pay debt service related to wastewater expansion.

## FUND BALANCE

The following schedule shows the projected fund balance on September 30, 2022.

### WASTEWATER CAPACITY FEE FUND FUND BALANCE REPORT

09/30/20 Audited Fund Balance	\$	2,848,952
20/21 Amended Reserve (Use) of Fund Balance (includes construction in progress)		(2,500,000)
Projected Fund Balance as of 9/30/21		348,952
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		-
Projected "Available" Fund Balance as of 9/30/22	\$	348,952

## UTILITY CONSTRUCTION FUND

The Utility Construction Fund provided 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 2022.

No interest revenue is projected for FY 2022.

## EXPENDITURES

There are no expenditures anticipated for FY 2022.

## INTERNAL SERVICE FUNDS

Internal service funds are a type of fund designed to account for the financing of services provided by one department for other departments within the City. As proprietary funds, services supported by internal service funds are financed and operated like those of a private business. The following table is a summary budget of the Internal Service Funds for FY 2022.

### INTERNAL SERVICE FUNDS BUDGET SUMMARY FY 2022 ADOPTED

Revenues	Self-Insurance Risk Fund	Self-Insurance Medical Fund	Employee Benefit Fund	Total
Charges for Services	\$2,114,780	\$9,607,290	\$869,660	<b>\$12,591,730</b>
Miscellaneous Revenues	1,000	581,120	-	<b>582,120</b>
Other Sources	(1,000)	-	-	<b>(1,000)</b>
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$2,114,780</b>	<b>\$10,188,410</b>	<b>\$869,660</b>	<b>\$13,172,850</b>
<b>Expenditures</b>				
General Government	\$2,114,780	\$10,188,410	\$869,660	<b>\$13,172,850</b>
<b>Total Expenditures</b>	<b>\$2,114,780</b>	<b>\$10,188,410</b>	<b>\$869,660</b>	<b>\$13,172,850</b>

## SELF-INSURANCE RISK FUND

The purpose of Self-Insurance Risk Fund is to provide for the overall management of the City's property & casualty insurance, automobile insurance, and workers' compensation funds.

### SELF-INSURANCE RISK FUND BUDGET COMPARISON FY 2018 THROUGH FY 2022

REVENUES	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 ADOPTED	FY 21-22 ADOPTED
CHARGES FOR SERVICES	\$1,545,430	\$1,437,190	\$1,630,940	\$1,942,270	\$2,114,780
MISCELLANEOUS	8,323	43,253	17,459	25,000	1,000
OTHER SOURCES	99,527	14,128	50,332	(25,000)	(1,000)
<b>TOTAL REVENUES</b>	<b>\$1,653,280</b>	<b>\$1,494,571</b>	<b>\$1,698,731</b>	<b>\$1,942,270</b>	<b>\$2,114,780</b>
EXPENSES					
GENERAL GOVERNMENT	\$1,488,791	\$1,904,886	\$2,362,935	\$1,942,270	\$2,114,780
<b>TOTAL EXPENSES</b>	<b>\$1,488,791</b>	<b>\$1,904,886</b>	<b>\$2,362,935</b>	<b>\$1,942,270</b>	<b>\$2,114,780</b>

## REVENUES

### CHARGES FOR SERVICE

A total of \$2,114,780 in charges for service is projected for FY 2022, an increase of \$172,510 or 8.88% from FY 2021.

### MISCELLANEOUS REVENUE

Investment income of \$1,000 is expected for FY 2022.

### FUND BALANCE

A total of \$1,000 in fund balance is reserved for future use.

## DEPARTMENTAL FUNCTIONS

The Self-Insurance Risk Fund supports the following departmental functions, which are listed in the table by type of service provided.

### DEPARTMENTAL FUNCTIONS

Service Category	Service Function
<b>Administration &amp; Management Services</b>	
Human Resources/Risk Management	All aspects of recruitment and retention of City employees including training and risk management.

## EXPENDITURES

Operating expenditures for FY 2022 are \$2,114,780, which includes insurance costs (\$1,228,780), insurance claims (\$825,000) self-insurers assessment (\$25,000), professional services (\$27,500), actuarial services (\$6,000), and bank transaction fees of (\$2,500).

## FUND BALANCE

The following schedule shows the projected fund balance on September 30, 2022.

**SELF-INSURANCE RISK FUND  
FUND BALANCE REPORT**

09/30/20 Audited Fund Balance	\$ (446,241)
20/21 Amended Reserve (Use) of Fund Balance	25,000
Projected Fund Balance as of 9/30/21	(421,241)
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	1,000
Projected "Available" Fund Balance as of 9/30/22	\$ (420,241)

**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 can purchase additional coverage for themselves and their families which is reflected in the budgeted revenues and expenditures of the fund. Beginning in FY 2019, medical healthcare was funded through the City's Self-Insurance – Medical Fund.

**EMPLOYEE BENEFITS FUND BUDGET COMPARISON  
FY 2018 THROUGH FY 2022**

	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 ADOPTED	FY 21-22 ADOPTED
<b>REVENUES</b>					
MISCELLANEOUS	\$7,094,014	\$313,772	\$869,321	\$910,620	\$869,660
OTHER SOURCES	-	-	-	(1,000)	-
<b>TOTAL REVENUES</b>	<b>\$7,094,014</b>	<b>\$313,772</b>	<b>\$869,321</b>	<b>\$909,620</b>	<b>\$869,660</b>
<b>EXPENSES</b>					
GENERAL GOVERNMENT	\$6,850,663	\$842,825	\$822,431	\$909,620	\$869,660
<b>TOTAL EXPENSES</b>	<b>\$6,850,663</b>	<b>\$842,825</b>	<b>\$822,431</b>	<b>\$909,620</b>	<b>\$869,660</b>

**REVENUES**

**MISCELLANEOUS REVENUE**

A total of \$869,660 in miscellaneous revenue is projected for FY 2022, including city contributions (\$637,270), employee contributions (\$139,280), wellness funds (\$50,000), former employee COBRA and retiree contributions (\$31,730), and interest earnings of \$1,000.

**DEPARTMENTAL FUNCTIONS**

The Employee Benefits Fund supports the following departmental functions, which are listed in the table by type of service provided.

**DEPARTMENTAL FUNCTIONS**

Service Category	Service Function
<b>Administration &amp; Management Services</b>	
Human Resources/Risk Management	All aspects of recruitment and retention of City employees including training and risk management.

**EXPENDITURES**

FY 2022 operating expenditures in the amount of \$869,660 include dental coverage (\$535,640), employee life, accidental death and dismemberment (ADD), and disability insurance (\$176,190), vision coverage (\$65,720), and wellness programming (\$50,000).

**FUND BALANCE**

The following schedule shows the projected fund balance on September 30, 2022.

**EMPLOYEE BENEFITS FUND  
FUND BALANCE REPORT**

09/30/20 Audited Fund Balance	\$ (189,325)
20/21 Amended Reserve (Use) of Fund Balance	1,000
Projected Fund Balance as of 9/30/21	(188,325)
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)	-
Projected "Available" Fund Balance as of 9/30/22	\$ (188,325)

**SELF-INSURANCE MEDICAL FUND**

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 BUDGET COMPARISON  
FY 2019 THROUGH FY 2022**

	FY 18-19	FY 19-20	FY 20-21	FY 21-22
	ACTUAL	ACTUAL	ADOPTED	ADOPTED
<b>REVENUES</b>				
CHARGES FOR SERVICES	\$7,447,152	\$8,426,239	\$9,312,930	\$9,607,290
MISCELLANEOUS	311,840	311,642	586,450	581,120
OTHER SOURCES	1,025,441	129,246	-	-
<b>TOTAL REVENUES</b>	<b>\$8,784,433</b>	<b>\$8,867,127</b>	<b>\$9,899,380</b>	<b>\$10,188,410</b>
<b>EXPENSES</b>				
GENERAL GOVERNMENT	\$7,979,729	\$7,749,657	\$9,899,380	\$10,188,410
<b>TOTAL EXPENSES</b>	<b>\$7,979,729</b>	<b>\$7,749,657</b>	<b>\$9,899,380</b>	<b>\$10,188,410</b>

**REVENUES**

**CHARGES FOR SERVICE**

A total of \$9,607,290 in charges for service is projected for FY 2022, an increase of \$294,360 or 3.16% from FY 2021.

**MISCELLANEOUS REVENUE**

Interest earnings of \$5,000 are expected for FY 2022.

**DEPARTMENTAL FUNCTIONS**

The Self-Insurance Medical Fund supports the following departmental functions, which are listed in the table by type of service provided.

**DEPARTMENTAL FUNCTIONS**

Service Category	Service Function
<b>Administration &amp; Management Services</b>	
Human Resources/Risk Management	All aspects of recruitment and retention of City employees including training and risk management.

**EXPENDITURES**

FY 2022 operating expenditures are \$10,188,410, an increase of \$289,030 or 2.92% from FY 2021. Estimated expenditures include claims (\$8,041,320), reinsurance costs (\$1,402,730), city health savings account contributions (\$388,800), administrative costs of (255,030), and insurance broker professional fees (\$67,500).

**FUND BALANCE**

The following schedule shows the projected fund balance on September 30, 2022.

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

09/30/20 Audited Fund Balance	\$	1,930,013
20/21 Amended Reserve (Use) of Fund Balance		-
Projected Fund Balance as of 9/30/21		1,930,013
21/22 Appropriated Addition (Use) of Fund Balance (does not include encumbrances)		-
Projected "Available" Fund Balance as of 9/30/22	\$	1,930,013



## OTHER FUNDS

### OTHER SPECIAL REVENUE FUNDS SUMMARY

This section provides information on the remaining minor funds, most of which are special revenue funds. The following tables show a breakdown of FY 2022 revenues and expenditures for Other Special Revenue Funds.

#### OTHER SPECIAL REVENUE FUNDS FY 2022 ADOPTED

	Inspector Education	Florida Contraband Forfeiture	Police Education	Historical Preservation	Tree Fund	Warm Mineral Springs	DEP Environmental Management
<b>Revenues</b>							
Permits & Special Assessments	\$87,110	-	-	-	\$200,000	-	-
Charges for Services	-	-	-	-	-	1,281,050	-
Fines & Forfeitures	-	-	9,000	-	-	-	-
Miscellaneous	1,000	250	250	-	3,000	5,000	1,000
Other Sources	-	-	4,750	-	-	-	-
Appropriated Fund Balance	(46,290)	409,660	-	-	(42,560)	(410,470)	(1,000)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$41,820</b>	<b>\$409,910</b>	<b>\$14,000</b>	<b>\$0</b>	<b>\$160,440</b>	<b>\$875,580</b>	<b>\$0</b>
<b>Expenditures</b>							
Public Safety	\$41,820	\$160,910	\$14,000	-	\$160,440	-	-
Transportation	-	-	-	-	-	-	-
Culture & Recreation	-	-	-	-	-	875,580	-
Capital	-	249,000	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$41,820</b>	<b>\$409,910</b>	<b>\$14,000</b>	<b>\$0</b>	<b>\$160,440</b>	<b>\$875,580</b>	<b>\$0</b>

	Law Enforcement Impact Fee	Fire Impact Fee	Parks & Recreation Impact Fee	Transportation Fee	Solid Waste Impact Fee	General Government Impact Fee	Total Other Special Revenue Funds
<b>Revenues</b>							
Permits & Special Assessments	\$891,040	\$1,123,570	\$2,764,410	\$11,322,220	\$671,040	\$1,021,100	\$18,080,490
Charges for Services	-	-	-	-	-	-	1,281,050
Fines & Forfeitures	-	-	-	-	-	-	9,000
Miscellaneous	4,000	5,000	1,000	25,000	2,000	4,000	51,500
Other Sources	-	-	-	-	-	-	4,750
Appropriated Fund Balance	(510,040)	(642,570)	(1,577,390)	(8,347,220)	(673,040)	(965,100)	(12,806,020)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$385,000</b>	<b>\$486,000</b>	<b>\$1,188,020</b>	<b>\$3,000,000</b>	<b>\$0</b>	<b>\$60,000</b>	<b>\$6,620,770</b>
<b>Expenditures</b>							
Public Safety	-	-	-	-	-	-	\$377,170
Transportation	-	-	-	3,000,000	-	-	3,000,000
Culture & Recreation	-	-	500,000	-	-	-	1,375,580
Capital	385,000	486,000	688,020	-	-	60,000	1,868,020
<b>Total Expenditures</b>	<b>\$385,000</b>	<b>\$486,000</b>	<b>\$1,188,020</b>	<b>\$3,000,000</b>	<b>\$0</b>	<b>\$60,000</b>	<b>\$6,620,770</b>

**OTHER CAPITAL PROJECTS FUNDS SUMMARY**

The following table shows a breakdown of FY 2022 revenues and expenditures for Other Capital Projects Funds.

**OTHER CAPITAL PROJECTS FUNDS  
FY 2022 ADOPTED**

	R&R General Fund	R&R Road & Drainage District	R&R Fire District	R&R Solid Waste District	R&R Building	R&R Fleet	Road Reconstruct	Total
<b>Revenues</b>								
Miscellaneous	\$1,000	\$5,000	\$7,000	\$10,000	\$1,000	\$1,000	-	\$25,000
Other Sources	480,500	2,950,000	2,803,200	557,430	40,000	50,000	-	6,881,130
Appropriated Fund Balance	220,660	(2,035,450)	(2,031,040)	(567,430)	(41,000)	(8,190)	-	(4,462,450)
<b>Total Revenues &amp; Other Financing Sources</b>	<b>\$702,160</b>	<b>\$919,550</b>	<b>\$779,160</b>	<b>\$0</b>	<b>\$0</b>	<b>\$42,810</b>	<b>\$0</b>	<b>\$2,443,680</b>
<b>Expenditures</b>								
Capital	\$702,160	\$919,550	\$779,160	-	-	\$42,810	-	\$2,443,680
<b>Total Expenditures</b>	<b>\$702,160</b>	<b>\$919,550</b>	<b>\$779,160</b>	<b>\$0</b>	<b>\$0</b>	<b>\$42,810</b>	<b>\$0</b>	<b>\$2,443,680</b>

## *Fund Descriptions*

For reference, the following section includes descriptions of all funds, which are organized by Fund Groups (Governmental or Proprietary) and Fund Type.

### **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 (R&R) 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**

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.

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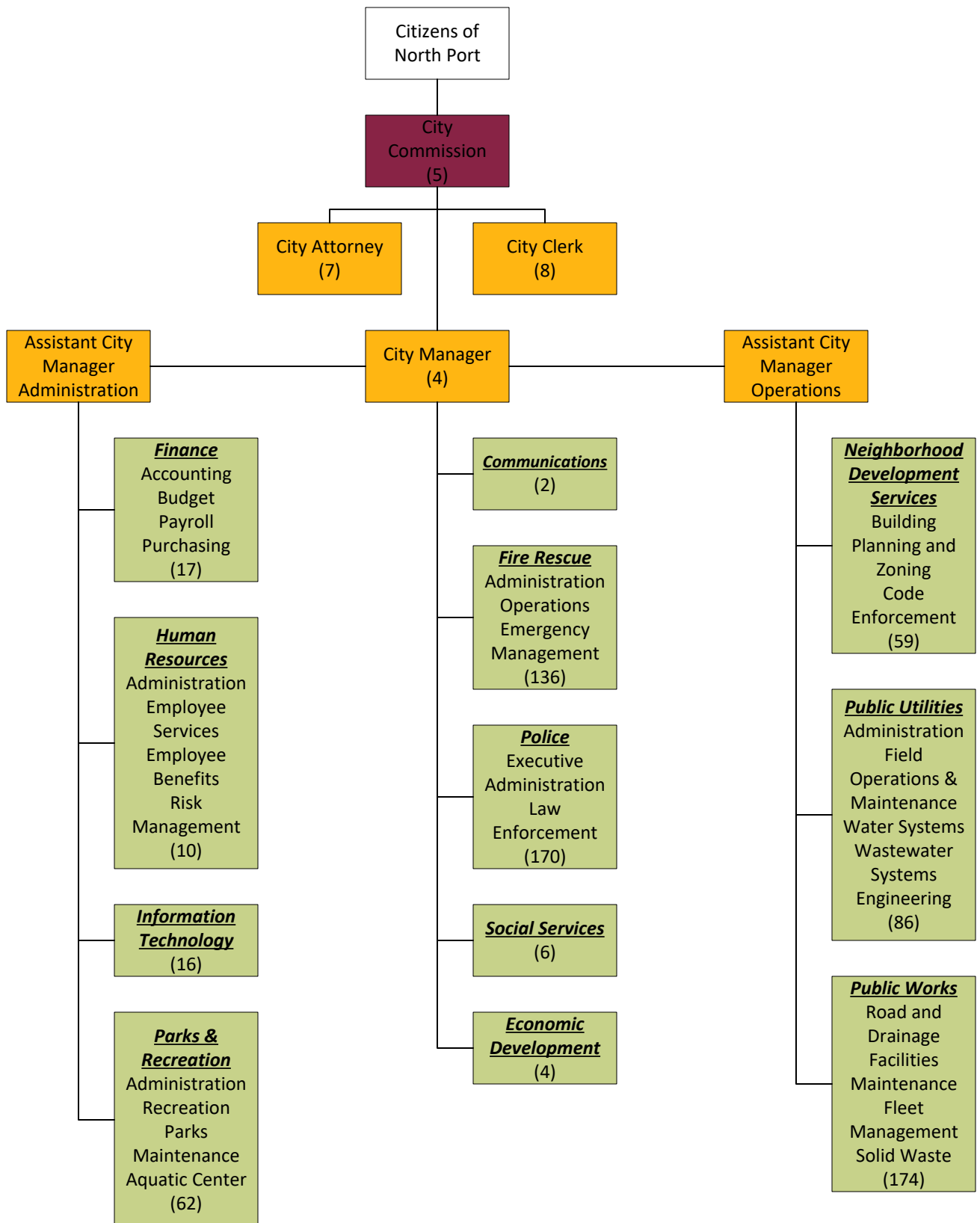
## **DEPARTMENTAL SUMMARIES**

### ***Departments***

Summaries for each department are broken down by division, if applicable, and may include the following sections:

- Organizational Chart
- Mission
- Core Services and Outputs
- Accomplishments from Fiscal Year (FY) 2021
- Initiatives for FY 2022
- Goals and Objectives
- Key Performance Measures
- Output Measures
- Operating Budget Summary containing the FY 2022 Adopted Budget, FY 2021 Adopted Budget, and FY 2018 – 2020 Actual Expenditures
- Staffing – Funded Authorized Positions from the FY 2022 Adopted Budget and FY 2018 – 2021 Amended Budgets

The Organizational Chart for the City of North Port is included on the following page. As noted in the chart, the elected City Commission, appointees, and employees are accountable to the citizens of North Port.










## City Commission

### 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.

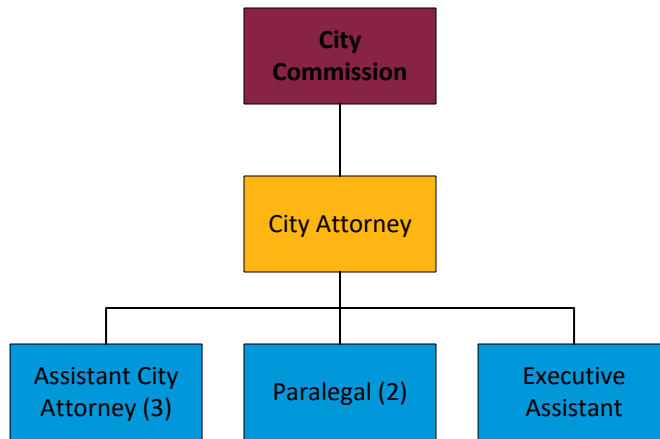
### Operating Budget Detail

DESCRIPTION	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
Personnel Services	\$278,916	\$285,194	\$306,217	\$313,400	\$323,960
Operating Expenditures	120,655	137,246	120,462	147,560	145,180
<b>TOTAL EXPENDITURES</b>	<b>\$399,571</b>	<b>\$422,440</b>	<b>\$426,679</b>	<b>\$460,960</b>	<b>\$469,140</b>

### Staffing – Funded Authorized Positions

DESCRIPTION	FY 2018 <u>Amended</u>	FY 2019 <u>Amended</u>	FY 2020 <u>Amended</u>	FY 2021 <u>Amended</u>	FY 2022 <u>Adopted</u>
Commissioner – Charter position	5	5	5	5	5
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

7 Authorized Positions



## City Attorney

### 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 Commission, other charter officers, and 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 Commission, 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 Commission and other charter officers

**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.
- Hired second paralegal with more than 10 years of paralegal experience, in addition to several years of other complementary professional experience.
- Hired new executive assistant with extensive experience.
- Requesting to hire an additional attorney to increase productivity and expand services.

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

- Analyzed and streamlined workflow.
- Developed standard operating procedure related to staff onboarding.
- Implemented new case management and document management systems to increase efficiencies and provide analytics for management of work.
- Drafted templates for Resolutions, Ordinances, and other instruments for use by City staff.

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 Office 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.
- Worked with Parks & Recreation on an agreement with Kiwanis for a vow renewal event.
- Close-out agreement with Sarasota County for escheated lots.

- Numerous interlocal agreements with Sarasota County Sheriff's Office.
- Analyze termination of numerous contracts.
- Leases for City buildings.
- Amended developer agreements related to utility connections and reservations.
- License agreement for City building inspector use of Wellen Park space.

Litigation – The City Attorney's Office represented the City in and managed litigation matters, including:

- Litigated all City requests for Risk Protection Order in state circuit court, coordinating with the Police Department to secure information and testimony.
- Litigated multiple Police Department forfeiture actions including a settlement of \$385,000.00.
- Defended the City in multiple foreclosure and bankruptcy cases.
- 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.

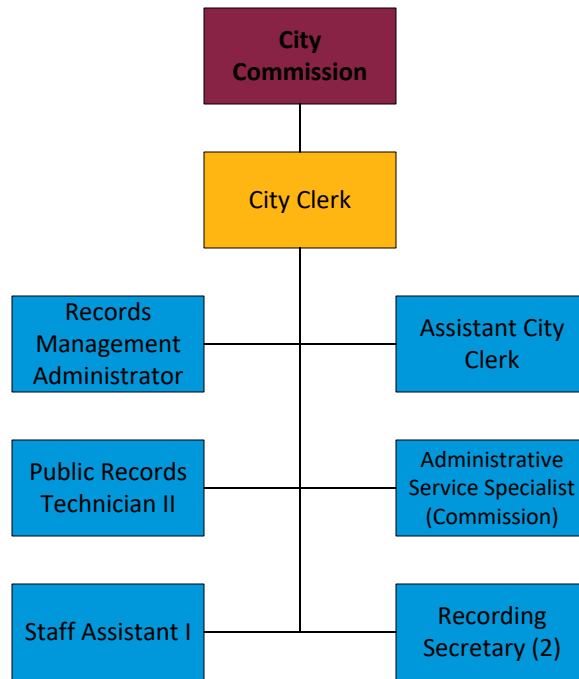
**Operating Budget Summary**

DESCRIPTION	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
Personnel Services	\$426,167	\$500,991	\$646,089	\$754,950	\$902,030
Operating Expenditures	169,181	198,251	211,381	240,340	279,930
<b>TOTAL EXPENDITURES</b>	<b>\$595,348</b>	<b>\$699,242</b>	<b>\$857,470</b>	<b>\$995,290</b>	<b>\$1,181,960</b>

**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 <u>Amended</u>	FY 2019 <u>Amended</u>	FY 2020 <u>Amended</u>	FY 2021 <u>Amended</u>	FY 2022 <u>Adopted</u>
City Attorney	1	1	1	1	1
Paralegal	1	1	1	2	2
Assistant City Attorney	1	2	2	2	3
Executive Assistant	1	1	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>7</b>

8 Authorized Positions






## City Clerk

### 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

- Drafted and obtained approval of 13 City Commission Policies.
- Continued reorganization of City records from Alchemy to Laserfiche.
- Purchased equipment and developed procedures for Advisory Board and Commission hybrid meeting.
- Continued training of city employees on the use of Laserfiche for electronic records management.
- Continued training of city employees on the use of GovQA for completion of public records request activities.
- Implemented Granicus Boards and Commissions module.

### Initiatives

- Successfully manage the applications for the 2022 election for City Commission candidates.
- Continue implementation and reorganization of Laserfiche.
- Continue development of the City records management plan.
- Continue to develop and maintain department standard operating procedures (SOP).
- Retrieve City Clerk off-site records for scanning and processing into Laserfiche.



## 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

<b>Goal</b>	Lead the agenda management process and records management program promoting transparency, accountability, and effective service delivery.				
<b>Objective</b>	Transcribe and post Commission action minutes within one month of meeting date.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Percentage of commission meeting minutes that are presented to Commission for review within 14 days of the City Commission meeting	75%	95%	95%	95%	95%
<b>Description</b>	After each Commission meeting, the City Clerk’s Office transcribes and posts the actions the Commission took online.				
<b>Purpose</b>	This supports transparency and informed decision making, by providing the public with Commission actions in a timely manner.				
<b>Status</b>	With changeover in staff, the projection of 95% was maintained accurately.				

**PERCENTAGE OF COMMISSION MEETING AGENDA PACKET MATERIALS POSTED 48 HOURS PRIOR TO THE REGULAR SCHEDULED CITY COMMISSION MEETING**

<b>Goal</b>	Lead the agenda management process and records management program promoting transparency, accountability, and effective service delivery.				
<b>Objective</b>	Ensure that preparation and distribution of the Commission's agenda packets are on time, accurate, and responsive.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Percentage of City Commission agenda packets that are posted online 48 hours prior to the meeting	98%	100%	100%	100%	100%
<b>Description</b>	We strive to get all agenda packets out to the City Commission and public one week prior to the next regular scheduled meeting.				
<b>Purpose</b>	Provide the public with adequate time to review upcoming issues that will be discussed by the City Commission, ensuring transparency of Commission proceedings.				
<b>Status</b>	Change in the posting process has ensured 100% compliance with the 48-hour City Code requirement.				

**Workload Measures**

	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Number of commission meeting minutes posted annually	94	85	55	77	78
Number of commission meeting agenda packets produced annually	94	85	55	77	78
Number of public records requests received annually	2,169	3,570	2,000	2,665	2,800
Number of advisory board minutes processed.	103	71	65	116	146

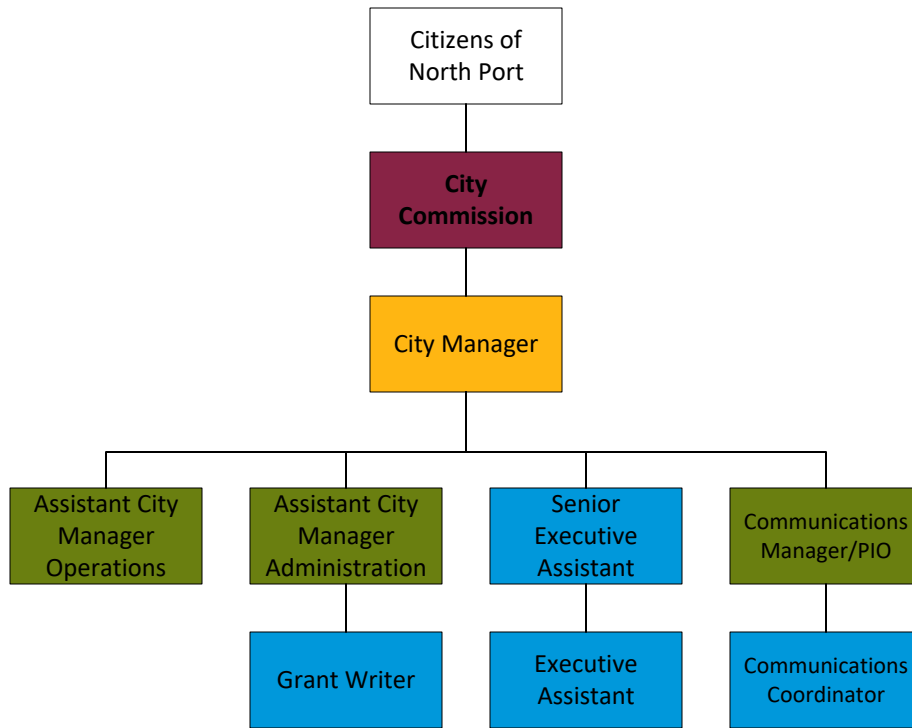
**Operating Budget Summary**

<b>DESCRIPTION</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
<b>001 - General Fund</b>					
<b>EXPENDITURES</b>					
Personnel Services	\$614,342	\$641,392	\$648,730	\$698,540	\$671,840
Operating Expenditures	91,523	124,078	86,080	117,090	115,290
Capital Outlay	21,804	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$727,669</b>	<b>\$765,469</b>	<b>\$734,810</b>	<b>\$815,630</b>	<b>\$787,130</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Permits and Special Assessments	(\$200)	-	-	-	-
Charges for Services	(1,950)	(700)	(11,021)	(10,130)	(10,220)
<b>TOTAL GENERATED REVENUES</b>	<b>(2,150)</b>	<b>(700)</b>	<b>(11,021)</b>	<b>(10,130)</b>	<b>(10,220)</b>
<b>NET GENERAL FUND EXPENDITURES</b>	<b>\$725,519</b>	<b>\$764,769</b>	<b>\$723,789</b>	<b>\$805,500</b>	<b>\$776,910</b>

**Staffing – Funded Authorized Positions**

<b>DESCRIPTION</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Amended</b>	<b>FY 2020 Amended</b>	<b>FY 2021 Amended</b>	<b>FY 2022 Adopted</b>
City Clerk	1	1	1	1	1
Deputy City Clerk	1	1	1	-	-
Assistant City Clerk	-	-	-	1	1
Executive Assistant	2	-	-	-	-
Records Management Admin	1	1	1	1	1
Administrative Services Specialist	2	2	2	1	1
Staff Assistant I	1	1	1	1	1
Recording Secretary	-	2	2	2	2
Public Records Technician II	2	2	1	1	1
<b>TOTAL</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>8</b>	<b>8</b>

8 Authorized Positions









## City Manager

### Mission

The mission of the City Manager's Office 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's Office 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.
-  Safeguards that the public has access to timely, relevant and accurate information on a number of platforms and media outlets.

### Management Agenda Accomplishments

- Successfully navigated the COVID-19 crisis, maintaining vital customer service while providing for the safety of staff and public.
- Facilitated expansion of internet service to the Estates.
- Successful budget completion.
- Successful negotiations of the Florida Police Benevolent Association (PBA), International Association of Fire Fighters (IAFF), and American Federation of State, County, and Municipal Employees (AFSCME) labor union contracts for a three-year period, promoting a stable work environment while having a predictable impact on the City's budget.
- 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 Wellen Park Public Safety Complex with North Port Police Department and Fire Rescue.
- Presented the annual "State of the City" address to the North Port Chamber of Commerce.
- Led the infrastructure strategy planning and funding strategy.
- Initiated Economic Development Study that became the blueprint for making key areas shovel ready using \$8 million from American Rescue Plan funding.
- Delivered a balanced budget to the Commission while keeping the property tax stable by optimizing existing revenue sources.
- Negotiated development agreement with a large, master-planned community regarding the distribution of over \$100 million in transportation impact fees.
- Identified underutilized, internal talent to address key vacancies in the senior and middle management team.
- Presented the annual "State of the City" address to the Public.
- Successfully applied for \$1.7 million in the Florida Job Growth Grant Fund for water and wastewater infrastructure improvements.

### Management Initiatives

- Implement Strategic Planning Vision of the City Commission.
- Partner with the Planning and Zoning Division on the Comprehensive Plan and Unified Land Development Review project.
- Assist Public Works on infrastructure strategy and funding, specifically the widening of Price Boulevard.
- Guide the Information Technology Division in expanding technology including cyber security.
- Enhance organizational strategic planning, work plans, and performance management, including public facing transparency.
- Successful recruitment of quality individuals for high level positions to provide critical support for operating departments.
- Expand social media outreach and celebrate the success of City staff and North Port's community.

### 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 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
Personnel Services	\$536,453	\$767,751	\$815,187	\$879,840	\$923,630
Operating Expenditures	72,427	87,437	64,403	101,240	174,040
<b>TOTAL EXPENDITURES</b>	<b>\$608,880</b>	<b>\$855,188</b>	<b>\$879,590</b>	<b>\$981,080</b>	<b>\$1,097,670</b>

**Staffing – Funded Authorized Positions**





DESCRIPTION	FY 2018 Amended	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 Adopted
City Manager	1	1	1	1	1
Assistant City Manager	2	2	2	2	2
Grant Writer	-	1	1	1	1
Intern	1	1	-	-	-
Senior Executive Assistant	1	1	1	1	1
Executive Assistant	-	-	1	1	1
Staff Assistant II	1	1	-	-	-
<b>TOTAL</b>	<b>6</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>6</b>

## 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 schools and children's' groups, non-profits, and groups such as Leadership North Port and many.
- 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](http://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 54 million this past year alone. Added the Pinterest 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 President 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 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 Community Conversations, tours, and events.

## Goals and Objectives

### GOAL 1

Work to keep our residents safe and informed with effective public outreach.

#### OBJECTIVES:

- Work in the ICS during natural disasters and large events to help keep the media and residents informed on evacuations, weather updates, and the ways the City is assisting.
- Utilize Alert Sarasota County and our North RePort app to put out emergency notifications in extreme situations.
- Work with proper staff to stay informed and put out information efficiently and correctly.

### GOAL 2

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 3

Evaluate plans and create opportunities to broaden 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 4

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	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 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2021 Actual	FY 2022 Projected
Reach more than 11,000,000 people throughout the year using outreach programs such as Facebook, Twitter and other social media tools	12.3 million	24.0 million	11.0 million	54.2 million	15.0 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 fourth year for this measure.				



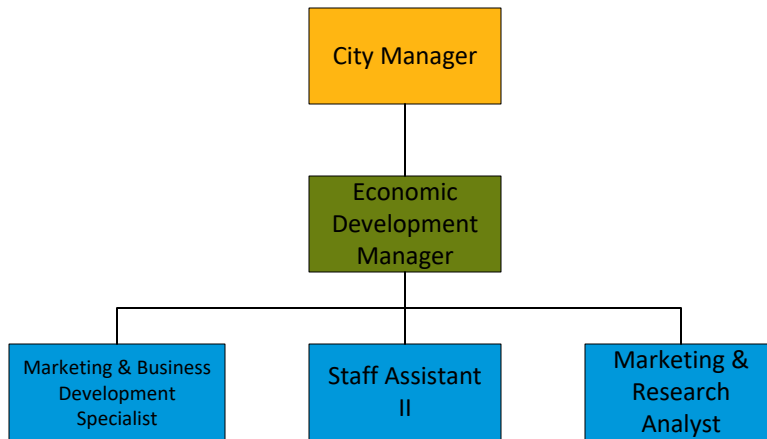
**Operating Budget Summary**

DESCRIPTION	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
Personnel Services	\$170,617	\$178,923	\$194,525	\$204,650	\$223,390
Operating Expenditures	45,087	62,429	52,561	88,100	82,800
<b>TOTAL EXPENDITURES</b>	<b>\$215,704</b>	<b>\$241,352</b>	<b>\$247,086</b>	<b>\$292,750</b>	<b>\$306,190</b>

**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 Amended	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 Adopted
Communications Manager/Public Information Officer	1	1	1	1	1
Community Outreach Coordinator	1	1	1	-	-
Communication Coordinator	-	-	-	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

4 Authorized Positions



## 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

- Co-Hosted GrowFL event for "50 to Watch" winners at CoolToday Park with the Economic Development Corporation (EDC) of Sarasota County during the Atlanta Braves Spring Training.
- Continued to build momentum among partners, community, and government leaders in focusing resources on critical infrastructure at Sumter Boulevard and Toledo Blade Interstate 75 (I-75) Interchanges.
- Completed Economic Development Market Feasibility Study with Camoin Associates resulting in unanimous adoption by Commission.
- Applied for \$1.69 million Florida Job Growth Grant for infrastructure expansion to the Panacea Activity Center.
- Worked with Florida Power & Light (FPL) and the EDC of Sarasota County to complete drone flyover video of Activity Center 4 which was awarded "Best Virtual Site Tour" by the Florida Economic Development Council.
- Problem resolution for over 65 companies.
- Community outreach and speaking engagements educating several hundred community leaders such as Leadership North Port, Economic Development Council Board of Directors, and other civic organizations.
- Multiple City tours given to community partners, influential organization leaders, interested developers, business owners, and City Manager candidates.
- Business Tax Receipt fee structure review and recommendation completed with Community and Economic Development Advisory Board (CEDAB) and presented to Commission.
- Fiscal Year 2021 – 40 active projects in pipeline.
- Completed Opportunity Profiles for five of the Activity Centers.
- Second round of revisions of *Sarasota County Economic Development Interlocal Agreement* for the EDC of Sarasota County.
- Planned and hosted a hybrid format commercial real estate forum to showcase and promote the community's assets and growth opportunities.
- Hired and onboarded new staff members: Market Research Analyst, Staff Assistant II, and Staff Assistant I/Intern.
- Actively participated in the planning for Downtown Wellen.
- North Port billboard installed on northbound I-75 at exit 179 with accompanying marketing collateral.
- Marketed Neighborhood Commercial parcels to real estate and development professionals.
- Nominated King Plastic as a 50 Companies to Watch in Florida.
- Continued work as the Staff Liaison to the CEDAB.
- Collaborate with and support the initiatives of GrowFL, a second-stage growth, state-wide organization.

- Collaborated with Planning to provide information for Commission work on Impact Fee Deferral Ordinance that went before Commission for first reading.
- Coordinated two focus groups for Impact Fees with development stakeholders.
- Brought Home-Based Business and Manufacturing Proclamations to Commission.
- Published a monthly newsletter for outreach to local businesses.
- Sent monthly welcome letters to new businesses.
- Participated in selection of Mobility Study consultant.
- Economic Impact Study completed for Parks Department.
- Coordinated City issued Atlanta Braves Spring Training tickets.
- Served on several boards including the Suncoast Technical College (STC) Advisory Board, United Way, State College of Florida Engineering School, STC Drafting and Architecture Advisory Board, and STC Business Advisory Board.
- Project completed and presented regarding commercial septic and wastewater community engagement by Summer Intern.
- Identified property owners of parcels in Activity Centers.
- Provided education on the Economic Development Ad Valorem Tax Exemption in addition to the ordinance and applications.
- Assisted with an ordinance for non-disclosure agreements with the City.
- Economic Development legislative priorities with the North Port Area Chamber and EDC of Sarasota County.
- Re-activated social media platforms for the Economic Development Division.
- Training on Public Private Partnerships with other City departments for future utilization.

### Initiatives

- At Commission direction, work on developing incentives for recruiting and retaining businesses.
- With other departments, work to eliminate silos to provide seamless, accessible inter-government services.
- Work with NDS divisions to assist with updating ULDC rewrite and comprehensive plan amendments for Activity Centers.
- Bring forward impact fee deferral ordinance for second reading.
- Develop a plan to increase health care options for North Port residents.
- Develop home-based and creatives-industry support networks.
- Plan in-and-outbound recruitment missions focused on targeted industries.
- Develop a stand-alone Economic Development website.
- Complete hard infrastructure to Sumter/I-75, Toledo Blade/I-75, and Warm Mineral Springs.
- Facilitate discussions on improving business climate.
- Develop solutions to provide for resiliency and sustainability of local businesses.
- Work with neighborhoods to assist in attracting the neighborhood commercial businesses ideal to them.
- Support the development of additional commercial property in the Toledo Blade/I-75 Interchange, Activity Center 4, Panacea.
- Advocate for expanded broadband access in the City of North Port necessary for business and industry.
- Collaborate with Planning Division to complete a feasibility study for Activity Center 6.
- Work with all workforce partners to establish a workforce pipeline for targeted business and industry as identified in the Economic Development Market Feasibility Study.
- Develop and host a Commercial Real Estate Summit.
- Develop incentives for affordable and workforce housing.
- Ensure all team members have completed the Basic Economic Development Course.
- Increase staff use of the Customer Relationship Management System.
- Increase community engagement surrounding the discussion on commercial water and wastewater expansion.

### 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:**

- 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.

**GOAL 4**

Increase organization visibility on digital platforms to improve the City’s brand recognition and business climate reputation.

**OBJECTIVES:**

- Create RFP for stand-alone website for Economic Development.
- Increase social media following on division-specific accounts.
- Increase monthly newsletter engagement sent out to division contact list.

**Key Performance Measures**

**BUSINESS ATTRACTION – LEAD GENERATION**

<b>Goal 1</b>	Identify opportunities to increase business recruitment and attraction.				
<b>Objective A</b>	Employ various marketing strategies to help attract retail and commercial businesses.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Number of recruitment prospects identified	15	20	15	40	40
<b>Description</b>	The city-wide strategic plans and the Market Feasibility Study inform the process for recruitment.				
<b>Purpose</b>	To position and market North Port as a desirable destination to do business.				
<b>Status</b>	This is the sixth 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**

<b>Goal 2</b>	Provide support for existing, local businesses to help expand and increase their revenues.				
<b>Objective A</b>	Respond to business support issues within 24 business hours of request.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Percent of local businesses who indicate they agree or strongly agree that the information provided was satisfactory	N/A	90%	95%	95%	95%
<b>Description</b>	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.				
<b>Purpose</b>	To provide support services and education to businesses as organizational processes and codes allow.				
<b>Status</b>	This is the third 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**

<b>Goal 3</b>	Provide local, state and regional resources that assist with recruitment, retention, resilience, and expansion of business and industry.				
<b>Objective A</b>	Create innovative partnerships to support existing businesses and expansion.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Percent of businesses who indicate satisfaction with program and organizational referrals	90%	90%	75%	80%	90%
<b>Description</b>	The Division will conduct an assessment and identify business needs and refer businesses to appropriate local, state and regional resources.				
<b>Purpose</b>	To guide companies through the landscape of business assistance programs that are available locally, regionally, and state-wide designed for business growth and sustainability.				
<b>Status</b>	This is the sixth fiscal year in which this measure will be used.				

**BUSINESSES RETENTION – BUSINESSES FINDING VALUE WITH CITY-PROVIDED OR SPONSORED PROGRAMS**

<b>Goal 3</b>	Provide local, state and regional resources that assist with recruitment, retention, resilience, and expansion of business and industry.				
<b>Objective B</b>	Provide entrepreneurs, startups, and existing business owners with tools and resources for success.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Total program average of the cap attendance as an indication of value of program presented	N/A	N/A	80%	75%	80%
<b>Description</b>	Programs designed for business owners and managers to participate in training and education to grow their businesses.				
<b>Purpose</b>	This is to ensure business owners and managers to participate in training and education to grow their businesses.				
<b>Status</b>	This is the second fiscal year in which this measure will be used.				

**DIVISION VISIBILITY – DIGITAL PLATFORM PRESENCE**

<b>Goal 4</b>	Increase organization visibility on digital platforms to improve the City’s brand recognition and business climate reputation.		
<b>Objective A</b>	Create RFP for stand-alone webpage for Economic Development.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Average home page views per month	N/A	81	150
<b>Description</b>	The division will track the average page unique page visits to our website.		
<b>Purpose</b>	Measure the number of visitors the website attracts and what features are engaged with the most.		
<b>Status</b>	This will be is the first fiscal year in which this measure will be used.		

<b>Goal 4</b>	Increase organization visibility on digital platforms to improve the City’s brand recognition and business climate reputation.		
<b>Objective B</b>	Increase social media following on division-specific accounts.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Average post engagement of all Division social media posts	N/A	N/A	6%
<b>Description</b>	The Division will track the engagement of our social media posts to measure content effectiveness.		
<b>Purpose</b>	Information will be used to inform future social media content strategies.		
<b>Status</b>	This will be is the first fiscal year in which this measure will be used.		

<b>Goal 4</b>	Increase organization visibility on digital platforms to improve the City’s brand recognition and business climate reputation.		
<b>Objective C</b>	Increase monthly newsletter engagement sent out to division contact list.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Average click through rate of email communications sent	N/A	24%	25%
<b>Description</b>	Division will track email communication engagement to inform future email communication strategies.		
<b>Purpose</b>	To ensure our audience is receiving relevant information they find valuable.		
<b>Status</b>	This will be is the first fiscal year in which this measure will be used.		

**Workload Measures**

	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Number of Business Advocacy issues	25	30	35	65	50
Number of Recruitment Prospects	20	20	15	30	30
Number of Social Media Posts	N/A	N/A	N/A	N/A	52

**Operating Budget Summary**

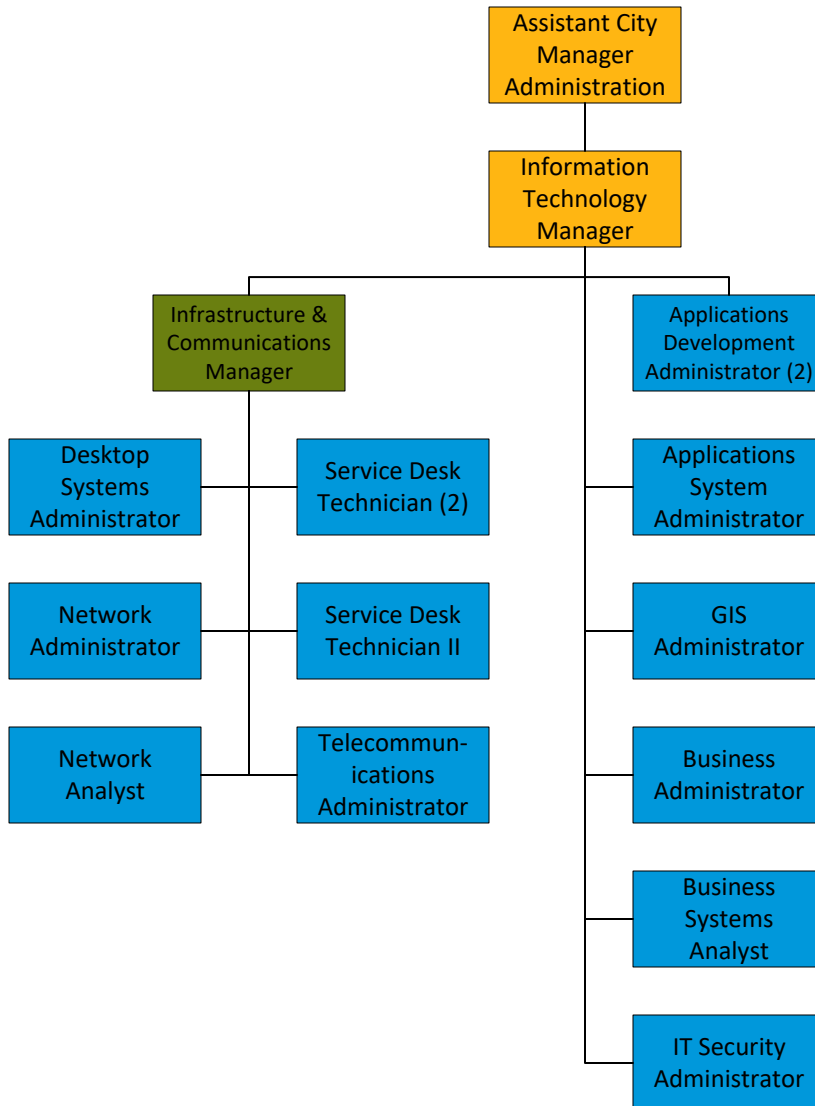
DESCRIPTION	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
Personnel Services	\$160,883	\$110,051	\$220,311	\$307,190	\$340,500
Operating Expenditures	164,217	166,544	195,804	138,600	186,490
<b>TOTAL EXPENDITURES</b>	<b>\$325,100</b>	<b>\$276,594</b>	<b>\$416,115</b>	<b>\$445,790</b>	<b>\$526,990</b>

**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 <u>Amended</u>	FY 2019 <u>Amended</u>	FY 2020 <u>Amended</u>	FY 2021 <u>Amended</u>	FY 2022 <u>Adopted</u>
Economic Development Program Manager	1	1	1	1	1
Business Advocate	1	-	-	-	-
Marketing & Business Development Specialist	-	1	1	1	1
Staff Assistant II	-	-	1	1	1
Market Research Analyst	-	-	-	1	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>4</b>



16 Authorized Positions



## 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 1<sup>st</sup> 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**

<b>Goal</b>	Ensure and support the use of technology.				
<b>Objective</b>	Provide effective and superior customer service to all city business.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain 80% of service level agreements assigned to categories of service orders	86.15%	89.80%	80.00%	92.80%	80.00%
<b>Description</b>	The division categorizes Help Desk requests based upon projected completion time.				
<b>Purpose</b>	This measure assists the division's ability in meeting standardized response and completion times for service requests.				
<b>Status</b>	This is the fourth fiscal year in which this measure will be used.				

**AVAILABILITY OF INFORMATION SYSTEM TECHNOLOGY**

<b>Goal</b>	Ensure the reliability and accessibility to information.				
<b>Objective</b>	Provide effective and superior customer service to all city business.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain 97% of information systems (network, email, desk phones) uptime/availability	97.00%	99.93%	97.00%	92.80%	97.00%
<b>Description</b>	The division ensures the availability of information systems city-wide.				
<b>Purpose</b>	This measure tracks the availability of information systems (network, email, desk phones).				
<b>Status</b>	The division consistently exceeds the performance mark of 97%.				

**ACCESS TO APPLICATIONS AND INFORMATION**

<b>Goal</b>	Ensure the reliability and accessibility to information.				
<b>Objective</b>	Provide effective and superior customer service to all city business.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain uptime/availability above 95%	99.90%	99.75%	95.00%	99.67%	95.00%
<b>Description</b>	The division ensures the reliability and accessibility to information city-wide.				
<b>Purpose</b>	This measure tracks the availability of information.				
<b>Status</b>	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.

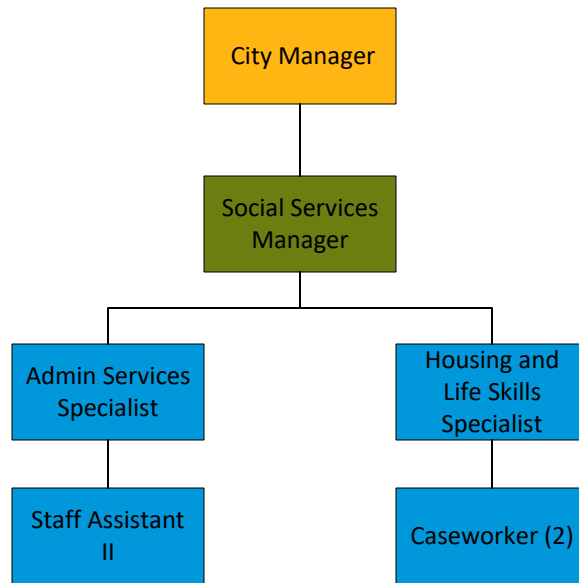
**Operating Budget Summary**

DESCRIPTION	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
Personnel Services	\$990,400	\$985,560	\$1,067,742	\$1,215,170	\$1,382,750
Operating Expenditures	1,013,933	1,201,311	1,267,279	1,355,330	1,581,200
Capital Outlay	390,328	262,898	-	16,000	75,000
Interfund Transfers	-	-	-	247,500	372,500
<b>TOTAL EXPENDITURES</b>	<b>\$2,394,661</b>	<b>\$2,449,769</b>	<b>\$2,335,021</b>	<b>\$2,834,000</b>	<b>\$3,411,450</b>
<b>306 - Surtax III</b>					
Capital Outlay	-	-	\$41,369	\$110,000	\$44,100
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>\$41,369</b>	<b>\$110,000</b>	<b>\$44,100</b>
<b>321 - R&amp;R General Fund</b>					
Capital Outlay	-	-	\$21,489	-	\$620,000
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>\$21,489</b>	<b>-</b>	<b>\$620,000</b>
<b>TOTAL INFORMATION TECHNOLOGY EXPENDITURES</b>	<b>\$2,394,661</b>	<b>\$2,449,769</b>	<b>\$2,397,879</b>	<b>\$2,944,000</b>	<b>\$4,075,550</b>

**Staffing – Funded Authorized Positions**

<b>DESCRIPTION</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Amended</b>	<b>FY 2020 Amended</b>	<b>FY 2021 Amended</b>	<b>FY 2022 Adopted</b>
IT Manager	1	1	1	1	1
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	2
Telecom Systems Administrator	1	1	1	1	1
IT 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	-	-	-
Network Technician	1	1	-	-	-
Audio Visual Technician	-	1	-	-	-
Service Desk Technician II	-	-	1	1	1
Infrastructure and Communications Manager	-	-	1	1	1
Network Analyst	-	-	1	1	1
Application System Administrator	-	-	1	1	1
IT Security Administrator	-	-	-	-	1
<b>TOTAL</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>14</b>	<b>16</b>

6 Authorized Positions



## Social Services

### Mission

The mission of the Social Services Division is 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 488 rent and/or utility services to the public.
- Completed 24 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

- To create the North Port Office of Aging and Community Resources.
- To develop workshops for client sustainability.
- To capture additional service data from tenants within the Family Service and Community Education Center.

### 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

<b>Goal</b>	Offer community enrichments services and support.				
<b>Objective</b>	Provide effective and superior customer service to all requests for assistance.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Complete review and processing of Housing Assistance applications within five business days 80% of the time	52%	95%	95%	67%	95%
<b>Description</b>	The division provides housing assistance to residents.				
<b>Purpose</b>	Ensures the division is responsive in a timely manner.				
<b>Status</b>	The division continues to 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 ACTIVITES

<b>Goal</b>	Offer community enrichments services and support.				
<b>Objective</b>	Provide effective and superior customer service to all requests for assistance.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Participate or promote in 9 outreach activities with external agencies for Community Enhancement	74%	63%	90%	55%	90%
<b>Description</b>	The division collaborates with area agencies to increase Community Resources.				
<b>Purpose</b>	Ensures the continuing growth for funding opportunities.				
<b>Status</b>	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.



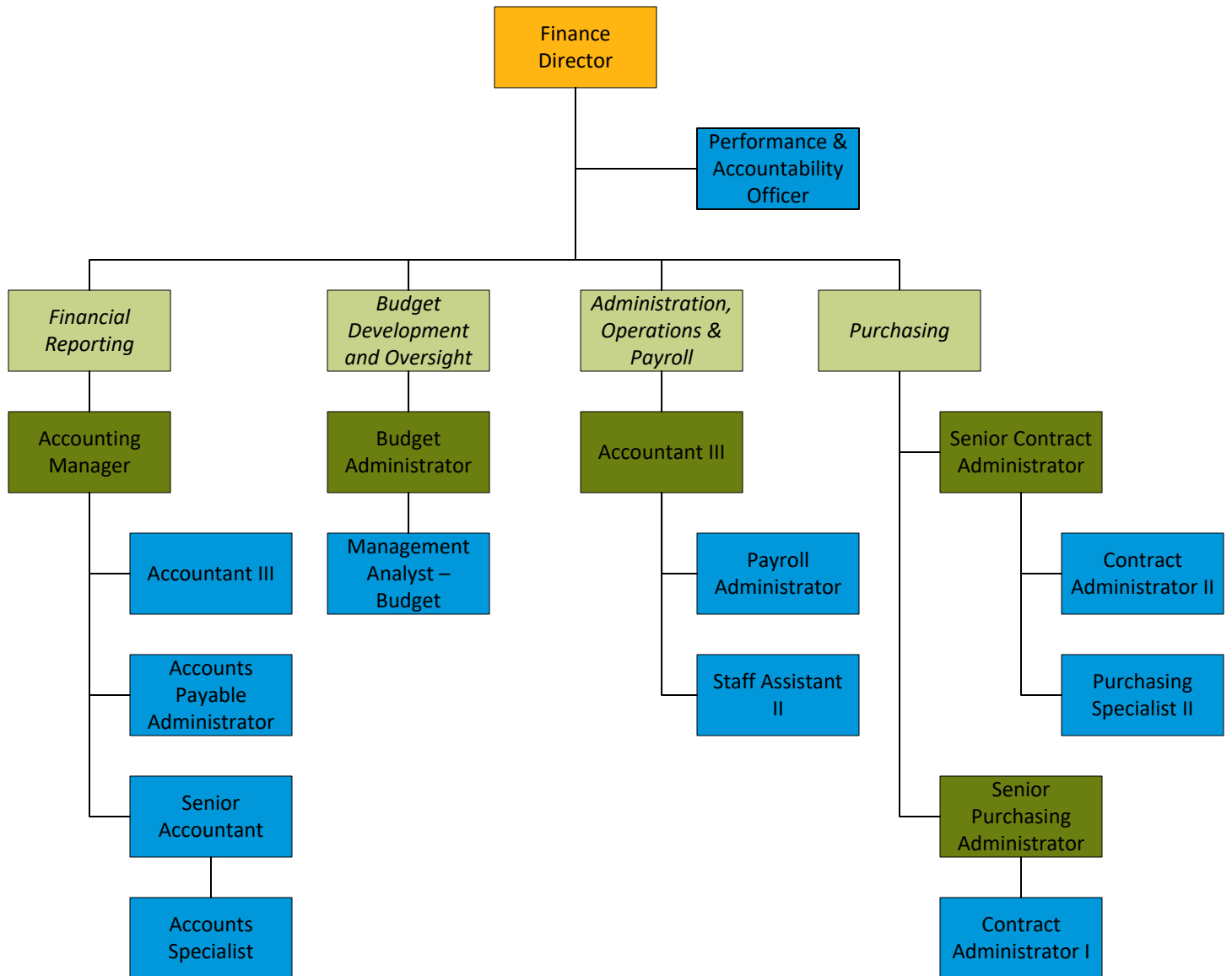
**Operating Budget Summary**

DESCRIPTION	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
<b>EXPENDITURES</b>					
Personnel Services	\$274,475	\$312,090	\$325,318	\$419,010	\$446,840
Operating Expenditures	93,080	91,174	108,587	58,870	40,060
Capital Outlay	-	-	-	9,220	-
<b>TOTAL EXPENDITURES</b>	<b>\$367,555</b>	<b>\$403,264</b>	<b>\$433,905</b>	<b>\$487,100</b>	<b>\$486,900</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Grant Revenues	(\$65,370)	(\$116,749)	(\$145,885)	(\$54,000)	(\$54,000)
Miscellaneous Revenues	(111,447)	(104,670)	(53,809)	(65,700)	(63,200)
<b>TOTAL GENERATED REVENUES</b>	<b>(\$176,817)</b>	<b>(\$221,419)</b>	<b>(\$199,694)</b>	<b>(\$119,700)</b>	<b>(\$117,200)</b>
<b>NET GENERAL FUND EXPENDITURES</b>	<b>\$190,738</b>	<b>\$181,845</b>	<b>\$234,211</b>	<b>\$367,400</b>	<b>\$369,700</b>

**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 <u>Amended</u>	FY 2019 <u>Amended</u>	FY 2020 <u>Amended</u>	FY 2021 <u>Amended</u>	FY 2022 <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	-	-
Case Worker	2	2	2	2	2
Administrative Services Specialist	-	-	-	1	1
Housing and Life Skills Specialist	-	-	-	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>




17 Authorized Positions



## 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 FY 2020.
- Received the Government Finance Officers Association (GFOA) Award for Excellence in Financial Reporting for FY 2019, the twenty-fourth consecutive year.
- Continued training of city employees on procurement processes and laws.
- Used comparable cities to analyze city tax rates.
- Eliminated one of the budget phases.
- Received the GFOA Distinguished Budget Presentation Award for the FY 2020 adopted budget, the fourteenth 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 FY 2021.
- 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.
- Implement a city-wide performance management process.

## 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 Annual Comprehensive Financial Report (ACFR) and budget documents to enhance communication.
- Continue developing and implementing Procurement process improvements.
- Explore additional technological tools to assist in customer service and efficiencies.
- Implement improvements for purchasing process.

## Key Performance Measures – Accounting Services

### OBTAIN THE CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Enhance financial reporting mechanisms to ensure that departmental financial information is relevant and timely.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Projected</b>	<b>FY 2022 Projected</b>
Obtain the Certificate of Achievement for Excellence in Financial Reporting	Yes	Yes	Yes	Yes	Yes
<b>Description</b>	The program ensures the users of the City's financial statements have the information needed for informed decision-making.				
<b>Purpose</b>	This supports transparency and financial accountability.				
<b>Status</b>	The City has received this award for twenty-three consecutive years.				

**PERCENTAGE OF VENDOR INVOICES ENTERED ARE PAID WITHIN 42 DAYS OF DATE OF RECEIPT**

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Ensure that payroll processing, vendor payments, budget, and annual financial reporting are clear, timely, and accurate.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Pay 95% of vendor invoice entries within 42 days of date of receipt	97.8%	97.5%	95.0%	97.5%	95.0%
<b>Description</b>	The timely payment of vendor invoices.				
<b>Purpose</b>	This models the City's value of excellent stewardship and sustainability of city assets and resources.				
<b>Status</b>	The City's annual goal is to achieve 95% efficiency in timely vendor payments within the prescribe time.				

**CLOSE EACH FINANCIAL REPORTING MONTH BY THE NINTH WORKING DAY OF THE FOLLOWING MONTH**

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Ensure that payroll processing, vendor payments, budget, and annual financial reporting are clear, timely, and accurate.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Close each financial reporting month by the ninth (9 <sup>th</sup> ) working day of the following month 90% of the time	100.0%	100.0%	90.0%	100.0%	90.0%
<b>Description</b>	The closing of each month enhances financial reporting mechanisms.				
<b>Purpose</b>	This supports transparency and full disclosure in financial reporting.				
<b>Status</b>	The City's annual goal is to achieve 90% efficiency in monthly closings within the prescribe time.				

**Output Measures**

Reconcile and post all cash receipts by noon of the first working day each month.
Reconcile the bank statement by the ninth (9 <sup>th</sup> ) working day of the following month.
Post all adjusting journal entries by the ninth (9 <sup>th</sup> ) working day of the following month.
Provide a complete draft of the ACFR to the auditors by March 15 <sup>th</sup> of each year.

**Key Performance Measures – Budget Development and Oversight**

**ATTAIN THE DISTINGUISHED BUDGET PRESENTATION AWARD ANNUALLY**

<b>Goal</b>	Implement programs to support and enhance communication, accountability, and positive outcomes.				
<b>Objective</b>	Continue refining the budget documents to enhance communication.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Attain the Distinguish Budget Presentation Award Annually	Yes	Yes	Yes	Yes	Yes
<b>Description</b>	The program encourages and assists state and local government to prepare budget documents of the highest quality.				
<b>Purpose</b>	This supports transparency financial accountability.				
<b>Status</b>	The City has received this award for thirteen consecutive years.				

## ANNUAL REVENUE AND EXPENDITURE VARIANCES

<b>Goal</b>	Ensure the City of North Port's short and long-term financial status is healthy and sound.				
<b>Objective</b>	Continue strategic balanced budget planning within Commission approved reserve levels.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain a variance of +/- 5% between estimated and actual revenues by operating fund	(.70%)	4.92%	+/- 5.00%	12.37%	+/- 5.00%
Maintain a variance of +/- 10% between estimated and actual expenditures by operating fund	(14.30%)	(24.25%)	+/- 10.00%	(22.62%)	+/- 10.00%
<b>Description</b>	The provision of the best possible estimates of revenues and expenditures.				
<b>Purpose</b>	This supports the City's plan to actively provide a structurally balanced budget.				
<b>Status</b>	The City continues to review and analyze revenues as the economy grows.				

### Output Measures

Ensure compliance with Truth In Millage (TRIM) requirements to meet Florida State Statutes.

### Key Performance Measures – Payroll Services

#### TIMESHEET CORRECTIONS

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Ensure that payroll processing is timely, and accurate.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Reduce the number of timesheet corrections needed to prepare an accurate payroll to 5% or less	4.61%	3.40%	5.00%	2.93%	5.00%
<b>Description</b>	This measure reflects the accuracy of timesheets.				
<b>Purpose</b>	This supports payroll services training efforts to reduce timesheet errors and corrections.				
<b>Status</b>	The City utilizes a time and attendance program to help reduce timesheet errors and corrections.				

#### FEDERAL PAYROLL REPORTING REQUIREMENTS

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Ensure that payroll processing is timely, and accurate.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Complete the quarterly reconciliation and required payroll reports by the tenth (10 <sup>th</sup> ) of the month following quarter end 90% of the time	100.0%	100.0%	90.0%	100.0%	90.0%
<b>Description</b>	The reporting requirements are set by federal law.				
<b>Purpose</b>	This measure ensures the federally required reports are submitted in a timely fashion to meet federal guidelines.				
<b>Status</b>	The City meets all federally required deadlines.				

## Output Measures

Review all timesheets by 5:00 p.m. the first business day following the end of the pay period with all corrections completed by supervisors no later than 8:00 a.m. the second business day.

Reconcile the preliminary payroll register by 4:00 p.m. the second business day following the end of the pay period.

Submit the direct deposit file to the bank for processing before the end of the day two (2) days prior to pay day.

## Key Performance Measures – Purchasing Services

### REQUISITION APPROVAL

<b>Goal</b>	Provide timely and accurate financial reporting and transactions. Implement programs to support and enhance communication, accountability, and positive outcomes.				
<b>Objective</b>	Continue developing and implementing Procurement process improvements.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Process 90% of all authorized requisitions subject to the receipt of all required documentation within three working days of submission	93.4%	91.2%	90.0%	93.0%	90.0%
<b>Description</b>	The ability of departments to procure goods and services while satisfying all procurement requirements.				
<b>Purpose</b>	This supports providing effective, efficient and timely customer service.				
<b>Status</b>	The City utilizes several levels of authorization established by policy and procurement dollar threshold guidelines and required supporting data.				

### CLOSING OF THE MONTH

<b>Goal</b>	Provide timely and accurate financial reporting and transactions.				
<b>Objective</b>	Ensure purchasing services remain timely and accurate.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Close the month by the tenth (10 <sup>th</sup> ) of the new month, or the first business day thereafter, 90% of the time	100.0%	100.0%	90.0%	100.0%	90.0%
<b>Description</b>	The monthly closing is part of the on-going annual maintenance of the Purchasing/Inventory Module.				
<b>Purpose</b>	This measure ensures that transactions remain up-to-date and the system continues to function properly.				
<b>Status</b>	The division continues to meet the requirement 100%.				

## Output Measures

Review and verify that all required vendor information has been received from departments before processing requisitions.

Review and verify that all required procurement procedures have been followed before approving purchase requisitions.

Post all purchasing/inventory transactions at the end of each business day.

**Operating Budget Summary**

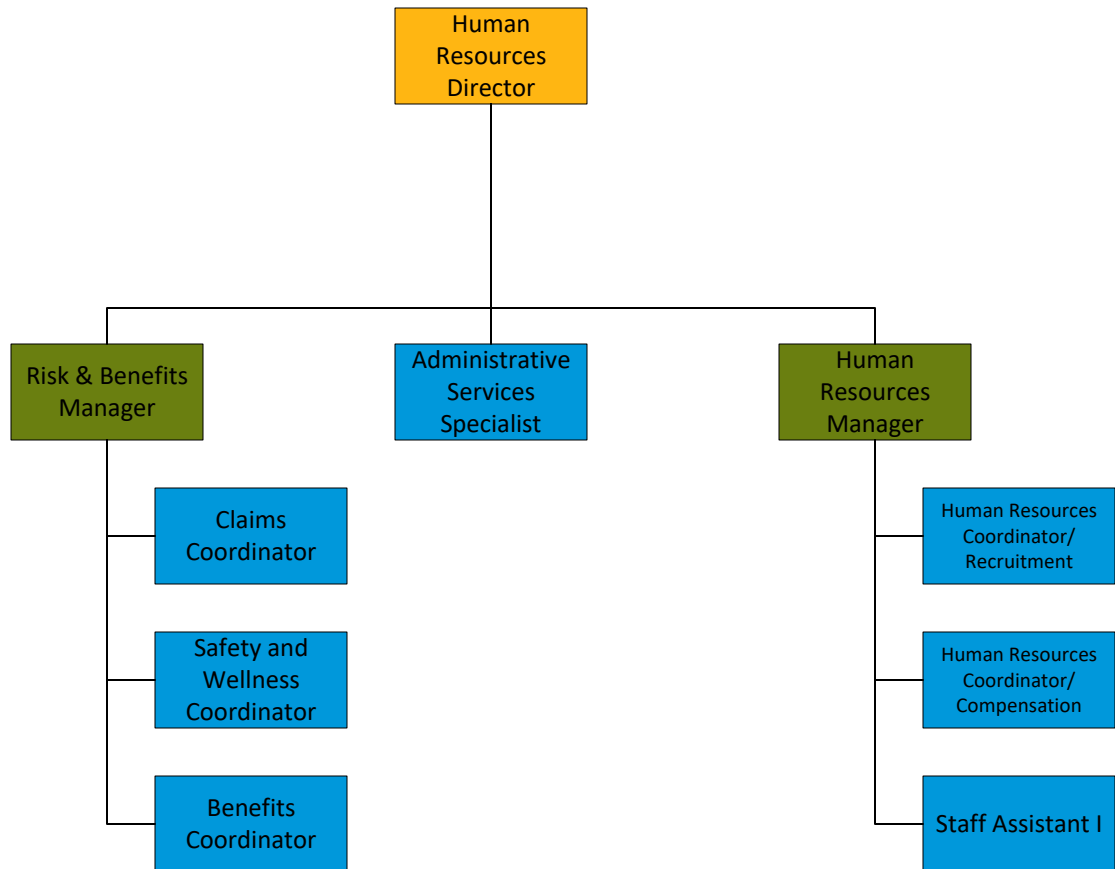
DESCRIPTION	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted
<b>001 - General Fund</b>					
Personnel Services	\$1,381,390	\$1,464,932	\$1,471,342	\$1,621,860	\$1,736,950
Operating Expenditures	155,014	159,063	103,709	138,070	140,750
Capital Outlay	5,980	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$1,542,384</b>	<b>\$1,623,995</b>	<b>\$1,575,051</b>	<b>\$1,759,930</b>	<b>\$1,877,700</b>
<b>305 - Surtax II</b>					
Interfund Transfers	\$822,167	\$41,708	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$822,167</b>	<b>\$41,708</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL FINANCE EXPENDITURES</b>	<b>\$2,364,551</b>	<b>\$1,665,703</b>	<b>\$1,575,051</b>	<b>\$1,759,930</b>	<b>\$1,877,700</b>

**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 Amended	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 Adopted
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	2	1	1
Performance & Accountability Officer	-	-	-	-	1
Payroll Administrator	1	1	1	1	1
Accountant II	1	1	-	-	-
Accountant III	1	1	2	2	2
Revenue Specialist	1	-	-	-	-
Senior Accountant	1	1	1	1	1
Accounts 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
Purchasing Specialist II	2	2	1	1	1
Contract Administrator II	1	1	1	1	1
Contract Administrator I	1	1	1	1	1
Staff Assistant II	-	1	1	1	1
<b>TOTAL</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>16</b>	<b>17</b>






10 Authorized Positions



## Human Resources

### 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 three collective bargaining agreements for three-year duration with the City's three unions.
- Revised employee personnel policies and procedures manual for training and presentation to employees.
- Human Resources staff performed or facilitated training sessions for supervisors and employees on a variety of workplace related topics to include supervision, leadership, and mental health first aid.
- Facilitated an executive search for a new City Manager with an outside executive search firm.
- Coordinated a successful "Outside Wellness Open House" for City employees. The event, normally held at the Mullen Center, was conducted outdoors to help create a healthy, open event where employee could feel safe as they visited vendors and tables with educational materials on health. Flu shots were available to employees at this event.
- Facilitated numerous healthy living and wellness programs through lunch and learns, book clubs, and other wellness initiatives on many topics including mental health and financial planning.
- Reviewed and researched job descriptions for reclassification requests for City positions through coordination with appropriate departments.
- Worked with senior leadership to implement precautionary measures to include social distancing, effective remote work, flexible work hours, and proper sanitation measures to provide a safe and healthy workplace for all employees during the COVID-19 pandemic.
- Coordinated successful recognition programs through the annual employee luncheon, quarterly service award events, and the veterans' appreciation ceremony for City employees who are veterans.
- Completed City owned and leased property appraisals to update records maintained for insurance purposes.
- Participated in safety awareness through training and various lunch and learns with departments.
- Led quarterly meetings with all directors to discuss liability and claims management for incidents in their departments.

### Initiatives

- Work on the transition of 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.
- Concentrate on promoting a workplace culture of diversity, equity, and inclusion through measures such as employee recognition programs, enhanced onboarding efforts, and an employee satisfaction survey.
- Host a City job fair to include departments across the City to attract talent for current openings and hard to fill positions.
- Implement in-person new employee orientation for all new hires on a monthly basis.

- Work with senior leadership across the City departments to meet the needs of an evolving workplace with flexibility in scheduling and exploring continued remote work opportunities.
- Coordinate the maintenance of accurate job descriptions with management, and work with market survey data to ensure 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 offering workplace safety training for City employees.
- 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.
- Coordinate employee recognition programs throughout the year to engage employees and recognition for service milestones and excellence in performance.
- 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 inclusion, 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

<b>Goal</b>	To determine reasons for turnover and retain a committed workforce.				
<b>Objective</b>	Maintain the City's workforce.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain annual turnover of less than 15%	15.08%	10.92%	15.00%	14.10%	15.00%
<b>Description</b>	Track turnover by division and overall.				
<b>Purpose</b>	Review turnover in a tactical and analytical way to identify potential issues.				
<b>Status</b>	This is the fifth year for this measure.				

### MAINTAIN 80% OF THE ON-THE-JOB INJURIES TO LESS THAN 7 WORKDAYS LOST

<b>Goal</b>	Minimize loss of productivity and disruption of services.				
<b>Objective</b>	Reduce the number of costly lost time claims filed and days away from work.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain 80% of the on-the-job injuries to less than 7 workdays lost	91.84%	93.65%	80.00%	90.63%	80.00%
<b>Description</b>	The reduction of days away from work for on-the-job injuries.				
<b>Purpose</b>	This supports the City's goal to minimize loss of productivity and disruption of services due to on-the-job injuries.				
<b>Status</b>	This is the fifth year for this measure.				

**Operating Budget Summary**

DESCRIPTION	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
Personnel Services	\$698,908	\$883,886	\$959,640	\$1,034,960	\$1,021,790
Operating Expenditures	168,427	62,354	52,412	107,910	114,080
<b>TOTAL EXPENDITURES</b>	<b>\$867,335</b>	<b>\$946,240</b>	<b>\$1,012,052</b>	<b>\$1,142,870</b>	<b>\$1,135,870</b>
<b>530 - Self Insurance Fund</b>					
Operating Expenditures	\$1,488,790	\$1,904,886	\$2,362,935	\$1,942,270	\$2,114,780
<b>TOTAL EXPENDITURES</b>	<b>\$1,488,790</b>	<b>\$1,904,886</b>	<b>\$2,362,935</b>	<b>\$1,942,270</b>	<b>\$2,114,780</b>
<b>540 - Medical Self Insurance Fund</b>					
Operating Expenditures	-	\$7,979,729	\$7,749,657	\$9,899,380	\$10,188,410
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>\$7,979,729</b>	<b>\$7,749,657</b>	<b>\$9,899,380</b>	<b>\$10,188,410</b>
<b>810 - Employee Benefit Fund</b>					
Operating Expenditures	\$6,850,663	\$842,823	\$822,431	\$909,620	\$869,660
<b>TOTAL EXPENDITURES</b>	<b>\$6,850,663</b>	<b>\$842,823</b>	<b>\$822,431</b>	<b>\$909,620</b>	<b>\$869,660</b>
<b>TOTAL HUMAN RESOURCES EXPENDITURES</b>	<b>\$9,206,788</b>	<b>\$11,673,678</b>	<b>\$11,947,075</b>	<b>\$13,894,140</b>	<b>\$14,308,720</b>

**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 <u>Amended</u>	FY 2019 <u>Amended</u>	FY 2020 <u>Amended</u>	FY 2021 <u>Amended</u>	FY 2022 <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	1
Safety and Wellness Coordinator	1	1	1	1	1
Senior Risk Management Coordinator	1	1	1	-	-
Staff Assistant I	1	1	1	1	1
Staff Assistant II	-	1	1	-	-
Claims Coordinator	-	-	-	1	1
<b>TOTAL</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>10</b>	<b>10</b>

## Non-Departmental

### Mission

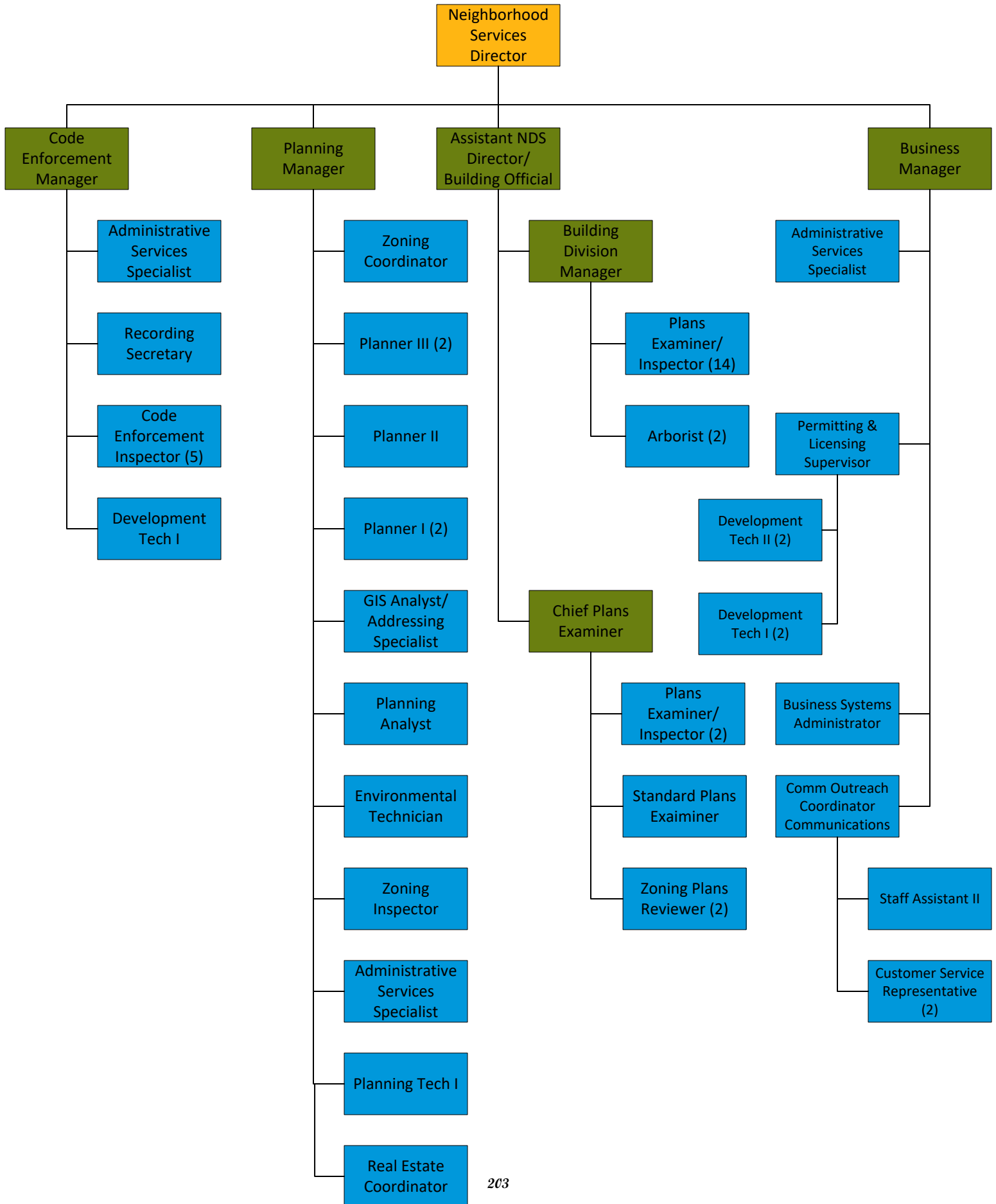
The mission of the Non-Departmental division is to serve as the budgetary division for all non-department specific costs that need to be allocated to all General Fund departments.

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 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
Personnel Services	\$8,807	\$709	\$12,927	\$3,500	\$3,500
Operating Expenditures	454,070	652,086	667,118	775,970	832,530
Capital Outlay	21,819	51	85	-	-
Interfund Transfers	250,000	250,000	250,000	250,000	-
<b>TOTAL EXPENDITURES</b>	<b>\$734,696</b>	<b>\$902,846</b>	<b>\$930,130</b>	<b>\$1,029,470</b>	<b>\$836,030</b>




59 Authorized Positions



## Neighborhood Development Services – 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.
- Planning staff completed 224 project reviews and granted 23 development orders.
- Received and completed grant requirements from the Florida Resilient Coastlines Program to update Comprehensive Plan.
- Reviewed and approved several additions to the Heron Creek Activity Center near City Hall including the completion of N. Main Street to Price Boulevard.
- Approved West Villages plans for initial development of the downtown area, including restaurants, office space, and a grand lake.
- Brought more affordable housing to the City by supporting a \$50,000 Florida Housing Finance Corporation Grant contribution for the Arbor Park project. The Development Master Plan is currently under review.
- Revised neighborhood commercial regulations.

### Initiatives

- Coordinate development for mixed use development in West Villages Town Center.
- Complete ULDC rewrite along with the accompanying Rezone and Comprehensive Plan Amendment.
- 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 Neighborhood Development Services (NDS) outreach to create a communications strategy for the public.

### 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 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**

<b>Goal</b>	Encourage sustainable development.				
<b>Objective</b>	Ensure all development proposals are consistent and in compliance with City codes and plans.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Ensure that 75% of the land development petitions submitted are processed and reviewed by Planning staff within the specified review deadlines	83.5%	57.7%	75.0%	75.4%	75.0%
<b>Description</b>	The division reviews all formal development petitions for the City which includes major sites, subdivisions, plats, infrastructure, special exceptions, variances, text amendments, rezoning, and architectural reviews.				
<b>Purpose</b>	This measure is to assist in delivering reliable city services.				
<b>Status</b>	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**

	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Number of petitions reviewed	307	274	300	376	400

Operating Budget Summary

DESCRIPTION	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
<b>EXPENDITURES</b>					
Personnel Services	\$956,000	\$1,010,745	\$1,070,976	\$1,169,150	\$1,077,820
Operating Expenditures	88,182	101,584	194,384	204,420	107,300
Capital Outlay	47,015	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$1,091,197</b>	<b>\$1,112,329</b>	<b>\$1,265,360</b>	<b>\$1,373,570</b>	<b>\$1,185,120</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Charges for Service	(\$297,699)	(\$180,174)	(\$264,803)	(\$235,040)	(\$240,290)
<b>TOTAL GENERATED REVENUES</b>	<b>(\$297,699)</b>	<b>(\$180,174)</b>	<b>(\$264,803)</b>	<b>(\$235,040)</b>	<b>(\$240,290)</b>
<b>NET GENERAL FUND EXPENDITURES</b>	<b>\$793,498</b>	<b>\$932,155</b>	<b>\$1,000,557</b>	<b>\$1,138,530</b>	<b>\$944,830</b>
<b>102 - Inspector Education</b>					
Operating Expenditures	\$27,000	\$22,172	\$12,859	\$41,820	\$41,820
<b>TOTAL EXPENDITURES</b>	<b>\$27,000</b>	<b>\$22,172</b>	<b>\$12,859</b>	<b>\$41,820</b>	<b>\$41,820</b>
<b>144 - Escheated Lots - Land Acquisition</b>					
Operating Expenditures	-	\$180,600	\$14,420	-	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>\$180,600</b>	<b>\$14,420</b>	<b>-</b>	<b>-</b>
<b>TOTAL PLANNING AND ZONING NET EXPENDITURES</b>	<b>\$820,498</b>	<b>\$1,134,927</b>	<b>\$1,027,836</b>	<b>\$1,180,350</b>	<b>\$986,650</b>




**Staffing – Funded Authorized Positions**

<b>DESCRIPTION</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Amended</b>	<b>FY 2020 Amended</b>	<b>FY 2021 Amended</b>	<b>FY 2022 Adopted</b>
Director	-	-	-	1	-
Planning Division Manager	1	1	1	1	1
Planning Analyst	-	-	-	1	1
Planner	3	4	4	-	-
Planner I	-	-	-	2	2
Planner II	-	-	-	1	1
Planner III	-	-	-	2	2
Senior Planner	2	2	2	-	-
Zoning Plans Reviewer	2	2	2	2	2
Zoning Coordinator	1	1	1	1	1
Zoning Inspector	-	-	-	1	1
Planning Technician I	-	-	-	1	1
Planning Technician II	-	-	-	-	-
Development Tech II	2	2	2	-	-
Development Tech I	2	2	1	-	-
Environmental Technician	1	1	1	1	1
Arborist	2	2	-	2	-
GIS Analyst Addressing Specialist	-	-	1	1	1
Real Estate Coordinator	-	-	-	-	1
Administrative Services Specialist	-	-	-	1	1
<b>TOTAL</b>	<b>16</b>	<b>17</b>	<b>15</b>	<b>18</b>	<b>16</b>

## Neighborhood Development Services – 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, Code Enforcement 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.
- Updated Scrub Jay map within the City.
- Worked with Heron Creek to implement the directive of the Scrub Jay preserve thru education with Florida Fish and Wildlife.
- Performed 14,351 total inspections.
- Processed 3,521 notices of violation.
- Posted 2,753 affidavits on properties scheduled for hearings.
- Forwarded 5,695 cases for lien processing.
- Processed 191 special assessment liens.
- Processed 45 release of liens.
- Closed 2,862 cases.
- Reassigned two Arborists to Code Enforcement Division.
- New lettering on department vehicles to help residents easily identify City staff.
- Serviced over 27,483 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:

- Utilize Outreach Coordinator for additional education for the public.
- Update website.
- Work with local businesses along US-41 to help improve their properties by cleaning up trash and debris.

## Key Performance Measures

### ACTIVE CASES BROUGHT INTO COMPLIANCE

<b>Goal</b>	Encourage sustainable development. Ensure regulatory compliance to protect property, the environment and the lives of residents and visitors.				
<b>Objective</b>	Active cases brought into compliance without going to the Special Magistrate.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain 90% of active cases brought into compliance without property owners going to the Hearing Officer	87.57%	91.17%	90.00%	92.10%	92.70%
<b>Description</b>	The division responds to, inspects, and investigates all code enforcement complaints.				
<b>Purpose</b>	This measure is to assist in bringing properties up to standard without involving the Hearing Officer.				
<b>Status</b>	In progress.				

### 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 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
<b>EXPENDITURES</b>					
Personnel Services	\$473,974	\$476,817	\$661,704	\$502,290	\$353,010
Operating Expenditures	187,758	220,663	272,424	279,750	436,250
Capital Outlay	800	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$662,532</b>	<b>\$697,479</b>	<b>\$934,128</b>	<b>\$782,040</b>	<b>\$789,260</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Tax Revenue	(\$137,009)	(\$130,086)	(\$133,248)	(\$150,260)	(\$137,650)
Permits & Special Assessments	(307,246)	(312,627)	(355,153)	(363,600)	(363,600)
Charges for Service	(268,001)	(234,928)	(238,706)	(207,700)	(215,000)
Fines and Forfeitures	(81,781)	(36,510)	(60,000)	(70,000)	(68,000)
<b>TOTAL GENERATED REVENUES</b>	<b>(\$794,037)</b>	<b>(\$714,151)</b>	<b>(\$787,107)</b>	<b>(\$791,560)</b>	<b>(\$784,250)</b>
<b>NET GENERAL FUND EXPENDITURES</b>	<b>(\$131,505)</b>	<b>(\$16,672)</b>	<b>\$147,021</b>	<b>(\$9,520)</b>	<b>\$5,010</b>
<b>115 - Tree Fund</b>					
Personnel Services	\$50,240	\$63,257	\$63,400	\$65,080	\$68,850
Operating Expenditures	136,214	36,261	26,885	53,180	91,590
Capital Outlay	-	-	34,900	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$186,454</b>	<b>\$99,518</b>	<b>\$125,185</b>	<b>\$118,260</b>	<b>\$160,440</b>
<b>321 - R&amp;R General Fund</b>					
Capital Outlay	-	\$51,336	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>\$51,336</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL CODE ENFORCEMENT NET EXPENDITURES</b>	<b>\$54,949</b>	<b>\$134,182</b>	<b>\$272,206</b>	<b>\$108,740</b>	<b>\$165,450</b>





**Staffing – Funded Authorized Positions**

<b>DESCRIPTION</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Amended</b>	<b>FY 2020 Amended</b>	<b>FY 2021 Amended</b>	<b>FY 2022 Adopted</b>
Code Enforcement Manager	1	1	1	1	1
Code Enforcement Inspector	5	5	5	4	5
Recording Secretary – Code Enforcement	1	1	1	1	1
Staff Assistant I	1	1	-	-	-
Development Tech I	-	-	1	1	1
Administrative Services Specialist	-	-	1	1	1
Arborist	-	-	2	-	-
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>11</b>	<b>8</b>	<b>9</b>

## Neighborhood Development Services - 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

- New Water Treatment Plant for Wellen Park.
- The Gallery Assisted Living Facility.
- Florida Cancer Center.
- Completion of the Flats at Sundown apartment complex.
- Serviced 95,512 phone calls.
- Performed 61,658 inspections.
- Issued 14,496 permits.
- Issued 1,925 new residential home permits representing a valuation of \$574,551,935.
- Issued 1,311 certificates of occupancy for new residential homes.
- Issued 65 commercial permits.
- Continued training for staff on electronic plan review.
- Expanded the types of permits that can be submitted electronically.
- Continued education to meet certification requirements of the state.
- Building and Code Enforcement newsletter.
- Continued Community Outreach.

### Initiatives

- 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 1<sup>st</sup> floor.
- Establish development services center for Wellen Park and other adjacent areas.
- Continue to create handouts for the community.
- Continue to streamline city review process.



## 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

<b>Goal</b>	Ensure a high level of customer service through application review, processing, and permit issuance times.				
<b>Objective</b>	Process and review residential applications within ten business days.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Process and review 90% of residential applications within ten business days	72%	76%	90%	74%	80%
<b>Description</b>	This measure tracks the percentage of applications processed and reviewed by the division.				
<b>Purpose</b>	This measure assists the division in developing efficiencies in the processing and reviewing time of applications.				
<b>Status</b>	Fiscal year 2015 was the first year this measure was tracked.				

### PROCESSING AND REVIEWING OF COMMERCIAL APPLICATIONS

<b>Goal</b>	Ensure a high level of customer service through application review, processing, and permit issuance times.				
<b>Objective</b>	Process and review commercial applications within thirty (30) business days.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Process and review 90% of commercial applications within thirty business days	N/A	81%	90%	89%	90%
<b>Description</b>	This measure tracks the percentage of applications processed and reviewed by the division.				
<b>Purpose</b>	This measure assists the division in developing efficiencies in the processing and reviewing time of applications.				
<b>Status</b>	This was a new measure for the FY 2020.				

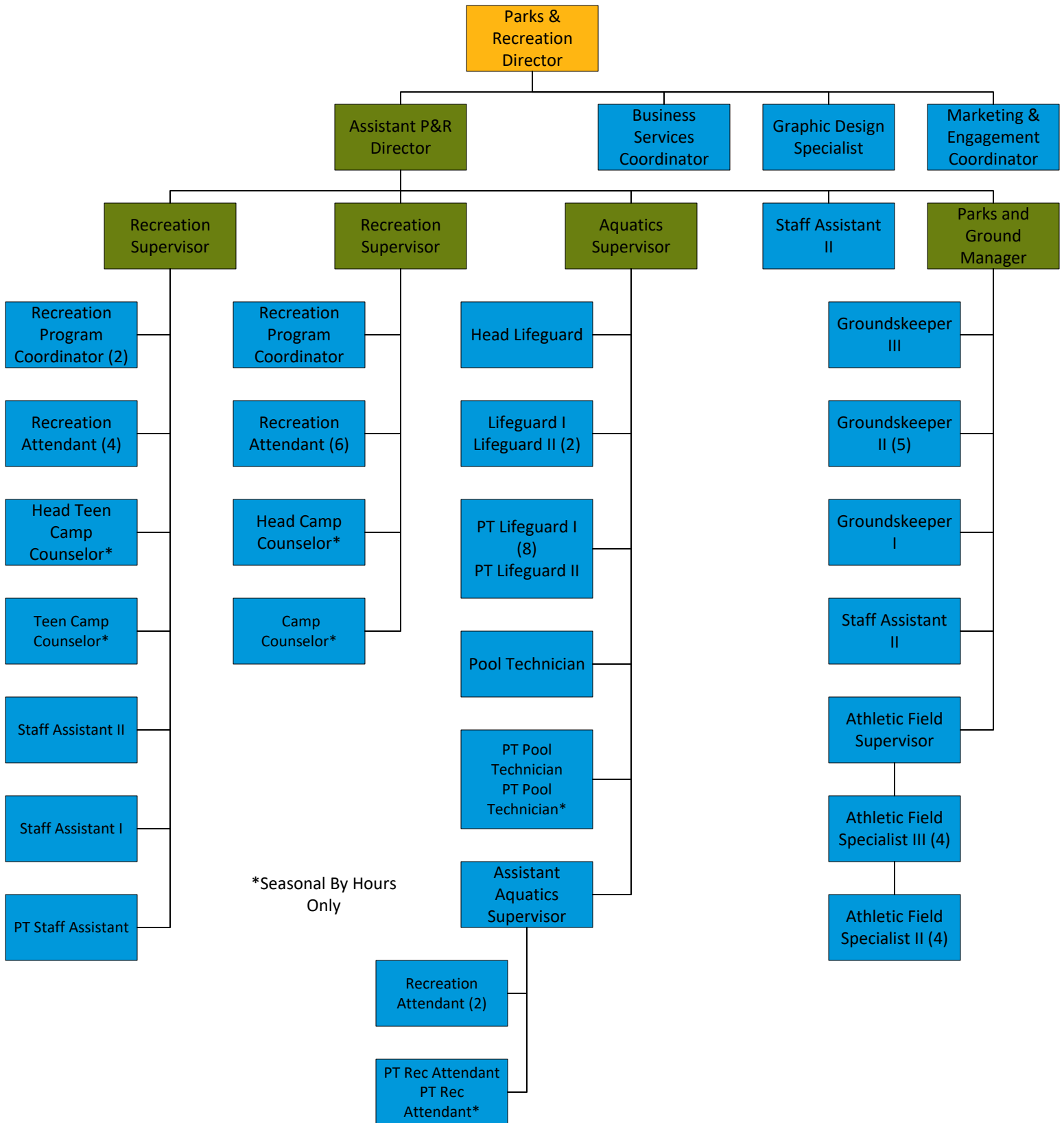
**Operating Budget Summary**

DESCRIPTION	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>135 - Building Fund</b>					
Personnel Services	\$1,665,518	\$1,795,880	\$1,855,343	\$2,511,970	\$3,152,420
Operating Expenditures	752,842	779,046	930,143	1,582,570	1,122,570
Capital Outlay	397,676	59,128	-	69,130	675,210
Interfund Transfers	40,000	1,397,650	40,000	40,000	40,000
<b>TOTAL EXPENDITURES</b>	<b>\$2,856,036</b>	<b>\$4,031,704</b>	<b>\$2,825,486</b>	<b>\$4,203,670</b>	<b>\$4,990,200</b>
<b>326 - R&amp;R Building Fund</b>					
Capital Outlay	-	\$24,983	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>\$24,983</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL BUILDING EXPENDITURES</b>	<b>\$2,856,036</b>	<b>\$4,056,687</b>	<b>\$2,825,486</b>	<b>\$4,203,670</b>	<b>\$4,990,200</b>

**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 Amended	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 Adopted
Neighborhood Development Services Director	1	1	1	1	1
Building Division Manager	1	1	1	1	1
Building Official	1	1	1	-	-
Chief Plans Examiner	1	1	1	1	1
Plans Examiner/Inspector	14	14	15	16	16
Administrative Manager	1	1	1	-	-
Administrative Services Specialist	1	1	1	1	1
Permitting & Licensing Supervisor	-	-	1	1	1
Development Tech I	1	1	2	2	2
Development Tech II	2	3	2	2	2
Community Outreach Coordinator	-	-	1	1	1
Assistant Director of NDS – Building Official	-	-	-	1	1
Business Manager	-	-	-	1	1
Customer Service Representative I	-	-	-	2	2
Staff Assistant II	-	-	-	1	1
Arborist	-	-	-	-	2
Business Systems Administrator	-	-	-	-	1
<b>TOTAL</b>	<b>23</b>	<b>24</b>	<b>27</b>	<b>31</b>	<b>34</b>

62 Authorized Positions



## Parks & 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

- Launched a reservation team to streamline rental services and support the athletic field operations transitioned from the County.
- Launched Ad Hoc committee for the design and development of a new U.S. Armed Forces memorial park.
- Secured \$8,400 in Suncoast Reading Campaign funding to support summer camp programs and \$10,270 in sponsorship for events, facilities, and youth scholarships.
- Secured partnerships with over 25 local organizations to deliver programs and events for the community.
- Provided over 85 days of support for COVID-19 vaccination clinic and testing sites.
- Delivered over 60 community building programs and events.
- Coordinated 363 volunteer hours for an estimated impact of \$10,360.
- Won multiple awards including:
  - Florida Recreation & Park Association (FRPA) Public Relations Award
  - Florida Festival & Events Association (FFEA) 1st place Adaptation of an Event, 1st Place PR/Media Campaign, 2nd Place Community Engagement Response to Pandemic, and 3rd Place Public Service Announcement
- Completed improvements to facilities including the installation of a marquee sign at Butler Park and acoustic improvements at Morgan Family Community Center.
- Worked through COVID-19 restrictions to provide a Fourth of July Firework show with live entertainment.
- Experienced record attendance of 136,626 visitors to Warm Mineral Springs Park.
- Hosted a 3-part series of Concert in the Park and Movies on the Green engaging over 1,300 community members.
- Accommodated over 54,000 daily drop-in or membership visits to the community centers.
- Served over 5,300 visits for group exercises classes.
- Received over 33% increase in recreation revenue compared to the prior year.
- Served 16,178 patrons at Parks & Recreation special events.
- Managed 4,468 rentals of park facilities.
- Provided 68 hours of free teen programming via 15 different activities.

### Initiatives

- Increase positive engagement with all members of our community with a special focus on teen activities at the Morgan Family Community Center.
- Continue to identify opportunities to increase facility and program accessibility, including working with partners to create sensory safe options at events.
- Increase awareness and visibility of Parks & Recreation activities, facilities, and services.

- 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.
- Continue to find ways to engage residents in the department’s programs, services and projects.

**Goals and Objectives**

**GOAL 1**

Expand and improve accessibility to greenways and blueways connections.

**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**

Commence the initial phase of construction for Warm Mineral Springs Park Master Plan.

**OBJECTIVES:**

- Complete documentation for Request for Bid solicitation.
- Manage resulting contract for project completion.
- Manage existing contractor as per Warm Mineral Springs Park operation agreement.

**GOAL 3**

Relocate and expand Veterans Park.

**OBJECTIVES:**

- Support the Veterans Park Ad Hoc Committee in the development of potential park plans and identification of funding.
- Provide information to the City Commission for direction and funding.

**GOAL 4**

Allocate resources to expand parks and recreation in the east end and west end.

**OBJECTIVES:**

- Continue efforts with Colliers International regarding development opportunities for Dallas White Park and Italy Avenue.
- Manage West Villages/Wellen Park Post Annexation Agreement to ensure required trails and park land are provided per the agreement.

**Key Performance Measures**

**COMMUNITY CENTER MEMBER SATISFACTION**

<b>Goal</b>	Provide high quality, relevant, and diverse services to the public.		
<b>Objective</b>	Achieve a high level of community center member satisfaction for programs and services offered by the Department.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Community center members will rate overall satisfaction of services at 4.00 or higher on a 5.00-point scale	4.00	4.64	4.00
<b>Description</b>	Parks & Recreation provides services at the community center to the public.		
<b>Purpose</b>	This feedback assists the Department in determining its customer service and programming effectiveness at the community center.		
<b>Status</b>	This performance measure began in FY 2021.		

### COMMUNITY CENTER MEMBERSHIPS

<b>Goal</b>	Provide high quality, relevant, and diverse services to the public.		
<b>Objective</b>	Increase the public's use of the community center.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual*</b>	<b>FY 2022 Projected</b>
Increase number of active memberships to the community center (including renewals) compared to the previous year	1.00%	18.59%	1.00%
<b>Description</b>	Parks & Recreation provides services at community centers to the public.		
<b>Purpose</b>	This feedback assists the Department in determining its customer service and programming effectiveness at community centers.		
<b>Status</b>	This performance measure began in FY 2021.		

\*Memberships have been down due to ongoing COVID-19 concerns. Most notably, the annual senior level is down 54 members; however, 4th quarter results indicate that the trend may be returning to pre-Covid levels.

### PARKS & RECREATION FACILITIES RENTER SATISFACTION

<b>Goal</b>	Provide high quality, relevant, and diverse services to the public.		
<b>Objective</b>	Achieve a high level of customer satisfaction for all programs and services offered by the Department.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Renters of Parks & Recreation facilities will rate overall satisfaction of the rental at 4.00 or higher on a 5.00-point scale	4.00	4.64	4.00
<b>Description</b>	Parks & Recreation provides rental of park facilities to the public.		
<b>Purpose</b>	This feedback assists the Department in determining its customer service and improves communication with the renters of city facilities.		
<b>Status</b>	This performance measure began in FY 2021.		

### PARKS & RECREATION RENTAL OUTREACH

<b>Goal</b>	Provide high quality, relevant, and diverse services to the public.		
<b>Objective</b>	Increase the public's use of Parks & Recreation facilities.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual*</b>	<b>FY 2022 Projected</b>
Increase number of facility rentals compared to the previous year	1.00%	1,264.00%	1.00%
<b>Description</b>	Parks & Recreation provides rental of park facilities to the public.		
<b>Purpose</b>	This feedback assists the Department in determining the effectiveness of public outreach concerning the availability of facilities for rental.		
<b>Status</b>	This performance measure began in FY 2021.		

\*Results during the second half of FY 2021 indicate the facility rental trend may be returning to pre-Covid levels.

**PARK FACILITY RENTAL CUSTOMER SATISFACTION**

<b>Goal</b>	Provide high quality, relevant, and diverse services and programs to the public.				
<b>Objective</b>	Achieve a high level of customer satisfaction for all programs and services offered by the Department.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Percent of survey respondents who agree or strongly agree that the overall rental facility experience is satisfactory-85% goal	96%	93%	N/A	N/A	N/A
<b>Description</b>	Parks & Recreation provides rental of park facilities to the public.				
<b>Purpose</b>	This feedback assists the Department in determining its customer service and improves communication with the renters of city facilities.				
<b>Status</b>	This performance measure ended in FY 2020.				

**PARK FACILITY RENTAL REQUEST FULFILLED**

<b>Goal</b>	Provide high quality, relevant, and diverse services and programs to the public.				
<b>Objective</b>	Ensure programs are responsive to a broad range of needs within the community.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual*</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain 90% goal for park rental requests fulfilled for facility requested or alternative facilities	90%	96%	N/A	N/A	N/A
<b>Description</b>	Parks & Recreation provides rental of park facilities to the public.				
<b>Purpose</b>	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.				
<b>Status</b>	This performance measure ended in FY 2020.				

\*Facility rentals were accommodated; however, many were cancelled due to COVID 19.

**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**

<b>Goal</b>	Provide high quality, relevant, and diverse services and programs to the public.				
<b>Objective</b>	Ensure programs are responsive to a broad range of needs within the community.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Percent of customers who will rate Fitness Orientation Class is satisfactory-90% goal	90%	93%	N/A	N/A	N/A
<b>Description</b>	The Department offers a fitness orientation class to the public.				
<b>Purpose</b>	The Department conducts diverse fitness programs for the public.				
<b>Status</b>	This performance measure ended in FY 2020.				

**SPECIAL EVENT PROJECTS**

<b>Goal</b>	Provide innovative, well-managed programs and services.				
<b>Objective</b>	Monitor cost recovery to facilitate sustainability of programs and services.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual*</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
90% of special event projects are completed within budget	92%	100%	N/A	N/A	N/A
<b>Description</b>	The Department hosts special events throughout the year that are open to the public.				
<b>Purpose</b>	The Department estimates a budget amount for each of the projects.				
<b>Status</b>	This performance measure ended in FY 2020.				

\*During FY 2020 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 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
<b>EXPENDITURES</b>					
Personnel Services	\$1,253,867	\$1,292,617	\$1,382,096	\$1,525,920	\$1,677,740
Operating Expenditures	329,414	373,380	230,002	372,230	356,270
Capital Outlay	59,257	83,298	261,612	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$1,642,538</b>	<b>\$1,749,295</b>	<b>\$1,873,710</b>	<b>\$1,898,150</b>	<b>\$2,034,010</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Charges for Service	(\$393,397)	(\$367,282)	(\$234,284)	(\$425,260)	(\$487,960)
Miscellaneous Revenues	(17,146)	(20,378)	(18,680)	(19,000)	(19,000)
<b>TOTAL GENERATED REVENUES</b>	<b>(\$410,543)</b>	<b>(\$387,660)</b>	<b>(\$252,964)</b>	<b>(\$444,260)</b>	<b>(\$506,960)</b>
<b>NET GENERAL FUND EXPENDITURES</b>	<b>\$1,231,995</b>	<b>\$1,361,635</b>	<b>\$1,620,746</b>	<b>\$1,453,890</b>	<b>\$1,527,050</b>
<b>125 - Warm Mineral Springs</b>					
Operating Expenditures	\$862,251	\$1,085,102	\$879,619	\$902,060	\$875,580
Capital Outlay	-	87,919	(622)	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$862,251</b>	<b>\$1,173,021</b>	<b>\$878,997</b>	<b>\$902,060</b>	<b>\$875,580</b>
<b>144 - Escheated Lots-Land</b>					
Capital Outlay	\$13,360	-	\$32,640	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$13,360</b>	<b>-</b>	<b>\$32,640</b>	<b>-</b>	<b>-</b>
<b>146 - Escheated Lots-Parks</b>					
Capital Outlay	\$20,000	-	-	-	-
Interfund Transfers	-	11,203	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$20,000</b>	<b>\$11,203</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>152 - Parks &amp; Recreation Impact Fee Fund</b>					
Operating Expenditures	-	\$74,617	\$871,565	-	\$500,000
Capital Outlay	33,828	393,605	2,195,071	443,650	688,020
<b>TOTAL EXPENDITURES</b>	<b>\$33,828</b>	<b>\$468,222</b>	<b>\$3,066,636</b>	<b>\$443,650</b>	<b>\$1,188,020</b>

DESCRIPTION	FY 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>170 - DEP Environmental Management Fund</b>					
Operating Expenditures	-	\$10,708	\$9,026	-	-
Capital Outlay	3,217	-340	215,851	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$3,217</b>	<b>\$10,368</b>	<b>\$224,877</b>	<b>-</b>	<b>-</b>
<b>306 - Surtax III</b>					
Operating Expenditures	\$53,592	\$313,197	\$169,275	-	\$50,000
Capital Outlay	3,251,813	8,530,171	1,307,773	1,801,350	3,433,430
<b>TOTAL EXPENDITURES</b>	<b>\$3,305,405</b>	<b>\$8,843,368</b>	<b>\$1,477,048</b>	<b>\$1,801,350</b>	<b>\$3,483,430</b>
<b>TOTAL RECREATION NET EXPENDITURES</b>	<b>\$5,470,056</b>	<b>\$11,867,817</b>	<b>\$7,300,944</b>	<b>\$4,600,950</b>	<b>\$7,074,080</b>




**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 <u>Amended</u>	FY 2019 <u>Amended</u>	FY 2020 <u>Amended</u>	FY 2021 <u>Amended</u>	FY 2022 <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
Parks & Recreation Manager	1	-	-	-	-
Asst. Parks & Recreation Director	-	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
Program Specialist	1	-	-	-	-
Recreation Attendant	7	9	9	10	10
Recreation Attendant (part-time)	5	2	2	-	-
Staff Assistant II	1	1	1	2	2
Staff Assistant I	-	-	-	1	1
Staff Assistant I (part-time)	-	1	1	1	1
<b>TOTAL</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>24</b>	<b>24</b>

## Parks & Recreation – 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

- Record attendance of 74,484 at the North Port Aquatic Center.
- Generated \$870,432 in revenue, resulting in a 58% reduction from anticipated projected operating deficit.
- Sold 1,049 annual passes and accommodated over 1,733 group exercise visits.
- Earned a 4.85/5.00 satisfaction rating for services from passholders.
- Conducted 61 hours of drowning prevention outreach classes at North Port High School and Imagine School.
- Hosted first annual North Port resident free day serving 1,596 attendees.
- Completed emergency response training program in support of North Port Aquatic Center and North Port Fire Rescue.
- Developed team and tournament process for reservations with athletics/aquatics.
- Earned a 4 out of 4 rating on Aquatic Center safety audits by the American Red Cross.
- Provided 493 people with American Red Cross Learn to Swim lessons.
- Completed Certification in the Float 4 Life Program.
- Restored the Fountain of Youth marker and decorative fountain at Warm Mineral Springs Park.

### 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 delivery of services to improve operational efficiency.

### Goals and Objectives

#### **GOAL 1**

Provide high quality, relevant, and diverse services to the public.

#### **OBJECTIVES:**

- Expand programming and water based recreational opportunities.
- Increase water safety awareness and drowning prevention programs.

## Key Performance Measures

### AQUATIC CENTER PASSHOLDER SATISFACTION

<b>Goal</b>	Provide high quality, relevant, and diverse services to the public.		
<b>Objective</b>	Expand programming and water based recreational opportunities.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Aquatic Center Passholders will rate overall satisfaction of services at 4.00 or higher on 5.00-point scale	4.00	4.85	4.00
<b>Description</b>	Parks & Recreation provides services at the North Port Aquatic Center to the public.		
<b>Purpose</b>	This feedback assists the Department in determining its customer service and programming effectiveness at the center.		
<b>Status</b>	This performance measure began in FY 2021.		

### AQUATIC CENTER SAFETY

<b>Goal</b>	Provide high quality, relevant, and diverse services to the public.		
<b>Objective</b>	Increase water safety awareness and drowning prevention programs.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
The Lifeguard Safety Team and aquatic center will be graded at 4 out of 4 stars for all safety audits	4	4	4
<b>Description</b>	Parks & Recreation provides services at the North Port Aquatic Center to the public.		
<b>Purpose</b>	This measure supports a culture of water safety for staff and the welfare of users of the aquatic center.		
<b>Status</b>	This performance measure began in FY 2021.		

### AQUATIC CENTER STAFF SAFETY EDUCATION

<b>Goal</b>	Provide high quality, relevant, and diverse services to the public.		
<b>Objective</b>	Increase water safety awareness and drowning prevention programs.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Aquatic center staff will participate in at least 5 hours of water safety education per quarter	20	61	20
<b>Description</b>	Parks & Recreation provides services at the North Port Aquatic Center to the public.		
<b>Purpose</b>	This measure supports a culture of water safety for staff and the welfare of users of the aquatic center.		
<b>Status</b>	This performance measure began in FY 2021.		

**Operating Budget Summary**

DESCRIPTION	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted
<b>001 - General Fund</b>				
<b>EXPENDITURES</b>				
Personnel Services	\$146,127	\$754,074	\$1,164,470	\$1,232,920
Operating Expenditures	56,609	250,493	441,720	405,740
Capital Outlay	-	-	-	19,600
<b>TOTAL EXPENDITURES</b>	<b>\$202,736</b>	<b>\$1,004,567</b>	<b>\$1,606,190</b>	<b>\$1,658,260</b>
<b>DEPARTMENT GENERATED REVENUES</b>				
Charges for Service	-	(\$337,508)	(\$767,480)	(\$960,942)
Miscellaneous Revenues	(4,750)	(11,650)	(16,750)	(10,000)
<b>TOTAL GENERATED REVENUES</b>	<b>(\$4,750)</b>	<b>(\$349,158)</b>	<b>(\$784,230)</b>	<b>(\$970,942)</b>
<b>NET GENERAL FUND EXPENDITURES</b>	<b>\$197,986</b>	<b>\$655,409</b>	<b>\$821,960</b>	<b>\$687,318</b>

\*The North Port Aquatic Center opened to the public on October 19, 2019.




**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 Adopted
Aquatics Supervisor	1	1	1	1
Assistant Aquatics Supervisor	1	1	1	1
Aquatic Recreation Attendant	2	2	2	2
Aquatic Recreation Attendant (part-time)	2	2	1	1
Pool Technician	1	1	1	1
Pool Technician (part-time)	1	1	1	1
Head Lifeguard	1	1	1	1
Lifeguard I	1	1	1	1
Lifeguard I (part-time)	1	4	8	8
Lifeguard II	2	2	2	2
Lifeguard II (part-time)	-	-	1	1
<b>Seasonal (Hourly)</b>				
Lifeguard I (part-time)				
Pool Technician (part-time)				
Aquatic Recreation Attendant (part-time)				
<b>TOTAL</b>	<b>13</b>	<b>16</b>	<b>20</b>	<b>20</b>

## *Parks & Recreation – 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 have maintained grounds and landscaping are safe, aesthetically pleasing and environmentally sustainable;
-  maintain and prepare athletic fields to support leagues and community organizations delivery of sports programs; and
-  ensuring innovative and cost-effective resource management.

### **Core Services and Outputs**

#### *Parks Maintenance*

**Primary Customer Group:** North Port residents, sport leagues 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.
- Transitioned maintenance and operations for 19 sports fields/courts and two specialty parks from Sarasota County.
- 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, resulting in over 144 inspections annually, to ensure the safety of equipment for park users.
- Conducted weekly park inspections, resulting in over 1,200 inspections annually.
- Pruned over 120 trees and inspected and maintained approximately 15,000 feet of irrigation plumbing.
- Maintained kayak launches at three locations and replaced playground pieces at three 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.
- Care, maintenance, and oversight of more than 500 acres of parks and open spaces.
- Maintained over 8,300 linear feet (approximately 1.5 miles) of waterfront land using hand tools and minimal eco-friendly chemical applications to protect the waterways.
- Installed approximately 650 yards of Fibar Mulch at eight playgrounds.
- Installed Americans with Disabilities Act (ADA) compliant walkways at Kirk Park.
- Resurfaced of pickleball and tennis courts at three parks.
- Completed expansion of athletic field lighting at Butler Park.

### **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.
- Continue to maintain and prepare athletic fields to meet needs of the public.

### **Goals and Objectives**

#### **GOAL 1**

Provide high quality, relevant, and diverse services to the public.

#### **OBJECTIVES:**

- Maintain high quality, safe City parks, natural spaces, and athletic fields.
- Provide cost-effective landscaping and maintenance for City parks and natural spaces.

## Key Performance Measures

### PARKS & RECREATION PAVILLION/OPEN SPACE RENTER SATISFACTION

<b>Goal</b>	Provide high quality, relevant, and diverse services to the public.		
<b>Objective</b>	Maintain high quality, safe City parks, natural spaces, and athletic fields.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Renters of Parks & Recreation pavilions and open spaces will rate overall satisfaction of the rental at 4.00 or higher on a 5.00-point scale	4.00	4.67	4.00
<b>Description</b>	Parks & Recreation provides rental of park facilities and spaces to the public.		
<b>Purpose</b>	This feedback assists the Department in determining its customer service and improves communication with the renters.		
<b>Status</b>	This performance measure began in FY 2021.		

### PARKS & RECREATION MAINTENANCE

<b>Goal</b>	Provide high quality, relevant, and diverse services to the public.		
<b>Objective</b>	Provide cost-effective landscaping and maintenance for City parks and natural spaces.		
	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Complete 75.0% of work orders within 10 days of the request.	75.0%	94.5%	75.0%
<b>Description</b>	Parks & Recreation provides rental of park facilities and spaces to the public.		
<b>Purpose</b>	This feedback assists the Department in determining that park maintenance is being completed in an effective and efficient manner.		
<b>Status</b>	This performance measure began in FY 2021.		

**Operating Budget Summary**

DESCRIPTION	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted
<b>001 - General Fund</b>				
Personnel Services	\$455,348	\$531,221	\$561,760	\$1,133,660
Operating Expenditures	280,494	334,990	369,900	875,420
Capital Outlay	-	-	30,000	30,000
<b>TOTAL EXPENDITURES</b>	<b>\$735,842</b>	<b>\$866,211</b>	<b>\$961,660</b>	<b>\$2,039,080</b>
<b>306 - Surtax III</b>				
Operating Expenditures	-	\$118	-	-
Capital Outlay	-	32,701	1,096,670	150,000
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>\$32,819</b>	<b>\$1,096,670</b>	<b>\$150,000</b>
<b>321 - R&amp;R General Fund</b>				
Capital Outlay	\$31,294	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$31,294</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL PARKS MAINTENANCE EXPENDITURES</b>	<b>\$767,136</b>	<b>\$899,030</b>	<b>\$2,058,330</b>	<b>\$2,189,080</b>

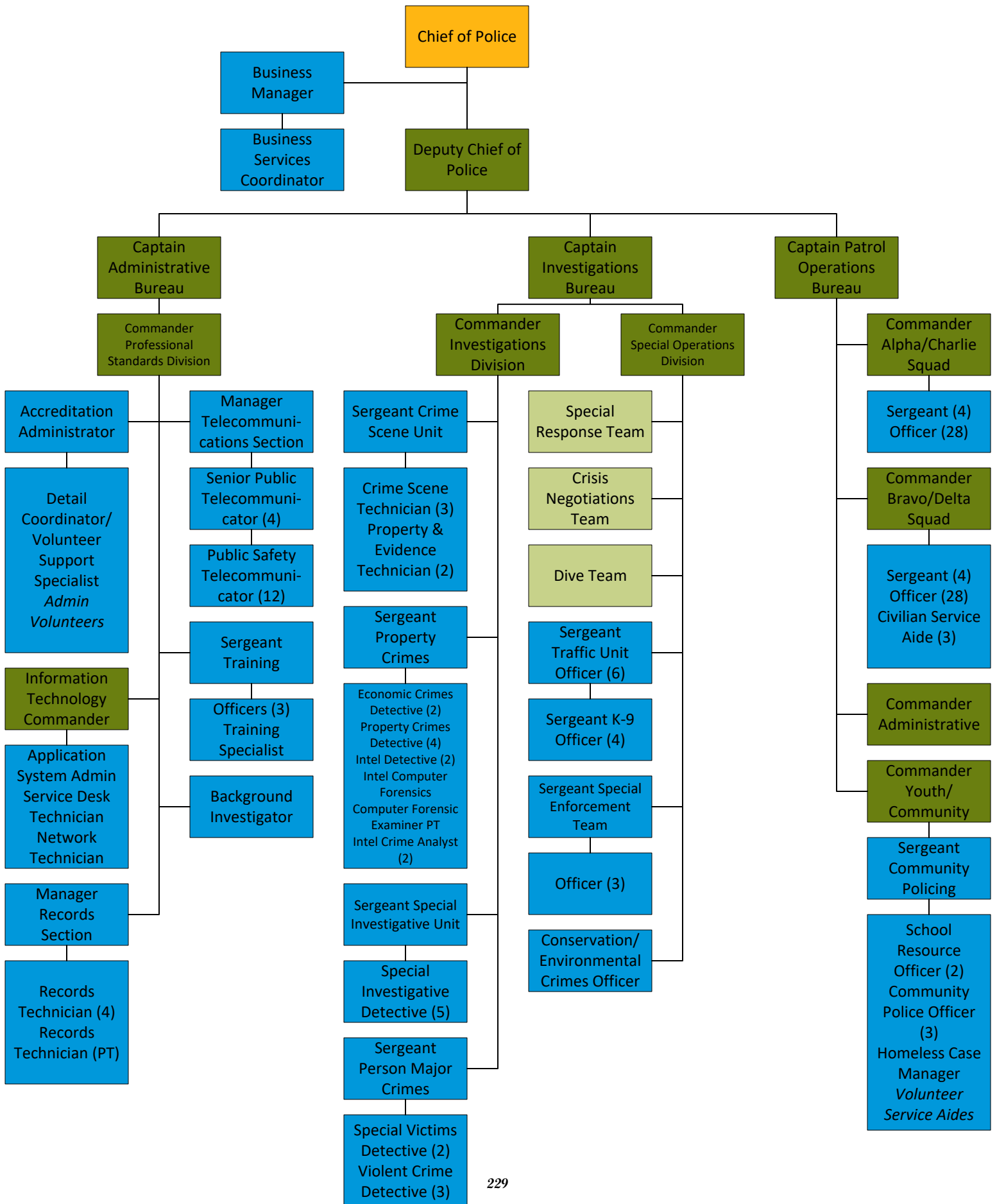
\*In FY 2019, the Parks Maintenance Division was created with staff being transferred from Facilities Maintenance.

**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 Adopted
Parks and Grounds Manager	1	1	1	1
Groundskeeper I	1	1	1	1
Groundskeeper II	4	5	5	5
Groundskeeper III	1	1	1	1
Staff Assistant II	1	1	1	1
Athletic Field Supervisor	-	-	1	1
Athletic Field Specialist II	-	-	4	4
Athletic Field Specialist III	-	-	4	4
<b>TOTAL</b>	<b>8</b>	<b>9</b>	<b>18</b>	<b>18</b>









170 Authorized Positions



## Police

### 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

- Reaccredited and Awarded Triple Excelsior Status.
- 21 officers Attended the 59<sup>th</sup> Presidential Inauguration Task Force.
- Completion of the 2020 Annual Report.
- Donation of an additional canine for explosive detection.
- Reclassification of an officer to a Supervisor overseeing our K9 Unit.
- New Design of Department Patch.
- Ground-Breaking and Development of the West Villages Police Substation.
- Community Events
  - Shop with a Cop
  - Coffee with a Cop
  - Hearts Program
  - Cyber Security Awareness
  - Do The Right Thing Program
  - 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 Wellen 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

<b>Goal</b>	Cultivate, enhance, and foster trustworthy relationships with the community.				
<b>Objective</b>	Create opportunities for increased communication, visibility, and interaction with community members.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain a percentage rate of 80% of residents who feel that North Port has remained a safe place to live	94.8%	90.8%	80.0%	91.0%	80.0%
<b>Description</b>	The department conducts surveys to ascertain the level of safety people believe exists in North Port.				
<b>Purpose</b>	This measure is to assist in delivering policing services which provide opportunities to interact with community members and increase police visibility in the city.				
<b>Status</b>	The department consistently achieves the benchmark.				

**MAINTAIN THE NATIONAL AVERAGE FOR UNIFORM CRIME REPORTS (UCR) FOR PERSON CRIMES**

<b>Goal</b>	Protect and serve the public through proactive and effective policing.				
<b>Objective</b>	Reduce crime rates.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
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	0.3 p/1,000	4.0 p/1,000
<b>Description</b>	The department utilizes the national average to measure the Police Department's effectiveness.				
<b>Purpose</b>	This measure is used to reflect the effectiveness of the policing services provided by the department.				
<b>Status</b>	The department consistently remains below the national average.				

**MAINTAIN THE NATIONAL AVERAGE FOR UNIFORM CRIME REPORTS (UCR) FOR PROPERTY CRIMES**

<b>Goal</b>	Protect and serve the public through proactive and effective policing.				
<b>Objective</b>	Reduce crime rates.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain the national average of thirty-two (32) UCR Property Crimes per 1,000 residents	3.9 p/1,000	3.0 p/1,000	32.0 p/1,000	2.5 p/1,000	32.0 p/1,000
<b>Description</b>	The department utilizes the national average to measure the Police Department's effectiveness.				
<b>Purpose</b>	This measure is used to reflect the effectiveness of the policing services provided by the department.				
<b>Status</b>	The department consistently remains below the national average.				

**MAINTAIN AN AVERAGE RESPONSE TIME FOR ALL PRIORITY SERVICE CALLS AT TEN (10) MINUTES OR LESS**

<b>Goal</b>	Protect and serve the public through proactive and effective policing.				
<b>Objective</b>	Respond promptly to urgent calls for service.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain an average response time for all priority service calls at ten (10) minutes or less	9:35	9:29	10:00	7:52	10:00
<b>Description</b>	The average response time of ten (10) minutes for all priority service calls.				
<b>Purpose</b>	Priority calls require the timeliest police response because they are generally life threatening or represent higher danger crimes in progress.				
<b>Status</b>	The department consistently remains below the ten (10) minute average response time.				

**Output Measures**

Conduct citizen surveys from 30% of UCR Part 1 crimes reported by victims per month.

Maintain two (2) districts city-wide with a minimum of three (3) officers per district to answer all calls for service.

Provide a minimum of thirty (30) minutes of zone officer's unencumbered time per shift towards the directed patrol of hot spot areas with an emphasis on citizen contacts.

**MAINTAIN THE NATIONAL AVERAGE FOR PERSON CLEARANCE CRIME RATE**

<b>Goal</b>	Protect and serve the public through proactive and effective policing.				
<b>Objective</b>	Apprehend and assist with prosecution of offenders.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain the national average person clearance crime rate of 48.4%	75.60%	76.95%	48.40%	49.51%	48.40%
<b>Description</b>	The department utilizes the national average to measure the Police Department's effectiveness.				
<b>Purpose</b>	This measure is used to reflect the effectiveness of the department in meeting the criteria established by the Federal Bureau of Investigation (FBI) for clearing an offense by arrest or exceptional means.				
<b>Status</b>	This is the seventh fiscal year in which this measure will be used.				

**MAINTAIN THE NATIONAL AVERAGE FOR PROPERTY CLEARANCE CRIME RATE**

<b>Goal</b>	Protect and serve the public through proactive and effective policing.				
<b>Objective</b>	Respond promptly to urgent calls for service.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain the national average property crimes clearance rate of 20.1%	33.43%	29.94%	20.10%	23.67%	20.10%
<b>Description</b>	The department utilizes the national average to measure the Police Department's effectiveness.				
<b>Purpose</b>	This measure is used to reflect the effectiveness of the department in meeting the criteria established by the Federal Bureau of Investigation (FBI) for clearing an offense by arrest or exceptional means.				
<b>Status</b>	The department consistently exceeds the national average.				

**Output Measures**

80% of all 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**

<b>Goal</b>	Cultivate, enhance, and foster trustworthy relationships with the community.				
<b>Objective</b>	Create opportunities for increased communication, visibility, and interaction with community members.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain a 75% satisfaction rate of residents who participate in the monthly Neighborhood Watch meetings	100%	100%	75%	100%	75%
<b>Description</b>	The department conducts monthly Neighborhood Watch meetings.				
<b>Purpose</b>	This measure is used to determine the effectiveness of the meetings as related to developing partnerships with the North Port Police Department.				
<b>Status</b>	Overall, the Police Department has maintained a high level of customer satisfaction year over year.				

**SATISFACTION RATE OF PARTICIPANTS IN THE CITIZEN PUBLIC SAFETY ACADEMY**

<b>Goal</b>	Cultivate, enhance, and foster trustworthy relationships with the community.				
<b>Objective</b>	Create opportunities for increased communication, visibility, and interaction with community members.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain a 75% satisfaction rate of residents who participate in the annual Citizen Public Safety Academy	100%	N/A	75%	100%	75%
<b>Description</b>	The department conducts an annual Citizen Public safety Academy.				
<b>Purpose</b>	This measure is used to determine the effectiveness of the meetings as related to developing partnerships with the North Port Police Department.				
<b>Status</b>	Overall, the Police Department has maintained a high level of customer satisfaction year over year.				

**Output Measures**

Conduct one (1) Citizen Public Safety Academy per year with a minimum of ten (10) civilians and a maximum of twenty (20).  
Monthly Neighborhood Watch groups meeting twelve (12) times per year.

**Operating Budget Summary**

DESCRIPTION	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
<b>001 - General Fund</b>					
<b>EXPENDITURES</b>					
Personnel Services	\$14,302,106	\$15,678,098	\$17,037,143	\$18,784,950	\$19,796,490
Operating Expenditures	1,830,711	2,134,959	2,009,261	2,427,110	2,487,850
Capital Outlay	67,738	421,892	119,522	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$16,200,555</b>	<b>\$18,234,949</b>	<b>\$19,165,926</b>	<b>\$21,212,060</b>	<b>\$22,284,340</b>

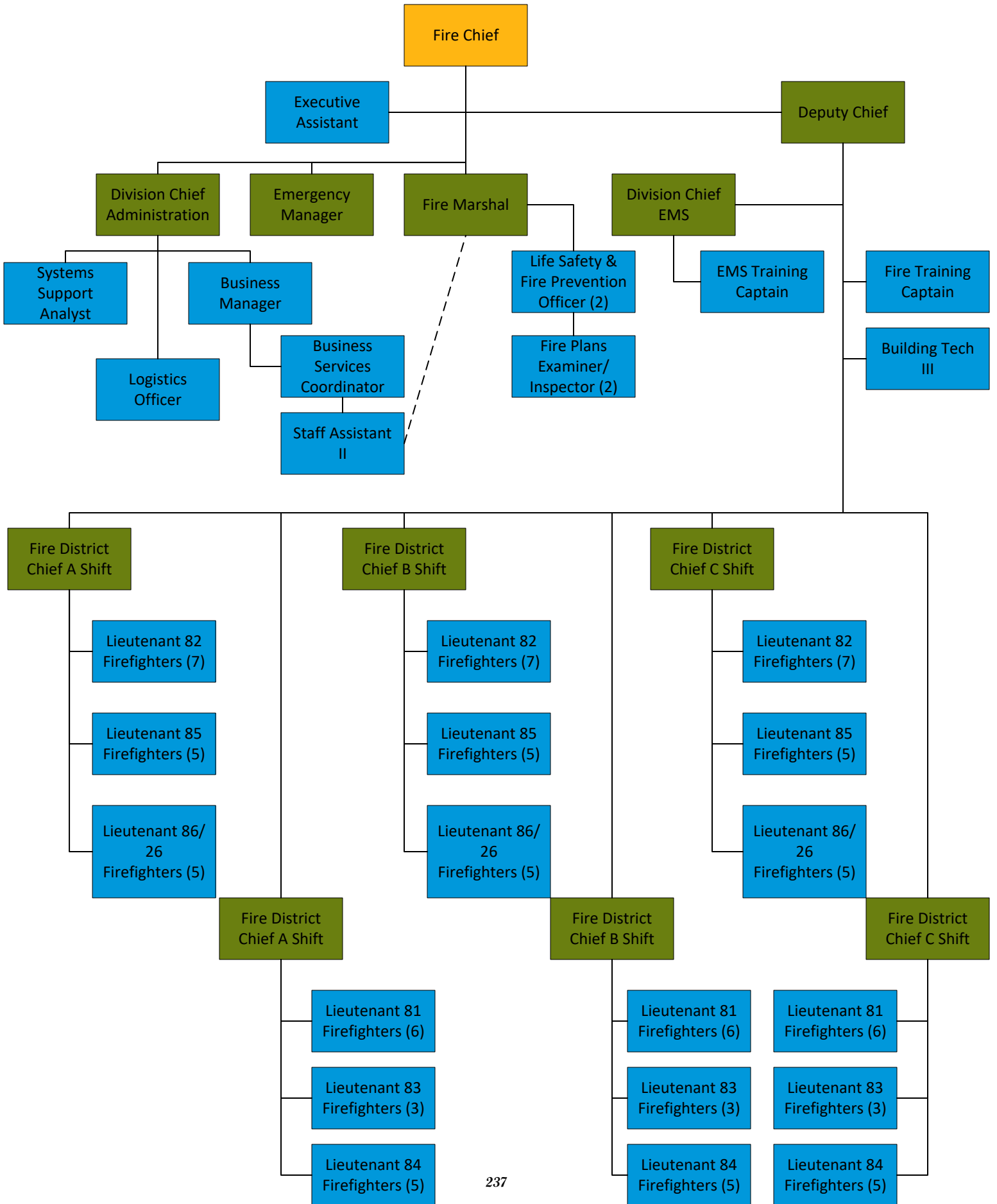
DESCRIPTION	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted
<b>001 - General Fund</b>					
<b>DEPARTMENT GENERATED REVENUES</b>					
Tax Revenue	(\$453,918)	(\$495,381)	(\$523,055)	(\$524,010)	(\$559,100)
Grant Revenues	(13,579)	(293,393)	(492,932)	(686,620)	(97,000)
Charges for Service	(492,271)	(549,532)	(239,932)	(296,390)	(317,383)
Fines and Forfeitures	(82,146)	(114,147)	(105,901)	(99,410)	(95,730)
Miscellaneous Revenue	(43,352)	(34,026)	(33,592)	(32,000)	(32,000)
<b>TOTAL GENERATED REVENUES</b>	<b>(\$1,085,266)</b>	<b>(\$1,486,479)</b>	<b>(\$1,395,412)</b>	<b>(\$1,638,430)</b>	<b>(\$1,101,213)</b>
<b>NET GENERAL FUND EXPENDITURES</b>	<b>\$15,115,289</b>	<b>\$16,748,470</b>	<b>\$17,770,514</b>	<b>\$19,573,630</b>	<b>\$21,183,127</b>
<b>105 - Law Enforcement Trust Fund</b>					
Operating Expenditures	\$45,381	\$35,320	\$58,540	\$17,960	\$160,910
Capital Outlay	39,990	46,841	-	-	249,000
<b>TOTAL EXPENDITURES</b>	<b>\$85,371</b>	<b>\$82,161</b>	<b>\$58,540</b>	<b>\$17,960</b>	<b>\$409,910</b>
<b>108 - Police Education Fund</b>					
Operating Expenditures	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000
<b>TOTAL EXPENDITURES</b>	<b>\$14,000</b>	<b>\$14,000</b>	<b>\$14,000</b>	<b>\$14,000</b>	<b>\$14,000</b>
<b>150 - Law Enforcement Impact Fee</b>					
Operating Expenditures	\$47,853	\$120	\$4,254	-	-
Capital Outlay	176,373	17,250	109,848	-	385,000
Interfund Transfers	-	-	-	225,650	-
<b>TOTAL EXPENDITURES</b>	<b>\$224,226</b>	<b>\$17,370</b>	<b>\$114,102</b>	<b>\$225,650</b>	<b>\$385,000</b>
<b>306 - Surtax III</b>					
Operating Expenditures	\$62,184	\$122,146	\$45,092	\$80,000	\$150,000
Capital Outlay	512,343	1,075,326	301,535	2,794,000	1,697,500
<b>TOTAL EXPENDITURES</b>	<b>\$574,527</b>	<b>\$1,197,472</b>	<b>\$346,627</b>	<b>\$2,874,000</b>	<b>\$1,847,500</b>
<b>TOTAL POLICE DEPARTMENT NET EXPENDITURES</b>	<b>\$16,013,413</b>	<b>\$18,059,473</b>	<b>\$18,303,783</b>	<b>\$22,705,240</b>	<b>\$23,839,537</b>

**Staffing – Funded Authorized Positions**

<b>DESCRIPTION</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Amended</b>	<b>FY 2020 Amended</b>	<b>FY 2021 Amended</b>	<b>FY 2022 Adopted</b>
Chief of Police	1	1	1	1	1
Deputy Chief of Police	1	1	1	1	1
Captain	2	2	3	3	3
Civilian Commander	1	-	-	-	-
Police Commander (Sworn)	6	7	7	7	7
Police Commander - IT	-	-	1	1	1
Sergeant	15	15	15	16	17
Police Officers	84	91	95	94	96
Staff Inspector	1	1	-	-	-
Business Manager	1	1	1	1	1
Information Technology Manager	1	1	-	-	-
Applications Systems Administrator	-	1	1	1	1
Accreditation Administrator	1	1	1	1	1
Community Service Officer	3	3	3	3	3
Sr Public Safety Telecommunicators	4	4	4	4	4
Public Safety Telecommunicators	12	12	12	12	12
Background Investigator	1	1	1	1	1
Forensic Supervisor	1	1	1	1	0
Crime Scene Technician	3	3	3	3	2
Crime Analyst	1	1	1	2	2
Computer Forensic Examiner (part-time)	-	-	-	1	1
Property/Evidence Technician	1	2	2	2	2
Records Supervisor	1	-	-	-	-
Records Manager	-	1	1	1	1
Records Technician I	3	4	2	2	2
Records Technician II	-	-	2	2	2
Records Technician (part-time)	1	1	1	1	1
Staff Assistant I	1	1	-	-	-
Staff Assistant II	1	1	-	-	-
Service Desk Technician	1	1	1	1	1
Training Specialist	-	-	1	1	1
Volunteer Support Specialist	1	1	1	1	1
Victim Advocate	-	1	-	-	-
Business Services Coordinator	-	-	1	1	1
Service Desk Specialist	1	1	1	-	-
Telecommunications Center Manager	-	1	1	1	1
Homeless Case Manager	-	-	-	1	1
Network Technician	-	-	-	1	1
Crime Scene Technician II	-	-	-	-	1
<b>TOTAL</b>	<b>150</b>	<b>162</b>	<b>165</b>	<b>168</b>	<b>170</b>






136 Authorized Positions



## Fire Rescue - Emergency Medical Services

### Mission

The mission of Emergency Medical Services (EMS) 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 Insurance Services Office (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/Emergency Medical Technician (EMT)/Paramedic positions.
- Designed and began construction of Fire Station 86 in West Villages.
- Installed updated station alerting software and devices to improve response time.
- 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.
- Purchased an additional Rescue/Ambulance and utility vehicle.
- Lifecycle replacement of nine LP15 Cardiac Monitors.
- Purchased a PortaCount Respirator Fit Tester.
- Percentage of non-traumatic cardiac arrest events for which patients were no longer in arrests upon arrival at the hospital is 40%, with the statewide average being 8%.

### Initiatives

- Remain a fiscally sustainable department by continuing with the Commission adopted rate study recommendations.
- Begin construction of Fire Training Tower.
- Begin construction of Fire Station 81 remodel.
- Continue cross training of firefighters as paramedics.
- 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 cardiopulmonary resuscitation (CPR) prior to EMS arrival for increasing the survival rate of cardiac arrest patients.
- Begin accepting ACH/credit card payments for EMS Billing.
- Establish a Cancer Presumption Insurance Policy.
- Purchase a Command Vehicle.
- Reclassify three current positions to District Chief positions to accommodate growth.
- Hire three Firefighter/EMTs and three Firefighter/Paramedics.
- Upgrade and retrofit all Self-Contained Breathing Apparatuses (SCBA’s).

## 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 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

<b>Goal</b>	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
<b>Objective</b>	Ensure consistent medical care in both Advanced and Basic Life Support (ALS/BLS) to the North Port community.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain a percentage rate of 99% of persons requiring medical treatment that feel the quality of care was satisfactory (previously 95% in FY 2018)	99.1%	100.0%	99.0%	100.0%	99.0%
<b>Description</b>	The department conducts surveys to obtain feedback on the customer satisfaction of the quality of care provided.				
<b>Purpose</b>	This feedback assists the department in determining our effectiveness and improves communication with the community.				
<b>Status</b>	The department consistently provides surveys to persons treated and billed for feedback on service provided.				

**COMPLIANCE RATE AS OUTLINED IN EMS PROTOCOLS**

<b>Goal</b>	Enhance training and compliance.				
<b>Objective</b>	Promote timely adherence to North Port’s EMS protocols.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain 99% compliance rate as outlined in current EMS protocols (previously 97% in FY 2018)	99.90%	99.90%	99.00%	99.85%	99.00%
<b>Description</b>	The department utilizes established protocols to effectively provide EMS services.				
<b>Purpose</b>	This measure is used to reflect the effectiveness of meeting all established protocols.				
<b>Status</b>	The department consistently exceeds the required minimum.				

**EMERGENCY MEDICAL SERVICE RESPONSE TIMES**

<b>Goal</b>	Arrive at the scene of emergencies safely and in a timely manner within the Department’s targeted response times.				
<b>Objective</b>	EMS average response time of seven minutes or less for 90% of EMS calls.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
EMS average response time of seven minutes or less for 90% of EMS calls (previously six minutes of less in FY 2018)	90.0%	88.5%	90.0%	84.5%*	90.0%
<b>Description</b>	This measure tracks the percentage of calls for service that are within established response times’ percentiles.				
<b>Purpose</b>	Quick response times can mean the difference between short and long-term recovery, the extent and severity of injury, and most importantly, the difference between life and death.				
<b>Status</b>	In fiscal years 2013, 2014 and 2019, the department met the 90% goal measurement.				

\*Three factors caused by COVID-19 impacted this performance measure: 1) Ambulances and personnel were sent to assist in Lake County, resulting in higher response times; 2) Fourth wave/surge of the pandemic created additional call volume causing the city to run out of ambulances; and 3) During the fourth wave/surge, hospitals were filled to their capacities which created delays in off-loading patients.

**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 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>001 - General Fund</b>					
<b>EXPENDITURES</b>					
Personnel Services	\$4,107,104	\$5,095,805	\$6,440,289	\$7,671,100	\$8,505,380
Operating Expenditures	758,879	1,063,774	919,365	1,043,340	1,221,350
Capital Outlay	-	421,598	-	-	-
Interfund Transfers	70,000	85,000	108,000	108,000	108,000
<b>TOTAL EXPENDITURES</b>	<b>\$4,935,983</b>	<b>\$6,666,177</b>	<b>\$7,467,654</b>	<b>\$8,822,440</b>	<b>\$9,834,730</b>
<b>DEPARTMENT GENERATED REVENUES</b>					
Tax Revenues	(\$153,366)	(\$167,919)	(\$196,278)	(\$213,750)	(\$221,170)
Grant Revenues	(3,873)	(3,458)	(3,537)	(3,450)	(4,480)
Charges for Service	(1,669,308)	(1,982,264)	(2,271,356)	(2,476,460)	(2,651,480)
Miscellaneous Revenue - Bay Flight Lease	(17,904)	(17,904)	(11,936)	(10,050)	(9,830)
<b>TOTAL GENERATED REVENUES</b>	<b>(\$1,844,451)</b>	<b>(\$2,171,545)</b>	<b>(\$2,483,107)</b>	<b>(\$2,703,710)</b>	<b>(\$2,886,960)</b>
<b>NET GENERAL FUND EXPENDITURES</b>	<b>\$3,091,532</b>	<b>\$4,494,632</b>	<b>\$4,984,547</b>	<b>\$6,118,730</b>	<b>\$6,947,770</b>
<b>306 - Surtax III</b>					
Operating Expenditures	\$24,281	\$24,207	\$4,508	-	-
Capital Outlay	546,668	844,280	39,886	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$570,949</b>	<b>\$868,487</b>	<b>\$44,394</b>	<b>-</b>	<b>-</b>
<b>321 - R&amp;R General Fund</b>					
Capital Outlay	-	-	-	\$170,000	\$20,960
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$170,000</b>	<b>\$20,960</b>
<b>TOTAL EMS NET EXPENDITURES</b>	<b>\$3,662,481</b>	<b>\$5,363,119</b>	<b>\$5,028,941</b>	<b>\$6,288,730</b>	<b>\$6,968,730</b>





**Staffing – Funded Authorized Positions**

See Fire Rescue Staffing for EMS Funded Authorized Positions.

## Fire Rescue District

### 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.
- Designed and began construction of Fire Station 86 in West Villages.
- Installed updated station alerting software and devices to improve response time.
- Purchased an additional Rescue/Ambulance and utility vehicle.
- Purchased a PortaCount Respirator Fit Tester.
- 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

- Remain a financially sustainable department by continuing with the Commission adopted rate study recommendations.
- Begin construction of Fire Training Tower.
- Begin construction of Fire Station 81 remodel.
- Continue cross training of firefighters as paramedics.
- Establish a Cancer Presumption Insurance Policy.
- Purchase a Digital Attack Training Package.
- Purchase a Command Vehicle.
- Review the assessment methodology and rates.
- Reclassify three current positions to District Chief positions to accommodate growth.

- Hire three Firefighter/EMTs and three Firefighter/Paramedics.
- Upgrade and retrofit all Self-Contained Breathing Apparatuses (SCBA's).

## 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

<b>Goal</b>	Ensure reasonable life safety conditions through inspection programs.				
<b>Objective</b>	Ensure regulatory compliance to protect property, the environment and the lives of the residents and visitors.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Inspection 100% of all businesses located within the City of North Port annually	99.70%	98.90%	100.00%	99.61%	100.00%
<b>Description</b>	The department conducts inspections of all businesses within the City.				
<b>Purpose</b>	This measure identifies and directs abatement of conditions or operating procedures which could cause an increase in probability or severity of a fire or hazardous materials release.				
<b>Status</b>	This is the eighth fiscal year in which this measure will be used.				

## FIRE INSPECTION SERVICES COMPLIANCE

<b>Goal</b>	Ensure reasonable life safety conditions through inspection programs.				
<b>Objective</b>	Ensure regulatory compliance to protect property, the environment and the lives of the residents and visitors.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Within forty-five (45) days of initial fire safety inspection, have 95% compliance when applicable	94.60%	97.20%	95.00%	94.92%	95.00%
<b>Description</b>	The department conducts follow-up inspections of all businesses not in compliance with fire codes.				
<b>Purpose</b>	This measure identifies and directs abatement of conditions or operating procedures which could cause an increase in probability or severity of a fire or hazardous materials release.				
<b>Status</b>	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

<b>Goal</b>	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
<b>Objective</b>	Fire average response time of eight minutes or less for 90% of fire service calls.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Average fire response time of eight minutes or less for 90% of fire service calls (previously seven minutes in FY 2018)	94.00%	93.50%	90.00%	88.61%*	90.00%
<b>Description</b>	This measure tracks the percentage of fire service calls that are within established response times' percentiles.				
<b>Purpose</b>	Quick response times can mean the difference between short and long-term recovery, the extent and severity of injury, and most importantly, the difference between life and death.				
<b>Status</b>	This is the eighth fiscal year in which this measure will be used.				

\*Three factors caused by COVID-19 impacted this performance measure: 1) Ambulances and personnel were sent to assist in Lake County, resulting in higher response times; 2) Fourth wave/surge of the pandemic created additional call volume causing the city to run out of ambulances; and 3) During the fourth wave/surge, hospitals were filled to their capacities which created delays in off-loading patients.

### FIRE ATTACK ACTIONS

<b>Goal</b>	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
<b>Objective</b>	Protect the community by promptly responding to calls for service.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain average turnout time of eighty-seconds or less for 90% of Fire Service calls	92.0%	88.8%	90.0%	100.0%	90.0%
<b>Description</b>	This measure tracks the percentage of fire service calls that are within established response times' percentiles.				
<b>Purpose</b>	Quick response times can mean the difference between short and long-term recovery, the extent and severity of injury, and most importantly, the difference between life and death.				
<b>Status</b>	Since fiscal year 2019, the Fire Department has consistency met the measurement requirement.				

### FIRE CONTAINMENT ACTIONS

<b>Goal</b>	Arrive at the scene of emergencies safely and in a timely manner within the Department's targeted response times.				
<b>Objective</b>	Protect the community by promptly responding to calls for service.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Contain the fire to area of involvement for 95% of fires (previously 90% in FY 2018)	100.0%	100.0%	95.0%	100.0%	95.0%
<b>Description</b>	This measure tracks the percentage of fire service calls that are within established response times' percentiles.				
<b>Purpose</b>	Quick response times can mean the difference between short and long-term recovery, the extent and severity of injury, and most importantly, the difference between life and death.				
<b>Status</b>	The department consistently meets or exceeds the measurement requirement.				

## Output Measures

Response Times-Review maps of response areas a minimum of two hours per month.

Effective Water Supply-Review water supply standard operating guidelines 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

<b>Goal</b>	Develop, maintain, and sustain a comprehensive community risk reduction program that engages the whole community.				
<b>Objective</b>	Offer a variety of safe activities and safety education.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
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)	100.0%	100.0%	95.0%	100.0%	95.0%
<b>Description</b>	The department conducts surveys to obtain feedback on the customer satisfaction of the quality of community emergency preparedness education.				
<b>Purpose</b>	This feedback assists the department in determining the effectiveness of community educational classes and community sponsored events.				
<b>Status</b>	The department consistently provides surveys to participants in educational classes and sponsored events.				

## Output Measures

Conduct forty-eight community educational classes per year.

Participate in eight community sponsored events per year.

Operating Budget Summary

DESCRIPTION	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted
<b>110 - Fire Rescue District</b>					
Personnel Services	\$6,900,534	\$8,107,320	\$8,422,731	\$8,465,560	\$9,016,290
Operating Expenditures	1,906,320	2,279,759	2,130,139	2,688,300	3,126,880
Capital Outlay	29,982	57,899	-	-	206,190
Interfund Transfers	860,000	695,000	1,195,000	1,615,000	2,803,200
<b>TOTAL EXPENDITURES</b>	<b>\$9,696,836</b>	<b>\$11,139,978</b>	<b>\$11,747,870</b>	<b>\$12,768,860</b>	<b>\$15,152,560</b>
<b>151 - Fire Impact Fee Fund</b>					
Operating Expenditures	\$10,773	\$6,989	\$42,958	-	-
Capital Outlay	41,306	95,926	121,262	1,266,600	486,000
Interfund Transfers	-	-	-	387,450	-
<b>TOTAL EXPENDITURES</b>	<b>\$52,079</b>	<b>\$102,915</b>	<b>\$164,220</b>	<b>\$1,654,050</b>	<b>\$486,000</b>
<b>305 - Surtax II</b>					
Operating Expenditures	\$15,819	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$15,819</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>306 - Surtax III</b>					
Operating Expenditures	\$2,054	-	\$100,352	-	\$150,000
Capital Outlay	1,808	-	148,513	95,850	388,540
<b>TOTAL EXPENDITURES</b>	<b>\$3,862</b>	<b>-</b>	<b>\$248,865</b>	<b>\$95,850</b>	<b>\$538,540</b>
<b>323 - R&amp;R Fire District</b>					
Operating Expenditures	-	\$153,327	\$15,792	-	-
Capital Outlay	-	1,317,095	629,519	300,000	779,160
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>\$1,470,422</b>	<b>\$645,311</b>	<b>\$300,000</b>	<b>\$779,160</b>
<b>TOTAL FIRE RESCUE EXPENDITURES</b>	<b>\$9,768,596</b>	<b>\$12,713,315</b>	<b>\$12,806,266</b>	<b>\$14,818,760</b>	<b>\$16,956,260</b>

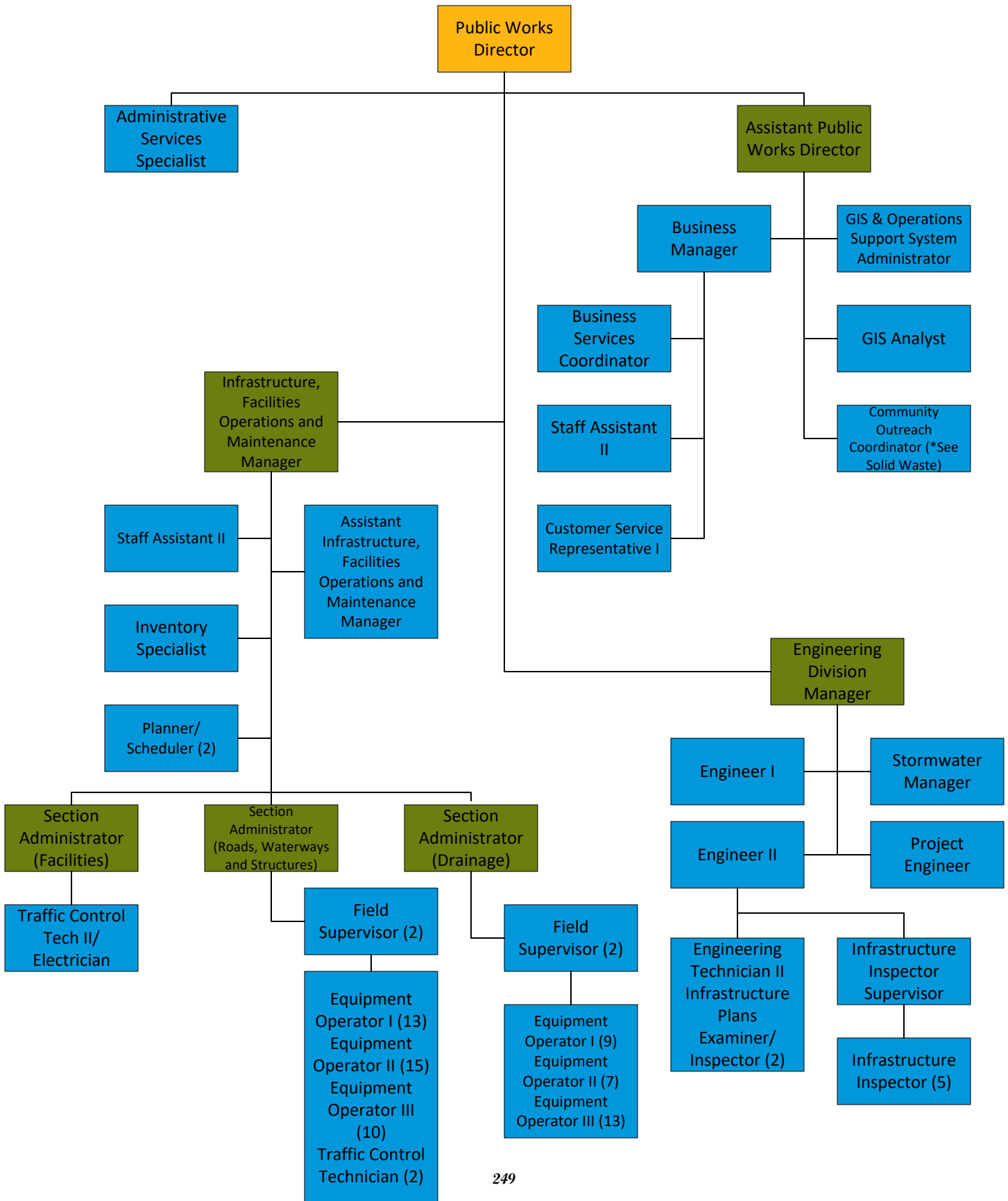
**Staffing – Funded Authorized Positions\***

DESCRIPTION	FY 2018 Amended	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 Adopted
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	2
Fire District Chief**	3	3	3	3	6
Lieutenant	15	18	18	18	18
Firefighters/Paramedics	72	90	90	90	93
Recruit Firefighter/Paramedic	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	2	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	1
Business Manager	-	-	1	1	1
Division Chief of Emergency Management	-	1	1	1	1
<b>TOTAL</b>	<b>110</b>	<b>135</b>	<b>130</b>	<b>136</b>	<b>136</b>

\*Positions funded by both the General Fund (001) and Fire Rescue District Fund (110).

\*\*Title changed from Battalion Chief to Fire District Chief in FY 2022.




106 Authorized Positions



## Public Works – 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 Infrastructure and Facilities 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 CBDG sidewalks in various locations (Pan American Blvd, S. Biscayne Dr & Porto Bello Ave).
- Guardrail Repair/Replacement Project in two (2) locations was completed.
- Continued making stormwater improvements outlined in the 10-Year Stormwater Management Plan.
- Completed condition study and report for the bridge at North Port Boulevard over Cocoplum Waterway.
- Completed scope for repair and rehabilitation of bridge elements for the bridge at Pan American Boulevard over Myakka Creek Waterway.
- Installed decorative banners on streetlight poles at the north and south ends of Sumter Boulevard and Toledo Blade Boulevard.
- Completed the land acquisition process for stormwater facilities for the Price Boulevard Widening Project between Sumter Boulevard and Toledo Blade Boulevard.
- Painted 220 sidewalk lights on Sumter Boulevard.
- Converted 47 streetlights to LED on Panacea Boulevard.
- Installed 4 Rectangular Rapid Flashing Beacons on Price Boulevard for Heron Creek Elementary School and North Port High School.
- Performed traffic counts at 150 locations throughout the City of North Port.
- Continued implementing City-wide stormwater drainage system improvements.
- Completed Cultural Study of proposed Public Works Facility Phase II location.
- Continued standards to identify and track sidewalk issues Citywide utilizing Geographic Information Systems (GIS) mapping.
- Transition the finished mowing functions from a contracted service to an in-house service for greater efficiencies.
- Completed design for reconstruction of Water Control Structure No. 108 (Cocoplum Waterway west of Collingswood Boulevard).
- Completed construction of Biscayne Drive Bike Lanes.
- Completed construction of the Tropicaire Boulevard Road Reconstruction Project.
- Commenced construction of San Mateo Drive sidewalk project from Adelaide Avenue to Pasadena Lane.
- Commenced construction of Price Boulevard sidewalk project from Atwater Drive to Barcelona Drive.

- Infrastructure for 14 License Plate Recognition systems (LPRs) installed at the following locations:
  - North Sumter Boulevard at I-75
  - North Sumter Boulevard at Park and Ride
  - North Toledo Blade Boulevard at I-75
  - North Toledo Blade Boulevard at Plantation/Cranberry Boulevard
  - Price Boulevard at Barcelona Drive
  - Price Boulevard at Raintree Boulevard
  - Veterans Boulevard at Torrington Street
  - Veterans Boulevard at Orlando Boulevard
  - Richbriar Drive at Sawyer Circle
  - Yorkshire Street at Hillsborough Boulevard
  - Cranberry Boulevard at US 41
  - Ortiz Boulevard at US 41
  - West Villages at River Road
  - Orlando Boulevard at Alley -solar
- Completed design of the Jeffrey Lake Wall.
- Completed the Cranberry Boulevard/Hillsborough Boulevard Intersection Improvements and Analysis.
- Completed the Price Boulevard - Sumter Boulevard to Toledo Blade Boulevard Widening Project design, permitting and land acquisition phases.
- Initiated the design and permitting of the Price Boulevard Traffic Signal Assembly at the North Port High School/Heron Creek Middle School Entrances.
- Began installation of the neighborhood sign toppers.
- Replacement of Highland Ridge neighborhood sign.

## Initiatives

- Continue the annual Routine Road Rehabilitation Project.
- Complete design for reconstruction of Water Control Structure No. 113 (Snover Waterway west of Sumter Boulevard).
- 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 design of Public Works Facility Phase II.
- Begin construction of the Price Boulevard Widening Project between Sumter Boulevard and Toledo Blade Boulevard.
- 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.
- Complete construction of bridge elements for the bridge at Pan American Boulevard over Myakka Creek Waterway.
- Complete scope for repair and rehabilitation of bridge elements for the bridge at North Port Boulevard over Cocoplum Waterway.
- Construct the Jeffrey Lake Wall.
- Perform the design and permitting of the Cranberry Boulevard/Hillsborough Boulevard Intersection Improvements.
- Submit project funding application through the Sarasota-Manatee Metropolitan Planning Organization for the Price Boulevard - Sumter Boulevard to Toledo Blade Boulevard Widening Project.
- Construct the Price Boulevard Traffic Signal Assembly at the North Port High School/Heron Creek Middle School entrances.
- Complete the design and permitting of the Woodhaven Drive Sidewalk and Pedestrian Bridge Project.
- Design and construct the Ponce de Leon Multi-Use Trail - Skyview Drive to Hornbuckle Boulevard Project.
- Initiate the Preliminary Development & Environment Phase of the I-75/Sumter Boulevard Interchange Improvements Project.
- Initiate the Preliminary Development & Environment Phase of the I-75/Toledo Blade Boulevard Interchange Improvements Project.

## Goals and Objectives

### GOAL 1

Ensure the City's infrastructure inventory is updated and well-maintained and respond to customer requests within three (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

<b>Goal</b>	Ensure timely response to customer requests for service.				
<b>Objective</b>	Respond to 95% of customer requests for service within three (3) business days.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Percentage of Customer Service Requests responded to within three (3) business days	90%	98%	95%	95%	95%
<b>Description</b>	This measure records efficiency of response to customer requests for service.				
<b>Purpose</b>	The Department has set a goal of responding to customer requests for service in a timely manner.				
<b>Status</b>	The Department is working to meet the set performance measure.				



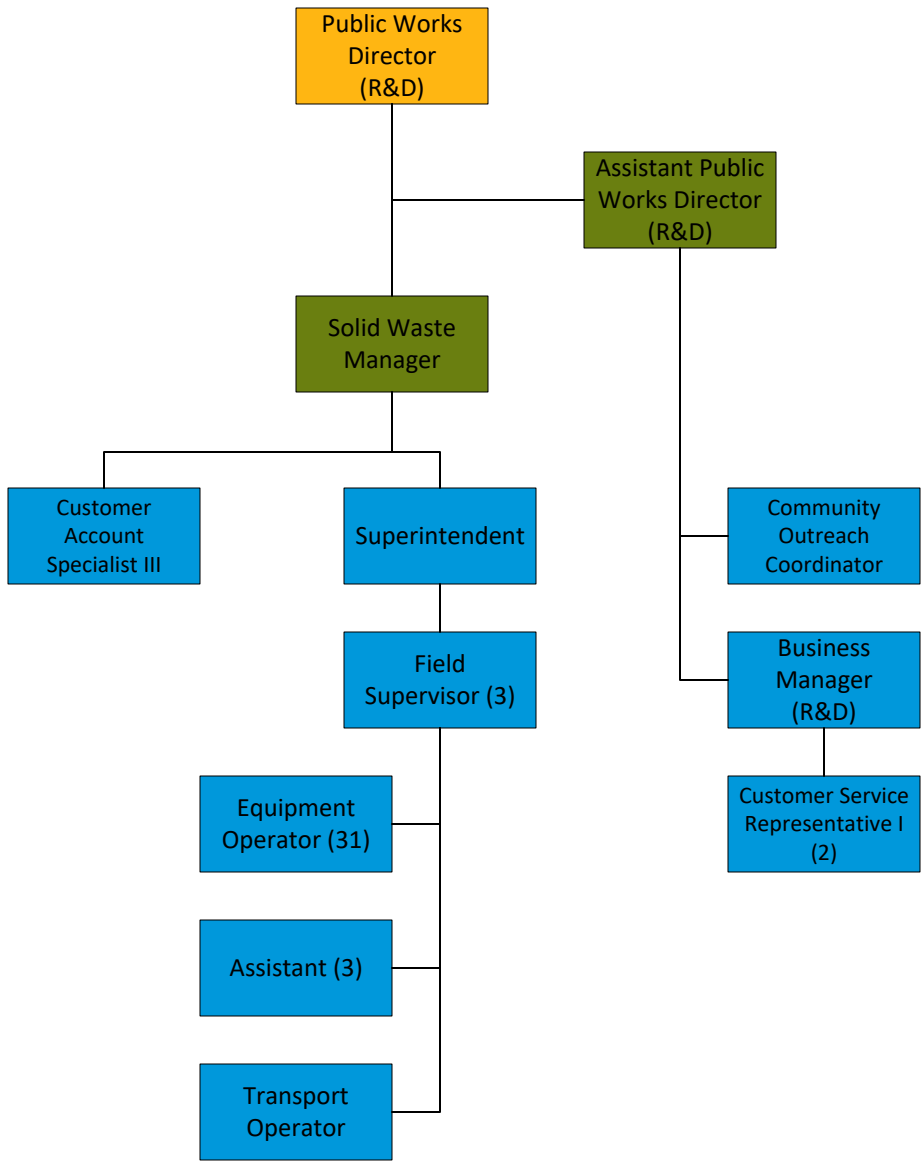
Operating Budget Summary

DESCRIPTION	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted
<b>107 - Road &amp; Drainage District</b>					
Personnel Services	\$5,418,576	\$5,852,878	\$6,367,471	\$7,348,170	\$7,702,230
Operating Expenditures	10,997,319	6,013,421	8,989,933	9,700,090	9,731,690
Capital Outlay	1,466,477	1,497,154	2,038,119	2,094,620	2,591,400
Interfund Transfers	1,320,000	850,000	850,000	850,000	2,950,000
<b>TOTAL EXPENDITURES</b>	<b>\$19,202,372</b>	<b>\$14,213,453</b>	<b>\$18,245,523</b>	<b>\$19,992,880</b>	<b>\$22,975,320</b>
<b>144 - Escheated Lots-Land</b>					
Capital Outlay	\$369,218	\$69,596	\$428,289	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$369,218</b>	<b>\$69,596</b>	<b>\$428,289</b>	<b>-</b>	<b>-</b>
<b>153 - Transportation Impact Fee Fund</b>					
Operating Expenditures	\$55	-	-	-	-
Capital Outlay	47,668	1,337,017	109,035	-	-
Debt Service	1,821,260	2,700,493	-	-	-
Grants and Aids	-	2,000,000	649,379	880,850	3,000,000
<b>TOTAL EXPENDITURES</b>	<b>\$1,868,983</b>	<b>\$6,037,510</b>	<b>\$758,414</b>	<b>\$880,850</b>	<b>\$3,000,000</b>
<b>205 - Road Reconstruction Bond Debt Service</b>					
Operating Expenditures	\$32,576	\$32,117	\$129,241	\$40,000	\$40,000
Debt Service	2,638,794	2,635,594	4,755,629	2,638,820	2,631,010
<b>TOTAL EXPENDITURES</b>	<b>\$2,671,370</b>	<b>\$2,667,711</b>	<b>\$4,884,870</b>	<b>\$2,678,820</b>	<b>\$2,671,010</b>
<b>306 - Surtax III</b>					
Operating Expenditures	\$2,767,368	\$309,165	\$1,990,560	\$2,582,000	\$1,717,680
Capital Outlay	1,080,514	3,364,586	1,520,266	3,371,800	2,899,470
<b>TOTAL EXPENDITURES</b>	<b>\$3,847,882</b>	<b>\$3,673,751</b>	<b>\$3,510,826</b>	<b>\$5,953,800</b>	<b>\$4,617,150</b>
<b>322 - R&amp;R - Road &amp; Drainage District</b>					
Operating Expenditures	-	\$118	\$37	-	-
Capital Outlay	-	800,913	378,327	422,400	919,550
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>\$801,031</b>	<b>\$378,364</b>	<b>\$422,400</b>	<b>\$919,550</b>
<b>330 - Road Reconstruction Fund</b>					
Capital Outlay	\$6,184,469	\$1,654,966	\$1,073,612	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$6,184,469</b>	<b>\$1,654,966</b>	<b>\$1,073,612</b>	<b>-</b>	<b>-</b>
<b>TOTAL ROAD &amp; DRAINAGE EXPENDITURES</b>	<b>\$34,144,294</b>	<b>\$29,118,018</b>	<b>\$29,279,898</b>	<b>\$29,928,750</b>	<b>\$34,183,030</b>

**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 Amended	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 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
Operations Support Administrator	1	1	1	-	-
Engineer II	-	-	-	1	1
Engineer I	2	2	2	1	1
GIS & Operations Support System Administrator	-	-	-	1	1
GIS Analyst	1	1	1	1	1
Field Supervisor	4	4	4	4	4
Equipment Operator III	22	22	23	23	23
Equipment Operator II	15	15	20	22	22
Equipment Operator I	15	16	18	22	22
Herbicide Technician	4	4	-	-	-
Traffic Control Technician I	2	2	2	2	2
Inventory Specialist	1	1	1	1	1
Infrastructure Inspector	4	5	5	5	5
Infrastructure Inspector Supervisor	4	5	5	1	1
Infrastructure Plans Examiner/Inspector	-	-	1	2	2
Planner/Scheduler	2	2	2	2	2
Traffic Control & Lighting Supervisor	1	-	-	-	-
Traffic Control Tech II/Electrician	1	1	1	1	1
Engineering Technician II	1	1	1	1	1
Engineering Technician I	1	1	1	-	-
Administrative Services Specialist	1	1	1	1	1
Staff Assistant II	1	1	1	2	2
Business Services Coordinator	1	1	1	1	1
Customer Service Representative I	1	1	1	1	1
Staff Assistant I	1	1	1	-	-
Section Administrator	2	3	3	3	3
Assistant Infrastructure, Facilities Operations & Maintenance Manager	-	-	1	1	1
<b>TOTAL</b>	<b>95</b>	<b>98</b>	<b>104</b>	<b>106</b>	<b>106</b>





44 Authorized Positions



## Public Works – Solid Waste District

### Mission

The mission of the Solid Waste District 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 District 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.
- Recycle Coach App 45 continues to be a success with nearly 2,000,000 resident interactions and 8,000 subscribers.
- The Recycling Center is attributed to the City receiving an average of \$65,447 monthly recyclable rebate which off-sets the cost of recycling.
- Replaced five (5) side load trucks.
- Organics Transfer Station opened within the City providing sustainability.

### Initiatives

- Develop a 5-Year Plan for a Solid Waste Transfer Station.
- Acquire property for a Transfer Station.
- Identify additional waste diversion options.
- Increase recycling tonnage by 7% and yard waste tonnage by 7%.
- 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**

<b>Goal</b>	Keep community clean through efficient collection of bulk material.				
<b>Objective</b>	Implement efficiencies to increase the number of weekly bulk collections.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Increase the number of weekly bulk collections (New objective in 2021)	N/A	405/week	450/week	450/week	475/week
<b>Description</b>	This measure records the average number of weekly bulk collections.				
<b>Purpose</b>	The Division has set a goal of 500 bulk collections per week.				
<b>Status</b>	The Division is working to meet the set performance measure.				

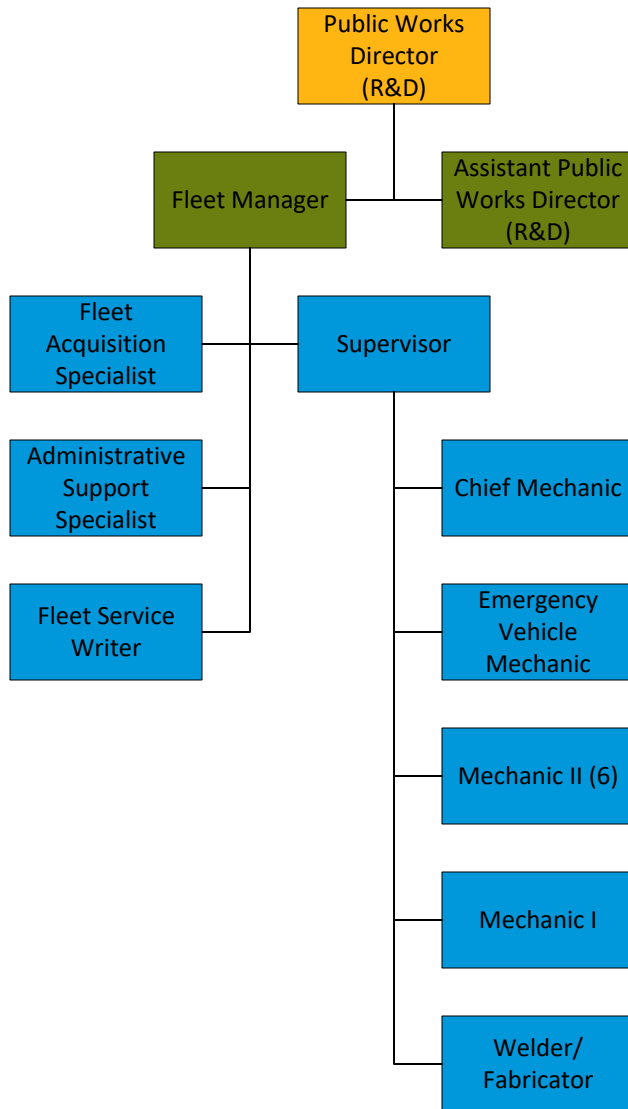
**Operating Budget Summary**

DESCRIPTION	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
<b>120 - Solid Waste District</b>					
Personnel Services	\$2,548,178	\$2,645,019	\$2,843,195	\$3,124,780	\$3,162,250
Operating Expenditures	4,420,589	5,594,581	5,364,578	6,251,360	6,858,080
Capital Outlay	-	1,247,722	44,638	254,900	107,200
Interfund Transfers	1,402,770	450,000	688,860	486,130	557,430
<b>TOTAL EXPENDITURES</b>	<b>\$8,371,537</b>	<b>\$9,937,322</b>	<b>\$8,941,271</b>	<b>\$10,117,170</b>	<b>\$10,684,960</b>
<b>156 - Solid Waste Impact Fee Fund</b>					
Operating Expenditures	-	\$118	-	\$15,000	-
Capital Outlay	-	631,884	-	294,500	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>\$632,002</b>	<b>-</b>	<b>\$309,500</b>	<b>-</b>
<b>306 - Surtax III</b>					
Capital Outlay	-	-	-	-	\$500,000
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$500,000</b>
<b>324 - R&amp;R Solid Waste District</b>					
Capital Outlay	-	\$132,850	\$685,159	\$1,835,400	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>\$132,850</b>	<b>\$685,159</b>	<b>\$1,835,400</b>	<b>-</b>
<b>TOTAL SOLID WASTE EXPENDITURES</b>	<b>\$8,371,537</b>	<b>\$10,702,174</b>	<b>\$9,626,430</b>	<b>\$12,262,070</b>	<b>\$11,184,960</b>

**Staffing – Funded Authorized Positions**

<b>DESCRIPTION</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Amended</b>	<b>FY 2020 Amended</b>	<b>FY 2021 Amended</b>	<b>FY 2022 Adopted</b>
Solid Waste Manager	1	1	1	1	1
Solid Waste Superintendent	1	1	1	1	1
Solid Waste Field Supervisor	2	3	3	3	3
Solid Waste Equipment Operator	31	32	32	31	31
Solid Waste Assistant	1	2	3	3	3
Solid Waste Transport Operator	-	-	-	1	1
Community Outreach Coordinator	1	1	1	1	1
Customer Account Specialist III	1	1	1	1	1
Customer Account Representative II	1	1	1	-	-
Customer Service Representative I	1	1	1	2	2
<b>TOTAL</b>	<b>40</b>	<b>43</b>	<b>44</b>	<b>44</b>	<b>44</b>




15 Authorized Positions



## Public Works – Fleet Management

### Mission

The mission of Fleet Management 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, Fleet Management 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 2021.
- 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).
- Successful Vehicle Donation for Project Graduation.
- Maintained positive contact with vendors during Covid-19 delays to ensure the City did not miss manufacturer ordering deadlines.

### Initiatives

- Due to Covid-19 related delays in manufacturing and lack of parts available, the Fleet Management Division will continue to develop new processes and procedures to maintain effectiveness.
- Order vehicles and equipment earlier for vehicles and equipment that have very long lead times to manufacturer.
- Continue to increase overall Fleet Management knowledge through updated technology and resume external training events post Covid-19.
- Continue to 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 re-purposing of replaced vehicles within the City ensuring staff have vehicles and equipment available to be efficient.
- 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.
- Continue the decrease in 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.
- 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**

<b>Goal</b>	Maximize the availability and safety of the City's vehicles and equipment.				
<b>Objective</b>	Complete 95% of 350 Preventive Maintenance jobs each quarter.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Complete 95% of 360 Preventative Maintenance jobs each quarter (New objective in 2021)	N/A	317 PM's 95.3%	325 PM's 95.0%	327 PM's 90.8%	340 PM's 95.0%
<b>Description</b>	This measure records the number of preventive maintenance jobs completed in each quarter of the year.				
<b>Purpose</b>	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.				
<b>Status</b>	The Division is working to meet the set performance measure.				

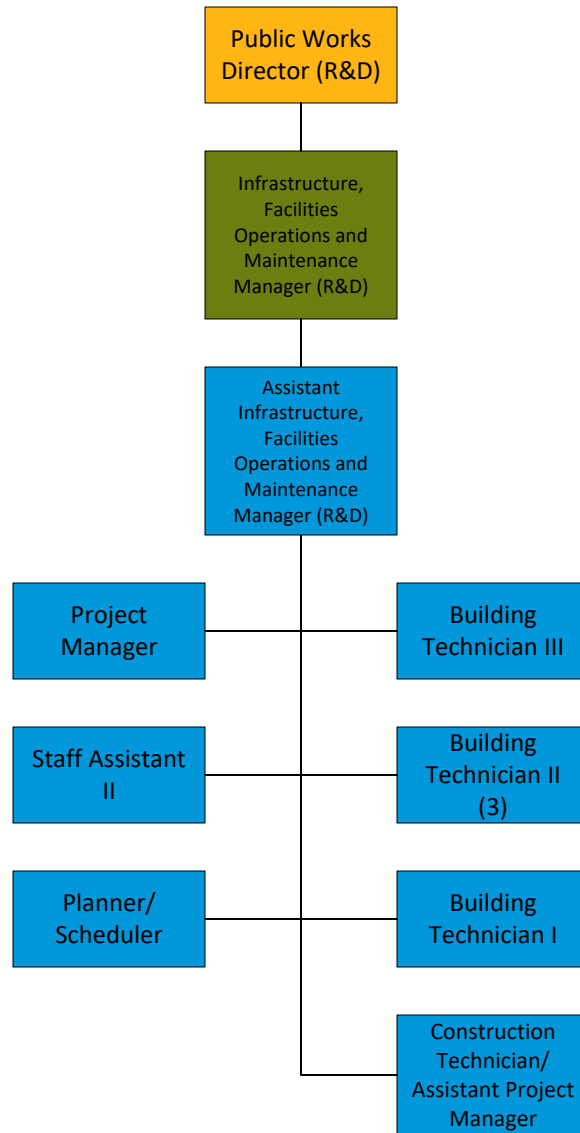
**Operating Budget Summary**

DESCRIPTION	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted
<b>520 - Fleet Management</b>					
Personnel Services	\$919,801	\$1,060,918	\$1,209,575	\$1,279,190	\$1,425,220
Operating Expenditures	3,548,792	3,740,441	3,532,861	4,579,310	4,440,420
Capital Outlay	-	78,806	-	56,000	25,000
Interfund Transfers	50,000	50,000	50,000	50,000	50,000
<b>TOTAL EXPENDITURES</b>	<b>\$4,518,593</b>	<b>\$4,930,165</b>	<b>\$4,792,436</b>	<b>\$5,964,500</b>	<b>\$5,940,640</b>
<b>157 - General Government Impact Fee Fund</b>					
Operating Expenditures	\$118	-	-	-	-
Capital Outlay	45,829	-	-	60,000	60,000
<b>TOTAL EXPENDITURES</b>	<b>\$45,947</b>	<b>-</b>	<b>-</b>	<b>\$60,000</b>	<b>\$60,000</b>
<b>327 - R&amp;R Fleet Fund</b>					
Capital Outlay	-	\$61,520	\$27,542	\$8,250	\$42,810
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>\$61,520</b>	<b>\$27,542</b>	<b>\$8,250</b>	<b>\$42,810</b>
<b>TOTAL FLEET MANAGEMENT EXPENDITURES</b>	<b>\$4,564,540</b>	<b>\$4,991,685</b>	<b>\$4,819,978</b>	<b>\$6,032,750</b>	<b>\$6,043,450</b>

**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 Amended	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 Adopted
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	1
Mechanic II	5	5	5	5	6
Mechanic I	1	1	1	1	1
Fleet Asset Technician	1	1	1	-	-
Fleet Acquisition Specialist	-	-	-	1	1
Staff Assistant I	2	2	-	-	-
Administrative Support Specialist	-	-	1	1	1
Fleet Service Writer	-	-	1	1	1
Welder/Fabricator	-	-	1	1	1
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>14</b>	<b>14</b>	<b>15</b>



9 Authorized Positions



## Public Works – 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 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.
- Worked cooperatively with the Department of Neighborhood Development Services to complete a Security Assessment/Improvements Plan for City Hall.
- The Infrastructure and Facilities Manager met with all City Departments to identify repairs to their facilities and Capital Projects being requested in FY 2021. Departments will be responsible for funding Capital Projects within their budget and cost allocations will be appropriated for repairs.
- New cubical remodel for North Port Police Department.
- Soundproofing panels installed at the Mullen Center, Morgan Center, and Commission Chambers.
- Completed construction of Neighborhood Development Services Call Center.

### Initiatives

- Continue to assess and improve security in City facilities.
- Continue to evaluate operations and identify efficiencies.
- Develop a Five-Year Facilities Maintenance Plan.
- Complete remodel construction at City Attorney's Office.

### 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

<b>Goal</b>	Provide cost-effective and scheduled preventative maintenance and repair services to City Facilities.				
<b>Objective</b>	Complete 90% of Work Order requests within 10 business days.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Complete 90% of Work Orders within 10 business days	80%	83%	90%	79%	90%
<b>Description</b>	This measure records the efficiency of the Facility Maintenance work order processing.				
<b>Purpose</b>	The Division has set a goal to complete 90% of Work Order requests within 10 business days.				
<b>Status</b>	The Division is working to meet the set performance measure. The 90% target was new for 2021.				

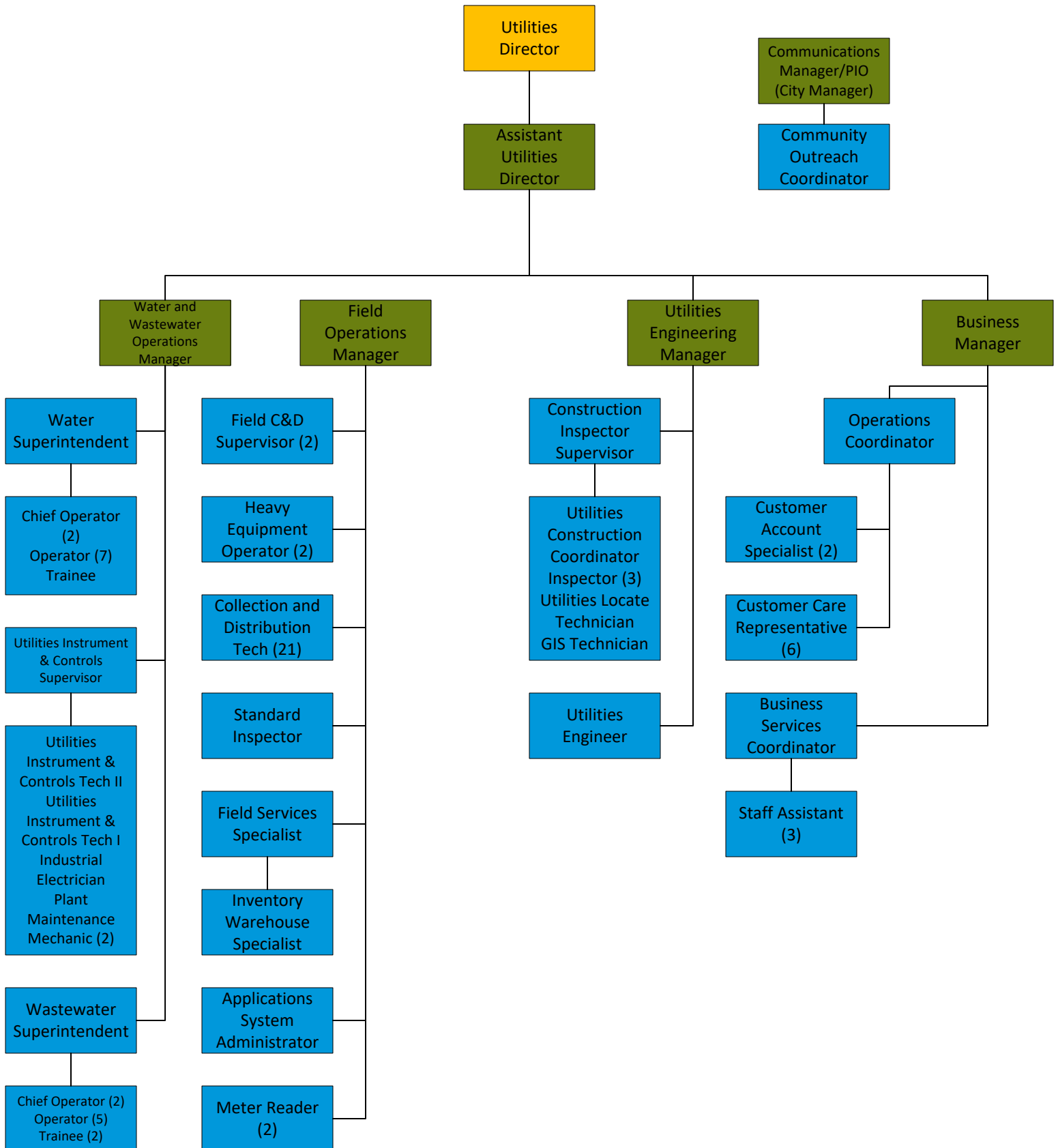
## Operating Budget Summary

DESCRIPTION	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
<b>001 - General Fund</b>					
Personnel Services	\$1,086,544	\$654,242	\$745,712	\$767,250	\$846,240
Operating Expenditures	1,829,056	1,372,667	1,337,097	1,381,100	1,843,680
Capital Outlay	242,472	107,860	51,323	14,570	624,600
<b>TOTAL EXPENDITURES</b>	<b>\$3,158,072</b>	<b>\$2,134,769</b>	<b>\$2,134,132</b>	<b>\$2,162,920</b>	<b>\$3,314,520</b>
<b>306 - Surtax III</b>					
Operating Expenditures	-	-	\$7,864	-	-
Capital Outlay	-	-	52,125	-	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>\$59,989</b>	<b>-</b>	<b>-</b>
<b>321 - R&amp;R General Fund</b>					
Capital Outlay	-	-	-	-	\$61,200
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$61,200</b>
<b>TOTAL FACILITIES EXPENDITURES</b>	<b>\$3,158,072</b>	<b>\$2,134,769</b>	<b>\$2,194,121</b>	<b>\$2,162,920</b>	<b>\$3,375,720</b>

**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 Amended	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 Adopted
Project Manager	1	1	1	1	1
Construction Tech/Assistant Project Manager	-	-	-	1	1
Building Technician III	2	2	2	1	1
Building Technician II	3	3	3	3	3
Building Technician I	1	1	1	1	1
Groundskeeper III	1	-	-	-	-
Groundskeeper II	6	2	-	-	-
Groundskeeper I	1	-	-	-	-
Planner/Scheduler	1	1	1	1	1
Property Maintenance Manager	1	-	-	-	-
Staff Assistant II	1	1	1	1	1
<b>TOTAL</b>	<b>18</b>	<b>11</b>	<b>9</b>	<b>9</b>	<b>9</b>






86 Authorized Positions



## Utilities - 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 Health & Public Safety, Infrastructure 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 Panacea Business Park Infrastructure Expansion.
- 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 for the second year in a row.
- Provided utility billing and cashiering services.
- Adopted rates for e-bill notification grew to 42%. Industry standards for utilities in 2019 was 35%.  
The due diligence agreement for the second identified parcel for feasibility of the site has been started for the Utilities Administration building and Field Operations center.

### 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 with a campaign rollout once the new system is in place.
- Develop a recommendation for the next neighborhood expansion to include a hardship program for eligible customers.
- Utilities will complete a rate analysis by an independent consultant to ensure sufficiency of the user rates.

### 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**

<b>Goal</b>	Provide effective and excellent customer service.				
<b>Objective</b>	Maintain a high level of customer satisfaction.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Maintain a 96% satisfaction rating for utility billing customers based on promptness, accuracy of information and courteous behavior	96.0%	97.0%	90.0%	97.0%	96.0%
<b>Description</b>	This measure provides feedback on customer service satisfaction.				
<b>Purpose</b>	This measure supports the division’s goal of providing effective and excellent customer service.				
<b>Status</b>	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**

<b>Goal</b>	Improve billing efficiency and customer satisfaction while reducing billing costs and paper.				
<b>Objective</b>	Increase saturation of e-bill notification among utilities customers.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Exceed 34% adoption rate monthly for e-billing	33.0%	37.0%	35.0%	42.0%	37.0%
<b>Description</b>	This measure provides feedback on customer utilization of utilities e-bill notifications.				
<b>Purpose</b>	This measure supports the division’s goals of providing effective and excellent customer service and ensuring fiscally sound and cost-effective services.				
<b>Status</b>	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 2018 <u>Actual</u>	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>420 - Utility Revenue Fund</b>					
Personnel Services	\$1,348,602	\$1,196,401	\$1,432,528	\$1,376,570	\$1,450,310
Operating Expenditures	2,044,967	2,535,258	2,840,582	3,195,140	3,566,010
Capital Outlay	-	-	-	-	28,910
Debt Service	1,038,119	949,873	851,962	3,868,350	3,741,840
Interfund Transfers	420,260	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$4,851,948</b>	<b>\$4,681,532</b>	<b>\$5,125,072</b>	<b>\$8,440,060</b>	<b>\$8,787,070</b>





**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 <u>Amended</u>	FY 2019 <u>Amended</u>	FY 2020 <u>Amended</u>	FY 2021 <u>Amended</u>	FY 2022 <u>Adopted</u>
Utilities Director	1	1	1	1	1
Assistant Utilities Director	1	1	1	1	1
Business Manager	1	1	1	1	1
Water & Wastewater Plant Operations Manager	1	1	1	1	1
Utilities Engineering Manager	1	-	-	-	-
Utilities Engineer	1	-	-	-	-
Business Services Coordinator	-	-	1	1	1
Community Outreach Coordinator	-	-	1	1	1
Customer Service & Operations Coordinator	3	3	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
Staff Assistant II	-	-	1	1	1
Staff Assistant I	-	-	1	1	1
Customer Care Rep III	2	2	1	1	1
Customer Care Rep II	2	2	1	1	1
Customer Care Rep I	5	5	4	4	4
<b>TOTAL</b>	<b>20</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>

## Utilities – 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, and Efficient & Effective Government by the following accomplishments and initiatives:

### Accomplishments

- Completed lightning protection upgrades at the Myakkahatchee Creek Water Treatment Plant.
- Replaced the roof at the Northeast Booster Station.
- Completed booster station improvements.
- Started the investigation of the feasibility of reclaimed water as an alternative source for potable water.
- Evaluated the condition of the raw water intake structures.
- Engaged an engineering firm for the second phase of the Myakkahatchee Creek Water Treatment Plant Improvements.
- Replaced chemical pumps at the Myakkahatchee Water Treatment Plant.
- Replaced the filter media for water production.
- Implemented plant data management software for ease of regulatory compliance reporting.
- Engaged an engineering firm for the design of Haberland/Woodhaven/N Toledo Blade pipeline bridge replacements.

### Initiatives

- Continue the water treatability study that will help shape the future of the water treatment plant and the possible processes for water treatment.
- Continue the investigation of the feasibility of reclaimed water as an alternative source for potable water.
- 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.
- Replace old chemical pumps.
- Clean two of the six production wells for to maintain production capacity.
- Upgrade the gate system at the Northeast Booster Station.
- Take over operations of the Southwest Water Treatment Plant located in the Wellen Park area.
- Replace the fence at the Southwest Booster Station.
- Repair the roof at the Myakkahatchee Water Treatment Plant.

### 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

<b>Goal</b>	Increase production to meet demand.				
<b>Objective</b>	Utilize the water treatment plant to maximize efficiency, quality and resiliency.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Increase the percentage of water produced from the Myakkahatchee Creek Water Treatment Plant by 5% of the total system demand	39.81%	44.67%	49.00%	36.73%	39.00%
<b>Description</b>	Increasing the ability to produce water at the plant increases our quality and efficiency.				
<b>Purpose</b>	Increase our efficiencies and resiliencies.				
<b>Status</b>	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	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
<b>420 - Utility Revenue Fund</b>					
Personnel Services	\$754,464	\$789,435	\$591,079	\$872,460	\$967,030
Operating Expenses	5,506,776	5,824,101	6,271,581	6,635,400	6,807,790
Capital Outlay	-	-	-	2,241,290	5,801,610
<b>TOTAL EXPENDITURES</b>	<b>\$6,261,240</b>	<b>\$6,613,536</b>	<b>\$6,862,660</b>	<b>\$9,749,150</b>	<b>\$13,576,430</b>
<b>306 - Surtax III</b>					
Capital Outlay	\$849,529	\$742,537	(\$3,680)	\$494,700	\$504,600
<b>TOTAL EXPENDITURES</b>	<b>\$849,529</b>	<b>\$742,537</b>	<b>(\$3,680)</b>	<b>\$494,700</b>	<b>\$504,600</b>
<b>423 - Water Capacity Fee Fund</b>					
Operating Expenditures	-	-	\$5,761	-	\$20,000
Capital Outlay	-	-	-	1,689,870	70,000
Interfund Transfers	2,115,551	513,808	1,000,000	1,000,000	1,000,000
<b>TOTAL EXPENDITURES</b>	<b>\$2,115,551</b>	<b>\$513,808</b>	<b>\$1,005,761</b>	<b>\$2,689,870</b>	<b>\$1,090,000</b>
<b>TOTAL WATER SYSTEMS EXPENDITURES</b>	<b>\$9,226,320</b>	<b>\$7,869,881</b>	<b>\$7,864,741</b>	<b>\$12,933,720</b>	<b>\$15,171,030</b>




**Staffing – Funded Authorized Positions**

<b>DESCRIPTION</b>	<b>FY 2018 Amended</b>	<b>FY 2019 Amended</b>	<b>FY 2020 Amended</b>	<b>FY 2021 Amended</b>	<b>FY 2022 Adopted</b>
Water Superintendent	1	1	1	1	1
Chief Operator	1	1	1	2	2
Plant Equipment Specialist	1	1	-	-	-
Plant Maintenance Mechanic	-	-	-	-	1
Instrument & Controls Supervisor	-	-	1	1	1
Industrial Electrician	-	-	-	1	1
Operators	6	6	6	7	7
Water Treatment Plant Trainee	1	1	1	1	1
<b>TOTAL</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>13</b>	<b>14</b>

## Utilities – 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 Health & Public Safety, Infrastructure, and Efficient & Effective Government by the following accomplishments and initiatives:

### Accomplishments

- Completed lightning protection upgrades at the Pan American Wastewater Treatment Plant.
- Replaced bar screens at the Pan American Wastewater Treatment Plant.
- Performed class II factory maintenance to the aeration blowers.
- Implemented plant data management software for ease of regulatory compliance reporting.

### Initiatives

- Continue with the Lift Station Rehabilitation Program.
- Onboarding of a Plant Maintenance Mechanic to perform preventative maintenance for both Wastewater Facilities.
- Perform mechanical integrity testing for both Wastewater Facilities.
- Replace old chlorine tanks at the Pan American Wastewater Treatment Plant.
- Replace the high service pump skid at the Pan American Wastewater Treatment Plant.

**Operating Budget Summary**

DESCRIPTION	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted
<b>420 - Utility Revenue Fund</b>					
Personnel Services	\$680,926	\$647,304	\$761,834	\$918,730	\$942,910
Operating Expenses	3,378,183	3,273,226	4,076,969	4,506,300	5,597,440
Capital Outlay	-	-	-	1,784,000	4,409,360
<b>TOTAL EXPENDITURES</b>	<b>\$4,059,109</b>	<b>\$3,920,530</b>	<b>\$4,838,803</b>	<b>\$7,209,030</b>	<b>\$10,949,710</b>
<b>424 - Water Capacity Fee Fund</b>					
Operating Expenditures	-	\$96,689	(\$96,689)	-	-
Capital Outlay	-	-	-	530,000	522,400
Interfund Transfers	200,000	200,000	650,000	198,430	150,000
<b>TOTAL EXPENDITURES</b>	<b>\$200,000</b>	<b>\$296,689</b>	<b>\$553,311</b>	<b>\$728,430</b>	<b>\$672,400</b>
<b>TOTAL WASTEWATER SYSTEMS EXPENDITURES</b>	<b>\$4,259,109</b>	<b>\$4,217,219</b>	<b>\$5,392,114</b>	<b>\$7,937,460</b>	<b>\$11,622,110</b>





**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 Amended	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 Adopted
Wastewater Superintendent	1	1	1	1	1
Chief Operator	1	1	1	2	2
Instrument & Controls Tech I	1	1	1	1	1
Instrument & Controls Tech II	-	-	-	1	1
Operators	6	6	6	5	5
Wastewater Treatment Plant Trainee	2	4	4	2	2
Plant Maintenance Mechanic	-	-	-	-	1
<b>TOTAL</b>	<b>11</b>	<b>13</b>	<b>13</b>	<b>12</b>	<b>13</b>

## Utilities – 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 Health & Public Safety, Infrastructure, and Efficient & Effective Government by the following accomplishments and initiatives:

### Accomplishments

- Ensured compliance of all residential and commercial customers with the backflow prevention device certification requirements.
- Onboarding of an Applications System Administrator for the oversight of specialized software used in daily operations.
- 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.
- Engaged an engineering firm to update design plans for the Toledo Blade and Sumter I-75 interchanges for the installation of water and wastewater infrastructure.

### 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.
- 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.
- Relocate the Data Flow Systems site antenna for expanded service.

### 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

<b>Goal</b>	Identify and reduce inflow and infiltration throughout the system to the Wastewater Treatment Plant.				
<b>Objective</b>	Efficient operation of the collection system and Wastewater Treatment Plant.				
	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Projected</b>
Clean and televise four miles of gravity sewer main per quarter	N/A	4.725 Miles	4 Miles	4.6 Miles	4 Miles
<b>Description</b>	The collection system has many miles of pipe in service, which is aging infrastructure that requires maintenance.				
<b>Purpose</b>	Cleaning and televising the collection system allows Utilities to identify areas that require inflow and infiltration reduction measures.				
<b>Status</b>	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	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
<b>420 - Utility Revenue Fund</b>					
Personnel Services	\$2,603,796	\$2,279,792	\$2,601,998	\$2,488,610	\$2,578,840
Operating Expenses	2,551,856	2,462,852	2,316,104	2,921,290	3,020,550
Capital Outlay	-	-	-	1,300,500	1,441,800
<b>TOTAL EXPENDITURES</b>	<b>\$5,155,652</b>	<b>\$4,742,644</b>	<b>\$4,918,102</b>	<b>\$6,710,400</b>	<b>\$7,041,190</b>
<b>306 - Surtax III</b>					
Capital Outlay	-	-	\$287,605	\$1,252,600	\$1,277,700
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>\$287,605</b>	<b>\$1,252,600</b>	<b>\$1,277,700</b>
<b>431 - Utility Construction Fund</b>					
Interfund Transfers	\$78,056	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$78,056</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL FIELD OPERATIONS EXPENDITURES</b>	<b>\$5,233,708</b>	<b>\$4,742,644</b>	<b>\$5,205,707</b>	<b>\$7,963,000</b>	<b>\$8,318,890</b>





**Staffing – Funded Authorized Positions**

DESCRIPTION	FY 2018 Amended	FY 2019 Amended	FY 2020 Amended	FY 2021 Amended	FY 2022 Adopted
Field Operations Manager	1	1	1	1	1
GIS Technician	1	-	-	-	-
Collection/Distribution Supervisor	2	2	2	2	2
Heavy Equipment Operator	2	2	2	2	2
C & D Technician III	2	2	2	3	3
C & D Technician II	10	10	10	9	9
C & D Technician I	6	6	9	9	9
Equipment Specialist	1	1	1	-	-
Instrument Control Technician I	1	1	1	-	-
Meter Reader II	1	1	1	1	1
Meter Reader I	2	2	1	1	1
Construction Coordinator	1	-	-	-	-
Standard Inspector	1	1	1	1	1
Utility Inspector	2	-	-	-	-
Field Services Specialist	1	1	1	1	1
Inventory/Warehouse Specialist	-	1	1	1	1
Locate Technician	1	-	-	-	-
Construction Inspector Supervisor	1	-	-	-	-
Applications System Administrator	-	-	-	1	1
<b>TOTAL</b>	<b>36</b>	<b>31</b>	<b>33</b>	<b>32</b>	<b>32</b>

## Utilities – 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.

The North Port Utilities Department – Engineering Division directly supports the City’s Strategic Plan Priority areas of Health & Public Safety, Infrastructure, and Efficient & Effective Government by the following accomplishments and initiatives:

### Accomplishments

- Management of the design and construction of water distribution, wastewater collection, water and wastewater plant improvement 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.
- Master planning for the provision of water and wastewater to all platted lots in an economical and methodical manner.

### Operating Budget Summary

DESCRIPTION	FY 2019 <u>Actual</u>	FY 2020 <u>Actual</u>	FY 2021 <u>Adopted</u>	FY 2022 <u>Adopted</u>
<b>420 - Utility Revenue Fund</b>				
Personnel Services	\$851,244	\$862,458	\$825,240	\$862,370
Operating Expenses	92,868	103,985	70,750	531,960
Capital Outlay	-	-	-	79,300
<b>TOTAL EXPENDITURES</b>	<b>\$944,112</b>	<b>\$966,443</b>	<b>\$895,990</b>	<b>\$1,473,630</b>

**Staffing – Funded Authorized Positions**








<b>DESCRIPTION</b>	<b>FY 2019 Amended</b>	<b>FY 2020 Amended</b>	<b>FY 2021 Amended</b>	<b>FY 2022 Adopted</b>
Utilities Engineering Manager	1	1	1	1
Utilities Engineer	1	1	1	1
GIS Technician	1	1	1	1
Construction Coordinator	1	1	1	1
Utility Inspector	2	2	2	3
Utilities Locate Technician	1	1	1	1
Utilities Construction Supervisor	1	1	1	1
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>9</b>

## 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 and 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.

### CIP ASSESSMENT PROCESS








The CIP 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 it 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 as well as the city's financial policies provide the broad parameters for development of the annual capital plan. 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?

City Commission included the following major capital projects as Strategic Objectives in the SFY 2022-2025 City of North Port Strategic Plan. The funding for these projects may be identified at a future date.

-  Complete a long-range plan and identify funding sources for expansion of potable water distribution and wastewater collection systems in platted lot areas city-wide
-  Expand and improve accessibility to greenways and blueways connections
-  Complete Phase II of Warm Mineral Springs Park Master Plan
-  Relocate and expand Veteran's Park
-  Allocate resources to expand parks and recreation in the east end and west end of the City
-  Coordinate with Florida Department of Transportation to complete safety improvements at the interchanges of I-75 and Sumter and Toledo Blade Boulevard
-  Complete phasing plan for widening Price Boulevard west of Sumter Boulevard and east of Toledo Blade Boulevard, including identification of funding sources
-  Continue to partner with Florida Department of Transportation and Charlotte County to enhance connectivity and establish a new interchange at Rain Tree Boulevard and Yorkshire Street
-  Continue implementation of the long-range plan to complete looping projects for residential areas
-  Establish City connection to the Legacy Trail and to Warm Mineral Springs
-  Continue to develop a land bank for the future that reflects the community's priorities when prudent
-  Improve City gateway entry features
-  Establish and execute the master plan development for the Shire

Master plans help determine which projects should be included in the CIP and the timeframes in which the projects should be completed. For example, the Water and Sewer Master Plan and the Fire Rescue Master Plan provide valuable guidance in preparation of the CIP.

Economic forecasts are also 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 budget 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 four 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 in 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 the Infrastructure Surtax Fund, Utilities Funds, District Funds (Road and Drainage, Fire Rescue, and Solid Waste), and Impact Fee Funds. The three year revenue projections for the Utilities and District Funds, which are major funds, were discussed in Chapter 4 – Revenue & Expenditure Analysis. The three year revenue projections for the Impact Fee Funds and Infrastructure Surtax Fund are discussed in more detail here since they are restricted to use for capital projects.

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, trolley systems) of transportation rather than an impact fee which only regulates road capacity.

Following is a chart of impact fee revenue projections for FY 2022 – 2025 to be used for city projects. The projections are based on the FY 2022 Approved Budget that anticipated an increase in impact fee rates to be effective in FY 2022; however, the current timeline for consideration is unclear. Therefore, the FY 2023 Impact Fee Projections match the FY 2022 Approved Budget to reflect the anticipation that the ordinance will now be effective for FY 2023. Please note, the FY 2022 Approved Budget has total Impact Fee expenditures at \$5,119,020, with the difference to be added to the fund balance for future years.

**FY 2022 – 2025 IMPACT FEE REVENUE PROJECTIONS**

City Projections	Transportation	Parks	Law Enforcement	Fire	General Government	Solid Waste	Total
FY 2022*	\$11,322,220	\$2,764,410	\$891,040	\$1,123,570	\$1,021,100	\$671,040	\$17,793,380
FY 2023	\$11,322,220	\$2,764,410	\$891,040	\$1,123,570	\$1,021,100	\$671,040	\$17,793,380
FY 2024	\$11,888,330	\$2,902,630	\$935,590	\$1,179,750	\$1,072,160	\$704,590	\$18,683,050
FY 2025	\$12,482,750	\$3,047,760	\$982,370	\$1,238,740	\$1,125,770	\$739,820	\$19,617,210
<b>Total</b>	<b>\$47,015,520</b>	<b>\$11,479,210</b>	<b>\$3,700,040</b>	<b>\$4,665,630</b>	<b>\$4,240,130</b>	<b>\$2,786,490</b>	<b>\$73,887,020</b>

\*The FY 2022 Actual is anticipated to be significantly below the FY 2022 Approved Budget due to the timing of passing an ordinance to increase Impact Fee rates; therefore, City staff is leaving the FY 2023 projections at the same level as the FY 2022 amounts at this time.

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 (Surtax III) 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.

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 FY 2025. Including FY 2025 assumes the approval of a new fifteen (15) year “penny tax” program (Surtax IV) by Sarasota County voters. City staff projects an annual average increase of 5.00%.

**FY 2022 – 2025 INFRASTRUCTURE SURTAX REVENUE PROJECTIONS**

FY 2022	FY 2023	FY 2024	FY 2025	Total
\$13,180,120	\$13,158,650	\$13,886,330	\$14,654,240	\$54,879,340

**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. New capital facilities may also require new staff 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 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 are 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 five 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 CIP and will be tied to the operating budget within each identified fund and department/division.

#### WHAT IS IMPORTANT TO KNOW WHEN REVIEWING THE CAPITAL IMPROVEMENT PROGRAM?

- The CIP is a long-range planning tool, but only the dollars included in the first year of the program are actually adopted by City 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 understand the impact of the CIP citywide.

#### WHAT SUMMARY INFORMATION IS INCLUDED IN THE CIP?

- **FY 2022 – 2026 CIP One Page Summary** provides Appropriated to Date, FY 2022 Adopted Budget, Non-Appropriated Programmed CIP Funding for the next four fiscal years, five year (2022-2026) total, and CIP total by Department and/or Function and (1) CIP Category or (2) Funding Type.
- **FY 2022 – 2026 CIP Category Financial Plan** provides Appropriated to Date, FY 2022 Adopted Budget, Non-Appropriated Programmed CIP Funding for next four fiscal years, five year (2022-2026) total, and CIP total by CIP Category per page and (1) Funding Type or (2) Project Title.
- **CIP Expenditure Budget Report by Category and Status** provides Cost Center, Object Code, CIP total, Appropriated to Date, FY 2022 Adopted Budget, Non-Appropriated Programmed CIP Funding for the next four fiscal years by CIP Category, CIP Status, Project Number/Title, and Expenditure Type.
- **CIP Expenditure Budget Report by Fund and Status** provides Cost Center, Object Code, CIP total, Appropriated to Date, FY 2022 Adopted Budget, Non-Appropriated Programmed CIP Funding for the next four fiscal years by Fund, CIP Status, Project Number/Title, and Expenditure Type.
- **Operating Budget CIP Impact by Category and Status** provides the operating budget impact in the 2022 Adopted Budget and Non-Appropriated Programmed CIP Funding for the next four fiscal years by CIP Category, CIP Status, Project Number/Title, Operating Impact narrative, and Category of Expenditure.
- **CIP Detail Sheets** provide the following details for each CIP Project: Project, Title, CIP Status, CIP Category, Department, Capital Improvement Element (CIE) Project, Programmed Funding, Appropriated to Date, Budget FY 2022, Non-Appropriated Programmed CIP Funding for the next four fiscal years, Future Funding, Project Description, Project Rationale, Fund Strategy, Operation Budget Impact, Project Image, Schedule of Activities, and Means of Financing.

#### WHAT ARE THE KEY ELEMENTS OF THE CIP?

The following describes key elements of the details included in the CIP:

- **Capital Improvement Element (CIE)** – 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.



- **CIP Category** – The Department and/or Function within the City that is responsible for the project. The categories may include the Department and/or Function based on the direction from City Commission.
- **CIP Status** – Identifies if the project is an Existing CIP Project, Existing CIP Project – Revised Request, Existing CIP Program, or New Request.
- **Cost Center** – Includes account segments for Fund, Department, Division, Activity, and Sub Activity.
- **Expenditure Type** – Groups of expenditures separated into the following categories:
  - Planning/Design/Engineering – any outside contractual service needed to complete a project.
  - Land Acquisition – 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.
  - Professional Fees – services procured as independent professional services, such as architectural or consulting services needed to complete a project.
  - Technical Software/Hardware – any purchase of these items needed to complete the project.
- **Funding Strategy** – This section includes the proposed funding source(s) and amounts for the project. 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.
- **Object Code** – Includes the last four digits of the accounting code that are considered the line-items, which describe the type of expenditure being made.
- **Operating Budget Impact** – Provides narrative on the impact to the operating budget and includes the **estimated cost** of the project by category of expenditure.
- **Operation Budget Impact** – A narrative of the anticipated impact the project has on the operating budget included in the CIP Detail Sheets. 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.
- **Programmed Funding** – CIP project funding that has been appropriated in prior years, appropriated in the current year budget, and/or non-appropriated but planned during the next four fiscal years.
- **Project** – The number sequence assigned in GovMax used primarily for tracking 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.
- **Schedule of Activities** – This table breaks out the Project Activities (see **Expenditure Type**) with Timeline (From – To) and Amount (Programmed Funding) for the project.
- **Title** – A descriptive name given to each project.

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program**

CIP Category / Funding Source	Appropriated	FY 2022	Un-Appropriated Subsequent Years				5 Year	CIP
	To Date	Base	FY 2023	FY 2024	FY 2025	FY 2026	Total	Total
<b>ADMINISTRATION &amp; MGMT</b>								
Information Technology	374,000	664,100	0	0	0	0	664,100	1,038,100
Public Safety - Fire Rescue	0	0	105,000	0	0	0	105,000	105,000
Public Works - Facilities Maintenance	0	600,000	0	0	0	0	600,000	600,000
ADMINISTRATION & MGMT Projects	374,000	1,264,100	105,000	0	0	0	1,369,100	1,743,100
<b>BUILDING</b>								
Neighborhood Development Service	2,503,130	675,210	0	0	0	0	675,210	3,178,340
BUILDING Projects	2,503,130	675,210	0	0	0	0	675,210	3,178,340
<b>CITY MANAGER</b>								
City Facilities	0	50,000	0	0	0	0	50,000	50,000
CITY MANAGER Projects	0	50,000	0	0	0	0	50,000	50,000
<b>FIRE RESCUE</b>								
City Facilities	1,705,000	0	0	0	0	0	0	1,705,000
Information Technology	0	44,100	0	0	0	0	44,100	44,100
Public Safety - Fire Rescue	5,701,560	926,740	105,000	5,164,000	0	0	6,195,740	11,897,300
FIRE RESCUE Projects	7,406,560	970,840	105,000	5,164,000	0	0	6,239,840	13,646,400
<b>NON-DEPARTMENTAL</b>								
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
<b>POLICE DEPARTMENT</b>								
Public Safety - Police	2,199,168	1,366,000	0	0	0	0	1,366,000	3,565,168
POLICE DEPARTMENT Projects	2,199,168	1,366,000	0	0	0	0	1,366,000	3,565,168
<b>PUBLIC SERVICES</b>								
City Facilities	335,000	180,000	2,595,030	0	0	0	2,775,030	3,110,030
Information Technology	0	12,200	0	0	0	0	12,200	12,200
Parks & Recreation	14,719,770	4,333,430	800,000	425,000	1,630,000	1,200,000	8,388,430	23,108,200
Public Works - Solid Waste	0	500,000	0	0	0	1,500,000	2,000,000	2,000,000
PUBLIC SERVICES Projects	15,054,770	5,025,630	3,395,030	425,000	1,630,000	2,700,000	13,175,660	28,230,430
<b>ROAD &amp; DRAINAGE</b>								
City Facilities	161,871	95,000	5,189,970	0	0	0	5,284,970	5,446,841
Information Technology	0	46,600	0	0	0	0	46,600	46,600
Public Works - Drainage	8,875,328	2,947,330	1,886,820	4,118,130	1,725,060	1,758,580	12,435,920	21,311,248
Public Works - Transportation	24,151,648	7,723,740	7,529,350	5,941,460	6,254,890	6,380,270	33,829,710	57,981,358
ROAD & DRAINAGE Projects	33,188,847	10,812,670	14,606,140	10,059,590	7,979,950	8,138,850	51,597,200	84,786,047
<b>WATER &amp; SEWER UTILITIES</b>								
City Facilities	13,110,000	0	0	0	0	0	0	13,110,000
Information Technology	0	79,540	0	0	0	0	79,540	79,540
Public Works - Transportation	810,090	0	0	0	0	0	0	810,090
Utilities - Wastewater Systems	4,486,038	5,841,380	1,703,300	1,679,400	1,406,000	1,433,200	12,063,280	16,549,318
Utilities - Water Systems	11,430,628	4,274,360	6,231,720	585,430	585,500	1,966,300	13,643,310	25,073,938
WATER & SEWER UTILITIES Projects	29,836,756	10,195,280	7,935,020	2,264,830	1,991,500	3,399,500	25,786,130	55,622,886
Total Project Cost	90,633,231	30,359,730	26,146,190	17,913,420	11,601,450	14,238,350	100,259,140	190,892,371
<b>FUNDING TYPE</b>								
CAPITAL FUNDS	35,161,236	13,239,720	5,895,300	10,553,900	6,613,900	6,164,400	42,467,220	77,628,456
DISTRICT FUNDS	13,742,703	6,196,820	12,183,130	6,949,090	4,612,550	4,703,950	34,645,540	48,388,243
ENTERPRISE FUNDS	25,324,460	8,412,980	6,117,020	410,430	100,000	1,470,000	16,510,430	41,834,890
GENERAL FUND	123,000	650,000	105,000	0	0	0	755,000	878,000
IMPACT FEE FUNDS	5,881,940	1,010,000	525,590	0	275,000	1,900,000	3,710,590	9,592,530
OTHER FUNDING SOURCES	246,346	150,000	1,295,150	0	0	0	1,445,150	1,691,496
OTHER SPECIAL REVENUE	10,153,546	700,210	25,000	0	0	0	725,210	10,878,756
FUNDING TYPE Funding	90,633,231	30,359,730	26,146,190	17,913,420	11,601,450	14,238,350	100,259,140	190,892,371
Total Funding	90,633,231	30,359,730	26,146,190	17,913,420	11,601,450	14,238,350	100,259,140	190,892,371

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		
<b><u>City Facilities</u></b>								
<b>FUNDING TYPE</b>								
CAPITAL FUNDS	1,705,000	0	0	0	0	0	0	1,705,000
DISTRICT FUNDS	351,871	190,000	7,404,410	0	0	0	7,594,410	7,946,281
ENTERPRISE FUNDS	13,110,000	0	0	0	0	0	0	13,110,000
GENERAL FUND	70,000	50,000	0	0	0	0	50,000	120,000
IMPACT FEE FUNDS	120,000	60,000	355,590	0	0	0	415,590	535,590
OTHER SPECIAL REVENUE	25,000	25,000	25,000	0	0	0	50,000	75,000
FUNDING TYPE Funding	15,381,871	325,000	7,785,000	0	0	0	8,110,000	23,491,871
<b>Projects</b>								
City Hall Generator	1,775,000	0	0	0	0	0	0	1,775,000
CM Office Renovation	0	50,000	0	0	0	0	50,000	50,000
Public Works Facility Phase II	496,871	275,000	7,785,000	0	0	0	8,060,000	8,556,871
Utilities Administration Building & Field Operations Center	13,110,000	0	0	0	0	0	0	13,110,000
Total Project Cost	15,381,871	325,000	7,785,000	0	0	0	8,110,000	23,491,871

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		
<b><u>Information Technology</u></b>								
<b><u>FUNDING TYPE</u></b>								
CAPITAL FUNDS	374,000	664,100	0	0	0	0	664,100	1,038,100
DISTRICT FUNDS	0	102,900	0	0	0	0	102,900	102,900
ENTERPRISE FUNDS	0	79,540	0	0	0	0	79,540	79,540
FUNDING TYPE Funding	374,000	846,540	0	0	0	0	846,540	1,220,540
<b><u>Projects</u></b>								
Network Infrastructure	374,000	226,540	0	0	0	0	226,540	600,540
Storage Area Network (SAN) Replacement	0	620,000	0	0	0	0	620,000	620,000
Total Project Cost	374,000	846,540	0	0	0	0	846,540	1,220,540

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		
<b><u>Neighborhood Development Service</u></b>								
<b>FUNDING TYPE</b>								
OTHER SPECIAL REVENUE	2,503,130	675,210	0	0	0	0	675,210	3,178,340
FUNDING TYPE Funding	2,503,130	675,210	0	0	0	0	675,210	3,178,340
<b><u>Projects</u></b>								
Building Department Online Permitting	0	500,000	0	0	0	0	500,000	500,000
North Port City Hall NDS Development Management Center	1,423,310	99,630	0	0	0	0	99,630	1,522,940
West Villages Development Services Center	1,079,820	75,580	0	0	0	0	75,580	1,155,400
Total Project Cost	2,503,130	675,210	0	0	0	0	675,210	3,178,340

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		
<b><u>Parks &amp; Recreation</u></b>								
<b>FUNDING TYPE</b>								
CAPITAL FUNDS	6,910,268	3,633,430	630,000	425,000	1,355,000	800,000	6,843,430	13,753,698
IMPACT FEE FUNDS	1,858,940	700,000	170,000	0	275,000	400,000	1,545,000	3,403,940
OTHER FUNDING SOURCES	175,146	0	0	0	0	0	0	175,146
OTHER SPECIAL REVENUE	5,775,416	0	0	0	0	0	0	5,775,416
FUNDING TYPE Funding	14,719,770	4,333,430	800,000	425,000	1,630,000	1,200,000	8,388,430	23,108,200
<b>Projects</b>								
Boca Chica Neighborhood Park	0	0	300,000	0	0	0	300,000	300,000
Canal & Creek Master Plan - Phase II	0	0	0	0	750,000	0	750,000	750,000
Canine Club Improvements	0	100,000	0	0	0	0	100,000	100,000
Dallas White Park - Conceptual Master Plan Design & Site Renovations	0	1,000,000	0	0	0	0	1,000,000	1,000,000
Disc Golf Course	50,000	100,000	0	0	0	0	100,000	150,000
Dog Park East of Toledo Blade Blvd.	0	0	0	0	0	400,000	400,000	400,000
Environmental Park Improvements	340,000	0	0	0	0	0	0	340,000
Italy Avenue	800,000	200,000	0	0	0	0	200,000	1,000,000
Langlais Park Development	0	0	0	0	100,000	400,000	500,000	500,000
Legacy Trail Connector Bridge	33,500	175,000	0	0	0	0	175,000	208,500
Marina Park Restrooms	175,000	0	0	0	0	0	0	175,000
Myakkahatchee Creek Corridor - Land Acquisition	4,102,175	0	0	0	0	0	0	4,102,175
Myakkahatchee Greenway Linear Park	141,646	1,433,350	0	0	0	0	1,433,350	1,574,996
Narramore Soccer Field Rehabilitation and Replacement	0	0	0	100,000	100,000	100,000	300,000	300,000
New Veteran's (Armed Forces) Memorial Park	0	500,000	125,000	0	0	0	625,000	625,000
North Port South River Road Park	0	0	0	0	275,000	0	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	70,350	50,000	75,000	25,000	130,000	0	280,000	350,350
Replacement Playground Equipment - Atwater Park	0	0	0	0	0	250,000	250,000	250,000
Replacement Playground Equipment - Dallas White Park	0	250,000	0	0	0	0	250,000	250,000
Replacement Playground Equipment - George Mullen Activity Center	0	0	0	250,000	0	0	250,000	250,000
Replacement Playground Equipment - Kirk Park	225,000	0	0	0	0	0	0	225,000
Replacement Playground Equipment - McKibben Park	0	0	250,000	0	0	0	250,000	250,000
Replacement Playground Equipment - Pine Park	0	0	0	0	225,000	0	225,000	225,000
Warm Mineral Springs Building Rehabilitation	8,782,099	475,080	0	0	0	0	475,080	9,257,179
Total Project Cost	14,719,770	4,333,430	800,000	425,000	1,630,000	1,200,000	8,388,430	23,108,200

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		
<b><u>Public Safety - Fire Rescue</u></b>								
<b>FUNDING TYPE</b>								
CAPITAL FUNDS	5,101,560	926,740	105,000	5,164,000	0	0	6,195,740	11,297,300
DISTRICT FUNDS	600,000	0	0	0	0	0	0	600,000
GENERAL FUND	0	0	105,000	0	0	0	105,000	105,000
FUNDING TYPE Funding	5,701,560	926,740	210,000	5,164,000	0	0	6,300,740	12,002,300
<b><u>Projects</u></b>								
Fire Station 81 Renovation	3,770,850	838,540	210,000	0	0	0	1,048,540	4,819,390
Future Fire Station	0	0	0	3,364,000	0	0	3,364,000	3,364,000
Public Safety Communication Replacement	0	0	0	1,800,000	0	0	1,800,000	1,800,000
Public Safety Training Complex	1,930,710	88,200	0	0	0	0	88,200	2,018,910
Total Project Cost	5,701,560	926,740	210,000	5,164,000	0	0	6,300,740	12,002,300

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		
<b><u>Public Safety - Police</u></b>								
<b><u>FUNDING TYPE</u></b>								
CAPITAL FUNDS	2,146,168	1,116,000	0	0	0	0	1,116,000	3,262,168
GENERAL FUND	53,000	0	0	0	0	0	0	53,000
IMPACT FEE FUNDS	0	250,000	0	0	0	0	250,000	250,000
FUNDING TYPE Funding	2,199,168	1,366,000	0	0	0	0	1,366,000	3,565,168
<b><u>Projects</u></b>								
Complete and furnish space in the Public Safety Building at Wellen Park	0	250,000	0	0	0	0	250,000	250,000
License Plate Readers	634,000	566,000	0	0	0	0	566,000	1,200,000
Police Station Construction	65,168	0	0	0	0	0	0	65,168
Property Evidence - EOC Dispatch Building	1,300,000	550,000	0	0	0	0	550,000	1,850,000
Public Safety Driving Track	200,000	0	0	0	0	0	0	200,000
Total Project Cost	2,199,168	1,366,000	0	0	0	0	1,366,000	3,565,168



**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		
<b><u>Public Works - Drainage</u></b>								
<b><u>FUNDING TYPE</u></b>								
CAPITAL FUNDS	5,481,388	1,061,510	897,500	915,500	933,900	952,600	4,761,010	10,242,398
DISTRICT FUNDS	3,393,940	1,885,820	989,320	3,202,630	791,160	805,980	7,674,910	11,068,850
FUNDING TYPE Funding	8,875,328	2,947,330	1,886,820	4,118,130	1,725,060	1,758,580	12,435,920	21,311,248
<b><u>Projects</u></b>								
Drainage Improvement Program	0	0	1,612,820	1,645,130	1,675,060	1,708,580	6,641,590	6,641,590
Drainage System Improvements	3,324,722	1,595,220	0	0	0	0	1,595,220	4,919,942
RDD-Land	0	50,000	50,000	50,000	50,000	50,000	250,000	250,000
Rehabilitation of Water Control Structure 108	3,412,220	0	0	0	0	0	0	3,412,220
Water Control Structure 113	290,000	917,500	0	0	0	0	917,500	1,207,500
Water Control Structure 114	1,848,386	384,610	0	0	0	0	384,610	2,232,996
Water Control Structure Program	0	0	224,000	2,423,000	0	0	2,647,000	2,647,000
Total Project Cost	8,875,328	2,947,330	1,886,820	4,118,130	1,725,060	1,758,580	12,435,920	21,311,248

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		

**Public Works - Facilities Maintenance**

**FUNDING TYPE**

GENERAL FUND	0	600,000	0	0	0	0	600,000	600,000
FUNDING TYPE Funding	0	600,000	0	0	0	0	600,000	600,000

**Projects**

Replace HVAC Chillers	0	600,000	0	0	0	0	600,000	600,000
Total Project Cost	0	600,000	0	0	0	0	600,000	600,000

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		

**Public Works - Solid Waste**

**FUNDING TYPE**

CAPITAL FUNDS	0	500,000	0	0	0	0	500,000	500,000
IMPACT FEE FUNDS	0	0	0	0	0	1,500,000	1,500,000	1,500,000
FUNDING TYPE Funding	0	500,000	0	0	0	1,500,000	2,000,000	2,000,000

**Projects**

Solid Waste Transfer Station	0	500,000	0	0	0	1,500,000	2,000,000	2,000,000
Total Project Cost	0	500,000	0	0	0	1,500,000	2,000,000	2,000,000

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		
<b>Public Works - Transportation</b>								
<b>FUNDING TYPE</b>								
CAPITAL FUNDS	8,930,556	3,555,640	2,444,800	2,195,000	2,433,500	2,482,300	13,111,240	22,041,796
DISTRICT FUNDS	9,396,892	4,018,100	3,789,400	3,746,460	3,821,390	3,897,970	19,273,320	28,670,212
ENTERPRISE FUNDS	810,090	0	0	0	0	0	0	810,090
IMPACT FEE FUNDS	3,903,000	0	0	0	0	0	0	3,903,000
OTHER FUNDING SOURCES	71,200	150,000	1,295,150	0	0	0	1,445,150	1,516,350
OTHER SPECIAL REVENUE	1,850,000	0	0	0	0	0	0	1,850,000
FUNDING TYPE Funding	24,961,738	7,723,740	7,529,350	5,941,460	6,254,890	6,380,270	33,829,710	58,791,448
<b>Projects</b>								
2020 - Road Rehabilitation	5,055,000	0	0	0	0	0	0	5,055,000
2021 Bridge Rehabilitation and Repair	274,500	217,800	0	0	0	0	217,800	492,300
2021 Road Rehabilitation	6,155,000	0	0	0	0	0	0	6,155,000
Bridge Rehabilitation & Repair Program	0	0	285,000	291,400	297,300	303,300	1,177,000	1,177,000
Hillsborough/Cranberry Intersection Improvements	396,200	150,000	1,295,150	0	0	0	1,445,150	1,841,350
I-75 Interchange Road Infrastructure Improvements (Sumter Blvd)	0	500,000	0	0	0	0	500,000	500,000
I-75 Interchange Road Infrastructure Improvements (Toledo Blade Blvd)	0	500,000	0	0	0	0	500,000	500,000
Ponce De Leon Boulevard Multi-Use Path	0	60,000	410,000	0	0	0	470,000	470,000
Price Boulevard Widening Phase I	7,413,090	0	0	0	0	0	0	7,413,090
Price Traffic Signal at High School	462,942	172,900	0	0	0	0	172,900	635,842
R19BRR - Bridge Repair & Maintenance	313,800	62,200	0	0	0	0	62,200	376,000
Road Rehabilitation Program	0	5,114,700	5,145,600	5,248,560	5,353,550	5,460,850	26,323,260	26,323,260
Sidewalk and Pedestrian Bridge - Woodhaven Drive	120,000	500,000	0	0	0	0	500,000	620,000
Sidewalk and Pedestrian Bridges Program	0	0	393,600	401,500	604,040	616,120	2,015,260	2,015,260
Sidewalks - Price Boulevard	296,020	0	0	0	0	0	0	296,020
Tamiami Trail Parking - North	47,380	0	0	0	0	0	0	47,380
Tamiami Trail Parking - South	33,394	0	0	0	0	0	0	33,394
Tropicaire Boulevard Pedestrian and Bicycle Ways Shared-Use Path	439,262	0	0	0	0	0	0	439,262
Tropicaire Boulevard Road Reconstruction	3,955,150	196,140	0	0	0	0	196,140	4,151,290
US 41 Multimodal Path Amenities Design	0	250,000	0	0	0	0	250,000	250,000
Total Project Cost	24,961,738	7,723,740	7,529,350	5,941,460	6,254,890	6,380,270	33,829,710	58,791,448

**City of North Port  
Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		
<b><u>Utilities - Wastewater Systems</u></b>								
<b>FUNDING TYPE</b>								
CAPITAL FUNDS	3,973,360	1,277,700	1,303,300	1,329,400	1,356,000	1,383,200	6,649,600	10,622,960
ENTERPRISE FUNDS	512,678	4,563,680	400,000	350,000	50,000	50,000	5,413,680	5,926,358
FUNDING TYPE Funding	4,486,038	5,841,380	1,703,300	1,679,400	1,406,000	1,433,200	12,063,280	16,549,318
<b><u>Projects</u></b>								
Drying Bed at the Southwest Wastewater Reclamation Facility	0	100,000	0	0	0	0	100,000	100,000
Neighborhood Water/Wastewater Line Extensions	846,709	1,277,700	1,303,300	1,329,400	1,356,000	1,383,200	6,649,600	7,496,309
Neighborhood Water/Wastewater Line Extensions – Toledo Blade Blvd	173,143	3,400,000	0	0	0	0	3,400,000	3,573,143
Neighborhood Water/Wastewater Line Extensions-Sumter Blvd.	3,126,651	813,680	0	0	0	0	813,680	3,940,331
Wastewater Transmission Oversizing	0	50,000	50,000	50,000	50,000	50,000	250,000	250,000
Wastewater Treatment Plant Improvements	339,535	200,000	350,000	300,000	0	0	850,000	1,189,535
Total Project Cost	4,486,038	5,841,380	1,703,300	1,679,400	1,406,000	1,433,200	12,063,280	16,549,318

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program - CIP Category Financial Plan**

Project Title / Funding Source	Appropriated To Date	FY 2022 Adopted	Un-Appropriated Subsequent Years				5 Year Total	CIP Total
			FY 2023	FY 2024	FY 2025	FY 2026		
<b>Utilities - Water Systems</b>								
<b>FUNDING TYPE</b>								
CAPITAL FUNDS	538,936	504,600	514,700	525,000	535,500	546,300	2,626,100	3,165,036
ENTERPRISE FUNDS	10,891,692	3,769,760	5,717,020	60,430	50,000	1,420,000	11,017,210	21,908,902
FUNDING TYPE Funding	11,430,628	4,274,360	6,231,720	585,430	585,500	1,966,300	13,643,310	25,073,938
<b>Projects</b>								
Aquifer, Storage, and Recovery (ASR) - Permanent Facilities	1,524,102	0	0	0	0	0	0	1,524,102
Direct Potable Reuse Pilot Plant Project	0	0	2,500,000	0	0	0	2,500,000	2,500,000
Myakkahatchee Creek Water Treatment Plant (MCWTP) Improvements	1,467,090	2,037,000	0	0	0	0	2,037,000	3,504,090
Ortiz Blvd to Warm Mineral Springs - Bridge Watermain Replacement	50,000	200,000	0	0	0	0	200,000	250,000
Raw Water Intake Structure Rehabilitation	0	1,000,000	0	0	0	0	1,000,000	1,000,000
Sludge Press	0	0	3,000,000	0	0	0	3,000,000	3,000,000
Water Distribution System Improvements	768,850	712,360	511,720	385,430	365,500	376,300	2,351,310	3,120,160
Water Pipeline Bridge Replacements	0	0	0	150,000	170,000	170,000	490,000	490,000
Water Pipeline Bridge Replacements - Haberland/Woodhaven/North Toledo Blade	297,906	275,000	170,000	0	0	0	445,000	742,906
Water Plant Powder Activated Carbon System	0	0	0	0	0	370,000	370,000	370,000
Water Transmission from Myakkahatchee Creek Water Treatment Plant (MCWTP) to Ortiz	4,334,771	0	0	0	0	0	0	4,334,771
Water Transmission on San Mateo Drive from Price Boulevard to Hillsborough Boulevard	2,987,909	0	0	0	0	0	0	2,987,909
Water Transmission Oversizing	0	50,000	50,000	50,000	50,000	50,000	250,000	250,000
Water Treatability Implementation	0	0	0	0	0	1,000,000	1,000,000	1,000,000
Total Project Cost	11,430,628	4,274,360	6,231,720	585,430	585,500	1,966,300	13,643,310	25,073,938

CIP Expenditure Budget Report Grouped by CIP Category, CIP Status

City of North Port

Fiscal Year 2022

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
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**City Facilities**

**Existing CIP Project**

**CF19EO City Hall Generator**

10 Equipment/Materials/Furniture	306-2222-522	62-00	250,000	250,000	0	0	0	0	0
14 Professional Fees	001-9100-525	31-05	70,000	70,000	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

**R20FAC Public Works Facility Phase II**

1 Plan/Design/Engineering	107-5000-541	62-00	96,871	96,871	0	0	0	0	0
1 Plan/Design/Engineering	120-3032-534	62-00	125,000	125,000	0	0	0	0	0
5 Construction	107-5000-541	62-00	5,349,970	65,000	95,000	5,189,970	0	0	0
5 Construction	120-3032-534	62-00	2,374,440	65,000	95,000	2,214,440	0	0	0
5 Construction	157-3035-519	62-00	535,590	120,000	60,000	355,590	0	0	0
5 Construction	520-3035-519	62-00	75,000	25,000	25,000	25,000	0	0	0

**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
5 Construction	423-6061-533	63-00	2,500,000	2,500,000	0	0	0	0	0
5 Construction	424-6062-535	62-00	2,500,000	2,500,000	0	0	0	0	0
Existing CIP Project			23,441,871	15,381,871	275,000	7,785,000	0	0	0

**New Request**

**CF22OI CM Office Renovation**

5 Construction	001-0800-512	46-04	50,000	0	50,000	0	0	0	0
New Request			50,000	0	50,000	0	0	0	0
City Facilities			23,491,871	15,381,871	325,000	7,785,000	0	0	0

**Information Technology**

**Existing CIP Project**

**IT20NI Network Infrastructure**

10 Equipment/Materials/Furniture	107-5000-541	64-00	46,600	0	46,600	0	0	0	0
10 Equipment/Materials/Furniture	110-2222-522	64-00	44,100	0	44,100	0	0	0	0
10 Equipment/Materials/Furniture	120-3032-534	64-00	12,200	0	12,200	0	0	0	0
10 Equipment/Materials/Furniture	306-0710-516	64-00	418,100	374,000	44,100	0	0	0	0
10 Equipment/Materials/Furniture	420-6060-536	64-00	22,410	0	22,410	0	0	0	0
10 Equipment/Materials/Furniture	420-6061-533	64-00	22,410	0	22,410	0	0	0	0
10 Equipment/Materials/Furniture	420-6062-535	64-00	34,720	0	34,720	0	0	0	0

CIP Expenditure Budget Report Grouped by CIP Category, CIP Status

City of North Port

Fiscal Year 2022

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
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**Information Technology**

**Existing CIP Project**

**IT22SR Storage Area Network (SAN) Replacement**

10	321-0710-516	64-00	620,000	0	620,000	0	0	0	0
Equipment/Materials/Furniture									
		Existing CIP Project	1,220,540	374,000	846,540	0	0	0	0
		Information Technology	1,220,540	374,000	846,540	0	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	1,522,940	1,423,310	99,630	0	0	0	0
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**BD20WV West Villages Development Services Center**

5	Construction	135-2700-524	62-00	1,155,400	1,079,820	75,580	0	0	0	0
		Existing CIP Project	2,678,340	2,503,130	175,210	0	0	0	0	

**New Request**

**BD22OP Building Department Online Permitting**

11	Technical	135-2700-524	68-00	500,000	0	500,000	0	0	0	0
Software/Hardware										
		New Request	500,000	0	500,000	0	0	0	0	
		Neighborhood Development Service	3,178,340	2,503,130	675,210	0	0	0	0	

**Parks & Recreation**

**Existing CIP Program**

**P22PAI Park Amenities Program**

10	Equipment/Materials/Furniture	306-3036-572	52-50	50,000	0	50,000	0	0	0	0
5	Construction	306-3036-572	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**

**GM20AT Phased ADA Transition Plan**

5	Construction	306-3038-572	63-00	350,350	70,350	50,000	75,000	25,000	130,000	0
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**P10MCG Myakkahatchee Greenway Linear Park**

1	Plan/Design/Engineering	306-3036-572	63-00	43,290	43,290	0	0	0	0	0
5	Construction	306-3036-572	63-00	1,531,706	98,356	1,433,350	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	718,569	718,569	0	0	0	0	0
4	Land Acquisition	306-3036-572	61-00	459,719	459,719	0	0	0	0	0



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<b><u>Parks &amp; Recreation</u></b>									
<b><u>Existing CIP Project</u></b>									
<b>P17DGC Disc Golf Course</b>									
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
5 Construction	306-3036-572	63-00	100,000	0	100,000	0	0	0	0
<b>P17EPI Environmental Park Improvements</b>									
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
<b>P19AP4 Italy Avenue</b>									
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	850,000	650,000	200,000	0	0	0	0
<b>P20MPR Marina Park Restrooms</b>									
5 Construction	306-3036-572	63-00	175,000	175,000	0	0	0	0	0
<b>P21DWR Dallas White Park - Conceptual Master Plan Design &amp; Site Renovations</b>									
5 Construction	306-3036-572	63-00	1,000,000	0	1,000,000	0	0	0	0
<b>P21KPP Replacement Playground Equipment - Kirk Park</b>									
5 Construction	306-3038-572	63-00	225,000	225,000	0	0	0	0	0
<b>P21VET New Veteran's (Armed Forces) Memorial Park</b>									
1 Plan/Design/Engineering	152-3036-572	31-05	500,000	0	500,000	0	0	0	0
5 Construction	152-3036-572	63-00	125,000	0	0	125,000	0	0	0
<b>P22DPB Legacy Trail Connector Bridge</b>									
1 Plan/Design/Engineering	306-3036-572	63-00	175,000	0	175,000	0	0	0	0
5 Construction	306-3036-572	63-00	33,500	33,500	0	0	0	0	0
<b>P22DWP Replacement Playground Equipment - Dallas White Park</b>									
5 Construction	306-3036-572	63-00	250,000	0	250,000	0	0	0	0
<b>P23MPP Replacement Playground Equipment - McKibben Park</b>									
5 Construction	306-3036-572	63-00	250,000	0	0	250,000	0	0	0
<b>P23PAS Boca Chica Neighborhood Park</b>									
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
<b>P24GMP Replacement Playground Equipment - George Mullen Activity Center</b>									
5 Construction	306-3038-572	63-00	250,000	0	0	0	250,000	0	0
<b>P25CMP Canal &amp; Creek Master Plan - Phase II</b>									
5 Construction	306-3036-572	63-00	750,000	0	0	0	0	750,000	0
<b>P25LPD Langlais Park Development</b>									
1 Plan/Design/Engineering	152-3036-572	31-05	100,000	0	0	0	0	100,000	0
5 Construction	152-3036-572	63-00	400,000	0	0	0	0	0	400,000
<b>P25PPP Replacement Playground Equipment - Pine Park</b>									
10 Equipment/Materials/Furniture	306-3038-572	63-00	225,000	0	0	0	0	225,000	0
<b>P25RRP North Port South River Road Park</b>									
5 Construction	152-3036-572	63-00	275,000	0	0	0	0	275,000	0

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**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
1 Plan/Design/Engineering	306-3036-572	62-00	561,849	561,849	0	0	0	0	0
5 Construction	125-3036-572	62-00	1,822,000	1,822,000	0	0	0	0	0
5 Construction	152-3036-572	63-00	507,625	507,625	0	0	0	0	0
5 Construction	306-3036-572	62-00	5,553,430	5,078,350	475,080	0	0	0	0
Existing CIP Project			21,808,200	14,719,770	4,183,430	750,000	275,000	1,480,000	400,000

**New Request**

**GM22CN Canine Club Improvements**

5 Construction	306-3038-572	63-00	100,000	0	100,000	0	0	0	0
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**P24NFR Narramore Soccer Field Rehabilitation and Replacement**

5 Construction	306-3036-572	63-00	300,000	0	0	0	100,000	100,000	100,000
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**P26APR Replacement Playground Equipment - Atwater Park**

5 Construction	306-3036-572	63-00	250,000	0	0	0	0	0	250,000
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**P26DOG Dog Park East of Toledo Blade Blvd.**

1 Plan/Design/Engineering	152-3036-572	31-05	100,000	0	0	0	0	0	100,000
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5 Construction	152-3036-572	63-00	300,000	0	0	0	0	0	300,000
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New Request			1,050,000	0	100,000	0	100,000	100,000	750,000
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Parks & Recreation			23,108,200	14,719,770	4,333,430	800,000	425,000	1,630,000	1,200,000
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**Public Safety - Fire Rescue**

**Existing CIP Project**

**F15FPT Public Safety Training Complex**

10 Equipment/Materials/Furniture	323-2222-522	62-00	88,200	0	88,200	0	0	0	0
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1 Plan/Design/Engineering	306-2222-522	62-00	171,440	171,440	0	0	0	0	0
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5 Construction	110-2222-522	62-00	600,000	600,000	0	0	0	0	0
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5 Construction	306-2222-522	62-00	1,159,270	1,159,270	0	0	0	0	0
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**F17R81 Fire Station 81 Renovation**

10 Equipment/Materials/Furniture	306-2222-522	52-50	150,000	0	150,000	0	0	0	0
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12 Other	306-2222-522	63-00	200,000	0	200,000	0	0	0	0
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5 Construction	001-0760-519	62-00	105,000	0	0	105,000	0	0	0
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5 Construction	306-2222-522	62-00	3,309,390	3,120,850	188,540	0	0	0	0
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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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5 Construction	323-2222-522	62-00	880,000	475,000	300,000	105,000	0	0	0
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5 Construction	323-2222-522	63-00	50,000	50,000	0	0	0	0	0
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F24FS7 Future Fire Station									
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5 Construction	306-2222-522	62-00	3,364,000	0	0	0	3,364,000	0	0
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F24PSC Public Safety Communication Replacement									
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**Public Safety - Fire Rescue**

**Existing CIP Project**

**F24PSC Public Safety Communication Replacement**

10	306-2222-522	64-00	1,800,000	0	0	0	1,800,000	0	0
Equipment/Materials/Furniture									
Existing CIP Project			12,002,300	5,701,560	926,740	210,000	5,164,000	0	0
Public Safety - Fire Rescue			12,002,300	5,701,560	926,740	210,000	5,164,000	0	0

**Public Safety - Police**

**Existing CIP Project**

**PD18PS Police Station Construction**

1	001-2100-521	31-05	53,000	53,000	0	0	0	0	0
1	306-2100-521	31-05	12,168	12,168	0	0	0	0	0

**PD21LP License Plate Readers**

10	306-2100-521	64-00	1,200,000	634,000	566,000	0	0	0	0
Equipment/Materials/Furniture									

**PD21PE Property Evidence - EOC Dispatch Building**

15	306-2100-521	31-05	150,000	0	150,000	0	0	0	0
5	306-2100-521	64-00	1,700,000	1,300,000	400,000	0	0	0	0
Existing CIP Project			3,115,168	1,999,168	1,116,000	0	0	0	0

**New Request**

**PD21DT Public Safety Driving Track**

1	306-2100-521	64-00	200,000	200,000	0	0	0	0	0
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**PD22WPS Complete and furnish space in the Public Safety Building at Wellen Park**

10	150-2100-521	64-00	250,000	0	250,000	0	0	0	0
Equipment/Materials/Furniture									
New Request			450,000	200,000	250,000	0	0	0	0
Public Safety - Police			3,565,168	2,199,168	1,366,000	0	0	0	0

**Public Works - Drainage**

**Existing CIP Program**

**RProgram-DSI Drainage Improvement Program**

5	107-5000-541	63-00	2,942,090	0	0	715,320	729,630	741,160	755,980
5	306-5000-541	63-00	3,699,500	0	0	897,500	915,500	933,900	952,600

**RProgram-WCS Water Control Structure Program**

1	107-5000-541	63-00	2,647,000	0	0	224,000	2,423,000	0	0
Existing CIP Program			9,288,590	0	0	1,836,820	4,068,130	1,675,060	1,708,580

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**Public Works - Drainage**

**Existing CIP Project**

**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	913,160	913,160	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	107-5000-541	63-00	1,502,220	1,502,220	0	0	0	0	0
5 Construction	306-5000-541	63-00	1,710,000	1,710,000	0	0	0	0	0

**R21DSI Drainage System Improvements**

5 Construction	107-5000-541	63-00	700,320	700,320	0	0	0	0	0
5 Construction	306-5000-541	63-00	1,009,842	1,009,842	0	0	0	0	0

**R21S13 Water Control Structure 113**

1 Plan/Design/Engineering	107-5000-541	63-00	290,000	290,000	0	0	0	0	0
5 Construction	107-5000-541	63-00	917,500	0	917,500	0	0	0	0
Existing CIP Project			7,944,442	7,026,942	917,500	0	0	0	0

**New Request**

**R21S14 Water Control Structure 114**

1 Plan/Design/Engineering	107-5000-541	63-00	203,000	0	203,000	0	0	0	0
5 Construction	306-5000-541	63-00	2,029,996	1,848,386	181,610	0	0	0	0

**R22DSI Drainage System Improvements**

5 Construction	107-5000-541	52-13	143,070	0	143,070	0	0	0	0
5 Construction	107-5000-541	63-00	572,250	0	572,250	0	0	0	0
5 Construction	306-5000-541	52-13	175,980	0	175,980	0	0	0	0
5 Construction	306-5000-541	63-00	703,920	0	703,920	0	0	0	0

**R22RDD RDD-Land**

4 Land Acquisition	107-5000-541	61-00	250,000	0	50,000	50,000	50,000	50,000	50,000
New Request			4,078,216	1,848,386	2,029,830	50,000	50,000	50,000	50,000

Public Works - Drainage			21,311,248	8,875,328	2,947,330	1,886,820	4,118,130	1,725,060	1,758,580
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**Public Works - Facilities Maintenance**

**New Request**

**FM22CC Replace HVAC Chillers**

10 Equipment/Materials/Furniture	001-0760-519	62-00	600,000	0	600,000	0	0	0	0
New Request			600,000	0	600,000	0	0	0	0

Public Works - Facilities Maintenance			600,000	0	600,000	0	0	0	0
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**Public Works - Solid Waste**

**Existing CIP Project - Revised Request**

**SW22TS Solid Waste Transfer Station**

1 Plan/Design/Engineering	306-3032-534	62-00	419,690	0	419,690	0	0	0	0
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**Public Works - Solid Waste**

**Existing CIP Project - Revised Request**

**SW22TS Solid Waste Transfer Station**

4 Land Acquisition	306-3032-534	61-00	80,310	0	80,310	0	0	0	0
5 Construction	156-3032-534	62-00	1,500,000	0	0	0	0	0	1,500,000
Existing CIP Project - Revised Request			2,000,000	0	500,000	0	0	0	1,500,000
Public Works - Solid Waste			2,000,000	0	500,000	0	0	0	1,500,000

**Public Works - Transportation**

**Existing CIP Program**

**RProgram-BRR Bridge Rehabilitation & Repair Program**

5 Construction	306-5000-541	63-00	1,177,000	0	0	285,000	291,400	297,300	303,300
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**RProgram-RRH Road Rehabilitation Program**

5 Construction	107-5000-541	46-10	14,726,660	0	0	3,573,000	3,644,460	3,717,350	3,791,850
5 Construction	306-5000-541	46-10	6,481,900	0	0	1,572,600	1,604,100	1,636,200	1,669,000

**RProgram-SWC Sidewalk and Pedestrian Bridges Program**

1 Plan/Design/Engineering	107-5000-541	63-00	412,160	0	0	100,000	102,000	104,040	106,120
5 Construction	306-5000-541	63-00	1,603,100	0	0	293,600	299,500	500,000	510,000
Existing CIP Program			24,400,820	0	0	5,824,200	5,941,460	6,254,890	6,380,270

**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	33,394	33,394	0	0	0	0	0
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**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	282,100	0	0	0	0	0

**R19TRR Tropicair 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	2,683,640	2,487,500	196,140	0	0	0	0

**R19TTP Tamiami Trail Parking - North**

1 Plan/Design/Engineering	306-5000-541	63-00	47,380	47,380	0	0	0	0	0
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**R20MPA US 41 Multimodal Path Amenities Design**

1 Plan/Design/Engineering	306-5000-541	63-00	17,440	0	17,440	0	0	0	0
5 Construction	306-5000-541	63-00	232,560	0	232,560	0	0	0	0

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<b><u>Public Works - Transportation</u></b>									
<b><u>Existing CIP Project</u></b>									
<b>R20PTS Price Traffic Signal at High School</b>									
1 Plan/Design/Engineering	107-5000-541	63-00	125,000	125,000	0	0	0	0	0
5 Construction	107-5000-541	63-00	510,842	337,942	172,900	0	0	0	0
<b>R20RRH 2020 - Road Rehabilitation</b>									
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
<b>R21RRH 2021 Road Rehabilitation</b>									
5 Construction	107-5000-541	46-10	3,573,000	3,573,000	0	0	0	0	0
5 Construction	306-5000-541	46-10	2,582,000	2,582,000	0	0	0	0	0
Existing CIP Project			24,037,016	23,417,976	619,040	0	0	0	0
<b><u>Existing CIP Project - Revised Request</u></b>									
<b>R18PBT Tropicaire Boulevard Pedestrian and Bicycle Ways Shared-Use Path</b>									
1 Plan/Design/Engineering	306-5000-541	63-00	439,262	439,262	0	0	0	0	0
<b>R19BRR R19BRR - Bridge Repair &amp; Maintenance</b>									
1 Plan/Design/Engineering	306-5000-541	63-00	151,000	151,000	0	0	0	0	0
5 Construction	306-5000-541	63-00	225,000	162,800	62,200	0	0	0	0
<b>R20HCI Hillsborough/Cranberry Intersection Improvements</b>									
1 Plan/Design/Engineering	107-5000-541	63-00	278,800	128,800	150,000	0	0	0	0
1 Plan/Design/Engineering	306-5000-541	63-00	21,200	21,200	0	0	0	0	0
14 Professional Fees	107-5000-541	31-05	142,400	142,400	0	0	0	0	0
5 Construction	107-5000-541	63-00	1,295,150	0	0	1,295,150	0	0	0
5 Construction	306-5000-541	63-00	103,800	103,800	0	0	0	0	0
<b>R21BRR 2021 Bridge Rehabilitation and Repair</b>									
5 Construction	306-5000-541	63-00	492,300	274,500	217,800	0	0	0	0
<b>R21SWD Sidewalk and Pedestrian Bridge - Woodhaven Drive</b>									
1 Plan/Design/Engineering	107-5000-541	63-00	120,000	120,000	0	0	0	0	0
5 Construction	107-5000-541	63-00	212,200	0	212,200	0	0	0	0
5 Construction	306-5000-541	63-00	287,800	0	287,800	0	0	0	0
Existing CIP Project - Revised Request			3,768,912	1,543,762	930,000	1,295,150	0	0	0
<b><u>New Request</u></b>									
<b>R22I75 I-75 Interchange Road Infrastructure Improvements (Toledo Blade Blvd)</b>									
1 Plan/Design/Engineering	306-5000-541	63-00	500,000	0	500,000	0	0	0	0
<b>R22I75S I-75 Interchange Road Infrastructure Improvements (Sumter Blvd)</b>									
1 Plan/Design/Engineering	306-5000-541	63-00	500,000	0	500,000	0	0	0	0
<b>R22RRH Road Rehabilitation Program</b>									
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	1,541,700	0	1,541,700	0	0	0	0
<b>R22SPD Ponce De Leon Boulevard Multi-Use Path</b>									
1 Plan/Design/Engineering	107-5000-541	63-00	60,000	0	60,000	0	0	0	0
5 Construction	107-5000-541	63-00	116,400	0	0	116,400	0	0	0
5 Construction	306-5000-541	63-00	293,600	0	0	293,600	0	0	0
New Request			6,584,700	0	6,174,700	410,000	0	0	0
Public Works - Transportation			58,791,448	24,961,738	7,723,740	7,529,350	5,941,460	6,254,890	6,380,270

CIP Expenditure Budget Report Grouped by CIP Category, CIP Status

City of North Port

Fiscal Year 2022

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
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**Utilities - Wastewater Systems**

**Existing CIP Program**

**U22STO Wastewater Transmission Oversizing**

5 Construction	424-6062-535	63-00	50,000	0	50,000	0	0	0	0
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**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	846,709	846,709	0	0	0	0	0
5 Construction	306-6064-536	63-00	6,649,600	0	1,277,700	1,303,300	1,329,400	1,356,000	1,383,200

**U20WES Neighborhood Water/Wastewater Line Extensions-Sumter Blvd.**

1 Plan/Design/Engineering	306-6061-533	63-00	178,548	178,548	0	0	0	0	0
5 Construction	306-6064-536	63-00	2,948,103	2,948,103	0	0	0	0	0
5 Construction	420-6061-533	63-00	335,240	0	335,240	0	0	0	0
5 Construction	420-6062-535	63-00	478,440	0	478,440	0	0	0	0

**U21TWE Neighborhood Water/Wastewater Line Extensions – Toledo Blade Blvd**

1 Plan/Design/Engineering	420-6061-533	63-00	62,678	62,678	0	0	0	0	0
1 Plan/Design/Engineering	420-6062-535	63-00	110,465	110,465	0	0	0	0	0
5 Construction	420-6061-533	63-00	1,230,800	0	1,230,800	0	0	0	0
5 Construction	420-6062-535	63-00	2,169,200	0	2,169,200	0	0	0	0

**U21WWI Wastewater Treatment Plant Improvements**

5 Construction	420-6062-535	63-00	1,189,535	339,535	200,000	350,000	300,000	0	0
	Existing CIP Project		16,199,318	4,486,038	5,691,380	1,653,300	1,629,400	1,356,000	1,383,200

**New Request**

**U22WDB Drying Bed at the Southwest Wastewater Reclamation Facility**

1 Plan/Design/Engineering	420-6062-535	63-00	25,000	0	25,000	0	0	0	0
5 Construction	420-6062-535	63-00	75,000	0	75,000	0	0	0	0
	New Request		100,000	0	100,000	0	0	0	0

Utilities - Wastewater Systems			16,549,318	4,486,038	5,841,380	1,703,300	1,679,400	1,406,000	1,433,200
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**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	253,670	253,670	0	0	0	0	0
5 Construction	306-6061-533	63-00	489,236	44,236	275,000	170,000	0	0	0

**U21WDI Water Distribution System Improvements**

1 Plan/Design/Engineering	306-6061-533	63-00	181,630	181,630	0	0	0	0	0
5 Construction	306-6061-533	63-00	313,070	313,070	0	0	0	0	0
5 Construction	420-6061-533	63-00	874,150	274,150	600,000	0	0	0	0

CIP Expenditure Budget Report Grouped by CIP Category, CIP Status

City of North Port

Fiscal Year 2022

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
<b>Utilities - Water Systems</b>									
<b>Existing CIP Program</b>									
<b>U22WDI Water Distribution System Improvements</b>									
1 Plan/Design/Engineering	306-6061-533	63-00	49,600	0	49,600	0	0	0	0
1 Plan/Design/Engineering	420-6061-533	63-00	62,760	0	62,760	0	0	0	0
5 Construction	306-6061-533	63-00	291,010	0	0	291,010	0	0	0
5 Construction	420-6061-533	63-00	83,510	0	0	83,510	0	0	0
<b>U22WTO Water Transmission Oversizing</b>									
5 Construction	423-6061-533	63-00	50,000	0	50,000	0	0	0	0
<b>UWBR Water Pipeline Bridge Replacements</b>									
1 Plan/Design/Engineering	306-6061-533	63-00	150,000	0	0	0	150,000	0	0
5 Construction	306-6061-533	63-00	340,000	0	0	0	0	170,000	170,000
<b>UWDI Water Distribution System Improvements</b>									
1 Plan/Design/Engineering	306-6061-533	63-00	260,160	0	0	53,690	206,470	0	0
1 Plan/Design/Engineering	420-6061-533	63-00	83,510	0	0	83,510	0	0	0
5 Construction	306-6061-533	63-00	910,330	0	0	0	168,530	365,500	376,300
5 Construction	420-6061-533	63-00	10,430	0	0	0	10,430	0	0
<b>UWTO Water Transmission Oversizing</b>									
5 Construction	423-6061-533	63-00	200,000	0	0	50,000	50,000	50,000	50,000
Existing CIP Program			4,603,066	1,066,756	1,037,360	731,720	585,430	585,500	596,300
<b>Existing CIP Project</b>									
<b>U17ASR Aquifer, Storage, and Recovery (ASR) - Permanent Facilities</b>									
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	1,364,102	1,364,102	0	0	0	0	0
<b>U18WT2 Water Transmission from Myakkahatchee Creek Water Treatment Plant (MCWTP) to Ortiz</b>									
1 Plan/Design/Engineering	423-6061-533	63-00	340,000	340,000	0	0	0	0	0
5 Construction	423-6061-533	63-00	3,994,771	3,994,771	0	0	0	0	0
<b>U19WSM Water Transmission on San Mateo Drive from Price Boulevard to Hillsborough Boulevard</b>									
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	2,157,909	2,157,909	0	0	0	0	0
5 Construction	423-6061-533	63-00	480,000	480,000	0	0	0	0	0
<b>U21WMS Ortiz Blvd to Warm Mineral Springs - Bridge Watermain Replacement</b>									
1 Plan/Design/Engineering	420-6061-533	63-00	45,000	45,000	0	0	0	0	0
1 Plan/Design/Engineering	423-6061-533	63-00	5,000	5,000	0	0	0	0	0
5 Construction	306-6061-533	63-00	180,000	0	180,000	0	0	0	0
5 Construction	423-6061-533	63-00	20,000	0	20,000	0	0	0	0
<b>U21WPI Myakkahatchee Creek Water Treatment Plant (MCWTP) Improvements</b>									
1 Plan/Design/Engineering	420-6061-533	63-00	384,660	30,660	354,000	0	0	0	0
5 Construction	420-6061-533	63-00	3,119,430	1,436,430	1,683,000	0	0	0	0
<b>U23WSP Sludge Press</b>									
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			15,600,872	10,363,872	2,237,000	3,000,000	0	0	0



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 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
<b>Utilities - Water Systems</b>									
<b><u>New Request</u></b>									
<b>U22WIS Raw Water Intake Structure Rehabilitation</b>									
1 Plan/Design/Engineering	420-6061-533	63-00	200,000	0	200,000	0	0	0	0
5 Construction	420-6061-533	63-00	800,000	0	800,000	0	0	0	0
<b>U23DPR Direct Potable Reuse Pilot Plant Project</b>									
1 Plan/Design/Engineering	423-6061-533	63-00	2,500,000	0	0	2,500,000	0	0	0
<b>U25WTI Water Treatability Implementation</b>									
1 Plan/Design/Engineering	420-6061-533	63-00	1,000,000	0	0	0	0	0	1,000,000
<b>U26PAC Water Plant Powder Activated Carbon System</b>									
5 Construction	420-6061-533	63-00	370,000	0	0	0	0	0	370,000
		New Request	4,870,000	0	1,000,000	2,500,000	0	0	1,370,000
		Utilities - Water Systems	25,073,938	11,430,628	4,274,360	6,231,720	585,430	585,500	1,966,300
		Report Total	190,892,371	90,633,231	30,359,730	26,146,190	17,913,420	11,601,450	14,238,350

CIP Expenditure Budget Report Grouped by Fund, CIP Status

City of North Port

Fiscal Year 2022

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
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**001 GENERAL FUND**

Existing CIP Project

**CF19EO City Hall Generator**

14 Professional Fees	001-9100-525	31-05	70,000	70,000	0	0	0	0	0
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**F17R81 Fire Station 81 Renovation**

5 Construction	001-0760-519	62-00	105,000	0	0	105,000	0	0	0
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**PD18PS Police Station Construction**

1 Plan/Design/Engineering	001-2100-521	31-05	53,000	53,000	0	0	0	0	0
Existing CIP Project			228,000	123,000	0	105,000	0	0	0

New Request

**CF22OI CM Office Renovation**

5 Construction	001-0800-512	46-04	50,000	0	50,000	0	0	0	0
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**FM22CC Replace HVAC Chillers**

10 Equipment/Materials/Furniture	001-0760-519	62-00	600,000	0	600,000	0	0	0	0
New Request			650,000	0	650,000	0	0	0	0

001 GENERAL FUND

878,000	123,000	650,000	105,000	0	0	0
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**107 ROAD & DRAINAGE DISTRICT**

Existing CIP Program

**RProgram-DSI Drainage Improvement Program**

5 Construction	107-5000-541	63-00	2,942,090	0	0	715,320	729,630	741,160	755,980
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**RProgram-RRH Road Rehabilitation Program**

5 Construction	107-5000-541	46-10	14,726,660	0	0	3,573,000	3,644,460	3,717,350	3,791,850
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**RProgram-SWC Sidewalk and Pedestrian Bridges Program**

1 Plan/Design/Engineering	107-5000-541	63-00	412,160	0	0	100,000	102,000	104,040	106,120
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**RProgram-WCS Water Control Structure Program**

1 Plan/Design/Engineering	107-5000-541	63-00	2,647,000	0	0	224,000	2,423,000	0	0
Existing CIP Program			20,727,910	0	0	4,612,320	6,899,090	4,562,550	4,653,950

Existing CIP Project

**IT20NI Network Infrastructure**

10 Equipment/Materials/Furniture	107-5000-541	64-00	46,600	0	46,600	0	0	0	0
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**R19TRR Tropicair Boulevard Road Reconstruction**

5 Construction	107-5000-541	63-00	1,467,650	1,467,650	0	0	0	0	0
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**R20DSI Drainage System Improvements**

5 Construction	107-5000-541	63-00	701,400	701,400	0	0	0	0	0
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**R20FAC Public Works Facility Phase II**

1 Plan/Design/Engineering	107-5000-541	62-00	96,871	96,871	0	0	0	0	0
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5 Construction	107-5000-541	62-00	5,349,970	65,000	95,000	5,189,970	0	0	0
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**R20PTS Price Traffic Signal at High School**

1 Plan/Design/Engineering	107-5000-541	63-00	125,000	125,000	0	0	0	0	0
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5 Construction	107-5000-541	63-00	510,842	337,942	172,900	0	0	0	0
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**R20RRH 2020 - Road Rehabilitation**

5 Construction	107-5000-541	46-10	3,573,300	3,573,300	0	0	0	0	0
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CIP Expenditure Budget Report Grouped by Fund, CIP Status

City of North Port

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
<b><u>107 ROAD &amp; DRAINAGE DISTRICT</u></b>									
<b><u>Existing CIP Project</u></b>									
<b>R20S08 Rehabilitation of Water Control Structure 108</b>									
1 Plan/Design/Engineering	107-5000-541	63-00	200,000	200,000	0	0	0	0	0
5 Construction	107-5000-541	63-00	1,502,220	1,502,220	0	0	0	0	0
<b>R21DSI Drainage System Improvements</b>									
5 Construction	107-5000-541	63-00	700,320	700,320	0	0	0	0	0
<b>R21RRH 2021 Road Rehabilitation</b>									
5 Construction	107-5000-541	46-10	3,573,000	3,573,000	0	0	0	0	0
<b>R21S13 Water Control Structure 113</b>									
1 Plan/Design/Engineering	107-5000-541	63-00	290,000	290,000	0	0	0	0	0
5 Construction	107-5000-541	63-00	917,500	0	917,500	0	0	0	0
Existing CIP Project			19,054,673	12,632,703	1,232,000	5,189,970	0	0	0
<b><u>Existing CIP Project - Revised Request</u></b>									
<b>R20HCI Hillsborough/Cranberry Intersection Improvements</b>									
1 Plan/Design/Engineering	107-5000-541	63-00	278,800	128,800	150,000	0	0	0	0
14 Professional Fees	107-5000-541	31-05	142,400	142,400	0	0	0	0	0
5 Construction	107-5000-541	63-00	1,295,150	0	0	1,295,150	0	0	0
<b>R21SWD Sidewalk and Pedestrian Bridge - Woodhaven Drive</b>									
1 Plan/Design/Engineering	107-5000-541	63-00	120,000	120,000	0	0	0	0	0
5 Construction	107-5000-541	63-00	212,200	0	212,200	0	0	0	0
Existing CIP Project - Revised Request			2,048,550	391,200	362,200	1,295,150	0	0	0
<b><u>New Request</u></b>									
<b>R21S14 Water Control Structure 114</b>									
1 Plan/Design/Engineering	107-5000-541	63-00	203,000	0	203,000	0	0	0	0
<b>R22DSI Drainage System Improvements</b>									
5 Construction	107-5000-541	52-13	143,070	0	143,070	0	0	0	0
5 Construction	107-5000-541	63-00	572,250	0	572,250	0	0	0	0
<b>R22RDD RDD-Land</b>									
4 Land Acquisition	107-5000-541	61-00	250,000	0	50,000	50,000	50,000	50,000	50,000
<b>R22RRH Road Rehabilitation Program</b>									
5 Construction	107-5000-541	46-10	3,573,000	0	3,573,000	0	0	0	0
<b>R22SPD Ponce De Leon Boulevard Multi-Use Path</b>									
1 Plan/Design/Engineering	107-5000-541	63-00	60,000	0	60,000	0	0	0	0
5 Construction	107-5000-541	63-00	116,400	0	0	116,400	0	0	0
New Request			4,917,720	0	4,601,320	166,400	50,000	50,000	50,000
107 ROAD & DRAINAGE DISTRICT			46,748,853	13,023,903	6,195,520	11,263,840	6,949,090	4,612,550	4,703,950

**110 FIRE RESCUE DISTRICT**

**Existing CIP Project**

**F15FPT Public Safety Training Complex**

5 Construction	110-2222-522	62-00	600,000	600,000	0	0	0	0	0
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**IT20NI Network Infrastructure**

CIP Expenditure Budget Report Grouped by Fund, CIP Status

City of North Port

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**110 FIRE RESCUE DISTRICT**

Existing CIP Project

**IT20NI Network Infrastructure**

10	110-2222-522	64-00	44,100	0	44,100	0	0	0	0
Equipment/Materials/Furniture									
	Existing CIP Project		644,100	600,000	44,100	0	0	0	0
	110 FIRE RESCUE DISTRICT		644,100	600,000	44,100	0	0	0	0

**120 SOLID WASTE DISTRICT**

Existing CIP Project

**IT20NI Network Infrastructure**

10	120-3032-534	64-00	12,200	0	12,200	0	0	0	0
Equipment/Materials/Furniture									
<b>R20FAC Public Works Facility Phase II</b>									
1 Plan/Design/Engineering	120-3032-534	62-00	125,000	125,000	0	0	0	0	0
5 Construction	120-3032-534	62-00	2,374,440	65,000	95,000	2,214,440	0	0	0
	Existing CIP Project		2,511,640	190,000	107,200	2,214,440	0	0	0
	120 SOLID WASTE DISTRICT		2,511,640	190,000	107,200	2,214,440	0	0	0

**125 WARM MINERAL SPRINGS**

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
5 Construction	125-3036-572	62-00	1,822,000	1,822,000	0	0	0	0	0
	Existing CIP Project		2,634,275	2,634,275	0	0	0	0	0
	125 WARM MINERAL SPRINGS		2,634,275	2,634,275	0	0	0	0	0

**135 BUILDING**

Existing CIP Project

**BD20NR North Port City Hall NDS Development Management Center**

5 Construction	135-2700-524	62-00	1,522,940	1,423,310	99,630	0	0	0	0
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**BD20WV West Villages Development Services Center**

5 Construction	135-2700-524	62-00	1,155,400	1,079,820	75,580	0	0	0	0
	Existing CIP Project		2,678,340	2,503,130	175,210	0	0	0	0

New Request

**BD22OP Building Department Online Permitting**

11 Technical Software/Hardware	135-2700-524	68-00	500,000	0	500,000	0	0	0	0
	New Request		500,000	0	500,000	0	0	0	0
	135 BUILDING		3,178,340	2,503,130	675,210	0	0	0	0

CIP Expenditure Budget Report Grouped by Fund, CIP Status

City of North Port

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
<b><u>144 ESCH LOT-LAND/FUTURE PROJ</u></b>									
<b><u>Existing CIP Project</u></b>									
<b>P15MCC Myakkahatchee Creek Corridor - Land Acquisition</b>									
4 Land Acquisition	144-3036-572	61-00	2,416,062	2,416,062	0	0	0	0	0
<b>R15PW1/U15PW1 Price Boulevard Widening Phase I</b>									
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	4,266,062	4,266,062	0	0	0	0	0
144 ESCH LOT-LAND/FUTURE PROJ			4,266,062	4,266,062	0	0	0	0	0

**150 LAW ENF IMPACT FEE FUND**

**New Request**

**PD22WPS Complete and furnish space in the Public Safety Building at Wellen Park**

10 Equipment/Materials/Furniture	150-2100-521	64-00	250,000	0	250,000	0	0	0	0
		New Request	250,000	0	250,000	0	0	0	0
150 LAW ENF IMPACT FEE FUND			250,000	0	250,000	0	0	0	0

**152 PRKS & REC IMPCT FEE FUND**

**Existing CIP Project**

**P15MCC Myakkahatchee Creek Corridor - Land Acquisition**

4 Land Acquisition	152-3036-572	61-00	501,315	501,315	0	0	0	0	0
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**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 Italy Avenue**

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	850,000	650,000	200,000	0	0	0	0

**P21VET New Veteran's (Armed Forces) Memorial Park**

1 Plan/Design/Engineering	152-3036-572	31-05	500,000	0	500,000	0	0	0	0
5 Construction	152-3036-572	63-00	125,000	0	0	125,000	0	0	0

**P23PAS Boca Chica Neighborhood Park**

1 Plan/Design/Engineering	152-3036-572	63-00	45,000	0	0	45,000	0	0	0
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**P25LPD Langlais Park Development**

1 Plan/Design/Engineering	152-3036-572	31-05	100,000	0	0	0	0	100,000	0
5 Construction	152-3036-572	63-00	400,000	0	0	0	0	0	400,000

**P25RRP North Port South River Road Park**

5 Construction	152-3036-572	63-00	275,000	0	0	0	0	275,000	0
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**WM19BR Warm Mineral Springs Building Rehabilitation**

5 Construction	152-3036-572	63-00	507,625	507,625	0	0	0	0	0
		Existing CIP Project	3,503,940	1,858,940	700,000	170,000	0	375,000	400,000

CIP Expenditure Budget Report Grouped by Fund, CIP Status

City of North Port

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
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**152 PRKS & REC IMPCT FEE FUND**

**New Request**

**P26DOG Dog Park East of Toledo Blade Blvd.**

1 Plan/Design/Engineering	152-3036-572	31-05	100,000	0	0	0	0	0	100,000
5 Construction	152-3036-572	63-00	300,000	0	0	0	0	0	300,000
		New Request	400,000	0	0	0	0	0	400,000
152 PRKS & REC IMPCT FEE FUND			3,903,940	1,858,940	700,000	170,000	0	375,000	800,000

**153 NP TRANSPORT IMPACT FEES**

**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
		Existing CIP Project	3,903,000	3,903,000	0	0	0	0	0
153 NP TRANSPORT IMPACT FEES			3,903,000	3,903,000	0	0	0	0	0

**156 SOLID WASTE IMPACT FEES**

**Existing CIP Project - Revised Request**

**SW22TS Solid Waste Transfer Station**

5 Construction	156-3032-534	62-00	1,500,000	0	0	0	0	0	1,500,000
		Existing CIP Project - Revised Request	1,500,000	0	0	0	0	0	1,500,000
156 SOLID WASTE IMPACT FEES			1,500,000	0	0	0	0	0	1,500,000

**157 GENERAL GOV'T IMPACT FEES**

**Existing CIP Project**

**R20FAC Public Works Facility Phase II**

5 Construction	157-3035-519	62-00	535,590	120,000	60,000	355,590	0	0	0
		Existing CIP Project	535,590	120,000	60,000	355,590	0	0	0
157 GENERAL GOV'T IMPACT FEES			535,590	120,000	60,000	355,590	0	0	0

**170 DEP ENVIRONMENTAL MNGMNT**

**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	718,569	718,569	0	0	0	0	0
		Existing CIP Project	725,079	725,079	0	0	0	0	0
170 DEP ENVIRONMENTAL MNGMNT			725,079	725,079	0	0	0	0	0

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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
<b><u>306 SURTAX</u></b>									
<b><u>Existing CIP Program</u></b>									
<b>P22PAI Park Amenities Program</b>									
10	306-3036-572	52-50	50,000	0	50,000	0	0	0	0
Equipment/Materials/Furniture									
<b>PProgramPAI Park Amenities Program</b>									
5	306-3036-572	63-00	200,000	0	0	50,000	50,000	50,000	50,000
<b>RProgram-BRR Bridge Rehabilitation &amp; Repair Program</b>									
5	306-5000-541	63-00	1,177,000	0	0	285,000	291,400	297,300	303,300
<b>RProgram-DSI Drainage Improvement Program</b>									
5	306-5000-541	63-00	3,699,500	0	0	897,500	915,500	933,900	952,600
<b>RProgram-RRH Road Rehabilitation Program</b>									
5	306-5000-541	46-10	6,481,900	0	0	1,572,600	1,604,100	1,636,200	1,669,000
<b>RProgram-SWC Sidewalk and Pedestrian Bridges Program</b>									
5	306-5000-541	63-00	1,603,100	0	0	293,600	299,500	500,000	510,000
<b>U21WBR Water Pipeline Bridge Replacements - Haberland/Woodhaven/North Toledo Blade</b>									
5	306-6061-533	63-00	489,236	44,236	275,000	170,000	0	0	0
<b>U21WDI Water Distribution System Improvements</b>									
1	306-6061-533	63-00	181,630	181,630	0	0	0	0	0
Plan/Design/Engineering									
5	306-6061-533	63-00	313,070	313,070	0	0	0	0	0
Construction									
<b>U22WDI Water Distribution System Improvements</b>									
1	306-6061-533	63-00	49,600	0	49,600	0	0	0	0
Plan/Design/Engineering									
5	306-6061-533	63-00	291,010	0	0	291,010	0	0	0
Construction									
<b>UWBR Water Pipeline Bridge Replacements</b>									
1	306-6061-533	63-00	150,000	0	0	0	150,000	0	0
Plan/Design/Engineering									
5	306-6061-533	63-00	340,000	0	0	0	0	170,000	170,000
Construction									
<b>UWDI Water Distribution System Improvements</b>									
1	306-6061-533	63-00	260,160	0	0	53,690	206,470	0	0
Plan/Design/Engineering									
5	306-6061-533	63-00	910,330	0	0	0	168,530	365,500	376,300
Construction									
Existing CIP Program			16,196,536	538,936	374,600	3,613,400	3,685,500	3,952,900	4,031,200
<b><u>Existing CIP Project</u></b>									
<b>CF19EO City Hall Generator</b>									
10	306-2222-522	62-00	250,000	250,000	0	0	0	0	0
Equipment/Materials/Furniture									
14	306-2222-522	62-00	107,500	107,500	0	0	0	0	0
Professional Fees									
5	306-2222-522	62-00	1,347,500	1,347,500	0	0	0	0	0
Construction									
<b>F15FPT Public Safety Training Complex</b>									
1	306-2222-522	62-00	171,440	171,440	0	0	0	0	0
Plan/Design/Engineering									
5	306-2222-522	62-00	1,159,270	1,159,270	0	0	0	0	0
Construction									
<b>F17R81 Fire Station 81 Renovation</b>									
10	306-2222-522	52-50	150,000	0	150,000	0	0	0	0
Equipment/Materials/Furniture									
12	306-2222-522	63-00	200,000	0	200,000	0	0	0	0
Other									
5	306-2222-522	62-00	3,309,390	3,120,850	188,540	0	0	0	0
Construction									
<b>F24FS7 Future Fire Station</b>									
5	306-2222-522	62-00	3,364,000	0	0	0	3,364,000	0	0
Construction									
<b>F24PSC Public Safety Communication Replacement</b>									
10	306-2222-522	64-00	1,800,000	0	0	0	1,800,000	0	0
Equipment/Materials/Furniture									

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<b><u>306 SURTAX</u></b>									
<b><u>Existing CIP Project</u></b>									
<b>GM20AT Phased ADA Transition Plan</b>									
5 Construction	306-3038-572	63-00	350,350	70,350	50,000	75,000	25,000	130,000	0
<b>IT20NI Network Infrastructure</b>									
10 Equipment/Materials/Furniture	306-0710-516	64-00	418,100	374,000	44,100	0	0	0	0
<b>P10MCG Myakkahatchee Greenway Linear Park</b>									
1 Plan/Design/Engineering	306-3036-572	63-00	43,290	43,290	0	0	0	0	0
5 Construction	306-3036-572	63-00	1,531,706	98,356	1,433,350	0	0	0	0
<b>P15MCC Myakkahatchee Creek Corridor - Land Acquisition</b>									
4 Land Acquisition	306-3036-572	61-00	459,719	459,719	0	0	0	0	0
<b>P17DGC Disc Golf Course</b>									
5 Construction	306-3036-572	63-00	100,000	0	100,000	0	0	0	0
<b>P17EPI Environmental Park Improvements</b>									
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
<b>P20MPR Marina Park Restrooms</b>									
5 Construction	306-3036-572	63-00	175,000	175,000	0	0	0	0	0
<b>P21DWR Dallas White Park - Conceptual Master Plan Design &amp; Site Renovations</b>									
5 Construction	306-3036-572	63-00	1,000,000	0	1,000,000	0	0	0	0
<b>P21KPP Replacement Playground Equipment - Kirk Park</b>									
5 Construction	306-3038-572	63-00	225,000	225,000	0	0	0	0	0
<b>P22DPB Legacy Trail Connector Bridge</b>									
1 Plan/Design/Engineering	306-3036-572	63-00	175,000	0	175,000	0	0	0	0
5 Construction	306-3036-572	63-00	33,500	33,500	0	0	0	0	0
<b>P22DWP Replacement Playground Equipment - Dallas White Park</b>									
5 Construction	306-3036-572	63-00	250,000	0	250,000	0	0	0	0
<b>P23MPP Replacement Playground Equipment - McKibben Park</b>									
5 Construction	306-3036-572	63-00	250,000	0	0	250,000	0	0	0
<b>P23PAS Boca Chica Neighborhood Park</b>									
5 Construction	306-3036-572	63-00	255,000	0	0	255,000	0	0	0
<b>P24GMP Replacement Playground Equipment - George Mullen Activity Center</b>									
5 Construction	306-3038-572	63-00	250,000	0	0	0	250,000	0	0
<b>P25CMP Canal &amp; Creek Master Plan - Phase II</b>									
5 Construction	306-3036-572	63-00	750,000	0	0	0	0	750,000	0
<b>P25PPP Replacement Playground Equipment - Pine Park</b>									
10 Equipment/Materials/Furniture	306-3038-572	63-00	225,000	0	0	0	0	225,000	0
<b>PD18PS Police Station Construction</b>									
1 Plan/Design/Engineering	306-2100-521	31-05	12,168	12,168	0	0	0	0	0
<b>PD21LP License Plate Readers</b>									
10 Equipment/Materials/Furniture	306-2100-521	64-00	1,200,000	634,000	566,000	0	0	0	0
<b>PD21PE Property Evidence - EOC Dispatch Building</b>									
15 Study	306-2100-521	31-05	150,000	0	150,000	0	0	0	0
5 Construction	306-2100-521	64-00	1,700,000	1,300,000	400,000	0	0	0	0
<b>R15PW1/U15PW1 Price Boulevard Widening Phase I</b>									
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



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<b><u>306 SURTAX</u></b>									
<b><u>Existing CIP Project</u></b>									
<b>R16TTP Tamiami Trail Parking - South</b>									
1 Plan/Design/Engineering	306-5000-541	63-00	33,394	33,394	0	0	0	0	0
<b>R19SPR Sidewalks - Price Boulevard</b>									
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	282,100	0	0	0	0	0
<b>R19TRR Tropicaire Boulevard Road Reconstruction</b>									
5 Construction	306-5000-541	63-00	2,683,640	2,487,500	196,140	0	0	0	0
<b>R19TTP Tamiami Trail Parking - North</b>									
1 Plan/Design/Engineering	306-5000-541	63-00	47,380	47,380	0	0	0	0	0
<b>R20DSI Drainage System Improvements</b>									
5 Construction	306-5000-541	63-00	913,160	913,160	0	0	0	0	0
<b>R20MPA US 41 Multimodal Path Amenities Design</b>									
1 Plan/Design/Engineering	306-5000-541	63-00	17,440	0	17,440	0	0	0	0
5 Construction	306-5000-541	63-00	232,560	0	232,560	0	0	0	0
<b>R20RRH 2020 - Road Rehabilitation</b>									
5 Construction	306-5000-541	46-10	1,481,700	1,481,700	0	0	0	0	0
<b>R20S08 Rehabilitation of Water Control Structure 108</b>									
5 Construction	306-5000-541	63-00	1,710,000	1,710,000	0	0	0	0	0
<b>R21DSI Drainage System Improvements</b>									
5 Construction	306-5000-541	63-00	1,009,842	1,009,842	0	0	0	0	0
<b>R21RRH 2021 Road Rehabilitation</b>									
5 Construction	306-5000-541	46-10	2,582,000	2,582,000	0	0	0	0	0
<b>U19NEP Neighborhood Water/Wastewater Line Extensions</b>									
1 Plan/Design/Engineering	306-6064-536	63-00	846,709	846,709	0	0	0	0	0
5 Construction	306-6064-536	63-00	6,649,600	0	1,277,700	1,303,300	1,329,400	1,356,000	1,383,200
<b>U20WES Neighborhood Water/Wastewater Line Extensions-Sumter Blvd.</b>									
1 Plan/Design/Engineering	306-6061-533	63-00	178,548	178,548	0	0	0	0	0
5 Construction	306-6064-536	63-00	2,948,103	2,948,103	0	0	0	0	0
<b>U21WMS Ortiz Blvd to Warm Mineral Springs - Bridge Watermain Replacement</b>									
5 Construction	306-6061-533	63-00	180,000	0	180,000	0	0	0	0
<b>WM19BR Warm Mineral Springs Building Rehabilitation</b>									
1 Plan/Design/Engineering	306-3036-572	62-00	561,849	561,849	0	0	0	0	0
5 Construction	306-3036-572	62-00	5,553,430	5,078,350	475,080	0	0	0	0
	Existing CIP Project		50,528,308	30,946,498	7,085,910	1,883,300	6,768,400	2,461,000	1,383,200

**Existing CIP Project - Revised Request**

<b>R18PBT Tropicaire Boulevard Pedestrian and Bicycle Ways Shared-Use Path</b>									
1 Plan/Design/Engineering	306-5000-541	63-00	439,262	439,262	0	0	0	0	0
<b>R19BRR R19BRR - Bridge Repair &amp; Maintenance</b>									
1 Plan/Design/Engineering	306-5000-541	63-00	151,000	151,000	0	0	0	0	0
5 Construction	306-5000-541	63-00	225,000	162,800	62,200	0	0	0	0
<b>R20HCI Hillsborough/Cranberry Intersection Improvements</b>									
1 Plan/Design/Engineering	306-5000-541	63-00	21,200	21,200	0	0	0	0	0
5 Construction	306-5000-541	63-00	103,800	103,800	0	0	0	0	0
<b>R21BRR 2021 Bridge Rehabilitation and Repair</b>									
5 Construction	306-5000-541	63-00	492,300	274,500	217,800	0	0	0	0

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**306 SURTAX**

**Existing CIP Project - Revised Request**

**R21SWD Sidewalk and Pedestrian Bridge - Woodhaven Drive**

5 Construction	306-5000-541	63-00	287,800	0	287,800	0	0	0	0
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**SW22TS Solid Waste Transfer Station**

1 Plan/Design/Engineering	306-3032-534	62-00	419,690	0	419,690	0	0	0	0
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4 Land Acquisition	306-3032-534	61-00	80,310	0	80,310	0	0	0	0
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Existing CIP Project - Revised Request			2,220,362	1,152,562	1,067,800	0	0	0	0
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**New Request**

**GM22CN Canine Club Improvements**

5 Construction	306-3038-572	63-00	100,000	0	100,000	0	0	0	0
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**P24NFR Narramore Soccer Field Rehabilitation and Replacement**

5 Construction	306-3036-572	63-00	300,000	0	0	0	100,000	100,000	100,000
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**P26APR Replacement Playground Equipment - Atwater Park**

5 Construction	306-3036-572	63-00	250,000	0	0	0	0	0	250,000
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**PD21DT Public Safety Driving Track**

1 Plan/Design/Engineering	306-2100-521	64-00	200,000	200,000	0	0	0	0	0
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**R21S14 Water Control Structure 114**

5 Construction	306-5000-541	63-00	2,029,996	1,848,386	181,610	0	0	0	0
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**R22DSI Drainage System Improvements**

5 Construction	306-5000-541	52-13	175,980	0	175,980	0	0	0	0
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5 Construction	306-5000-541	63-00	703,920	0	703,920	0	0	0	0
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**R22I75 I-75 Interchange Road Infrastructure Improvements (Toledo Blade Blvd)**

1 Plan/Design/Engineering	306-5000-541	63-00	500,000	0	500,000	0	0	0	0
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**R22I75S I-75 Interchange Road Infrastructure Improvements (Sumter Blvd)**

1 Plan/Design/Engineering	306-5000-541	63-00	500,000	0	500,000	0	0	0	0
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**R22RRH Road Rehabilitation Program**

5 Construction	306-5000-541	46-10	1,541,700	0	1,541,700	0	0	0	0
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**R22SPD Ponce De Leon Boulevard Multi-Use Path**

5 Construction	306-5000-541	63-00	293,600	0	0	293,600	0	0	0
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New Request			6,595,196	2,048,386	3,703,210	293,600	100,000	100,000	350,000
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306 SURTAX			75,540,402	34,686,382	12,231,520	5,790,300	10,553,900	6,513,900	5,764,400
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**321 R & R - GENERAL FUND**

**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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**IT22SR Storage Area Network (SAN) Replacement**

10 Equipment/Materials/Furniture	321-0710-516	64-00	620,000	0	620,000	0	0	0	0
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Existing CIP Project			745,000	125,000	620,000	0	0	0	0
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321 R & R - GENERAL FUND			745,000	125,000	620,000	0	0	0	0
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Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
<b><u>323 R &amp; R - FR DISTRICT</u></b>									
<b><u>Existing CIP Project</u></b>									
<b>F15FPT Public Safety Training Complex</b>									
10	323-2222-522	62-00	88,200	0	88,200	0	0	0	0
Equipment/Materials/Furniture									
<b>F17R81 Fire Station 81 Renovation</b>									
5	323-2222-522	62-00	880,000	475,000	300,000	105,000	0	0	0
5	323-2222-522	63-00	50,000	50,000	0	0	0	0	0
Existing CIP Project			1,018,200	525,000	388,200	105,000	0	0	0
323 R & R - FR DISTRICT			1,018,200	525,000	388,200	105,000	0	0	0
<b><u>420 UTILITY REVENUE FUND</u></b>									
<b><u>Existing CIP Program</u></b>									
<b>U21WBR Water Pipeline Bridge Replacements - Haberland/Woodhaven/North Toledo Blade</b>									
1	420-6061-533	63-00	253,670	253,670	0	0	0	0	0
Plan/Design/Engineering									
<b>U21WDI Water Distribution System Improvements</b>									
5	420-6061-533	63-00	874,150	274,150	600,000	0	0	0	0
Construction									
<b>U22WDI Water Distribution System Improvements</b>									
1	420-6061-533	63-00	62,760	0	62,760	0	0	0	0
Plan/Design/Engineering									
5	420-6061-533	63-00	83,510	0	0	83,510	0	0	0
Construction									
<b>UWDI Water Distribution System Improvements</b>									
1	420-6061-533	63-00	83,510	0	0	83,510	0	0	0
Plan/Design/Engineering									
5	420-6061-533	63-00	10,430	0	0	0	10,430	0	0
Construction									
Existing CIP Program			1,368,030	527,820	662,760	167,020	10,430	0	0
<b><u>Existing CIP Project</u></b>									
<b>IT20NI Network Infrastructure</b>									
10	420-6060-536	64-00	22,410	0	22,410	0	0	0	0
Equipment/Materials/Furniture									
10	420-6061-533	64-00	22,410	0	22,410	0	0	0	0
Equipment/Materials/Furniture									
10	420-6062-535	64-00	34,720	0	34,720	0	0	0	0
Equipment/Materials/Furniture									
<b>R15PW1/U15PW1 Price Boulevard Widening Phase I</b>									
1	420-6061-533	63-00	494,870	494,870	0	0	0	0	0
Plan/Design/Engineering									
1	420-6062-535	63-00	315,220	315,220	0	0	0	0	0
Plan/Design/Engineering									
<b>U18UAB Utilities Administration Building &amp; Field Operations Center</b>									
10	420-6060-536	64-00	600,000	600,000	0	0	0	0	0
Equipment/Materials/Furniture									
1	420-6060-536	62-00	850,000	850,000	0	0	0	0	0
Plan/Design/Engineering									
4	420-6060-536	61-00	1,660,000	1,660,000	0	0	0	0	0
Land Acquisition									
5	420-6060-536	62-00	5,000,000	5,000,000	0	0	0	0	0
Construction									
<b>U19WSM Water Transmission on San Mateo Drive from Price Boulevard to Hillsborough Boulevard</b>									
1	420-6061-533	63-00	350,000	350,000	0	0	0	0	0
Plan/Design/Engineering									
5	420-6061-533	63-00	2,157,909	2,157,909	0	0	0	0	0
Construction									
<b>U20WES Neighborhood Water/Wastewater Line Extensions-Sumter Blvd.</b>									
5	420-6061-533	63-00	335,240	0	335,240	0	0	0	0
Construction									
5	420-6062-535	63-00	478,440	0	478,440	0	0	0	0
Construction									

CIP Expenditure Budget Report Grouped by Fund, CIP Status

City of North Port

Fiscal Year 2022

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
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**420 UTILITY REVENUE FUND**

Existing CIP Project

**U21TWE Neighborhood Water/Wastewater Line Extensions – Toledo Blade Blvd**

1 Plan/Design/Engineering	420-6061-533	63-00	62,678	62,678	0	0	0	0	0
1 Plan/Design/Engineering	420-6062-535	63-00	110,465	110,465	0	0	0	0	0
5 Construction	420-6061-533	63-00	1,230,800	0	1,230,800	0	0	0	0
5 Construction	420-6062-535	63-00	2,169,200	0	2,169,200	0	0	0	0

**U21WMS Ortiz Blvd to Warm Mineral Springs - Bridge Watermain Replacement**

1 Plan/Design/Engineering	420-6061-533	63-00	45,000	45,000	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	384,660	30,660	354,000	0	0	0	0
5 Construction	420-6061-533	63-00	3,119,430	1,436,430	1,683,000	0	0	0	0

**U21WWI Wastewater Treatment Plant Improvements**

5 Construction	420-6062-535	63-00	1,189,535	339,535	200,000	350,000	300,000	0	0
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**U23WSP 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			23,632,987	13,452,767	6,530,220	3,350,000	300,000	0	0
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New Request

**U22WDB Drying Bed at the Southwest Wastewater Reclamation Facility**

1 Plan/Design/Engineering	420-6062-535	63-00	25,000	0	25,000	0	0	0	0
5 Construction	420-6062-535	63-00	75,000	0	75,000	0	0	0	0

**U22WIS Raw Water Intake Structure Rehabilitation**

1 Plan/Design/Engineering	420-6061-533	63-00	200,000	0	200,000	0	0	0	0
5 Construction	420-6061-533	63-00	800,000	0	800,000	0	0	0	0

**U25WTI Water Treatability Implementation**

1 Plan/Design/Engineering	420-6061-533	63-00	1,000,000	0	0	0	0	0	1,000,000
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**U26PAC Water Plant Powder Activated Carbon System**

5 Construction	420-6061-533	63-00	370,000	0	0	0	0	0	370,000
New Request			2,470,000	0	1,100,000	0	0	0	1,370,000

420 UTILITY REVENUE FUND			27,471,017	13,980,587	8,292,980	3,517,020	310,430	0	1,370,000
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**423 WATER CAPACITY FEE FUND**

Existing CIP Program

**U22WTO 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	1,364,102	1,364,102	0	0	0	0	0

CIP Expenditure Budget Report Grouped by Fund, CIP Status

City of North Port

Fiscal Year 2022

Project	Cost Center	Object Code	CIP Total	Appropriated To Date	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
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**423 WATER CAPACITY FEE FUND**

**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
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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	340,000	0	0	0	0	0
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5 Construction	423-6061-533	63-00	3,994,771	3,994,771	0	0	0	0	0
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**U19WSM Water Transmission on San Mateo Drive from Price Boulevard to Hillsborough Boulevard**

5 Construction	423-6061-533	63-00	480,000	480,000	0	0	0	0	0
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**U21WMS Ortiz Blvd to Warm Mineral Springs - Bridge Watermain Replacement**

1 Plan/Design/Engineering	423-6061-533	63-00	5,000	5,000	0	0	0	0	0
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5 Construction	423-6061-533	63-00	20,000	0	20,000	0	0	0	0
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Existing CIP Project			8,863,873	8,843,873	20,000	0	0	0	0
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**New Request**

**U23DPR Direct Potable Reuse Pilot Plant Project**

1 Plan/Design/Engineering	423-6061-533	63-00	2,500,000	0	0	2,500,000	0	0	0
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New Request			2,500,000	0	0	2,500,000	0	0	0
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423 WATER CAPACITY FEE FUND			11,613,873	8,843,873	70,000	2,550,000	50,000	50,000	50,000
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**424 SEWER CAPACITY FEE FUND**

**Existing CIP Program**

**U22STO Wastewater Transmission Oversizing**

5 Construction	424-6062-535	63-00	50,000	0	50,000	0	0	0	0
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**USTO Wastewater Transmission Oversizing**

5 Construction	424-6062-535	63-00	200,000	0	0	50,000	50,000	50,000	50,000
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Existing CIP Program			250,000	0	50,000	50,000	50,000	50,000	50,000
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**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
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Existing CIP Project			2,500,000	2,500,000	0	0	0	0	0
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424 SEWER CAPACITY FEE FUND			2,750,000	2,500,000	50,000	50,000	50,000	50,000	50,000
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**520 FLEET MANAGEMENT**

**Existing CIP Project**

**R20FAC Public Works Facility Phase II**

5 Construction	520-3035-519	62-00	75,000	25,000	25,000	25,000	0	0	0
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Existing CIP Project			75,000	25,000	25,000	25,000	0	0	0
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520 FLEET MANAGEMENT			75,000	25,000	25,000	25,000	0	0	0
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Report Total			190,892,371	90,633,231	30,359,730	26,146,190	17,913,420	11,601,450	14,238,350
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Operating Budget CIP Impact Report Grouped by CIP Category, CIP Status

City of North Port

Fiscal Year 2022

Operating Budget Impact	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
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**City Facilities**

**Existing CIP Project**

**U18UAB Utilities Administration Building & Field Operations Center**

With a larger parcel of land and building, there would be additional maintenance and electrical costs. Operational expenditures are anticipated to be budgeted in Fiscal Year 2023.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	3,100	3,163	3,228	3,295
U18UAB	0	3,100	3,163	3,228	3,295
Existing CIP Project	0	3,100	3,163	3,228	3,295
City Facilities	0	3,100	3,163	3,228	3,295

**Public Safety - Fire Rescue**

**Existing CIP Project**

**F15FPT Public Safety Training Complex**

Operating impacts include building maintenance, utilities, and miscellaneous supplies for training purposes.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	9,430	4,213	4,297	4,383	4,470
F15FPT	9,430	4,213	4,297	4,383	4,470

**F17R81 Fire Station 81 Renovation**

Some operating impacts are expected as this is an expansion of an existing facility.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	10,160	10,364	10,570	10,782	11,252
F17R81	10,160	10,364	10,570	10,782	11,252
Existing CIP Project	19,590	14,577	14,867	15,165	15,722
Public Safety - Fire Rescue	19,590	14,577	14,867	15,165	15,722

**Public Works - Transportation**

**Existing CIP Program**

**RProgram-SWC Sidewalk and Pedestrian Bridges Program**

The operating impact of this Program will include finished mowing costs and sidewalk repairs.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	0	0	200	200
RProgram-SWC	0	0	0	200	200
Existing CIP Program	0	0	0	200	200

**Existing CIP Project**

**R16TTP Tamiami Trail Parking - South**

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.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	0	200	200	200
R16TTP	0	0	200	200	200

Operating Budget CIP Impact Report Grouped by CIP Category, CIP Status

City of North Port

Fiscal Year 2022

Operating Budget Impact	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
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**Public Works - Transportation**

**Existing CIP Project**

**R19SPR Sidewalks - Price Boulevard**

The operating impact of this Project will include finished mowing costs and sidewalk repairs.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	0	200	200	200
R19SPR	0	0	200	200	200

**R19TTP Tamiami Trail Parking - North**

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.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	0	200	200	200
R19TTP	0	0	200	200	200

**R20PTS Price Traffic Signal at High School**

Operating impacts include the maintenance and electricity of the traffic signal.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	4,200	4,200	4,200	4,200
R20PTS	0	4,200	4,200	4,200	4,200
Existing CIP Project	0	4,200	4,800	4,800	4,800

**Existing CIP Project - Revised Request**

**R18PBT Tropicaire Boulevard Pedestrian and Bicycle Ways Shared-Use Path**

The operating impact of this Project will include finished mowing costs and path repairs.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	0	0	500	500
R18PBT	0	0	0	500	500

**R21SWD Sidewalk and Pedestrian Bridge - Woodhaven Drive**

The operating impact of this Program will include finished mowing costs and sidewalk repairs.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	0	200	200	200
R21SWD	0	0	200	200	200
Existing CIP Project - Revised Request	0	0	200	700	700

**New Request**

**R22I75 I-75 Interchange Road Infrastructure Improvements (Toledo Blade Blvd)**

Operational impacts include signal maintenance.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	0	4,200	4,200	4,200
R22I75	0	0	4,200	4,200	4,200

**R22I75S I-75 Interchange Road Infrastructure Improvements (Sumter Blvd)**

Operational impacts include signal maintenance.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	0	4,200	4,200	4,200
R22I75S	0	0	4,200	4,200	4,200

Operating Budget CIP Impact Report Grouped by CIP Category, CIP Status

City of North Port

Fiscal Year 2022

Operating Budget Impact	FY 2022 Budget	FY 2023 Budget	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget
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**Public Works - Transportation**

**New Request**

**R22SPD Ponce De Leon Boulevard Multi-Use Path**

The operating impact of this Project will include finished mowing costs and sidewalk repairs.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	0	200	200	200
R22SPD	0	0	200	200	200
New Request	0	0	8,600	8,600	8,600
Public Works - Transportation	0	4,200	13,600	14,300	14,300

**Utilities - Water Systems**

**Existing CIP Project**

**U17ASR Aquifer, Storage, and Recovery (ASR) - Permanent Facilities**

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 have been budgeted for Fiscal Year 2022.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	82,800	62,920	63,044	63,171	63,302
U17ASR	82,800	62,920	63,044	63,171	63,302

**U21WPI Myakkahatchee Creek Water Treatment Plant (MCWTP) Improvements**

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 Fiscal Year 2023.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	1,130	1,130	1,130	1,130
U21WPI	0	1,130	1,130	1,130	1,130

**U23WSP Sludge Press**

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 Fiscal Year 2024.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	0	15,000	15,050	15,100
U23WSP	0	0	15,000	15,050	15,100
Existing CIP Project	82,800	64,050	79,174	79,351	79,532

**New Request**

**U23DPR Direct Potable Reuse Pilot Plant Project**

Operation of the pilot plant will add a small increase to the electrical costs for the treatment process.

Personal Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Operations and Maintenance	0	3,600	0	0	0
U23DPR	0	3,600	0	0	0
New Request	0	3,600	0	0	0
Utilities - Water Systems	82,800	67,650	79,174	79,351	79,532
Report Total	102,390	89,527	110,804	112,044	112,849



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,522,940	1,423,310	99,630	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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2019 - 09/2022	1,522,940
<b>Total Budgetary Cost Estimate:</b>		1,522,940

**Means of Financing**

Funding Source	Amount	
BUILDING	1,522,940	
<b>Total Programmed Funding:</b>		1,522,940
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,155,400	1,079,820	75,580	0	0	0	0	0

**Project Description**

Construction of a municipal development services center in the Wellen Park.

**Project Rationale**

This project will assist in providing municipal development services for the residents of the Wellen Park. 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 Wellen Park, which is heavily populated and growing rapidly. Adding a satellite location in Wellen Park 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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2019 - 09/2022	1,155,400
<b>Total Budgetary Cost Estimate:</b>		1,155,400

**Means of Financing**

Funding Source	Amount	
BUILDING	1,155,400	
<b>Total Programmed Funding:</b>		1,155,400
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** BD22OP | **Title:** Building Department Online Permitting | **Status:** New Request

**Category:** Neighborhood Development Service | **Department:** BUILDING | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** | **Project Need:** | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
500,000	0	500,000	0	0	0	0	0

**Project Description**

Nex Gen product for on-line permit submittal and electronic plan review.

**Project Rationale**

This product will streamline the permitting and plan review plan review process for development within the City. The ability to submit permits electronically will reduce paper plan storage, allow for concurrent reviews, and will expedite turn around times for permits issued.

**Funding Strategy**

The funding strategy will be utilizing the Building Fund.

**Operation Budget Impact**

Operating impact will be determined at a later date.

**Project Image**

**Schedule of Activities**



Project Activities	From - To	Amount
EQUIPMENT	10/2021 - 09/2023	500,000
<b>Total Budgetary Cost Estimate:</b>		500,000

**Means of Financing**

Funding Source	Amount	
BUILDING	500,000	
<b>Total Programmed Funding:</b>		500,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** CF22OI | **Title:** CM Office Renovation | **Status:** New Request

**Category:** City Facilities | **Department:** CITY MANAGER | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** | **Project Need:** | **Location:** 4970 City Hall Blvd

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
50,000	0	50,000	0	0	0	0	0

**Project Description**

To update the City Manager's Office due to reallocation of office space to the City Attorney's Office.

**Project Rationale**

To accommodate spatial needs of the City Attorney's Office, the City Manager Office has given up its large Conference Room 351 for their conversion to office and conference room space. This leaves the City Manager without a conference room in which to hold its larger meetings. In order to make best use of available space, restore large meeting capabilities and create safer and more efficient space, the existing break room will be combined with the exiting copy room to create a large conference room and a portion of the existing lobby will be enclosed to create new copy/storage area while creating a more secure work space for the Executive Assistant.

**Funding Strategy**

This project is funded by the General Fund.

Expenditures To Date \$0

**Operation Budget Impact**

No Operation Budget Impacts at this time.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2022	50,000
<b>Total Budgetary Cost Estimate:</b>		50,000

**Means of Financing**

Funding Source	Amount	
GENERAL FUND	50,000	
<b>Total Programmed Funding:</b>		50,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
600,540	374,000	226,540	0	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 Fiscal Year 2021 will be funded by Surtax and in Fiscal Year 2022 will be funded by Fire Rescue District funds, Road & Drainage District funds, Solid Waste District funds, and Utilities funds.

Expenditures To Date \$332,326

**Operation Budget Impact**

The operating impact is yet to be determined.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
EQUIPMENT	10/2019 - 09/2024	600,540
<b>Total Budgetary Cost Estimate:</b>		600,540

**Means of Financing**

Funding Source	Amount	
FIRE RESCUE DISTRICT	44,100	
ROAD & DRAINAGE DISTRICT	46,600	
SURTAX	418,100	
UTILITY REVENUE FUND	79,540	
SOLID WASTE DISTRICT	12,200	
<b>Total Programmed Funding:</b>		600,540
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
620,000	0	620,000	0	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. An addition of \$125K was asked in this last year as computer hardware and equipment prices have increased considerably due to covid and supply chain issues. IT will work diligently to procure the most useful solution at the lowest price, but this increase may be necessary to provide the City with the best option moving forward. Additional considerations regarding storage space needs for items such as Laserfiche storage of documents as well as online permit submissions have modified storage estimate costs.

**Funding Strategy**

This project is funded by Renewal & Replacement funds.

Expenditures To Date \$0

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
EQUIPMENT	10/2021 - 09/2022	620,000
<b>Total Budgetary Cost Estimate:</b>		620,000

**Means of Financing**

Funding Source	Amount
R & R - GENERAL FUND	620,000
<b>Total Programmed Funding:</b>	620,000
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
350,350	70,350	50,000	75,000	25,000	130,000	0	0

**Project Description**

The Parks & Recreation Department completed an ADA evaluation of several park/facility locations utilizing the expertise of ACT Services, 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.

**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 Fiscal Year 2020 included accessible routes to McKibben Park amenities. Phase II in Fiscal Year 2021 is planned to include sidewalk connections and ADA improvements at LaBrea Park, Kirk Park and the Skate Park. Phase III in Fiscal Year 2022 includes improvements to Highland Ridge Park, Hope Park, and Pine Park.

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 development of a repairs and replacement fund.

**Funding Strategy**

This project is funded using a Surtax allocation.

Expenditures To Date \$18,944

**Operation Budget Impact**

No operating impact is expected.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2025	350,350
<b>Total Budgetary Cost Estimate:</b>		350,350

**Means of Financing**

Funding Source	Amount
SURTAX	350,350
<b>Total Programmed Funding:</b>	350,350
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** GM22CN | **Title:** Canine Club Improvements | **Status:** New Request

**Category:** Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** | **Project Need:** | **Location:** Canine Club

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
100,000	0	100,000	0	0	0	0	20,000

**Project Description**

Improvements to the park will include fencing, entry way, and seating alterations and removal and installation of new multi-level drinking/bowl filling water fountains and additional amenity modifications.

**Project Rationale**

Following receipt of a letter from the Parks and Recreation Advisory Board, during a regular commission meeting on February 4, 2021, the City Commission provided direction to bring back, at the first Budget Workshop in June, ideas, suggestions, and costs for improvements at the existing dog park. Ideas were presented during a budget workshop on June 17, 2021. At that time there was consensus to direct staff to bring back options after the Parks and Recreation Advisory Board meeting on June 17, 2021 about using materials other than sod to re-landscape the Canine Club and restructuring the fence. The June Parks and Recreation Advisory Board meeting was cancelled, and the topic was discussed during the July 15, 2021 advisory board meeting. During a budget workshop on July 20, 2021 the Commission provided consensus to fund this project with \$100,000 to complete recommended improvements to the park, not to include sod.

**Funding Strategy**

These improvements will be utilizing Surtax.

Expenditures To Date \$0

**Operation Budget Impact**

- Option 1 - \$25,000 annually to resod worn areas. This would also require a closure of impacted areas for 4-6 weeks to allow sod to root.
- Option 2 - \$25,000 annually to resod, update landscape materials in worn areas. This would also require a closure of impacted areas for 4-6 weeks to allow sod to root.
- Option 3 - Reduction of 6 staff hours per week, or 312 hours annually to reallocate towards other parks/projects.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2022	120,000
<b>Total Budgetary Cost Estimate:</b>		120,000

**Means of Financing**

Funding Source	Amount	
SURTAX	100,000	
<b>Total Programmed Funding:</b>		100,000
<b>Future Funding Requirements:</b>		20,000



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,574,996	141,646	1,433,350	0	0	0	0	0

**Project Description**

This project is a one-mile trail section between Price Boulevard and Appomattox Drive, and is the first phase of the Myakkahatchee Creek Greenway Master Plan.

**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. Greenway development increases recreational opportunities for citizens, and encourages physical activity. (Parks & Recreation Master Plan 4.0a). The City conducted a Cultural Resources Field Assessment on August 31, 2018, which was approved by the State Historic Preservation Offices (SHPO) on October 31, 2018. The City's Development Order expires July 3, 2022.

On June 4, 2020 Commission placed this project on hold until the next Fiscal Year.

**Funding Strategy**

This project is funded by a Surtax allocation and also a developer contribution of \$141,646 was received in Fiscal Year 2018. The Fiscal Year 2022 additional funding is the result of a 2.4% construction escalation.

Expenditures To Date \$65,649 which include design and engineering expenditures.

**Operation Budget Impact**

Until this project is approved to move forward, additional operating impacts are not yet expected.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2009 - 09/2022	43,290
CONSTRUCTION	10/2009 - 09/2022	1,531,706
<b>Total Budgetary Cost Estimate:</b>		1,574,996

**Means of Financing**

Funding Source	Amount
SURTAX	1,433,350
DONATIONS	141,646
<b>Total Programmed Funding:</b>	1,574,996
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
4,102,175	4,102,175	0	0	0	0	0	0

**Project Description**

Continued undeveloped land acquisition of properties along the Myakkahatchee Creek Corridor from willing sellers.

**Project Rationale**

To facilitate the preservation of critical environmental lands and habitats, protect the water quality, create wildlife corridors, and develop a linear parkway.

Project P07MCC closed with a total of \$3,546,991 expended. Project P15MCC was created for the purpose of continued land acquisition along the tier 1 and tier 2 properties of the Myakkahatchee Creek Corridor. On July 6, 2020 Commission provided direction to continue the purchase of only undeveloped lots. This project will roll-over until all undeveloped 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.

Total expenditures for Project P07MCC and P15MCC combined to date \$3,817,235.

**Operation Budget Impact**

No operating impact is expected.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2014 - 09/2026	6,510
LAND ACQUISITION	10/2014 - 09/2026	4,095,665
<b>Total Budgetary Cost Estimate:</b>		4,102,175

**Means of Financing**

Funding Source	Amount
PRKS & REC IMPCT FEE FUND	501,315
DEP ENVIRONMENTAL MNGMNT	725,079
ESCH LOT-LAND/FUTURE PROJ	2,416,062
SURTAX	459,719
<b>Total Programmed Funding:</b>	4,102,175
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
150,000	50,000	100,000	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. On February 17, 2021 Parks & Recreation made a recommendation to evaluate potential alternate locations, and scope of this disc golf course. Initial construction quotes received exceeded the allocated budget.

**Funding Strategy**

This project is funded by Parks Impact Fees.

Expenditures To Date \$6,500 for an Environmental Report (including wetland and wildlife surveys), and permitting.

**Operation Budget Impact**

The operating impact of this project will be determined upon construction approval.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2016 - 09/2022	7,500
CONSTRUCTION	10/2016 - 09/2022	142,500
<b>Total Budgetary Cost Estimate:</b>		150,000

**Means of Financing**

Funding Source	Amount
PRKS & REC IMPCT FEE FUND	50,000
SURTAX	100,000
<b>Total Programmed Funding:</b>	150,000
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
340,000	340,000	0	0	0	0	0	0

**Project Description**

Improvements to the Myakkahatchee Creek Environmental Park including rebuilding a smaller footbridge (completed), installation of a replacement composting restroom, and replacement of the main walking bridge near the pavilion. Currently the restroom replacement is on hold, and the walking bridge is postponed until further evaluation is completed.

**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. Previous years of this project funded a secondary entrance and Parks & Recreation was directed not to pursue this option.

**Funding Strategy**

This project is funded by a Surtax allocation.

Expenditures To Date \$12,598

**Operation Budget Impact**

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2016 - 09/2022	11,763
CONSTRUCTION	10/2016 - 09/2022	328,237
<b>Total Budgetary Cost Estimate:</b>		340,000

**Means of Financing**

Funding Source	Amount
SURTAX	340,000
<b>Total Programmed Funding:</b>	340,000
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** P19AP4 **Title:** Italy Avenue **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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,000,000	800,000	200,000	0	0	0	0	0

**Project Description**

Development of parkland east of Toledo Blade Blvd. to meet Strategic Plan objectives and increased parkland access goals. No design services or park plans have been completed at this time.

**Project Rationale**

Referred to as the Italy Avenue parcel, this City Owned tract is located east of Toledo Blade Blvd., south of Atwater Community Park, along the New London Waterway and is approximately 47 acres. This parcel has been identified as a location for a potential future park. In March 2020, the City Commission approved utilizing Colliers International to identify potential partners for the redevelopment of the Dallas White Park Campus. This parcel was included for consideration in that offering to provide a development partnership opportunity on the east side of the city.

**Funding Strategy**

Utilizing a piggyback with Colliers International to potentially develop this park in conjunction with the redevelopment of Dallas White Park. This project is projected to utilize Park Impact Fees.

Expenditures To Date \$0

**Operation Budget Impact**

Impact on the operating budget will be determined based on the final design and success of Colliers International.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2024	150,000
CONSTRUCTION	10/2021 - 09/2024	850,000
<b>Total Budgetary Cost Estimate:</b>		1,000,000

**Means of Financing**

Funding Source	Amount
PRKS & REC IMPCT FEE FUND	1,000,000
<b>Total Programmed Funding:</b>	1,000,000
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
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 April 2020 Commission approved applying for a Florida Boating Improvement Program grant. Parks & Recreation did not receive an award for this project.

Expenditures To Date \$1,050

**Operation Budget Impact**

Additional maintenance costs are anticipated for restroom cleaning and utility services once installed and are estimated at \$150 per month.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2019 - 09/2022	175,000
<b>Total Budgetary Cost Estimate:</b>		175,000

**Means of Financing**

Funding Source	Amount	
SURTAX	175,000	
<b>Total Programmed Funding:</b>		175,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,000,000	0	1,000,000	0	0	0	0	0

**Project Description**

Redevelopment of the Dallas White Park campus. No design services are completed at this time.

**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 Al Goll Building, pool buildings, 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. This project is projected to utilize a Surtax allocation for construction if the private/public opportunity does not materialize.

Expenditures To Date \$0

**Operation Budget Impact**

Impact on the operating budget will be determined based upon the final design, and the success of Colliers International.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2026	1,000,000
<b>Total Budgetary Cost Estimate:</b>		1,000,000

**Means of Financing**

Funding Source	Amount	
SURTAX	1,000,000	
<b>Total Programmed Funding:</b>		1,000,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
225,000	225,000	0	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 were conducted and the playground replacement equipment incorporates this feedback.

**Funding Strategy**

This project will be funded by a Community Development Block Grant. Grant agreements expected in the third quarter of Fiscal Year 2021.

Expenditures To Date \$0

**Operation Budget Impact**

Replacing the playground equipment with similar equipment; therefore no additional operating impacts are anticipated.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2021	225,000
<b>Total Budgetary Cost Estimate:</b>		225,000

**Means of Financing**

Funding Source	Amount	
SURTAX	225,000	
<b>Total Programmed Funding:</b>		225,000
<b>Future Funding Requirements:</b>		0



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** P21VET | **Title:** New Veteran's (Armed Forces) Memorial 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:** City Hall Campus

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
625,000	0	500,000	125,000	0	0	0	0

**Project Description**

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. On September 8, 2020 Commission approved the City Center Complex site for the new park location. Parks & Recreation was tasked with establishing an Ad Hoc Committee to develop design options and assist with fund raising.

**Funding Strategy**

This project is tentatively scheduled utilizing a Parks Impact Fee allocation.

Expenditures To Date \$0

**Operation Budget Impact**

The operating impact will be determined once the final design and amenities are determined.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	100,000
CONSTRUCTION	10/2020 - 09/2023	525,000
<b>Total Budgetary Cost Estimate:</b>		625,000

**Means of Financing**

Funding Source	Amount
PRKS & REC IMPCT FEE FUND	625,000
<b>Total Programmed Funding:</b>	625,000
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** P22DPB **Title:** Legacy Trail 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 2022	Non-Appropriated Programmed CIP Funding				
			FY 2023	FY 2024	FY 2025	FY 2026	Future Funding
208,500	33,500	175,000	0	0	0	0	0

**Project Description**

Sarasota County is developing the Legacy Trail into North Port and has expressed that a connector bridge to this trail from connecting to the Deer Prairie Creek Preserve trail system from the City through lands jointly owned by SWFWMD and Sarasota County.

**Project Rationale**

As Sarasota County continues to develop construction plans for the Legacy Trail, it was determined that the connector bridge is part of their planned scope, however, the City anticipates discussing a consideration for a parking area with Commission, utilizing these project funds.

**Funding Strategy**

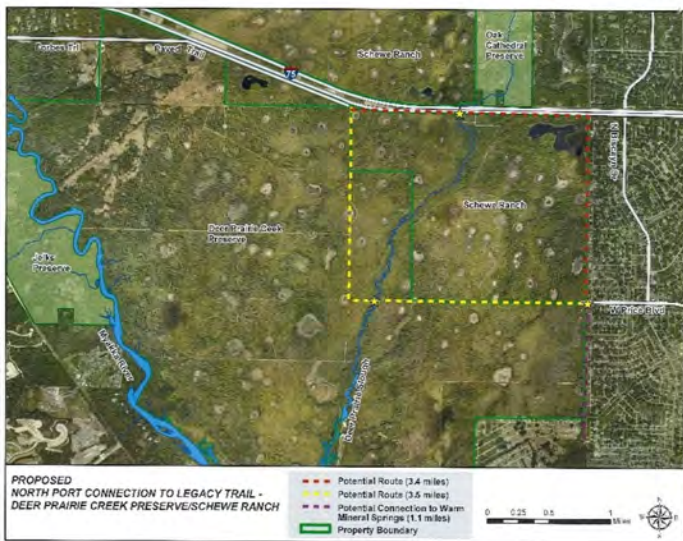
This project is funded by a Surtax allocation and funds donated. On 6/28/21 Gulf Coast Community Foundation, in partnership with the Trust for Public Lands, approved an allocation of the \$33,500 grant (check #197940 dated 7/26/19 \$8,500; check# 197623 dated 7/17/19 \$25,000) provided to the City on July 18, 2019 to improve the (Price Blvd.) parcel with limited grass parking, accessible parking and landscape/hardscape to provide buffer and enhance public access.

Expenditures To Date \$0

**Operation Budget Impact**

Future operating impacts are unknown at this time and contingent upon the amenity installed.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	33,500
CONSTRUCTION	10/2018 - 09/2023	175,000
<b>Total Budgetary Cost Estimate:</b>		208,500

**Means of Financing**

Funding Source	Amount
SURTAX	175,000
DONATIONS	33,500
<b>Total Programmed Funding:</b>	208,500
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
250,000	0	250,000	0	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, and this highly used parks equipment 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 Collier's Intl. re-development opportunity for Dallas White Park.

**Funding Strategy**

The project will be funded using a Surtax allocation.

Expenditures To Date \$0

**Operation Budget Impact**

Replacing the playground equipment with similar equipment; therefore no additional operating impacts are anticipated.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2022	250,000
<b>Total Budgetary Cost Estimate:</b>		250,000

**Means of Financing**

Funding Source	Amount	
SURTAX	250,000	
<b>Total Programmed Funding:</b>		250,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** P22PAI | **Title:** Park Amenities Program | **Status:** Existing CIP Program  
**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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
50,000	0	50,000	0	0	0	0	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.

Expenditures To Date \$0

**Operation Budget Impact**

No additional impact on operating is anticipated.

**Project Image**

**Schedule of Activities**



Project Activities	From - To	Amount
EQUIPMENT	10/2021 - 09/2022	50,000
<b>Total Budgetary Cost Estimate:</b>		50,000

**Means of Financing**

Funding Source	Amount	
SURTAX	50,000	
<b>Total Programmed Funding:</b>		50,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
250,000	0	0	250,000	0	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.  
 Expenditures To Date \$0

**Operation Budget Impact**

Replacing the playground equipment with similar equipment; therefore no additional operating impacts are anticipated.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2022 - 09/2023	250,000
<b>Total Budgetary Cost Estimate:</b>		250,000
Means of Financing		
Funding Source		Amount
SURTAX		250,000
<b>Total Programmed Funding:</b>		250,000
<b>Future Funding Requirements:</b>		0



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
250,000	0	0	0	250,000	0	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.

Expenditures To Date \$0

**Operation Budget Impact**

Replacing the playground equipment with similar equipment; therefore no additional operating impacts are anticipated.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2023 - 09/2024	250,000
<b>Total Budgetary Cost Estimate:</b>		250,000

**Means of Financing**

Funding Source	Amount	
SURTAX	250,000	
<b>Total Programmed Funding:</b>		250,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** P24NFR **Title:** Narramore Soccer Field Rehabilitation and Replacement **Status:** New Request  
**Category:** Parks & Recreation **Department:** PUBLIC SERVICES **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes **Capital Improvement:** **District:**  
**LOS/Concurrency:** **Project Need:** **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
300,000	0	0	0	100,000	100,000	100,000	0

**Project Description**

The City of North Port will take over the operation and maintenance of the Narramore Park Complex in July of 2021. This project continues the field rehabilitation and replacement plan implemented by Sarasota County.

**Project Rationale**

The three soccer fields at Narramore Park are scheduled for rehabilitation, one field per year over three consecutive years. The first field scheduled for rehabilitation will correct a drainage issue causing field flooding. This renovation is in line with the recommendation from Sarasota County.

**Funding Strategy**

This project is funded using a Surtax allocation.

Expenditures To Date \$0

**Operation Budget Impact**

No additional operating impact anticipated.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2023 - 09/2026	300,000
<b>Total Budgetary Cost Estimate:</b>		300,000

**Means of Financing**

Funding Source	Amount	
SURTAX	300,000	
<b>Total Programmed Funding:</b>		300,000
<b>Future Funding Requirements:</b>		0



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** P25CMP | **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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
750,000	0	0	0	0	750,000	0	0

**Project Description**

This project is for the implementation of the Canal & Creek Master Plan. The Master Plan was 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.

Expenditures To Date \$0

**Operation Budget Impact**

Impact on the operating budget will be determined based upon the final design.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2024 - 09/2025	750,000
<b>Total Budgetary Cost Estimate:</b>		750,000

**Means of Financing**

Funding Source	Amount
SURTAX	750,000
<b>Total Programmed Funding:</b>	750,000
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
500,000	0	0	0	0	100,000	400,000	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.  
  
Expenditures To Date \$0

**Operation Budget Impact**

Operating budget impacts will be determined based upon amenities and final design features.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2025 - 09/2026	100,000
CONSTRUCTION	10/2025 - 09/2026	400,000
<b>Total Budgetary Cost Estimate:</b>		500,000

**Means of Financing**

Funding Source	Amount	
SURTAX	500,000	
<b>Total Programmed Funding:</b>		500,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** P25PPP **Title:** Replacement Playground Equipment - Pine 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:** 4556 McKibben Dr, North Port, FL 34287

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
225,000	0	0	0	0	225,000	0	0

**Project Description**

New playground equipment for Pine Park. 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.

Expenditures To Date \$0

**Operation Budget Impact**

Replacing the playground equipment with similar equipment; therefore no additional operating impacts are anticipated.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
EQUIPMENT	10/2024 - 09/2025	225,000
<b>Total Budgetary Cost Estimate:</b>		225,000

**Means of Financing**

Funding Source	Amount	
SURTAX	225,000	
<b>Total Programmed Funding:</b>		225,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
275,000	0	0	0	0	275,000	0	0

**Project Description**

This project will start the design development and construction of the 137 +/- acre North Port South River Road Park. This parcel will include other city government offerings and the park acreage may be amended based on those needs.

**Project Rationale**

The Post Annexation agreement for Wellen Park requires that this acreage to be conveyed to the City.

**Funding Strategy**

Funding considerations include evaluation of a partnership with Sarasota County Parks, Recreation and Natural Resources to develop a regional park and the use of park impact fees. Currently the funding identified is a placeholder for future improvements.

Expenditures To Date \$0

**Operation Budget Impact**

Impact on the operating budget will be determined based upon the final design.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2024 - 09/2025	275,000
<b>Total Budgetary Cost Estimate:</b>		275,000

**Means of Financing**

Funding Source	Amount	
PRKS & REC IMPCT FEE FUND	275,000	
<b>Total Programmed Funding:</b>		275,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** P26APR | **Title:** Replacement Playground Equipment - Atwater Park | **Status:** New Request  
**Category:** Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**  
**LOS/Concurrency:** | **Project Need:** | **Location:** Atwater park

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
250,000	0	0	0	0	0	250,000	0

**Project Description**

The playground equipment at Atwater Park was installed in 2016 and is aging.

**Project Rationale**

This playground will be replacement ready in 2026. Surveys will be conducted of users to determine the amenities to include in the new playground design.

**Funding Strategy**

This project is funded using a Surtax allocation.

Expenditures To Date \$0

**Operation Budget Impact**

Replacing the playground equipment with similar equipment; therefore no additional operating impacts are anticipated.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2025 - 09/2026	250,000
<b>Total Budgetary Cost Estimate:</b>		250,000

**Means of Financing**

Funding Source	Amount	
SURTAX	250,000	
<b>Total Programmed Funding:</b>		250,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** P26DOG **Title:** Dog Park East of Toledo Blade Blvd. **Status:** New Request  
**Category:** Parks & Recreation **Department:** PUBLIC SERVICES **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes **Capital Improvement:** **District:**  
**LOS/Concurrency:** **Project Need:** **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
400,000	0	0	0	0	0	400,000	0

**Project Description**

On Feb. 4, 2021, the Commission provided direction to develop a CIP for a new dog park east of Toledo Blade Blvd. The parcel size is +/- 45 acres.

**Project Rationale**

Staff is reviewing all City owned parcels in consideration of potential locations east of Toledo Blade Blvd,. This project includes site preparation services and dog park amenities.

**Funding Strategy**

This project is funded using an Impact Fee allocation.

Expenditures To Date \$0

**Operation Budget Impact**

Recurring maintenance costs to be determined based upon the final location and design.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2025 - 09/2026	100,000
CONSTRUCTION	10/2025 - 09/2026	300,000
<b>Total Budgetary Cost Estimate:</b>		400,000

**Means of Financing**

Funding Source	Amount	
PRKS & REC IMPCT FEE FUND	400,000	
<b>Total Programmed Funding:</b>		400,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** PProgramPAI | **Title:** Park Amenities Program | **Status:** Existing CIP Program

**Category:** Parks & Recreation | **Department:** PUBLIC SERVICES | **LMS:**

**Comprehensive Plan Information**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** | **Project Need:** | **Location:**

**Project Location**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
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 placemaking initiative. (Parks & Recreation Master Plan 4.0a-4.0a-3.

**Project Rationale**

Each year the Parks & Recreation team evaluates the amenities throughout the park system and makes the additions, replacements or modifications as warranted by park usage, user input, or in support of further programming at a location.

**Funding Strategy**

This project will be funded with a Surtax allocation.

Expenditures To Date \$0

**Operation Budget Impact**

No additional impact on operating is anticipated.

**Project Image**

**Schedule of Activities**



Project Activities	From - To	Amount
CONSTRUCTION	10/2022 - 09/2026	200,000
<b>Total Budgetary Cost Estimate:</b>		200,000

**Means of Financing**

Funding Source	Amount	
SURTAX	200,000	
<b>Total Programmed Funding:</b>		200,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
9,257,179	8,782,099	475,080	0	0	0	0	0

**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 the building restorations and utility infrastructure improvements, followed by the trail systems. 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 are Park & Rec Impact Fees, Warm Mineral Springs, and Surtax.

Expenditures To Date \$893,017.

Parks & Recreation has aggressively sought grant opportunities for this project, which include:

- 2019 - State Historical Special Category Grant Building Improvements \$500,000 - not funded.
- 2020 - State Historical Special Category Grant Building Improvements \$500,000 - funding not expected.
- 2021 - State Historical Special Category Grant Building Improvements \$500,000 - application in development
- 2020 - State Appropriations Request Water and Sewer Extension \$875,000 - not funded.
- 2021 - State Appropriations Request Water and Sewer Extension \$875,000 - request submitted and pending.

**Operation Budget Impact**

Impact on the operating budget will be contingent upon funding and when construction will occur.

**Project Image**

**CITY OF NORTH PORT**  
**WARM MINERAL SPRINGS PHASE 1 IMPROVEMENTS**  
12200 SAN SERVANDO AVE, NORTH PORT, FL 34287



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2021	1,374,124
CONSTRUCTION	10/2021 - 09/2023	7,883,055

**Total Budgetary Cost Estimate:** 9,257,179

**Means of Financing**

Funding Source	Amount
PRKS & REC IMPCT FEE FUND	507,625
WARM MINERAL SPRINGS	2,634,275
SURTAX	6,115,279

**Total Programmed Funding:** 9,257,179

**Future Funding Requirements:** 0



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
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, along with a potential connection to Legacy Trail.

**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.

Expenditures To Date \$0

**Operation Budget Impact**

Operating impacts will be determined upon completion of the construction documents.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2027	9,900,000
<b>Total Budgetary Cost Estimate:</b>		9,900,000

**Means of Financing**

Funding Source	Amount	
<b>Total Programmed Funding:</b>		0
<b>Future Funding Requirements:</b>		9,900,000

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** CF19EO **Title:** 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,775,000	1,775,000	0	0	0	0	0	0

**Project Description**

Procurement and installation of an emergency generator for City Hall.

**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.

**Funding Strategy**

This project is funded with Surtax and a FEMA grant. \$455K is going through Surtax and \$70K through General Fund totaling the original FEMA grant amount of \$525,000. HMGP grant increase was recently improved, the grant has been increased to \$766,650.

Surtax release from this project is tied as a revenue source for F1781. Once this project completes, the excess funding will be reassigned.

Expenditures To Date \$86,790

**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.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2018 - 09/2022	1,347,500
EQUIPMENT	10/2018 - 09/2022	250,000
OTHER	10/2018 - 09/2022	177,500
<b>Total Budgetary Cost Estimate:</b>		1,775,000

**Means of Financing**

Funding Source	Amount	
GENERAL FUND	70,000	
SURTAX	1,705,000	
<b>Total Programmed Funding:</b>		1,775,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
2,018,910	1,930,710	88,200	0	0	0	0	3,000,000

**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 meet adopted level of service in accordance with the Fire Master Plan. Additional funding of \$500,000 is being requested in Fiscal Year 2022 to fund the build of PD's shoot house. Additional funding of \$2,500,000 is being requested in Fiscal Year 2026 to complete future phasing plan of the project by adding a classroom, apparatus bay, bathrooms and offices (Fire and PD).

**Funding Strategy**

FY 2022 (Funded)	FY 2022 Proposed (Unfunded)	FY 2026 (Unfunded)
\$88,200 District	\$500,000 PD Shoot house	\$2,500,000 Proposed Surtax
-----	-----	-----
\$88,200 Total Funded	\$500,000 Total Unfunded	\$2,500,000 Total Unfunded

FY 2022 Total (Funded and Unfunded) \$588,200

Expenditures To Date \$182,105

**Operation Budget Impact**

Operating impacts include building maintenance, utilities, and miscellaneous supplies for training purposes.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	9,430	4,213	4,297	4,383	4,470
<b>Total Operating Budget Impacts</b>	9,430	4,213	4,297	4,383	4,470

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2015 - 09/2021	171,440
CONSTRUCTION	10/2015 - 09/2026	4,759,270
EQUIPMENT	10/2021 - 09/2022	88,200
<b>Total Budgetary Cost Estimate:</b>		5,018,910

**Means of Financing**

Funding Source	Amount
FIRE RESCUE DISTRICT	600,000
R & R - FR DISTRICT	88,200
SURTAX	1,330,710

**Total Programmed Funding:** 2,018,910  
**Future Funding Requirements:** 3,000,000

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
4,819,390	3,770,850	838,540	210,000	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. During construction, staff and apparatuses will need to be relocated. Additional funding is requested in Fiscal Years 2021-2022 due to an 5% increase in construction costs, additional construction costs, site work for the property and relocation of staff during construction.

There will be cost savings of Surtax funding in CF19EO. Once CF19EO completes, Surtax funding will fund remaining \$538,540. There will be a subsequent Phase to this project which includes replacing/restoring the existing roof in Fiscal Years 2022-2023.

**Funding Strategy**

FY 2022 (Funded) \$300,000 District Fund	FY 2022 (Unfunded until CF19EO Completes) \$370,640 Surtax Release from CF19EO \$167,900 Surtax Release from CF19EO	FY 2023 (Funded) \$105,000 R&R District \$105,000 FM General Fund
-----	-----	-----
\$300,000 Total Funded	\$538,540 Total Unfunded until CF19EO Completes	\$210,000 Total Funded

Expenditures to Date \$194,590

**Operation Budget Impact**

Some operating impacts are expected as this is an expansion of an existing facility.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	10,160	10,364	10,570	10,782	11,252
<b>Total Operating Budget Impacts</b>	10,160	10,364	10,570	10,782	11,252

**Project Image**

**Schedule of Activities**



Project Activities	From - To	Amount
CONSTRUCTION	10/2017 - 09/2023	4,469,390
EQUIPMENT	10/2021 - 09/2022	150,000
OTHER	10/2021 - 09/2022	200,000

**Total Budgetary Cost Estimate:** 4,819,390

**Means of Financing**

Funding Source	Amount
GENERAL FUND	105,000
R & R - FR DISTRICT	930,000
R & R - GENERAL FUND	125,000
SURTAX	3,659,390

**Total Programmed Funding:** 4,819,390  
**Future Funding Requirements:** 0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** F24FS7 | **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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
3,364,000	0	0	0	3,364,000	0	0	3,272,000

**Project Description**

This project is for the future location of either the purchase of property, design and construction of a new fire station (Fire Station 87) tentatively in the area north of I-75 at N. Toledo Blade Blvd or West Village (WVID) area, funded by the developer according to the Principles of Agreement.

**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.

Expenditures To Date \$0

**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.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2023 - 09/2024	288,750
LAND ACQUISITION	10/2023 - 09/2024	525,000
CONSTRUCTION	10/2023 - 09/2024	5,717,250
EQUIPMENT	10/2023 - 09/2024	105,000
<b>Total Budgetary Cost Estimate:</b>		6,636,000

**Means of Financing**

Funding Source	Amount	
SURTAX	3,364,000	
<b>Total Programmed Funding:</b>		3,364,000
<b>Future Funding Requirements:</b>		3,272,000

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,800,000	0	0	0	1,800,000	0	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.

Expenditures To Date \$0

**Operation Budget Impact**

No operating impact is expected.

**Project Image**

**Schedule of Activities**



Project Activities	From - To	Amount
EQUIPMENT	10/2023 - 09/2024	1,800,000
<b>Total Budgetary Cost Estimate:</b>		1,800,000

**Means of Financing**

Funding Source	Amount
SURTAX	1,800,000
<b>Total Programmed Funding:</b>	1,800,000
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** F26PRP **Title:** Certified Fire Academy Training Props **Status:** New Request  
**Category:** Public Safety - Fire Rescue **Department:** FIRE RESCUE **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes **Capital Improvement:** **District:**  
**LOS/Concurrency:** **Project Need:** **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
0	0	0	0	0	0	0	315,000

**Project Description**

This project is for the purchase of several training props to be utilized at the Public Safety Training Complex.

**Project Rationale**

Fire Rescue is proposing expanding our training facility capabilities by adding several realistic props in order to provide a local training area for our personnel and offer Florida State Fire College Certified Fire and Technical Rescue classes. The city's ability to offer these classes could potentially generate revenue to support costs of maintaining the Training Facility.

**Funding Strategy**

This project is proposed to be funded by Surtax.

Expenditures To Date \$0

**Operation Budget Impact**

No operating impact is expected.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
EQUIPMENT	10/2025 - 09/2026	315,000
<b>Total Budgetary Cost Estimate:</b>		315,000

**Means of Financing**

Funding Source	Amount	
<b>Total Programmed Funding:</b>		0
<b>Future Funding Requirements:</b>		315,000

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** F26STB **Title:** Storage Building at Station 85 **Status:** New Request  
**Category:** Public Safety - Fire Rescue **Department:** FIRE RESCUE **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes **Capital Improvement:** **District:**  
**LOS/Concurrency:** **Project Need:** **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
0	0	0	0	0	0	0	2,300,000

**Project Description**

This project is for the construction of a storage building behind Station 85.

**Project Rationale**

With the growth of the city and increase need for storage area for reserve fleet and logistics, Fire Rescue is asking for a storage building for the city owned property behind Station 85. This property would have the ability to house reserve units and protect them from the elements as well as provide an area for our logistics and maintenance personnel, as we are outgrowing available space at Station 84 where they are currently located.

**Funding Strategy**

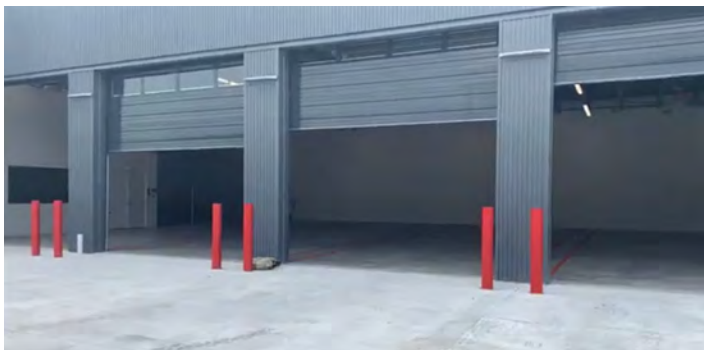
This project is proposed to be funded by Surtax.

Expenditures To Date \$0

**Operation Budget Impact**

Operating impacts include building maintenance, utilities, and miscellaneous supplies.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2025 - 09/2026	2,300,000
<b>Total Budgetary Cost Estimate:</b>		2,300,000

**Means of Financing**

Funding Source	Amount	
<b>Total Programmed Funding:</b>		0
<b>Future Funding Requirements:</b>		2,300,000



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** PD18PS | **Title:** Police Station Construction | **Status:** Existing CIP Project  
**Category:** Public Safety - Police | **Department:** POLICE DEPARTMENT | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** N/A | **Capital Improvement:** | **District:**  
**LOS/Concurrency:** | **Project Need:** | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
65,168	65,168	0	0	0	0	0	33,000,000

**Project Description**

Staffing is recommending expansion of the current Police Department in order to maintain and provide future law enforcement services.

**Project Rationale**

The department is operating at 185% above capacity. The City of North Port is rapidly growing in population, commercial business and entertainment venues. This growth is causing an increase in service levels across the entire operations of the Police Department. The need to expand the police department is immediate. There are other proposed Capital Improvement Projects (CIP) currently that will help reduce the amount of expansion and renovation needed for the current Police Department facility. One current project is CIP PD21PE, which is to create and standalone two-story Property Evidence and Crime Scene building that will also accommodate a 911 Telecommunications and an Emergency Operation Center.

**Funding Strategy**

The project funding is to be determined.

Per Commission at the July 20, 2021 Budget Workshop this project was unfunded, and no funds would be rolled into FY 2022.

Expenditures To Date \$65,168

**Operation Budget Impact**

Operating costs will be determined upon design completion.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2023	65,168
CONSTRUCTION	10/2025 - 09/2027	33,000,000
<b>Total Budgetary Cost Estimate:</b>		33,065,168

**Means of Financing**

Funding Source	Amount	
GENERAL FUND	53,000	
SURTAX	12,168	
<b>Total Programmed Funding:</b>		65,168
<b>Future Funding Requirements:</b>		33,000,000

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
200,000	200,000	0	0	0	0	0	3,500,000

**Project Description**

Staff is recommending the driving track located on Price Boulevard be brought up to meet today's standards of the Florida Department of Law Enforcement.

**Project Rationale**

In the 1990's, a certified law enforcement driving track was constructed for the purpose of law enforcement driver training for local law enforcement. The driving track does not meet today's Florida Department of Law Enforcement (FDLE) standards. The current driving track is certified under a "grandfather" clause with the state and any changes or addition to the track will break the grandfather clause a new driving track 300 x 600 would have to be constructed in order to meet today's FDLE standards. In 2019, the Sarasota County School Board and the City of North Port canceled a Usage and Maintenance Agreement and the property was turned back over to the City of North Port. It is the intention to have the current driving track land located next to our City Utilities Department become a Public safety complex to where Police and Fire, both local and surrounding, can utilize the driving track for training purposes.

**Funding Strategy**

Requesting this project to be funded by Surtax.

Expenditures To Date \$137,120

**Operation Budget Impact**

Operating costs will be determined upon completion of planning and design.

**Project Image**

**Schedule of Activities**



Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	200,000
CONSTRUCTION	10/2022 - 09/2024	3,500,000
<b>Total Budgetary Cost Estimate:</b>		3,700,000

**Means of Financing**

Funding Source	Amount	
SURTAX	200,000	
<b>Total Programmed Funding:</b>		200,000
<b>Future Funding Requirements:</b>		3,500,000

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** PD21LP | **Title:** License Plate Readers | **Status:** Existing CIP Project  
**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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,200,000	634,000	566,000	0	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.). There will be approximately twenty-three (23) selected site locations for fixed ALPR's throughout the city. 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 that will include equipment, software installation and infrastructure. For Fiscal Years 2020-2021 approximately thirteen (13) site locations will be installed and in Fiscal Years 2021-2022, approximately ten (10) additional site locations and the data center where the ALPR and other various camera systems throughout the city such as but not limited to: city parks and city facilities will be monitored. The data center will be located at the Headquarters of the Police Department and will be operated by current staff. There will be some minor construction needed to complete the data center and the cost to include furniture and computer equipment and software has been included in the total PD21LP project from inception.

**Funding Strategy**

Requesting this project be funded by Surtax.

Expenditures To Date \$431,720

**Operation Budget Impact**

Operating impacts include implementation of equipment and license fees per camera, which includes software and updates.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
EQUIPMENT	10/2021 - 09/2026	1,200,000
<b>Total Budgetary Cost Estimate:</b>		1,200,000

**Means of Financing**

Funding Source	Amount
SURTAX	1,200,000
<b>Total Programmed Funding:</b>	1,200,000
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** PD21PE | **Title:** Property Evidence - EOC Dispatch Building | **Status:** Existing CIP Project  
**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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,850,000	1,300,000	550,000	0	0	0	0	15,700,000

**Project Description**

Planning, design, and construction of a building for multi-use of Police Department Units.

**Project Rationale**

The Department is operating at 185% above its current capacity. The City of North Port is rapidly growing in population, commercial business and entertainment venues. The growth of these areas is causing an increase in service levels across the entire operations of the Police Department. The need to expand the Police Department is immediate, however, funding for what is needed to expand the current Police Department or new facility would not be available until Fiscal Years 2024-2025. Staff has continued to explore ideas to accommodate space needs until appropriate funding is available for an expansion or new facility. The Police Department is recommending, based on commission direction to construct a one to two-story building on city owned land. The one/ two-story design would house Crime Scene and Property Evidence, 911 Telecommunication center and the City's Emergency Operation Center. Staff is preparing a Request for Proposal (RFP) on a multi-phase design build. It will include creating the design, needs, cost and material breakdown and executing the build/construction of a new two-story Police Department Facility to house Telecommunication, Emergency Operations Center, Crime Scene and Property Evidence. Research will also include costs for renovations of the current headquarters. It is important to provide the full impact costs of this project which should include the costs of renovating the areas of the current headquarters that would become vacant once staff is moved into a new facility.

**Funding Strategy**

Requesting to be funded by Surtax.

Expenditures To Date \$0

**Operation Budget Impact**

Operating costs will be determined upon design completion.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2022 - 09/2024	17,400,000
STUDY		150,000
<b>Total Budgetary Cost Estimate:</b>		17,550,000

**Means of Financing**

Funding Source	Amount
SURTAX	1,850,000
<b>Total Programmed Funding:</b>	1,850,000
<b>Future Funding Requirements:</b>	15,700,000

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** PD22WPS      **Title:** Complete and furnish space in the Public Safety Building at Wellen Park      **Status:** New Request

**Category:** Public Safety - Police      **Department:** POLICE DEPARTMENT      **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes      **Capital Improvement:**      **District:**

**LOS/Concurrency:**      **Project Need:**      **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
250,000	0	250,000	0	0	0	0	0

**Project Description**

A Public Safety Building is being constructed in the Wellen Park Community for both Police and Fire.

**Project Rationale**

The Police Department continues to struggle with needed space at the Police Department's main headquarters. Currently, a Public Safety Building is being constructed in the Wellen Park Community that will serve both police and fire personnel and equipment. Part of the Principles of Agreement between the City of North Port and the Wellen Park District was to construct 6,000 square feet of office space for the law enforcement side of the building. Of the 6,000 square feet (sqft) 1,200 sqft was to be left as a shell for future expansion and would require the City to finish the interior construction and furnishings for the remaining 1,200 sqft. The Police Department is requesting that the shell be completed now while it is under construction and furnished due the tremendous growth of our department is facing. This additional space, if fully constructed and furnished, will give the department a little breathing until a new headquarters or expansion of the current headquarters is completed. This will allow us to maintain effective operations and police services to our community.

**Funding Strategy**

To furnish and complete the shell space will be the responsibility of the City as stated in the Principles of Agreement. The department is requesting \$250,000 from impact fees to complete and furnish the 1,200 sqft of shell space at the Wellen Park Public Safety Building.

Expenditures To Date \$0

**Operation Budget Impact**

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2022	200,000
EQUIPMENT	10/2021 - 09/2022	50,000
<b>Total Budgetary Cost Estimate:</b>		250,000

**Means of Financing**

Funding Source	Amount	
LAW ENF IMPACT FEE FUND	250,000	
<b>Total Programmed Funding:</b>		250,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** FM22CC **Title:** Replace HVAC Chillers **Status:** New Request

**Category:** Public Works - Facilities Maintenance **Department:** ADMINISTRATION & MGMT **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes **Capital Improvement:** **District:**

**LOS/Concurrency:** **Project Need:** **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
600,000	0	600,000	0	0	0	0	0

**Project Description**

Replacement of two HVAC chiller units used to cool City Hall and the Police Department buildings.

**Project Rationale**

The chiller units are at end of service life. The replacement of the chiller units with updated, more efficient units will reduce energy consumption as well maintenance and repair costs. The estimated annual savings in energy and repair are \$50,000.

**Funding Strategy**

This expenditure is from the General Fund although specific funding has not been identified for this project.

Expenditures To Date \$0

**Operation Budget Impact**

Annual savings in energy and repair estimated at \$50,000.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
EQUIPMENT	10/2021 - 09/2022	600,000
<b>Total Budgetary Cost Estimate:</b>		600,000
Means of Financing		
Funding Source		Amount
GENERAL FUND		600,000
<b>Total Programmed Funding:</b>		600,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R15PW1/U15PW1 | **Title:** Price Boulevard Widening Phase I | **Status:** Existing CIP Project

**Category:** Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
7,413,090	7,413,090	0	0	0	0	0	49,828,180

**Project Description**

This Project is to design and prepare engineering plans, specifications and estimates for competitive bidding to Award a Contract for the 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.

**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 \$3,559,284

**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 hydrants, and will be calculated when design is complete. Debt service is the potential financing.

**Project Image**



**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 - 09/2026	51,890,000
<b>Total Budgetary Cost Estimate:</b>		57,241,270

**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:** 49,828,180

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
33,394	33,394	0	0	0	0	0	1,130,000

**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**

Project funding is from Surtax. This Project will not move forward if additional funding is not secured.

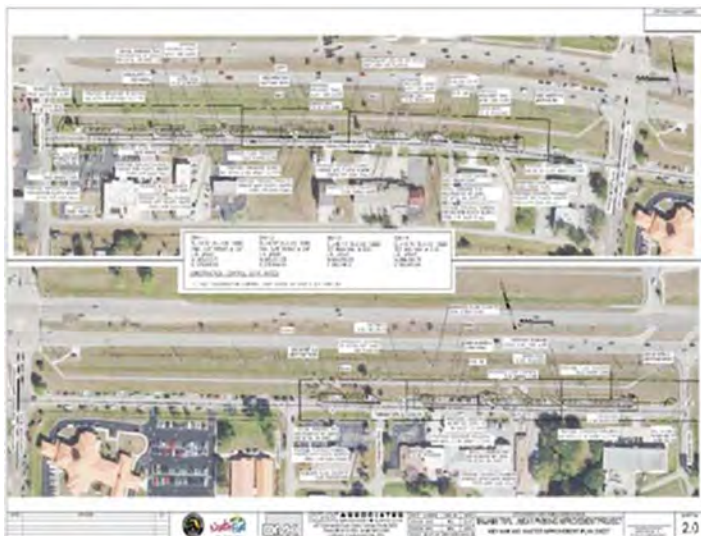
Expenditures To Date \$33,394

**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 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	0	200	200	200
<b>Total Operating Budget Impacts</b>	0	0	200	200	200

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	33,394
CONSTRUCTION	10/2022 - 09/2023	1,130,000
<b>Total Budgetary Cost Estimate:</b>		1,163,394

**Means of Financing**

Funding Source	Amount
SURTAX	33,394
<b>Total Programmed Funding:</b>	33,394
<b>Future Funding Requirements:</b>	1,130,000



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R18PBT | **Title:** Tropicaire Boulevard Pedestrian and Bicycle Ways Shared-Use Path | **Status:** Existing CIP Project - Revised Request

**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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
439,262	439,262	0	0	0	0	0	4,515,547

**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. Design is complete for the section from Toledo Blade Boulevard to Ponce de Leon Boulevard. Design is needed from Ponce de Leon Boulevard to Van Camp Street.

**Project Rationale**

The Project will provide safety for children, pedestrians, and bicyclists. This includes a pedestrian bridge over the waterway.

**Funding Strategy**

Project funding is from Surtax. This project will not move forward if funding is not secured.

Est. Design for Ponce de Leon Boulevard to Van Camp Street: \$ 296,150  
Est. Construction from Toledo Blade Boulevard to Van Camp Street: \$5,990,065

Expenditures To Date \$439,262

**Operation Budget Impact**

The operating impact of this Project will include finished mowing costs and path repairs.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	0	0	500	500
<b>Total Operating Budget Impacts</b>	0	0	0	500	500

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2017 - 09/2023	735,412
CONSTRUCTION	10/2019 - 09/2023	4,219,397
<b>Total Budgetary Cost Estimate:</b>		4,954,809

**Means of Financing**

Funding Source	Amount	
SURTAX	439,262	
<b>Total Programmed Funding:</b>		439,262
<b>Future Funding Requirements:</b>		4,515,547

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R19BRR | **Title:** R19BRR - Bridge Repair & Maintenance | **Status:** Existing CIP Project - Revised Request

**Category:** Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:**

**Comprehensive Plan Information**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** | **Project Need:** | **Location:**

**Project Location**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
376,000	313,800	62,200	0	0	0	0	0

**Project Description**

Annual project for rehabilitation of City bridges. The Department of Public Works identified the bridge at Pan American Boulevard and the Cocoplum 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.

Expenditures To Date \$100,176

**Operation Budget Impact**

No operating budget impact is expected.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2021	151,000
CONSTRUCTION	10/2021 - 09/2022	225,000
<b>Total Budgetary Cost Estimate:</b>		376,000

**Means of Financing**

Funding Source	Amount	
SURTAX	376,000	
<b>Total Programmed Funding:</b>		376,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
296,020	296,020	0	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.

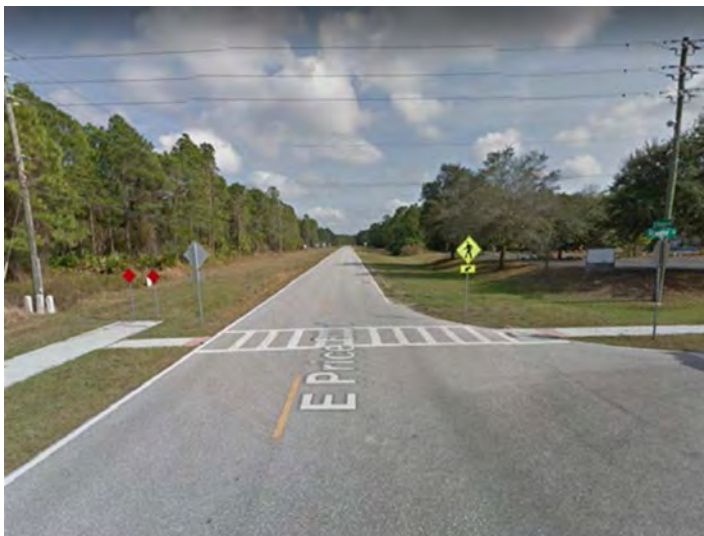
Expenditures To Date \$27,483

**Operation Budget Impact**

The operating impact of this Project will include finished mowing costs and sidewalk repairs.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	0	200	200	200
<b>Total Operating Budget Impacts</b>	0	0	200	200	200

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2021	13,920
CONSTRUCTION	10/2020 - 09/2022	282,100
<b>Total Budgetary Cost Estimate:</b>		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  
2021-22 Adopted Budget*

<b>Project:</b> R19TRR	<b>Title:</b> Tropicaire Boulevard Road Reconstruction	<b>Status:</b> Existing CIP Project
<b>Category:</b> Public Works - Transportation		<b>Department:</b> ROAD & DRAINAGE
		<b>LMS:</b> N/A

**Comprehensive Plan Information**

**Project Location**

<b>CIE Project:</b> Yes	<b>Capital Improvement:</b>	<b>District:</b>
<b>LOS/Concurrency:</b> N/A	<b>Project Need:</b> N/A	<b>Location:</b>

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
4,151,290	3,955,150	196,140	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. This Plan will be provided for a contractor to bid on the work.

**Funding Strategy**

Project funding is from Surtax and the Road and Drainage District.

Expenditures To Date \$54,597

**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.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2018 - 09/2022	4,151,290
<b>Total Budgetary Cost Estimate:</b>		4,151,290

**Means of Financing**

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	1,467,650
SURTAX	2,683,640
<b>Total Programmed Funding:</b>	4,151,290
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
47,380	47,380	0	0	0	0	0	1,200,000

**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**

Project funding is from Surtax but will not move forward unless funding to complete the project is secured.

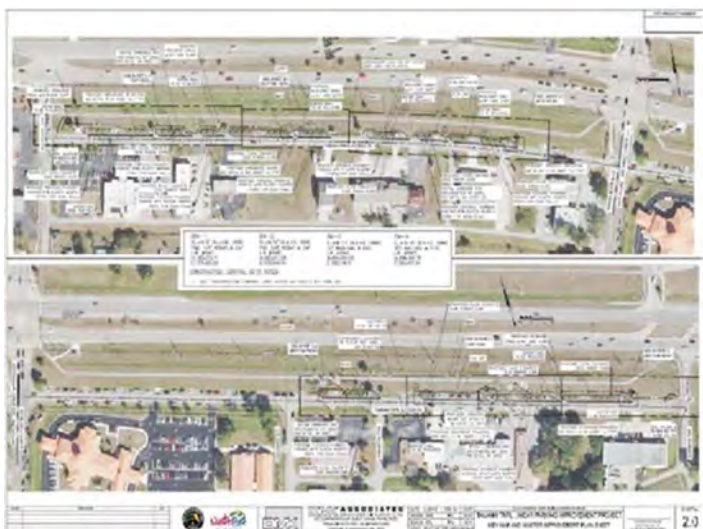
Expenditures To Date \$47,380

**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 2022	FY 2023	FY 2024	FY 2025	FY 2026
Operating Expenditures	0	0	200	200	200
<b>Total Operating Budget Impacts</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>200</b>

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2021	47,380
CONSTRUCTION	10/2020 - 09/2022	1,200,000
<b>Total Budgetary Cost Estimate:</b>		<b>1,247,380</b>

**Means of Financing**

Funding Source	Amount	
SURTAX	47,380	
<b>Total Programmed Funding:</b>		<b>47,380</b>
<b>Future Funding Requirements:</b>		<b>1,200,000</b>

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,614,560	1,614,560	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 \$970,296

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2019 - 09/2022	1,614,560
<b>Total Budgetary Cost Estimate:</b>		1,614,560
Means of Financing		
Funding Source		Amount
ROAD & DRAINAGE DISTRICT		701,400
SURTAX		913,160
<b>Total Programmed Funding:</b>		1,614,560
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
8,556,871	496,871	275,000	7,785,000	0	0	0	0

**Project Description**

Phase II is anticipated for construction in 2024, 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 Facilities Maintenance 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 \$36,438

**Operation Budget Impact**

When the Project has appropriated funding, any operating impacts will be determined at that time.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2019 - 09/2022	221,871
CONSTRUCTION	10/2023 - 09/2025	8,335,000
<b>Total Budgetary Cost Estimate:</b>		8,556,871

**Means of Financing**

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	5,446,841
GENERAL GOV'T IMPACT FEES	535,590
FLEET MANAGEMENT	75,000
SOLID WASTE DISTRICT	2,499,440

**Total Programmed Funding:** 8,556,871  
**Future Funding Requirements:** 0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R20HCI | **Title:** Hillsborough/Cranberry Intersection Improvements | **Status:** Existing CIP Project - Revised Request

**Category:** Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

**Comprehensive Plan Information**

**CIE Project:** N/A | **Capital Improvement:** | **District:** | **Project Location**  
**LOS/Concurrency:** N/A | **Project Need:** N/A | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,841,350	396,200	150,000	1,295,150	0	0	0	1,295,150

**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 2021. 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. Study costs are \$142,400 and Design costs are estimated to be \$300,000. The draft study has estimated construction costs at \$2,694,130.

In the current Appropriated to Date the City has appropriated \$325,000, and the funds from Charlotte County is \$71,200 for the Study costs. In FY 2022 the City will receive \$150,000 from Charlotte County for the Design costs.

**Funding Strategy**

This project is funded by Road & Drainage District funds, Surtax funds, and funding by Charlotte County.

Expenditures To Date \$142,393

**Operation Budget Impact**

Future operating costs will be determined after the project design is determined.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	300,000
CONSTRUCTION	10/2022 - 09/2024	2,694,100
OTHER	10/2019 - 09/2021	142,400
<b>Total Budgetary Cost Estimate:</b>		3,136,500

**Means of Financing**

Funding Source	Amount
OUTSIDE AGENCY	1,516,350
ROAD & DRAINAGE DISTRICT	200,000
SURTAX	125,000

**Total Programmed Funding:** 1,841,350  
**Future Funding Requirements:** 1,295,150



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
250,000	0	250,000	0	0	0	0	0

**Project Description**

Commission directed amenities such as shade structures, benches, trash receptacles, bicycles racks, lighting and landscaping be added to the multi-modal path constructed by the Florida Department of Transportation between Tuscola Boulevard and Ortiz Boulevard. The Commission directed that the department of Public Works plan to install a greater ratio of trees than benches for this project.

**Project Rationale**

Funding this project for completion will provide greater appeal for the public to utilize the multimodal path and its amenities between Tuscola Boulevard and Ortiz Boulevard. This project will be funded by \$250,000 of surtax funds as approved by the Commission.

**Funding Strategy**

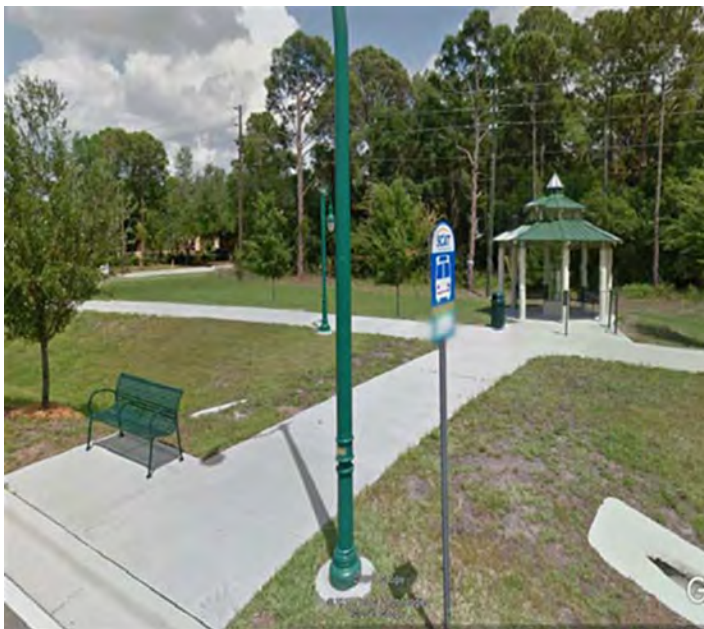
Initial project funding was from Surtax but per Commission direction \$48,754 is being reallocated to the Tropicaire Blvd. Road Reconstruction Project R19TRR, and \$66,446 is being reallocated to the Tropicaire Blvd. Pedestrian/Bicycle Shared-Use Path Project R18PBT.

Expenditures To Date \$0

**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 - 09/2022	17,440
CONSTRUCTION	10/2020 - 09/2023	232,560
<b>Total Budgetary Cost Estimate:</b>		250,000

**Means of Financing**

Funding Source	Amount	
SURTAX	250,000	
<b>Total Programmed Funding:</b>		250,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
635,842	462,942	172,900	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. Additional funds are proposed for the traffic signal construction in Fiscal Year 2022. Pursuant to City Commission direction, staff has discussed financial participation with the Sarasota County School Board but have not been successful in getting any confirmation.

**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.

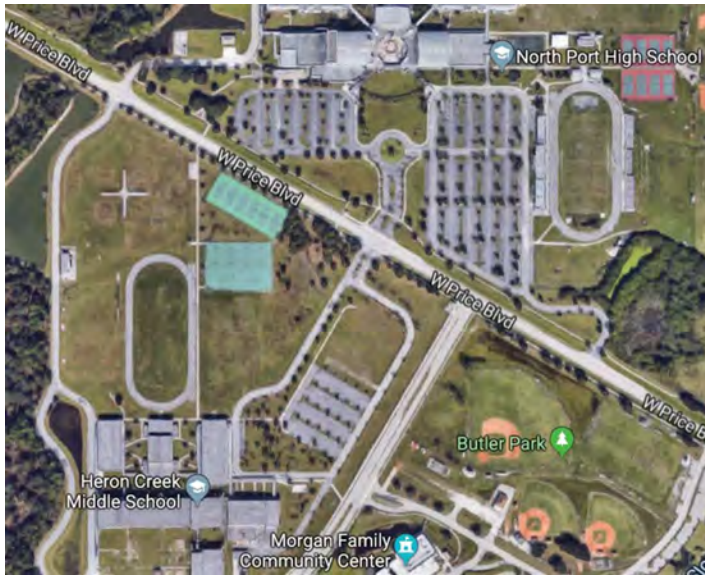
Expenditures To Date \$27,460

**Operation Budget Impact**

Operating impacts include the maintenance and electricity of the traffic signal.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	4,200	4,200	4,200	4,200
<b>Total Operating Budget Impacts</b>	0	4,200	4,200	4,200	4,200

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2019 - 09/2022	125,000
CONSTRUCTION	10/2020 - 09/2022	510,842
<b>Total Budgetary Cost Estimate:</b>		635,842

**Means of Financing**

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	635,842
<b>Total Programmed Funding:</b>	635,842
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
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 \$425,086

**Operation Budget Impact**

No operating budget impact is expected.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2019 - 09/2022	5,055,000
<b>Total Budgetary Cost Estimate:</b>		5,055,000

**Means of Financing**

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	3,573,300
SURTAX	1,481,700
<b>Total Programmed Funding:</b>	5,055,000
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
3,412,220	3,412,220	0	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 to begin in Fiscal Year 2021.

**Funding Strategy**

Project is funded by Road and Drainage District funds and Surtax funds.

Expenditures To Date \$125,415

**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 construction phase.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2019 - 09/2021	200,000
CONSTRUCTION	10/2020 - 09/2022	3,212,220
<b>Total Budgetary Cost Estimate:</b>		3,412,220

**Means of Financing**

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	1,702,220	
SURTAX	1,710,000	
<b>Total Programmed Funding:</b>		3,412,220
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R21BRR | **Title:** 2021 Bridge Rehabilitation and Repair | **Status:** Existing CIP Project - Revised Request

**Category:** Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:** N/A

**Comprehensive Plan Information**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** N/A | **Project Need:** N/A | **Location:**

**Project Location**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
492,300	274,500	217,800	0	0	0	0	0

**Project Description**

Annual Project for Rehabilitation of City Bridges. The Department of Public Works identified the bridge at North Port Boulevard and the Cocoplum 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.

Expenditures To Date \$65,000

**Operation Budget Impact**

No operating budget impact is expected.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	165,000
CONSTRUCTION	10/2021 - 09/2022	327,300
<b>Total Budgetary Cost Estimate:</b>		492,300

**Means of Financing**

Funding Source	Amount	
SURTAX	492,300	
<b>Total Programmed Funding:</b>		492,300
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R21DSI | **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:** Yes | **Capital Improvement:** | **District:**  
**LOS/Concurrency:** N/A | **Project Need:** N/A | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,710,162	1,710,162	0	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 rehabilitating the swale on 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.

Expenditures To Date \$102,188

**Operation Budget Impact**

Operational savings will be estimated as the Project is developed.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2022	1,710,162
<b>Total Budgetary Cost Estimate:</b>		1,710,162

**Means of Financing**

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	700,320	
SURTAX	1,009,842	
<b>Total Programmed Funding:</b>		1,710,162
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R21RRH | **Title:** 2021 Road Rehabilitation | **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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
6,155,000	6,155,000	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 project is part of an Annual Road Rehabilitation Program to prevent roads from falling into sub-standard conditions.

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2020 - 09/2022	6,155,000
<b>Total Budgetary Cost Estimate:</b>		6,155,000

**Means of Financing**

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	3,573,000	
SURTAX	2,582,000	
<b>Total Programmed Funding:</b>		6,155,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R21S13 | **Title:** Water Control Structure 113 | **Status:** Existing CIP Project  
**Category:** Public Works - Drainage | **Department:** ROAD & DRAINAGE | **LMS:** N/A

**Comprehensive Plan Information**

**CIE Project:** No | **Capital Improvement:** | **District:** | **Project Location**  
**LOS/Concurrency:** N/A | **Project Need:** N/A | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,207,500	290,000	917,500	0	0	0	0	2,752,500

**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. Grant funding has been applied for with Road and Drainage budgeting a 25% match.

Design \$290,000  
 Construction \$3,670,000 with \$917,500 from Road and Drainage; \$2,752,500 from Grant

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 construction phase.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2021	290,000
CONSTRUCTION	10/2021 - 09/2022	3,670,000
<b>Total Budgetary Cost Estimate:</b>		3,960,000

**Means of Financing**

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	1,207,500	
<b>Total Programmed Funding:</b>		1,207,500
<b>Future Funding Requirements:</b>		2,752,500



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R21S14 **Title:** Water Control Structure 114 **Status:** New Request

**Category:** Public Works - Drainage **Department:** ROAD & DRAINAGE **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes **Capital Improvement:** **District:**

**LOS/Concurrency:** **Project Need:** **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
2,232,996	1,848,386	384,610	0	0	0	0	0

**Project Description**

Design, permit, and reconstruct Water Control Structure (WCS) 114 located on the Snover Waterway at North Salford Boulevard. Design proposed to start in Fiscal Year 2022 and construction is anticipated to start in Fiscal Year 2023.

**Project Rationale**

The entire structure is extremely deteriorated and in need of replacement.

**Funding Strategy**

This project is funded by Road and Drainage District funds.

Expenditures To Date \$0

**Operation Budget Impact**

No operational impact expected.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2022	203,000
CONSTRUCTION	10/2020 - 09/2022	2,029,996
<b>Total Budgetary Cost Estimate:</b>		2,232,996

**Means of Financing**

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	203,000	
SURTAX	2,029,996	
<b>Total Programmed Funding:</b>		2,232,996
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R21SWD **Title:** Sidewalk and Pedestrian Bridge - Woodhaven Drive **Status:** Existing CIP Project - Revised Request

**Category:** Public Works - Transportation **Department:** ROAD & DRAINAGE **LMS:** N/A

**Comprehensive Plan Information**

**CIE Project:** Yes **Capital Improvement:** **District:**

**LOS/Concurrency:** N/A **Project Need:** N/A **Location:**

**Project Location**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
620,000	120,000	500,000	0	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.

Expenditures To Date \$0

**Operation Budget Impact**

The operating impact of this Program will include finished mowing costs and sidewalk repairs.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	0	200	200	200
<b>Total Operating Budget Impacts</b>	0	0	200	200	200

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	120,000
CONSTRUCTION	10/2021 - 09/2022	500,000
<b>Total Budgetary Cost Estimate:</b>		620,000

**Means of Financing**

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	332,200	
SURTAX	287,800	
<b>Total Programmed Funding:</b>		620,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R21WSE | **Title:** Welcome Sign on East US 41 | **Status:** Existing CIP Project  
**Category:** Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** N/A | **Capital Improvement:** | **District:**  
**LOS/Concurrency:** | **Project Need:** | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
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 the US 41 widening project, 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 City Manager 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

Expenditures To Date \$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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	12,700
CONSTRUCTION	10/2021 - 09/2022	224,900
<b>Total Budgetary Cost Estimate:</b>		237,600

**Means of Financing**

Funding Source	Amount	
<b>Total Programmed Funding:</b>		0
<b>Future Funding Requirements:</b>		237,600

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R22DSI | **Title:** Drainage System Improvements | **Status:** New Request

**Category:** Public Works - Drainage | **Department:** ROAD & DRAINAGE | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** | **Project Need:** | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,595,220	0	1,595,220	0	0	0	0	0

**Project Description**

Annual maintenance, rehabilitation and replacement of the City's stormwater drainage system infrastructure. Work will include starting Grid 204 west of Salford, and the continued surveying of the Cocoplum Waterway.

**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.

Expenditures To Date \$0

**Operation Budget Impact**

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2022	1,595,220
<b>Total Budgetary Cost Estimate:</b>		1,595,220

**Means of Financing**

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	715,320	
SURTAX	879,900	
<b>Total Programmed Funding:</b>		1,595,220
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R22I75 | **Title:** I-75 Interchange Road Infrastructure Improvements (Toledo Blade Blvd) | **Status:** New Request  
**Category:** Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**  
**LOS/Concurrency:** | **Project Need:** | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
500,000	0	500,000	0	0	0	0	1,500,000

**Project Description**

Construct a traffic signal on Toledo Blade Boulevard at the I-75 northbound entrance and exit ramps. Planning and design in Fiscal Year 2022 and construction in Fiscal Year 2023.

**Project Rationale**

There are extremely long queues in the morning and evening peak hours at the I-75 interchange at Toledo Blade Boulevard creating unsafe conditions. The installation of the traffic signal can greatly improve the operations and safety of this interchange.

**Funding Strategy**

As the Florida Department of Transportation (FDOT) will not have this improvement on their project list until at least 2027, the quickest alternative is for the City to move forward with design and apply for construction grants including FDOT Local Agency Program (LAP) funding. Surtax has been allocated for the Plan/Design/Engineering phase.

Expenditures To Date \$0

**Operation Budget Impact**

Operational impacts include signal maintenance.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	0	4,200	4,200	4,200
<b>Total Operating Budget Impacts</b>	0	0	4,200	4,200	4,200

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	500,000
CONSTRUCTION	10/2022 - 09/2023	1,500,000
<b>Total Budgetary Cost Estimate:</b>		<b>2,000,000</b>

**Means of Financing**

Funding Source	Amount	
SURTAX	500,000	
<b>Total Programmed Funding:</b>		<b>500,000</b>
<b>Future Funding Requirements:</b>		<b>1,500,000</b>

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R22I75S | **Title:** I-75 Interchange Road Infrastructure Improvements (Sumter Blvd) | **Status:** New Request  
**Category:** Public Works - Transportation | **Department:** ROAD & DRAINAGE | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**  
**LOS/Concurrency:** | **Project Need:** | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
500,000	0	500,000	0	0	0	0	1,500,000

**Project Description**

Construct a traffic signal on Sumter Boulevard at the I-75 northbound entrance and exit ramps. Planning and design in Fiscal Year 2022 and construction in Fiscal Year 2023.

**Project Rationale**

There are extremely long queues in the morning and evening peak hours at the I-75 interchange at Sumter Boulevard creating unsafe conditions. The installation of the traffic signal can greatly improve the operations and safety of this interchange.

**Funding Strategy**

As the Florida Department of Transportation (FDOT) will not have this improvement on their project list until at least 2027, the quickest alternative is for the City to move forward with design and apply for construction grants including FDOT Local Agency Program (LAP) funding. Surtax has been allocated for the Plan/Design/Engineering phase.

Expenditures To Date \$0

**Operation Budget Impact**

Operational impacts include signal maintenance.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	0	4,200	4,200	4,200
<b>Total Operating Budget Impacts</b>	0	0	4,200	4,200	4,200

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	500,000
EQUIPMENT	10/2022 - 09/2023	1,500,000
<b>Total Budgetary Cost Estimate:</b>		<b>2,000,000</b>

**Means of Financing**

Funding Source	Amount
SURTAX	500,000
<b>Total Programmed Funding:</b>	<b>500,000</b>
<b>Future Funding Requirements:</b>	<b>1,500,000</b>

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R22RDD | **Title:** RDD-Land | **Status:** New Request

**Category:** Public Works - Drainage | **Department:** ROAD & DRAINAGE | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** | **Project Need:** | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
250,000	0	50,000	50,000	50,000	50,000	50,000	0

**Project Description**

The acquisition of land need to access drainage infrastructure.

**Project Rationale**

General Development Corporation sold parcels around drainage infrastructure such as water control structures and retention ditches without leaving land for maintenance access. There have been sufficient vacant parcels throughout the City available for access but with the City's growth, these parcels are being developed. Road and Drainage needs to acquire these parcels to have access for repair and maintenance of the drainage system.

**Funding Strategy**

The funding strategy is Road & Drainage District.

Expenditures To Date \$0

**Operation Budget Impact**

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
LAND ACQUISITION	10/2021 - 09/2026	250,000
<b>Total Budgetary Cost Estimate:</b>		250,000

**Means of Financing**

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	250,000	
<b>Total Programmed Funding:</b>		250,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R22RRH **Title:** Road Rehabilitation Program **Status:** New Request

**Category:** Public Works - Transportation **Department:** ROAD & DRAINAGE **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes **Capital Improvement:** **District:**

**LOS/Concurrency:** **Project Need:** **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
5,114,700	0	5,114,700	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.

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2022	5,114,700
<b>Total Budgetary Cost Estimate:</b>		5,114,700

**Means of Financing**

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	3,573,000	
SURTAX	1,541,700	
<b>Total Programmed Funding:</b>		5,114,700
<b>Future Funding Requirements:</b>		0



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** R22SPD **Title:** Ponce De Leon Boulevard Multi-Use Path **Status:** New Request

**Category:** Public Works - Transportation **Department:** ROAD & DRAINAGE **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes **Capital Improvement:** **District:**

**LOS/Concurrency:** **Project Need:** **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				
			FY 2023	FY 2024	FY 2025	FY 2026	Future Funding
470,000	0	60,000	410,000	0	0	0	0

**Project Description**

Construct a ten-foot wide multi-use path along the southeasterly right-of-way on Ponce De Leon Boulevard from Skyview Drive to Hornbuckle Boulevard. Design Fiscal Year 2022 and construct Fiscal Year 2023.

**Project Rationale**

Construction of sidewalks/multi-use paths is a priority of the City Commission and residents. Each year, funding is appropriated to design and construct sidewalks/multi-use paths to provide safe pedestrian travel primarily within a 2-mile radius of schools, and secondarily, on all arterial and collector roads. This section will continue the existing sidewalk on Ponce De Leon Boulevard that ends at Skyview Drive.

**Funding Strategy**

This project is funded by Road and Drainage Funds and Surtax Funds.

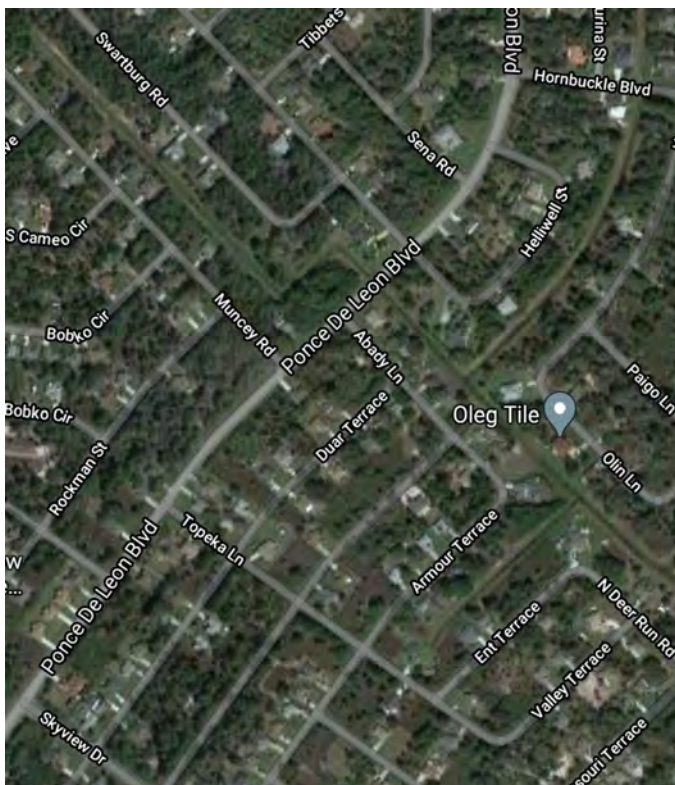
Expenditures To Date \$0

**Operation Budget Impact**

The operating impact of this Project will include finished mowing costs and sidewalk repairs.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	0	200	200	200
<b>Total Operating Budget Impacts</b>	0	0	200	200	200

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	60,000
CONSTRUCTION	10/2022 - 09/2023	410,000
<b>Total Budgetary Cost Estimate:</b>		470,000

**Means of Financing**

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	176,400	
SURTAX	293,600	
<b>Total Programmed Funding:</b>		470,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
0	0	0	0	0	0	0	37,782,000

**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. Start Design/Engineering in Fiscal Year 2025, Land Acquisition in Fiscal Year 2026 and Construction in Fiscal Year 2027.

**Project Rationale**

Replace existing bridge over Myakkahatchee Creek, install roadway lighting, irrigation and landscaping, sidewalks, and bicycle lanes.

**Funding Strategy**

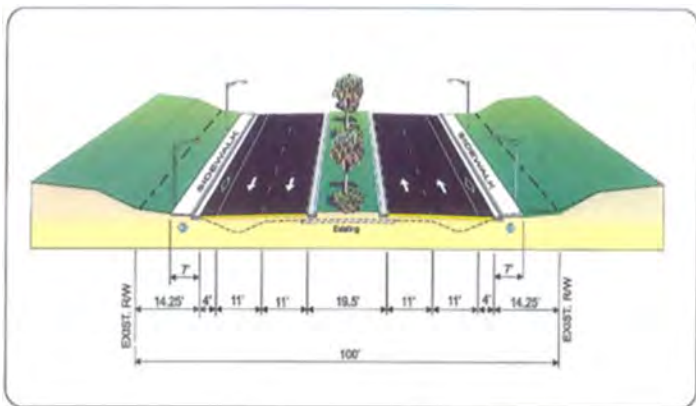
This Project is not currently funded.

Expenditures To Date \$0

**Operation Budget Impact**

The operating impact will be determined as the Project is developed.

**Project Image**



CITY OF NORTH PORT  
PRICE BOULEVARD  
from Blacayne Ct. 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

**Schedule of Activities**

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 - 09/2029	32,532,000

**Total Budgetary Cost Estimate:** 37,782,000

**Means of Financing**

Funding Source	Amount
<b>Total Programmed Funding:</b>	0
<b>Future Funding Requirements:</b>	37,782,000

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,177,000	0	0	285,000	291,400	297,300	303,300	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 Surtax.

**Operation Budget Impact**

No operating budget impact is expected.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2022 - 09/2026	1,177,000
<b>Total Budgetary Cost Estimate:</b>		1,177,000

**Means of Financing**

Funding Source	Amount	
SURTAX	1,177,000	
<b>Total Programmed Funding:</b>		1,177,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
6,641,590	0	0	1,612,820	1,645,130	1,675,060	1,708,580	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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2022 - 09/2026	6,641,590
<b>Total Budgetary Cost Estimate:</b>		6,641,590

**Means of Financing**

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	2,942,090
SURTAX	3,699,500
<b>Total Programmed Funding:</b>	6,641,590
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
21,208,560	0	0	5,145,600	5,248,560	5,353,550	5,460,850	0

**Project Description**

Resurfacing, surface rejuvenation, micro-surfacing and crack sealing 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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2022 - 09/2026	21,208,560
<b>Total Budgetary Cost Estimate:</b>		21,208,560

**Means of Financing**

Funding Source	Amount	
ROAD & DRAINAGE DISTRICT	14,726,660	
SURTAX	6,481,900	
<b>Total Programmed Funding:</b>		21,208,560
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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**

**CIE Project:** N/A      **Capital Improvement:**      **District:**

**LOS/Concurrency:** N/A      **Project Need:** N/A      **Location:**

**Project Location**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
2,015,260	0	0	393,600	401,500	604,040	616,120	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 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	0	0	200	200
<b>Total Operating Budget Impacts</b>	0	0	0	200	200

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2022 - 09/2026	665,030
CONSTRUCTION	10/2022 - 09/2026	1,350,230
<b>Total Budgetary Cost Estimate:</b>		2,015,260

**Means of Financing**

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	412,160
SURTAX	1,603,100
<b>Total Programmed Funding:</b>	2,015,260
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** RProgram-WCS | **Title:** Water Control Structure Program | **Status:** Existing CIP Program

**Category:** Public Works - Drainage | **Department:** ROAD & DRAINAGE | **LMS:** N/A

**Comprehensive Plan Information**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** Yes | **Project Need:** N/A | **Location:**

**Project Location**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
2,647,000	0	0	224,000	2,423,000	0	0	7,350,000

**Project Description**

Design, Permit and Replace aging water control structures (WCS).

**Project Rationale**

The tentative plan includes:  
 Fiscal Year 2023 Design WCS No. 157, Construct WCS No. 114  
 Fiscal Year 2024 Design WCS No. 158, Construct WCS No. 157  
 Fiscal Year 2025 Design WCS No. 121, Construct WCS No. 158  
 Fiscal Year 2025 Design WCS No. 128, Construct WCS No. 121

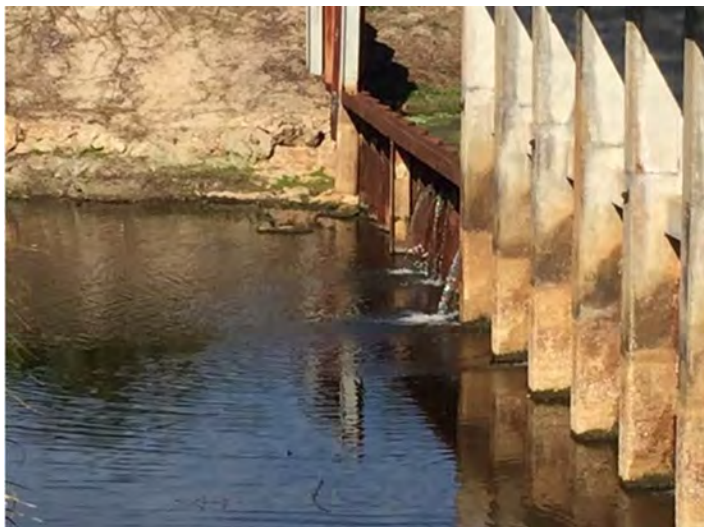
**Funding Strategy**

Surtax funding is needed to continue designing and constructing one water control structure per year. More aggressive sustainable funding is needed to adequately rehabilitate the water control structure system.

**Operation Budget Impact**

No operation budget impact.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2022 - 09/2026	1,457,000
CONSTRUCTION	10/2022 - 09/2026	8,540,000
<b>Total Budgetary Cost Estimate:</b>		9,997,000

**Means of Financing**

Funding Source	Amount
ROAD & DRAINAGE DISTRICT	2,647,000

**Total Programmed Funding:** 2,647,000  
**Future Funding Requirements:** 7,350,000

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** SW22TS    **Title:** Solid Waste Transfer Station    **Status:** Existing CIP Project - Revised Request

**Category:** Public Works - Solid Waste    **Department:** PUBLIC SERVICES    **LMS:** N/A

**Comprehensive Plan Information**

**CIE Project:** N/A    **Capital Improvement:**    **District:**

**LOS/Concurrency:** N/A    **Project Need:** N/A    **Location:**

**Project Location**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				
			FY 2023	FY 2024	FY 2025	FY 2026	Future Funding
2,000,000	0	500,000	0	0	0	1,500,000	2,819,700

**Project Description**

Design, build and operate a Solid Waste Transfer Station to safely and efficiently manage the City of North Port's solid waste. Obtain land for Transfer Station in Fiscal Year 2022, design and engineer in Fiscal Year 2025 and build in Fiscal Year 2026. This progression allows for funding to come from Solid Waste Impact Fees and Surtax IV.

**Project Rationale**

In Fiscal Year 2022, obtain land for the Transfer Station. In Fiscal Year 2025, 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 2026 and be completed in Fiscal Year 2027.

**Funding Strategy**

Solid Waste District funds will be used to acquire the land and it is anticipated that Solid Waste Impact Fees and Surtax IV Funds will be used to fund design and construction of this project.

Expenditures To Date \$0

**Operation Budget Impact**

More efficient solid waste collection, more beneficial disposal options, and improved community access to solid waste disposal. Budget impacts associated with the facility will apply after Fiscal Year 2026.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2025	419,690
LAND ACQUISITION	10/2021 - 09/2022	80,310
CONSTRUCTION	10/2026 - 09/2027	4,319,700
<b>Total Budgetary Cost Estimate:</b>		4,819,700

**Means of Financing**

Funding Source	Amount	
SOLID WASTE IMPACT FEES	1,500,000	
SURTAX	500,000	
<b>Total Programmed Funding:</b>		2,000,000
<b>Future Funding Requirements:</b>		2,819,700



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

<b>Project:</b> U17ASR	<b>Title:</b> Aquifer, Storage, and Recovery (ASR) - Permanent Facilities	<b>Status:</b> Existing CIP Project
<b>Category:</b> Utilities - Water Systems	<b>Department:</b> WATER & SEWER UTILITIES	<b>LMS:</b> N/A

**Comprehensive Plan Information**

**Project Location**

<b>CIE Project:</b> Yes	<b>Capital Improvement:</b>	<b>District:</b>
<b>LOS/Concurrency:</b> N/A	<b>Project Need:</b> N/A	<b>Location:</b>

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,524,102	1,524,102	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 \$1,511,910

**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 have been budgeted for Fiscal Year 2022.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	82,800	62,920	63,044	63,171	63,302
<b>Total Operating Budget Impacts</b>	82,800	62,920	63,044	63,171	63,302

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2016 - 09/2022	160,000
CONSTRUCTION	10/2016 - 09/2022	1,364,102
<b>Total Budgetary Cost Estimate:</b>		1,524,102

**Means of Financing**

Funding Source	Amount	
WATER CAPACITY FEE FUND	1,524,102	
<b>Total Programmed Funding:</b>		1,524,102
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
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 \$334,050

**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 Fiscal Year 2023.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	3,100	3,163	3,228	3,295
<b>Total Operating Budget Impacts</b>	0	3,100	3,163	3,228	3,295

**Project Image**



**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 - 09/2023	10,000,000
EQUIPMENT	10/2019 - 09/2023	600,000
<b>Total Budgetary Cost Estimate:</b>		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	
<b>Total Programmed Funding:</b>		13,110,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
4,334,771	4,334,771	0	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.

**Funding Strategy**

This project is funded by Water Capacity Fees.

Expenditures To Date \$1,699,406

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2017 - 09/2020	340,000
CONSTRUCTION	10/2017 - 09/2022	3,994,771
<b>Total Budgetary Cost Estimate:</b>		4,334,771

**Means of Financing**

Funding Source	Amount	
WATER CAPACITY FEE FUND	4,334,771	
<b>Total Programmed Funding:</b>		4,334,771
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
7,496,309	846,709	1,277,700	1,303,300	1,329,400	1,356,000	1,383,200	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 developed a master plan including maps for a phased expansion. Commission reached a consensus to move forward with design for the first phase of the project in the Blue Ridge-Salford North area. As customers connect, payments toward the line extension could go back to the Surtax fund, serving as a revolving fund for future expansions.

**Funding Strategy**

The project is funded by Surtax.

Expenditures To Date \$341,935

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2022	846,709
CONSTRUCTION	10/2018 - 09/2026	6,649,600
<b>Total Budgetary Cost Estimate:</b>		7,496,309

**Means of Financing**

Funding Source	Amount	
SURTAX	7,496,309	
<b>Total Programmed Funding:</b>		7,496,309
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
2,987,909	2,987,909	0	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 \$1,339,632

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2018 - 09/2020	350,000
CONSTRUCTION	10/2018 - 09/2022	2,637,909
<b>Total Budgetary Cost Estimate:</b>		2,987,909

**Means of Financing**

Funding Source	Amount	
WATER CAPACITY FEE FUND	480,000	
UTILITY REVENUE FUND	2,507,909	
<b>Total Programmed Funding:</b>		2,987,909
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
3,940,331	3,126,651	813,680	0	0	0	0	0

**Project Description**

This project is to extend water/wastewater to the commercial areas at the I-75/Sumter interchange.

**Project Rationale**

This project is to extend water/wastewater to residents in the areas on Sumter Boulevard from South of Hansard Avenue to Kalish Avenue. This will also serve the commercial areas at the I-75/Sumter interchange.

**Funding Strategy**

This project is funded by Surtax and ARPA Funds.

Expenditures To Date \$120,630

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2019 - 09/2021	178,548
CONSTRUCTION	10/2021 - 09/2022	3,761,783
<b>Total Budgetary Cost Estimate:</b>		3,940,331

**Means of Financing**

Funding Source	Amount	
SURTAX	3,126,651	
UTILITY REVENUE FUND	813,680	
<b>Total Programmed Funding:</b>		3,940,331
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** U21TWE **Title:** Neighborhood Water/Wastewater Line Extensions – Toledo Blade Blvd **Status:** Existing CIP Project  
**Category:** Utilities - Wastewater Systems **Department:** WATER & SEWER UTILITIES **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes **Capital Improvement:** **District:**  
**LOS/Concurrency:** **Project Need:** **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
3,573,143	173,143	3,400,000	0	0	0	0	0

**Project Description**

This project is to extend water/wastewater to the commercial areas at the I-75/Toledo Blade Blvd. interchange.

**Project Rationale**

To unlock the development potential at the interchange to increase one-time development revenue, annual tax revenue and new job creation, infrastructure is deemed necessary to increase competitiveness of this site.

**Funding Strategy**

This project is funded by ARPA Funds.

Expenditures To Date \$0

**Operation Budget Impact**

Addition of new pipeline to the distribution system and lift station, if applicable, inherently increases operation costs over time. If lines are put in service prior to enough demand, there could potentially be operating impacts from the expense of flushed water and potential additional maintenance on parts and equipment.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	173,143
CONSTRUCTION	10/2021 - 09/2023	3,400,000
<b>Total Budgetary Cost Estimate:</b>		3,573,143

**Means of Financing**

Funding Source	Amount	
UTILITY REVENUE FUND	3,573,143	
<b>Total Programmed Funding:</b>		3,573,143
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
742,906	297,906	275,000	170,000	0	0	0	0

**Project Description**

Fiscal Year 2021 included design for Haberland Boulevard, Woodhaven Drive/Bobcat Trail and North Toledo Blade Boulevard Bridges. Construction will take place in the following two 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.

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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	253,670
CONSTRUCTION	10/2021 - 09/2023	489,236
<b>Total Budgetary Cost Estimate:</b>		742,906

**Means of Financing**

Funding Source	Amount	
SURTAX	489,236	
UTILITY REVENUE FUND	253,670	
<b>Total Programmed Funding:</b>		742,906
<b>Future Funding Requirements:</b>		0



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

<b>Project:</b> U21WDI	<b>Title:</b> Water Distribution System Improvements	<b>Status:</b> Existing CIP Program
<b>Category:</b> Utilities - Water Systems	<b>Department:</b> WATER & SEWER UTILITIES	<b>LMS:</b> N/A

**Comprehensive Plan Information**

<b>CIE Project:</b> Yes	<b>Capital Improvement:</b>	<b>District:</b>
<b>LOS/Concurrency:</b> N/A	<b>Project Need:</b> N/A	<b>Location:</b>

**Project Location**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,368,850	768,850	600,000	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 Fiscal Year 2021 were S. Hartsdale Street, Aldovin and Totem Avenues. The focus areas for Fiscal Year 2022 will be Lamplighter and Rockwell Avenues, Renault Circle, Meroni Boulevard, and Ridgewood Drive.

**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 also received a grant from the SWFWMD for the Fiscal Year 2021 project. The City is anticipated to receive a grant from SWFWMD for the Fiscal Year 2022 project.

Expenditures To Date \$49,226

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	181,630
CONSTRUCTION	10/2020 - 09/2022	1,187,220
<b>Total Budgetary Cost Estimate:</b>		1,368,850

**Means of Financing**

Funding Source	Amount	
SURTAX	494,700	
UTILITY REVENUE FUND	874,150	
<b>Total Programmed Funding:</b>		1,368,850
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** U21WMS | **Title:** Ortiz Blvd to Warm Mineral Springs - Bridge Watermain Replacement | **Status:** Existing CIP Project  
**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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
250,000	50,000	200,000	0	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 Fiscal Year 2022. 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, Water Capacity Fees and Surtax Funds.

Expenditures To Date \$0

**Operation Budget Impact**

Replacement of this pipeline will have no operational impacts.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2021	50,000
CONSTRUCTION	10/2021 - 09/2022	200,000
<b>Total Budgetary Cost Estimate:</b>		250,000

**Means of Financing**

Funding Source	Amount
WATER CAPACITY FEE FUND	25,000
SURTAX	180,000
UTILITY REVENUE FUND	45,000
<b>Total Programmed Funding:</b>	250,000
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
3,504,090	1,467,090	2,037,000	0	0	0	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 Fiscal Year 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.

Expenditures To Date \$71,745

**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 Fiscal Year 2023.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Operating Expenditures	0	1,130	1,130	1,130	1,130
<b>Total Operating Budget Impacts</b>	0	1,130	1,130	1,130	1,130

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2020 - 09/2022	384,660
CONSTRUCTION	10/2020 - 09/2022	3,119,430
<b>Total Budgetary Cost Estimate:</b>		3,504,090

**Means of Financing**

Funding Source	Amount	
UTILITY REVENUE FUND	3,504,090	
<b>Total Programmed Funding:</b>		3,504,090
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,189,535	339,535	200,000	350,000	300,000	0	0	0

**Project Description**

This project is to program rehabilitation and improvement projects at the Pan American Wastewater Treatment Plant (WWTP).

**Project Rationale**

In Fiscal Year 2022, the WWTP rehabilitation and upgrades will include the rehabilitation of clarifiers 1 & 2.

**Funding Strategy**

This project will be funded by Utilities funds.

Expenditures To Date \$337,808

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2024	1,189,535
<b>Total Budgetary Cost Estimate:</b>		1,189,535

**Means of Financing**

Funding Source	Amount	
UTILITY REVENUE FUND	1,189,535	
<b>Total Programmed Funding:</b>		1,189,535
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** U22STO | **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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
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.

Expenditures To Date \$0

**Operation Budget Impact**

No operating impact is expected at this time.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2022	50,000
<b>Total Budgetary Cost Estimate:</b>		50,000

**Means of Financing**

Funding Source	Amount	
SEWER CAPACITY FEE FUND	50,000	
<b>Total Programmed Funding:</b>		50,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** U22WDB **Title:** Drying Bed at the Southwest Wastewater Reclamation Facility **Status:** New Request  
**Category:** Utilities - Wastewater Systems **Department:** WATER & SEWER UTILITIES **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes **Capital Improvement:** **District:**  
**LOS/Concurrency:** **Project Need:** **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
100,000	0	100,000	0	0	0	0	0

**Project Description**

Install a drying bed at the Southwest Wastewater Reclamation Facility to decant the Vacuum Trucks after jetting and cleaning wastewater collection system lines and routinely cleaning and inspecting lift stations to remove heavy rags and debris. This prevents premature pump failure and improves overall operational efficiencies in the collection system.

**Project Rationale**

In 2017 Utilities purchased a vehicle for televising gravity lines. In 2018, Utilities purchased a new Vacuum truck for jetting and cleaning gravity lines and lift stations. With this equipment, Utilities has an ongoing program for cleaning and televising wastewater collection system gravity lines. The grit and debris from this activity is discharged onto a drying bed to allow the water to drain off and the rags and debris can then be picked up and disposed of properly without damaging pumps, motors or disrupting the treatment plant process. In years past, this was done at our neighboring Utilities, Charlotte County and the City of Venice. Previously, this was done on a quarterly basis, but with the increase in frequency and the daily schedule of cleaning and televising, this has become a weekly need. Our neighboring Utilities have informed us that they cannot continue with this frequency and that we need to find another solution. Additionally, SB 712 puts a focus on wastewater collection system maintenance to reduce inflow and infiltration and increases fines associated with sanitary sewer overflows.

**Funding Strategy**

This project will be funded by Utilities Fund.

Expenditures To Date \$0

**Operation Budget Impact**

Without a drying bed Utilities could lose the opportunity to apply for future grant funding for the Inflow and Infiltration program. Utilities would need to revert back to reactionary wastewater collection system maintenance rather than being proactive. This can also lead to premature failures at lift stations, blockages in the gravity mains and ultimately could lead to sanitary sewer overflows and environmental impacts.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	25,000
CONSTRUCTION	10/2022 - 09/2023	75,000
<b>Total Budgetary Cost Estimate:</b>		100,000

**Means of Financing**

Funding Source	Amount
UTILITY REVENUE FUND	100,000
<b>Total Programmed Funding:</b>	100,000
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** U22WDI | **Title:** Water Distribution System Improvements | **Status:** Existing CIP Program  
**Category:** Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**  
**LOS/Concurrency:** | **Project Need:** | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
486,880	0	112,360	374,520	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. Design for the following areas is anticipated to take place in Fiscal Year 2022 with construction to follow: Cunliffe Road, Peake Street, Morandi Avenue, and Tripoli Street.

**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. Utilities anticipates applying for a grant through the Southwest Florida Water Management District (SWFWMD).

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, as applicable, and by replacing old asbestos cement main with new, as applicable.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	112,360
CONSTRUCTION	10/2022 - 09/2023	374,520
<b>Total Budgetary Cost Estimate:</b>		486,880

**Means of Financing**

Funding Source	Amount	
SURTAX	340,610	
UTILITY REVENUE FUND	146,270	
<b>Total Programmed Funding:</b>		486,880
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** U22WIS | **Title:** Raw Water Intake Structure Rehabilitation | **Status:** New Request

**Category:** Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** | **Project Need:** | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,000,000	0	1,000,000	0	0	0	0	0

**Project Description**

Rehabilitation of the raw water intake structures on the Myakkahatchee Creek and Cocoplum Waterway

**Project Rationale**

The intake structures on the Myakkahatchee Creek were constructed in approximately 1964 and 1974. The screens, sluice gates and other portions of the structures are deteriorating which may compromise the ability to withdraw water from the Myakkahatchee Creek for production purposes. The Cocoplum Water intake structure is significantly newer and only limited work is anticipated on that structure. An evaluation of all three structures is being performed in Fiscal Year 2021 but has not commenced.

**Funding Strategy**

This project will be funded by Utilities funds.

Expenditures To Date \$0

**Operation Budget Impact**

The inability to withdraw water from the Myakkahatchee Creek limits the production capability of the surface water treatment plant leading to purchasing more water from the Peace River Manasota Regional Water Supply Authority. Additionally, limiting the intake ability of the plant ultimately would lead to a reduced plant capability and new water sources would need to be found.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2021 - 09/2022	200,000
CONSTRUCTION	10/2021 - 09/2022	800,000
<b>Total Budgetary Cost Estimate:</b>		1,000,000

**Means of Financing**

Funding Source	Amount	
UTILITY REVENUE FUND	1,000,000	
<b>Total Programmed Funding:</b>		1,000,000
<b>Future Funding Requirements:</b>		0



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** U22WTO | **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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
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 program will be funded with Water Capacity Fees.

Expenditures To Date \$0

**Operation Budget Impact**

No operating impact is expected at this time.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2021 - 09/2022	50,000
<b>Total Budgetary Cost Estimate:</b>		50,000

**Means of Financing**

Funding Source	Amount	
WATER CAPACITY FEE FUND	50,000	
<b>Total Programmed Funding:</b>		50,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** U23DPR | **Title:** Direct Potable Reuse Pilot Plant Project | **Status:** New Request

**Category:** Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** | **Project Need:** | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
2,500,000	0	0	2,500,000	0	0	0	0

**Project Description**

Develop, install and run a pilot plant of the selected alternative(s) identified in the Direct Potable Reuse Feasibility Study

**Project Rationale**

Based on the information gathered from the Direct Potable Reuse Feasibility Study, Utilities would perform pilot testing on the top alternatives identified.

**Funding Strategy**

This project will be funded by Water Capacity Fees.

Expenditures To Date \$0

**Operation Budget Impact**

Operation of the pilot plant will add a small increase to the electrical costs for the treatment process.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	3,600	0	0	0
<b>Total Operating Budget Impacts</b>	0	3,600	0	0	0

**Project Image**

**Schedule of Activities**



Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2022 - 09/2023	2,500,000
<b>Total Budgetary Cost Estimate:</b>		2,500,000

**Means of Financing**

Funding Source	Amount	
WATER CAPACITY FEE FUND	2,500,000	
<b>Total Programmed Funding:</b>		2,500,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** U23WSP | **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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
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.

Expenditures To Date \$0

**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 Fiscal Year 2024.

Impact Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
<b>Operating Expenditures</b>	0	0	15,000	15,050	15,100
<b>Total Operating Budget Impacts</b>	0	0	15,000	15,050	15,100

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2022 - 09/2023	500,000
CONSTRUCTION	10/2022 - 09/2023	2,500,000
<b>Total Budgetary Cost Estimate:</b>		3,000,000

**Means of Financing**

Funding Source	Amount	
UTILITY REVENUE FUND	3,000,000	
<b>Total Programmed Funding:</b>		3,000,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
0	0	0	0	0	0	0	3,350,000

**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 Years 2023-2024 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.

Expenditures To Date \$0

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2023 - 09/2024	400,000
CONSTRUCTION	10/2023 - 09/2024	2,950,000
<b>Total Budgetary Cost Estimate:</b>		3,350,000

**Means of Financing**

Funding Source	Amount	
<b>Total Programmed Funding:</b>		0
<b>Future Funding Requirements:</b>		3,350,000

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** U25WTI | **Title:** Water Treatability Implementation | **Status:** New Request

**Category:** Utilities - Water Systems | **Department:** WATER & SEWER UTILITIES | **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes | **Capital Improvement:** | **District:**

**LOS/Concurrency:** | **Project Need:** | **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,000,000	0	0	0	0	0	1,000,000	0

**Project Description**

Myakkahatchee Water Treatment Plant improvements to provide treatment capability of Myakkahatchee Creek water during periods of high total dissolved solids (TDS).

**Project Rationale**

The implementation of this project will allow the plant to treat more water from the Myakkahatchee Creek during periods of high TDS. The surface water portion of the plant has very limited capability to treat for TDS. Using the combination of the surface water plant and the reverse osmosis plant would allow the system to produce water using the Creek in lieu of the much higher TDS wells.

**Funding Strategy**

This project will be funded by Utilities Funds.

Expenditures To Date \$0

**Operation Budget Impact**

The study is not yet complete; however, the alternatives include the use of ultrafiltration membranes which will require additional power to operate. The exact scope of the additional power is difficult to ascertain at the time.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2025 - 09/2026	1,000,000
<b>Total Budgetary Cost Estimate:</b>		1,000,000

**Means of Financing**

Funding Source	Amount	
UTILITY REVENUE FUND	1,000,000	
<b>Total Programmed Funding:</b>		1,000,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 Adopted Budget*

**Project:** U26PAC **Title:** Water Plant Powder Activated Carbon System **Status:** New Request  
**Category:** Utilities - Water Systems **Department:** WATER & SEWER UTILITIES **LMS:**

**Comprehensive Plan Information**

**Project Location**

**CIE Project:** Yes **Capital Improvement:** **District:**  
**LOS/Concurrency:** **Project Need:** **Location:**

**Programmed Funding**

Programmed Funding	Appropriated To Date	Budgeted FY 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
370,000	0	0	0	0	0	370,000	0

**Project Description**

The demolition and replacement of the current powder activated carbon system.

**Project Rationale**

The current structure that contains the powder activated carbon has deteriorated to a point where replacement is necessary. There are new and more efficient ways to mix and inject the powder activated carbon into the water treatment process as well, which will update the plant process and provide more control and efficiency.

**Funding Strategy**

This project will be funded by Utilities Fund.

Expenditures To Date \$0

**Operation Budget Impact**

The water treatment process currently involves the incorporation of powder activated carbon, therefore, there are no anticipated additional operational costs.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2025 - 09/2026	370,000
<b>Total Budgetary Cost Estimate:</b>		370,000

**Means of Financing**

Funding Source	Amount	
UTILITY REVENUE FUND	370,000	
<b>Total Programmed Funding:</b>		370,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
200,000	0	0	50,000	50,000	50,000	50,000	0

**Project Description**

Construction cost of oversizing 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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2023 - 09/2026	200,000
<b>Total Budgetary Cost Estimate:</b>		200,000

**Means of Financing**

Funding Source	Amount	
SEWER CAPACITY FEE FUND	200,000	
<b>Total Programmed Funding:</b>		200,000
<b>Future Funding Requirements:</b>		0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
490,000	0	0	0	150,000	170,000	170,000	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 Surtax 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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2023 - 09/2024	150,000
CONSTRUCTION	10/2024 - 09/2026	340,000
<b>Total Budgetary Cost Estimate:</b>		490,000

**Means of Financing**

Funding Source	Amount
SURTAX	490,000
<b>Total Programmed Funding:</b>	490,000
<b>Future Funding Requirements:</b>	0



**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
1,264,430	0	0	137,200	385,430	365,500	376,300	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 program will be funded with Surtax and Utilities funds.

**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 Image**



**Schedule of Activities**

Project Activities	From - To	Amount
DESIGN/ENGINEERING	10/2022 - 09/2024	343,670
CONSTRUCTION	10/2022 - 09/2026	920,760
<b>Total Budgetary Cost Estimate:</b>		1,264,430

**Means of Financing**

Funding Source	Amount
SURTAX	1,170,490
UTILITY REVENUE FUND	93,940
<b>Total Programmed Funding:</b>	1,264,430
<b>Future Funding Requirements:</b>	0

**CIP Detail Sheets**

*City of North Port, Florida  
2021-22 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 2022	Non-Appropriated Programmed CIP Funding				Future Funding
			FY 2023	FY 2024	FY 2025	FY 2026	
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 program will be funded with Water Capacity Fees.

**Operation Budget Impact**

No operating impact is expected at this time.

**Project Image**



**Schedule of Activities**

Project Activities	From - To	Amount
CONSTRUCTION	10/2023 - 09/2026	200,000
<b>Total Budgetary Cost Estimate:</b>		200,000

**Means of Financing**

Funding Source	Amount
WATER CAPACITY FEE FUND	200,000
<b>Total Programmed Funding:</b>	200,000
<b>Future Funding Requirements:</b>	0

SUPPLEMENTAL



## 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.

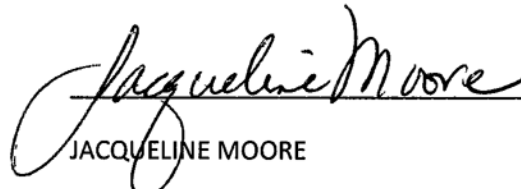
SECTION 4 - EFFECTIVE DATE

4.01 - The provisions of this Ordinance shall become effective immediately upon passage.

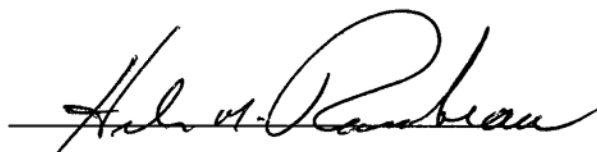
Read in public session this 12 day of April, 2016.

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:

  
\_\_\_\_\_  
HELEN RAIMBEAU, MMC  
CITY CLERK

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 <sup>1</sup>	Maximum Maturity
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Sector	Sector Maximum (%)	Per Issuer Maximum (%)	Minimum Ratings Requirement <sup>1</sup>	Maximum Maturity
U.S. Treasury	100%	100%	N/A	5.50 Years (5.50 Years avg. life <sup>4</sup> for GNMA)
GNMA		40%		
Other U.S. Government Guaranteed (e.g. AID, GTC)		10%		
Federal Agency/GSE: FNMA, FHLMC, FHLB, FFCB*	75%	40% <sup>3</sup>	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% <sup>2</sup>	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% <sup>3</sup>	N/A	5.50 Years Avg. Life <sup>4</sup>
Asset-Backed Securities (ABS)	25%	5%	Highest ST or LT Rating (A-1+/P-1, AAA/Aaa, or equivalent)	5.50 Years Avg. Life <sup>4</sup>
Non-Negotiable Collateralized Bank Deposits or Savings Accounts	50%	None, if fully collateralized	None, if fully collateralized.	2 Years
Commercial Paper (CP)	50% <sup>2</sup>	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:**

<sup>1</sup> Rating by at least one SEC-registered Nationally Recognized Statistical Rating Organization ("NRSRO"), unless otherwise noted. ST=Short-term; LT=Long-term.

<sup>2</sup> Maximum allocation to all corporate and bank credit instruments is 50% combined.

<sup>3</sup> Maximum exposure to any one Federal agency, including the combined holdings of Agency debt and Agency MBS, is 40%.

<sup>4</sup> 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

### RESOLUTION NO. 2021-R-42

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, ADOPTING THE FINAL AD VALOREM MILLAGE RATE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; PROVIDING FOR FINDINGS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Florida Statutes Section 166.211(1) and Article VII, Section 9 of the State Constitution, municipalities are authorized to adopt a millage rate each fiscal year and to levy ad valorem taxes on taxable real property within the municipality; and

**WHEREAS**, Florida Statutes Chapter 200 provides a procedure for the adoption of ad valorem tax and millage rates; and

**WHEREAS**, the City Manager and staff have prepared a budget and have computed a millage rate necessary to fund the budget, excluding the portion of the budget to be funded from sources other than ad valorem taxes.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA:**

#### **SECTION 1 – FINDINGS**

- 1.01 The above recitals are true and correct and are incorporated in this resolution by reference.
- 1.02 Public hearings on the millage rate for Fiscal Year 2021-2022 ("the Fiscal Year") were held on September 9, 2021 and September 23, 2021.

#### **SECTION 2 – CERTIFICATION AND ADOPTION**

- 2.01 The general municipal millage rate and tax levy for the City of North Port, Florida is 3.7667 mills, which is \$3.7667 per \$1,000.00 of assessed property within the City. This millage rate is certified to the Property Appraiser and the Tax Collector of Sarasota County, Florida, to be levied for the City's general government operating and capital purposes for the Fiscal Year.
- 2.02 The general municipal millage rate is 6.55% higher than the rolled-back rate of 3.5350 mills, which is \$3.5350 per \$1,000.00 of assessed property within the City.

**SECTION 3 – CONFLICTS**

3.01 In the event of any conflict between the provisions of this resolution and any other resolution, in whole or in part, the provisions of this resolution will prevail to the extent of the conflict.

**SECTION 4 – SEVERABILITY**

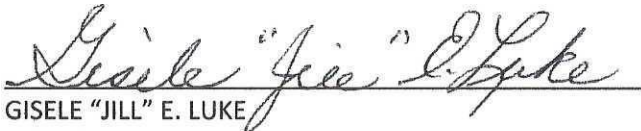
4.01 If a court of competent jurisdiction finds that any section, subsection, sentence, clause, phrase, or provision of this resolution is for any reason invalid or unconstitutional, that provision will be deemed a separate, distinct, and independent provision and will not affect the validity of the remaining portions of the resolution.

**SECTION 5 – EFFECTIVE DATE**

5.01 This resolution takes effect immediately.

ADOPTED by the City Commission of the City of North Port, Florida in public session on September 23, 2021.

CITY OF NORTH PORT, FLORIDA

  
\_\_\_\_\_  
GISELE "JILL" E. LUKE  
MAYOR

ATTEST

  
\_\_\_\_\_  
HEATHER TAYLOR, MMC  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS

  
\_\_\_\_\_  
AMBER L. SLAYTON  
CITY ATTORNEY



## City of North Port

### RESOLUTION NO. 2021-R-43

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, ADOPTING THE FINAL NON-DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; ADOPTING THE FINAL CAPITAL IMPROVEMENT BUDGET AND PROGRAM; PRESCRIBING THE TERMS, CONDITIONS, AND PROVISIONS WITH RESPECT TO THE ITEMS OF APPROPRIATIONS AND THEIR PAYMENT; PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS AND REAPPROPRIATIONS; PROVIDING FOR POSTING OF THE BUDGETS; PROVIDING PROCEDURES FOR BUDGET AMENDMENTS; PROVIDING FOR FINDINGS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Florida Statutes Section 166.241, municipalities are required to set a budget that is balanced and adopted each fiscal year; and

**WHEREAS**, the City of North Port, Florida adopts a final budget incorporating an operating budget and a capital budget on an annual basis for the operation of the City; and

**WHEREAS**, the amount available from taxation and other sources, including balances brought forward from prior fiscal years, equals the total appropriations for expenditures and reserves; and

**WHEREAS**, Florida Statutes Section 166.241(2) provides that municipalities may adopt budgets by resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA:**

#### **SECTION 1 – FINDINGS**

- 1.01 The above recitals are true and correct and are incorporated in this resolution by reference.
- 1.02 The Non-District Budget for fiscal year 2021-2022 (“the Fiscal Year”), attached as “Exhibit A,” and the Capital Improvement Budget, attached as “Exhibit B,” comply with State law.
- 1.03 Public hearings on these budgets were held on September 9, 2021 and September 23, 2021.

#### **SECTION 2 – ADOPTION**

- 2.01 This resolution shall be known as the “Non-District Budget Resolution of the City of North Port,

Florida” for the Fiscal Year. This resolution and its exhibits provide for the revenues and expenditures of each fund, excluding the City’s special dependent districts.

2.02 The Non-District Budget of the City of North Port, Florida, attached as “Exhibit A,” is approved and the following amounts are appropriated from anticipated revenues and unappropriated balances:

A. For the General Fund, the following amounts are appropriated:

<u>GENERAL FUND</u>	
Legislative/Commission	\$ 469,140
Legal/Attorney	1,181,960
City Clerk	787,130
Finance	1,877,700
Planning & Zoning	1,185,120
Information Technology	3,411,450
Social Services	486,900
Facilities Maintenance	3,314,520
City Manager	1,403,830
Economic Development	526,990
Human Resources	1,135,870
Police	22,284,340
Emergency Medical Services	9,834,730
Code Enforcement	789,260
Parks & Recreation	5,731,350
Non-Departmental	836,030
<b>TOTAL GENERAL FUND</b>	<b>\$ 55,256,320</b>

B. For the Special Revenue, Debt Service, and Internal Service Funds, the following amounts shall be appropriated.

<u>SPECIAL REVENUE FUNDS</u>	
Inspector Education	\$ 41,820
Law Enforcement Trust	409,910



Police Education	14,000
Tree Fund	160,440
Warm Mineral Springs	875,580
Building Fund	4,990,200
Law Enforcement Impact Fee	385,000
Fire Impact Fee	486,000
Parks and Recreation Impact Fee	1,188,020
Transportation Impact Fee	3,000,000
General Government Impact Fee	60,000
Fleet Maintenance	5,940,640
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$ 17,551,610</b>
<b><u>DEBT SERVICE FUND</u></b>	
Road Reconstruction Debt Service Fund	\$ 2,671,010
<b>TOTAL DEBT SERVICE FUND</b>	<b>\$ 2,671,010</b>
<b><u>INTERNAL SERVICE FUND</u></b>	
Self-Insurance Trust	\$ 2,114,780
Self-Insurance Medical Fund	10,188,410
Employee Benefit Fund	869,660
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>\$ 13,172,850</b>

- C. 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 are appropriated:

<b><u>UTILITY FUNDS</u></b>	
Utility Revenue Fund	\$ 41,828,030
Water Capacity Fee	1,090,000
Sewer Capacity Fee	672,400
Utility Construction	-

TOTAL UTILITY FUNDS	\$ 43,590,430
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D. For the Capital Funds the following amounts are appropriated:

<u>CAPITAL FUNDS</u>	
One Cent Sales Tax-Surtax	\$ 12,963,020
Renewal & Replacement – General Fund	702,160
Renewal & Replacement – R&D District	919,550
Renewal & Replacement – Fire Rescue District	779,160
Renewal & Replacement – Solid Waste District	-
Renewal & Replacement – Building Fund	-
Renewal & Replacement – Fleet Management	42,810
Capital Acquisition Fund	-
Road Reconstruction-Bonds	-
TOTAL CAPITAL FUNDS	\$ 15,406,700

- 2.03 The Five-Year Capital Improvement Program attached as “Exhibit B” is adopted. The Five-Year Capital Improvement Program is referred to as the “Capital Improvement Budget.” Budget adjustments to modify the intent of the Capital Improvement Budget for the Fiscal Year require the City Commission’s approval.
  
- 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. The City Commission’s acceptance of those terms is deemed to constitute a budget adjustment, including appropriation of the funds.
  
- 2.05 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 those terms is deemed to constitute a budget adjustment when the insurance recoveries are received, including appropriation to the fund.
  
- 2.06 Budget adjustments that increase total expenditures of a budgetary fund or that 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, excluding the authorization of additional regular positions and Capital Improvements as defined in this resolution.

- 2.07 As of September 30 of the current year, all unencumbered appropriations that relate to grants and capital projects are deemed to automatically reappropriate for the Fiscal Year. Other unencumbered appropriations, such as expenses and capital necessary to maintain operations, may be reappropriated only by the City Commission through the adoption of a resolution.
- 2.08 As of September 30 of the current year, all unpaid purchase orders, outstanding contracts, and other commitments from the current year are designated as reservations of fund balance for encumbrances under fund equity and will be carried forward into the Fiscal Year as additions to the respective budgets, including appropriation of the funds.
- 2.09 The City Manager is authorized to receipt all revenues for the purpose of which the revenues are designated and appropriated. In so doing, the City Manager must accurately account and record receipts in the ledgers and financial records in each account. The ledgers and records will be subjected to audit.
- 2.10 The City Manager is authorized to disburse moneys for the purpose of meeting the expenses and expenditures as appropriated. In so doing, the City Manager must cause each disbursement to be made upon a city warrant.
- 2.11 During the Fiscal Year, the City Commission may adopt a resolution appropriating all or part of any fund balances not specifically appropriated.

### **SECTION 3 – POSTING OF BUDGETS**

- 3.01 Within 30 days of the effective date of this resolution, the City Manager is directed to post the approved budgets on the City's website. Pursuant to Florida Statutes Section 166.241(3), the budgets must remain on the website for at least two years.

### **SECTION 4 – PROCEDURES FOR BUDGET AMENDMENTS FOR FISCAL YEAR 2021-22**

- 4.01 Resolutions amending the Non-District Budget or Capital Improvement Budget for Fiscal Year 2021-22 shall be heard twice.
- 4.02 Resolutions amending the Non-District Budget or Capital Improvement Budget for Fiscal Year 2021-22 shall, at least 10 days prior to adoption, be noticed once in a newspaper of general circulation in the municipality. The notice shall state the date, time, and place of the meeting; the title of the proposed resolution; and the place(s) within the municipality where the proposed resolution may be inspected by the public. The notice shall also advise that interested parties may appear at the meeting and be heard with respect to the proposed resolution.

### **SECTION 5 – CONFLICTS**

- 5.01 In the event of any conflict between the provisions of this resolution and any other resolution, in whole or in part, the provisions of this resolution will prevail to the extent of the conflict.

**SECTION 6 – SEVERABILITY**

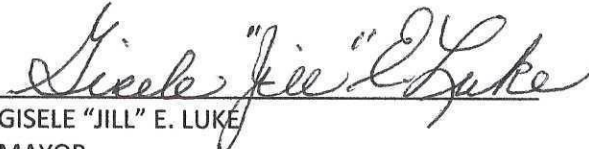
- 6.01 If a court of competent jurisdiction finds that any section, subsection, sentence, clause, phrase, or provision of this resolution is for any reason invalid or unconstitutional, that provision will be deemed a separate, distinct, and independent provision and will not affect the validity of the remaining portions of the resolution.

**SECTION 7 – EFFECTIVE DATE**

- 7.01 This resolution takes effect immediately.

ADOPTED by the City Commission of the City of North Port, Florida, in public session on September 23, 2021.

CITY OF NORTH PORT, FLORIDA

  
GISELE "JILL" E. LUKE  
MAYOR

ATTEST

  
HEATHER TAYLOR, MMC  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS

  
AMBER L. SLAYTON  
CITY ATTORNEY

Exhibit A Resolution No. 2021-R-43

City of North Port  
Fiscal Year 2021-22

Millage per \$1,000 General Fund 3.7667	General Fund	Other Special Revenue	Debt Service	Capital Projects	Enterprise Funds	Internal Service	Total (Memo Only)
<b>ESTIMATED REVENUES</b>							
Ad Valorem Taxes	\$ 21,029,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,029,800
Millage per \$1,000 3.7667							-
Sales and Use Taxes	5,266,880	-	-	13,180,120	-	-	18,447,000
Permits and Fees	4,151,690	21,295,920	3,010,000	-	2,121,550	-	30,579,160
Intergovernmental	10,414,350	-	-	-	-	-	10,414,350
Charges for Service	11,927,360	7,468,470	-	-	26,908,640	11,722,070	58,026,540
Fines and Forfeits	163,730	9,000	-	-	100	-	172,830
Miscellaneous	1,175,540	84,500	5,000	125,000	146,700	1,451,780	2,988,520
Other Sources	-	-	-	-	101,200	-	101,200
<b>Total Sources</b>	<b>54,129,350</b>	<b>28,857,890</b>	<b>3,015,000</b>	<b>13,305,120</b>	<b>29,278,190</b>	<b>13,173,850</b>	<b>141,759,400</b>
Transfers In	-	-	-	6,881,130	1,150,000	-	8,031,130
<b>Total Estimated Revenues and Other Financing Sources</b>	<b>\$ 54,129,350</b>	<b>\$ 28,857,890</b>	<b>\$ 3,015,000</b>	<b>\$ 20,186,250</b>	<b>\$ 30,428,190</b>	<b>\$ 13,173,850</b>	<b>\$ 149,790,530</b>
<b>Beginning Fund Balances(Net Assets)</b>	<b>13,302,296</b>	<b>16,792,210</b>	<b>1,236,684</b>	<b>12,758,095</b>	<b>21,039,056</b>	<b>1,320,447</b>	<b>66,448,788</b>
<b>Total Estimated Revenues, Sources and Beginning Fund Balances</b>	<b>\$ 67,431,646</b>	<b>\$ 45,650,100</b>	<b>\$ 4,251,684</b>	<b>\$ 32,944,345</b>	<b>\$ 51,467,246</b>	<b>\$ 14,494,297</b>	<b>\$ 216,239,318</b>
<b>ESTIMATED EXPENDITURES/EXPENSES</b>							
General Government	\$ 14,530,650	\$ 5,865,640	\$ -	\$ -	\$ -	\$ 13,172,850	\$ 33,569,140
Public Safety	32,800,330	4,652,160	-	300,000	-	-	37,752,490
Physical Environment	-	-	-	-	26,345,210	-	26,345,210
Transportation	-	-	40,000	1,717,680	-	-	1,757,680
Economic Environment	526,990	-	-	-	-	-	526,990
Human Services	486,900	-	-	-	-	-	486,900
Culture/Recreation	5,681,750	1,375,580	-	50,000	-	-	7,107,330
Capital	749,200	2,568,230	-	13,339,020	12,353,380	-	29,009,830
Debt and Lease	-	-	2,631,010	-	3,741,840	-	6,372,850
Other Uses	-	3,000,000	-	-	-	-	3,000,000
<b>Total Expenditures</b>	<b>54,775,820</b>	<b>17,461,610</b>	<b>2,671,010</b>	<b>15,406,700</b>	<b>42,440,430</b>	<b>13,172,850</b>	<b>145,928,420</b>
Transfers Out	480,500	90,000	-	-	1,150,000	-	1,720,500
<b>Total Estimated Expenditures and Uses</b>	<b>55,256,320</b>	<b>17,551,610</b>	<b>2,671,010</b>	<b>15,406,700</b>	<b>43,590,430</b>	<b>13,172,850</b>	<b>147,648,920</b>
<b>Ending Fund Balances(Net Assets)</b>	<b>12,175,326</b>	<b>28,098,490</b>	<b>1,580,674</b>	<b>17,537,645</b>	<b>7,876,816</b>	<b>1,321,447</b>	<b>68,590,398</b>
<b>Total Appropriations Including Uses and Ending Fund Balances</b>	<b>\$ 67,431,646</b>	<b>\$ 45,650,100</b>	<b>\$ 4,251,684</b>	<b>\$ 32,944,345</b>	<b>\$ 51,467,246</b>	<b>\$ 14,494,297</b>	<b>\$ 216,239,318</b>

The proposed budget is on file in the North Port City Clerk's office, as is the comparison of changes.

**City of North Port**  
**Fiscal Year 2022 thru 2026 Capital Improvement Program**

CIP Category / Funding Source	Appropriated	FY 2022	Un-Appropriated Subsequent Years				5 Year	CIP
	To Date	Base	FY 2023	FY 2024	FY 2025	FY 2026	Total	Total
<b>ADMINISTRATION &amp; MGMT</b>								
Information Technology	374,000	664,100	0	0	0	0	664,100	1,038,100
Public Safety - Fire Rescue	0	0	105,000	0	0	0	105,000	105,000
Public Works - Facilities Maintenance	0	600,000	0	0	0	0	600,000	600,000
ADMINISTRATION & MGMT Projects	374,000	1,264,100	105,000	0	0	0	1,369,100	1,743,100
<b>BUILDING</b>								
Neighborhood Development Service	2,503,130	675,210	0	0	0	0	675,210	3,178,340
BUILDING Projects	2,503,130	675,210	0	0	0	0	675,210	3,178,340
<b>CITY MANAGER</b>								
City Facilities	0	50,000	0	0	0	0	50,000	50,000
CITY MANAGER Projects	0	50,000	0	0	0	0	50,000	50,000
<b>FIRE RESCUE</b>								
City Facilities	1,705,000	0	0	0	0	0	0	1,705,000
Information Technology	0	44,100	0	0	0	0	44,100	44,100
Public Safety - Fire Rescue	5,701,560	926,740	105,000	5,164,000	0	0	6,195,740	11,897,300
FIRE RESCUE Projects	7,406,560	970,840	105,000	5,164,000	0	0	6,239,840	13,646,400
<b>NON-DEPARTMENTAL</b>								
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
<b>POLICE DEPARTMENT</b>								
Public Safety - Police	2,199,168	1,366,000	0	0	0	0	1,366,000	3,565,168
POLICE DEPARTMENT Projects	2,199,168	1,366,000	0	0	0	0	1,366,000	3,565,168
<b>PUBLIC SERVICES</b>								
City Facilities	335,000	180,000	2,595,030	0	0	0	2,775,030	3,110,030
Information Technology	0	12,200	0	0	0	0	12,200	12,200
Parks & Recreation	14,719,770	4,333,430	800,000	425,000	1,630,000	1,200,000	8,388,430	23,108,200
Public Works - Solid Waste	0	500,000	0	0	0	1,500,000	2,000,000	2,000,000
PUBLIC SERVICES Projects	15,054,770	5,025,630	3,395,030	425,000	1,630,000	2,700,000	13,175,660	28,230,430
<b>ROAD &amp; DRAINAGE</b>								
City Facilities	161,871	95,000	5,189,970	0	0	0	5,284,970	5,446,841
Information Technology	0	46,600	0	0	0	0	46,600	46,600
Public Works - Drainage	8,875,328	2,947,330	1,886,820	4,118,130	1,725,060	1,758,580	12,435,920	21,311,248
Public Works - Transportation	24,151,648	7,723,740	7,529,350	5,941,460	6,254,890	6,380,270	33,829,710	57,981,358
ROAD & DRAINAGE Projects	33,188,847	10,812,670	14,606,140	10,059,590	7,979,950	8,138,850	51,597,200	84,786,047
<b>WATER &amp; SEWER UTILITIES</b>								
City Facilities	13,110,000	0	0	0	0	0	0	13,110,000
Information Technology	0	79,540	0	0	0	0	79,540	79,540
Public Works - Transportation	810,090	0	0	0	0	0	0	810,090
Utilities - Wastewater Systems	4,486,038	5,841,380	1,703,300	1,679,400	1,406,000	1,433,200	12,063,280	16,549,318
Utilities - Water Systems	11,430,628	4,274,360	6,231,720	585,430	585,500	1,966,300	13,643,310	25,073,938
WATER & SEWER UTILITIES Projects	29,836,756	10,195,280	7,935,020	2,264,830	1,991,500	3,399,500	25,786,130	55,622,886
Total Project Cost	90,633,231	30,359,730	26,146,190	17,913,420	11,601,450	14,238,350	100,259,140	190,892,371
<b>FUNDING TYPE</b>								
CAPITAL FUNDS	35,161,236	13,239,720	5,895,300	10,553,900	6,613,900	6,164,400	42,467,220	77,628,456
DISTRICT FUNDS	13,742,703	6,196,820	12,183,130	6,949,090	4,612,550	4,703,950	34,645,540	48,388,243
ENTERPRISE FUNDS	25,324,460	8,412,980	6,117,020	410,430	100,000	1,470,000	16,510,430	41,834,890
GENERAL FUND	123,000	650,000	105,000	0	0	0	755,000	878,000
IMPACT FEE FUNDS	5,881,940	1,010,000	525,590	0	275,000	1,900,000	3,710,590	9,592,530
OTHER FUNDING SOURCES	246,346	150,000	1,295,150	0	0	0	1,445,150	1,691,496
OTHER SPECIAL REVENUE	10,153,546	700,210	25,000	0	0	0	725,210	10,878,756
FUNDING TYPE Funding	90,633,231	30,359,730	26,146,190	17,913,420	11,601,450	14,238,350	100,259,140	190,892,371
Total Funding	90,633,231	30,359,730	26,146,190	17,913,420	11,601,450	14,238,350	100,259,140	190,892,371



## City of North Port

### RESOLUTION NO. 2021-R-44

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, AS THE GOVERNING BODY OF THE NORTH PORT FIRE RESCUE DISTRICT, ADOPTING THE FINAL FIRE RESCUE DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; PRESCRIBING THE TERMS, CONDITIONS, AND PROVISIONS WITH RESPECT TO THE ITEMS OF APPROPRIATION AND THEIR PAYMENT; PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS AND REAPPROPRIATIONS; PROVIDING FOR FINDINGS; PROVIDING FOR POSTING OF THE BUDGET; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the North Port Fire Rescue District ("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 the powers granted by the Code of the City of North Port, Florida; 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; and

**WHEREAS**, Florida Statutes Section 189.016(3) requires that special districts adopt budgets by resolution.

**NOW, THEREFORE, BE IT RESOLVED 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 above recitals are true and correct and are incorporated in this resolution by reference.
- 1.02 The Fire Rescue District Budget for fiscal year 2021-2022 ("the Fiscal Year"), attached as "Exhibit A," complies with State law.
- 1.03 Public hearings on this budget were held on September 9, 2021 and September 23, 2021.

**SECTION 2 – ADOPTION**

- 2.01 This resolution shall be known as the "North Port Fire Rescue District Budget Resolution" for the Fiscal Year. This resolution and its exhibit provide for the revenues and expenditures of the Fire Rescue District Fund.
- 2.02 The Fire Rescue District Budget, attached as "Exhibit A," is hereby approved and the following amounts are appropriated from anticipated revenues and unappropriated balances.

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SPECIAL REVENUE FUND

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Fire Rescue District	\$	15,152,560
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- 2.03 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. The City Commission's acceptance of those terms is deemed to constitute a budget adjustment, including appropriation of such funds.
- 2.04 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 those terms is deemed to constitute a budget adjustment when the insurance recoveries are received, including appropriation to the fund.
- 2.05 Budget adjustments that 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, excluding the authorization of additional regular positions.
- 2.06 As of September 30 of the current year, all unencumbered appropriations that relate to grants and capital projects are deemed to automatically reappropriate for the Fiscal Year. Other unencumbered appropriations, such as expenses and capital necessary to maintain operations, may be reappropriated only by the City Commission through the adoption of a resolution.
- 2.07 As of September 30 of the current year, all unpaid purchase orders, outstanding contracts, and other commitments from the current year are designated as reservations of fund balance for encumbrances under fund equity and will be carried forward into the Fiscal Year as additions to the respective budgets, including appropriation of the funds.
- 2.08 The City Manager is authorized to receipt all revenues for the purpose of which the revenues are designated and appropriated. In so doing, the City Manager must accurately account and record receipts in the ledgers and financial records in each account. The ledgers and records will be subjected to audit.
- 2.09 The City Manager is authorized to disburse moneys for the purpose of meeting the expenses and expenditures as appropriated. In so doing, the City Manager must cause each disbursement to be made upon a city warrant.



- 2.10 During the Fiscal Year, the City Commission may adopt a resolution appropriating all or part of any fund balances not specifically appropriated.

**SECTION 3 – POSTING OF BUDGET**

- 3.01 Within 30 days of the effective date of this resolution, the City Manager is directed to have the District Director post the approved budget on the District's website. Pursuant to Florida Statutes Section 189.016, the budget must remain on the website for at least two years.

**SECTION 4– CONFLICTS**

- 4.01 In the event of any conflict between the provisions of this resolution and any other resolution, in whole or in part, the provisions of this resolution will prevail to the extent of the conflict.

**SECTION 5 – SEVERABILITY**

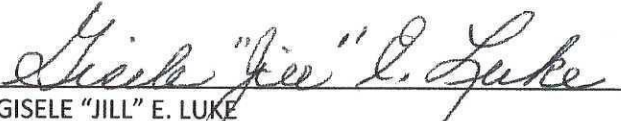
- 5.01 If a court of competent jurisdiction finds that any section, subsection, sentence, clause, phrase, or provision of this resolution is for any reason invalid or unconstitutional, that provision will be deemed a separate, distinct, and independent provision and will not affect the validity of the remaining portions of the resolution.

**SECTION 6 – EFFECTIVE DATE**

- 6.01 This resolution takes effect immediately.

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, in public session on September 23, 2021.

THE CITY COMMISSION OF THE CITY OF NORTH PORT,  
FLORIDA, SERVING AS THE GOVERNING BODY OF THE  
NORTH PORT FIRE RESCUE DISTRICT

  
\_\_\_\_\_  
GISELE "JILL" E. LUKE  
MAYOR

ATTEST

  
\_\_\_\_\_  
HEATHER TAYLOR, MMC  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS



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AMBER L. SLAYTON  
CITY ATTORNEY

Exhibit A Resolution No. 2021-R-44

City of North Port - Fiscal Year 2021-22

Millage per \$1,000 General Fund 3.7667	Fire Rescue
<b>ESTIMATED REVENUES</b>	
Ad Valorem Taxes	\$ -
Millage per \$1,000 3.7667	
Sales and Use Taxes	221,170
Permits and Fees	25,150
Intergovernmental	139,290
Assessments	13,699,870
Charges for Service	110,390
Fines and Forfeits	-
Miscellaneous	58,860
Other Sources	-
Total Sources	<u>14,254,730</u>
Transfers In	-
Total Estimated Revenues and Other Financing Sources	\$ 14,254,730
Beginning Fund Balances(Net Assets)	<u>4,966,165</u>
Total Estimated Revenues, Sources and Beginning Fund Balances	<u>\$ 19,220,895</u>
<b>ESTIMATED EXPENDITURES/EXPENSES</b>	
General Government	\$ -
Public Safety	12,143,170
Physical Environment	-
Transportation	-
Economic Environment	-
Human Services	-
Culture/Recreation	-
Capital	206,190
Debt and Lease	-
Other Uses	-
Total Expenditures	<u>12,349,360</u>
Transfers Out	2,803,200
Total Estimated Expenditures and Uses	<u>15,152,560</u>
Ending Fund Balances(Net Assets)	<u>4,068,335</u>
Total Appropriations Including Uses and Ending Fund Balances	<u>\$ 19,220,895</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. 2021-R-45

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, AS THE GOVERNING BODY OF THE NORTH PORT ROAD AND DRAINAGE DISTRICT, ADOPTING THE FINAL ROAD AND DRAINAGE DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; PRESCRIBING THE TERMS, CONDITIONS, AND PROVISIONS WITH RESPECT TO THE ITEMS OF APPROPRIATION AND THEIR PAYMENT; PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS AND REAPPROPRIATIONS; PROVIDING FOR FINDINGS; PROVIDING FOR POSTING OF THE BUDGET; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the North Port Road and Drainage District ("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 the powers granted by the Code of the City of North Port, Florida; 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; and

**WHEREAS**, Florida Statutes Section 189.016(3) requires that special districts adopt budgets by resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, AS THE GOVERNING BODY OF THE NORTH PORT ROAD AND DRAINAGE DISTRICT:**

#### **SECTION 1 – FINDINGS**

- 1.01 The above recitals are true and correct and are incorporated in this resolution by reference.
- 1.02 The Road and Drainage District Budget for fiscal year 2021- 2022 ("the Fiscal Year"), attached as "Exhibit A," complies with State law.
- 1.03 Public hearings on this budget were held on September 9, 2021 and September 23, 2021.

**SECTION 2 – ADOPTION**

2.01 This resolution shall be known as the "North Port Road and Drainage District Budget Resolution" for the Fiscal Year. This resolution and its exhibit provide for the revenues and expenditures of the Road and Drainage District fund.

2.02 The Road and Drainage District Budget, attached as Exhibit "A," is hereby approved and the following amounts are appropriated from anticipated revenues and unappropriated balances:

SPECIAL REVENUE FUND

Road and Drainage District	\$ 22,975,320
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2.03 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. The City Commission's acceptance of those terms is deemed to constitute a budget adjustment, including appropriation of the funds.

2.04 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 those terms is deemed to constitute a budget adjustment when the insurance recoveries are received, including appropriation to the fund.

2.05 Budget adjustments that increase total expenditures of a budgetary fund or that 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, excluding the authorization of additional regular positions.

2.06 As of September 30 of the current year, all unencumbered appropriations that relate to grants and capital projects are deemed to automatically reappropriate for the Fiscal Year. Other unencumbered appropriations, such as expenses and capital necessary to maintain operations, may be reappropriated only by the City Commission through the adoption of a resolution.

2.07 As of September 30 of the current year, all unpaid purchase orders, outstanding contracts, and other commitments from the current year are designated as reservations of fund balance for encumbrances under fund equity and will be carried forward into the Fiscal Year as additions to the respective budget, including appropriation of the funds.

2.08 The City Manager is authorized to receipt all revenues for the purpose of which revenues are designated and appropriated. In so doing, the City Manager must accurately account and record receipts in the ledgers and financial records in each account. The ledgers and records will be subjected to audit.

2.09 The City Manager is authorized to disburse moneys for the purpose of meeting the expenses and expenditures as appropriated. In so doing, the City Manager must cause each disbursement to be made upon a city warrant.

- 2.10 During the Fiscal Year, the City Commission may adopt a resolution appropriating all or part of any fund balances not specifically appropriated.

**SECTION 3 – POSTING OF BUDGET**

- 3.01 Within 30 days of the effective date of this resolution, the City Manager is directed to have the District Director post the approved budget on the District's website. Pursuant to Florida Statutes Section 189.016, the budget must remain on the website for at least two years.

**SECTION 4 – CONFLICTS**

- 4.01 In the event of any conflict between the provisions of this resolution and any other resolution, in whole or in part, the provisions of this resolution will prevail to the extent of the conflict.

**SECTION 5 – SEVERABILITY**

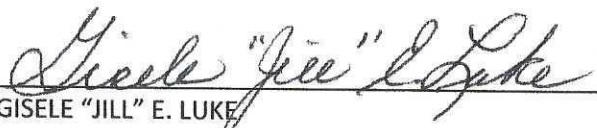
- 5.01 If a court of competent jurisdiction finds that any section, subsection, sentence, clause, phrase, or provision of this resolution is for any reason invalid or unconstitutional, that provision will be deemed a separate, distinct, and independent provision and will not affect the validity of the remaining portions of the resolution.

**SECTION 6 – EFFECTIVE DATE**

- 6.01 This resolution takes effect immediately.

ADOPTED by the City Commission of the City of North Port, Florida, acting in its capacity as the governing body of the North Port Road and Drainage District, in public session on September 23, 2021.

THE CITY COMMISSION OF THE CITY OF NORTH PORT,  
FLORIDA, SERVING AS THE GOVERNING BODY OF  
THE ROAD AND DRAINAGE DISTRICT

  
\_\_\_\_\_  
GISELE "JILL" E. LUKE  
MAYOR

ATTEST

  
\_\_\_\_\_  
HEATHER TAYLOR, MMC  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS



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AMBER L. SLAYTON  
CITY ATTORNEY

Exhibit A Resolution No. 2021-R-45

City of North Port - Fiscal Year 2021-22

Millage per \$1,000 General Fund 3.7667	Road and Drainage
<b>ESTIMATED REVENUES</b>	
Ad Valorem Taxes	\$ -
Millage per \$1,000 3.7667	
Sales and Use Taxes	3,356,880
Permits and Fees	-
Intergovernmental	840,930
Assessments	13,026,390
Charges for Service	2,736,270
Fines and Forfeits	-
Miscellaneous	269,500
Other Sources	4,000
<b>Total Sources</b>	<b><u>20,233,970</u></b>
Transfers In	-
<b>Total Estimated Revenues and Other Financing Sources</b>	<b>20,233,970</b>
<b>Beginning Fund Balances(Net Assets)</b>	<b><u>7,489,758</u></b>
<b>Total Estimated Revenues, Sources and Beginning Fund Balances</b>	<b><u>\$ 27,723,728</u></b>
<b>ESTIMATED EXPENDITURES/EXPENSES</b>	
General Government	\$ -
Public Safety	-
Physical Environment	-
Transportation	17,433,920
Economic Environment	-
Human Services	-
Culture/Recreation	-
Capital	2,591,400
Debt and Lease	-
Other Uses	-
<b>Total Expenditures</b>	<b><u>20,025,320</u></b>
Transfers Out	2,950,000
<b>Total Estimated Expenditures and Uses</b>	<b>22,975,320</b>
<b>Ending Fund Balances(Net Assets)</b>	<b><u>4,748,408</u></b>
<b>Total Appropriations Including Uses and Ending Fund Balances</b>	<b><u>\$ 27,723,728</u></b>

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. 2021-R-46

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, AS THE GOVERNING BODY OF THE NORTH PORT SOLID WASTE DISTRICT, ADOPTING THE FINAL SOLID WASTE DISTRICT BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; PRESCRIBING THE TERMS, CONDITIONS, AND PROVISIONS WITH RESPECT TO THE ITEMS OF APPROPRIATION AND THEIR PAYMENT; PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS AND REAPPROPRIATIONS; PROVIDING FOR FINDINGS; PROVIDING FOR POSTING OF THE BUDGET; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the North Port Solid Waste District ("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 the powers granted by the Code of the City of North Port, Florida; the City Charter and 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; and

**WHEREAS**, Florida Statutes Section 189.016(3) requires that special districts adopt budgets by resolution.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, SERVING AS THE GOVERNING BODY OF THE NORTH PORT SOLID WASTE DISTRICT:**

#### **SECTION 1 – FINDINGS**

- 1.01 The above recitals are true and correct and are incorporated in this resolution by reference.
- 1.02 The Solid Waste Budget for fiscal year 2021-2022 ("the Fiscal Year"), attached as "Exhibit A," complies with State law.
- 1.03 Public hearings on this budget were held on September 9, 2021 and September 23, 2021.

**SECTION 2 – ADOPTION**

- 2.01 This resolution shall be known as the "North Port Solid Waste District Budget Resolution" for the Fiscal Year. This resolution and its exhibit provide for the revenues and expenditures of the Solid Waste District Fund.
- 2.02 The Solid Waste District Budget, attached as "Exhibit A," is hereby approved and the following amounts are appropriated from anticipated revenues and unappropriated balances.

SPECIAL REVENUE FUND

Solid Waste District	\$	10,684,960
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- 2.03 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. The City Commission's acceptance of those terms is deemed to constitute a budget adjustment, including appropriation of such funds.
- 2.04 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 those terms is deemed to constitute a budget adjustment when the insurance recoveries are received, including appropriation to the fund.
- 2.05 Budget adjustments that 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, excluding the authorization of additional regular positions.
- 2.06 As of September 30 of the current year, all unencumbered appropriations that relate to grants and capital projects are deemed to automatically reappropriate for the Fiscal Year. Other unencumbered appropriations, such as expenses and capital necessary to maintain operations, may be reappropriated only by the City Commission through the adoption of a resolution.
- 2.07 As of September 30 of the current year, all unpaid purchase orders, outstanding contracts, and other commitments from the current year are designated as reservations of fund balance for encumbrances under fund equity and will be carried forward into the Fiscal Year as additions to the respective budgets, including appropriation of the funds.
- 2.08 The City Manager is authorized to receipt all revenues for the purpose of which revenues are designated and appropriated. In so doing, the City Manager must accurately account and record receipts in the ledgers and financial records in each account. The ledgers and records will be subjected to audit.
- 2.09 The City Manager is authorized to disburse moneys for the purpose of meeting the expenses and expenditures as appropriated. In so doing, the City Manager must cause each disbursement to be made upon a city warrant.

- 2.10 During the Fiscal Year, the City Commission may adopt a resolution appropriating all or part of any fund balances not specifically appropriated.

**SECTION 3 – POSTING OF BUDGET**

- 3.01 Within 30 days of the effective date of this resolution, the City Manager is directed to have the District Director post the approved budget on the District's website. Pursuant to Florida Statutes Section 189.016, the budget must remain on the website for at least two years.

**SECTION 4 – CONFLICTS**

- 4.01 In the event of any conflict between the provisions of this resolution and any other resolution, in whole or in part, the provisions of this resolution will prevail to the extent of the conflict.

**SECTION 5 – SEVERABILITY**

- 5.01 If a court of competent jurisdiction finds that any section, subsection, sentence, clause, phrase, or provision of this resolution is for any reason invalid or unconstitutional, that provision will be deemed a separate, distinct, and independent provision and will not affect the validity of the remaining portions of the resolution.

**SECTION 6 – EFFECTIVE DATE**

- 6.01 This resolution takes effect immediately.

ADOPTED by the City Commission of the City of North Port, Florida, acting in its capacity as the governing body of the North Port Solid Waste District, in public session on September 23, 2021.

THE CITY COMMISSION OF THE CITY OF NORTH PORT,  
FLORIDA, SERVING AS THE GOVERNING BODY OF  
THE SOLID WASTE DISTRICT

  
\_\_\_\_\_  
GISELE "JILL" E. LUKE  
MAYOR

ATTEST

  
\_\_\_\_\_  
HEATHER TAYLOR, MMC  
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS



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AMBER L. SLAYTON  
CITY ATTORNEY

Exhibit A Resolution No. 2021-R-46

City of North Port - Fiscal Year 2021-22

Millage per \$1,000 General Fund 3.7667	Solid Waste
<b>ESTIMATED REVENUES</b>	
Ad Valorem Taxes	\$ -
Millage per \$1,000 3.7667	
Sales and Use Taxes	-
Permits and Fees	-
Intergovernmental	-
Assessments	8,541,740
Charges for Service	2,195,370
Fines and Forfeits	-
Miscellaneous	63,000
Other Sources	-
<b>Total Sources</b>	<b>10,800,110</b>
Transfers In	-
<b>Total Estimated Revenues and Other Financing Sources</b>	<b>\$ 10,800,110</b>
<b>Beginning Fund Balances(Net Assets)</b>	<b>2,057,267</b>
<b>Total Estimated Revenues, Sources and Beginning Fund Balances</b>	<b><u>\$ 12,857,377</u></b>
<b>ESTIMATED EXPENDITURES/EXPENSES</b>	
General Government	\$ -
Public Safety	-
Physical Environment	10,020,330
Transportation	-
Economic Environment	-
Human Services	-
Culture/Recreation	-
Capital	107,200
Debt and Lease	-
Other Uses	-
<b>Total Expenditures</b>	<b>10,127,530</b>
Transfers Out	557,430
<b>Total Estimated Expenditures and Uses</b>	<b>10,684,960</b>
<b>Ending Fund Balances(Net Assets)</b>	<b>2,172,417</b>
<b>Total Appropriations Including Uses and Ending Fund Balances</b>	<b><u>\$ 12,857,377</u></b>

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**

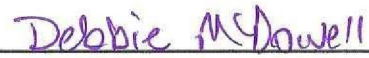
5.01 If any section, subsection, sentence, clause, phase, or provision of this resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity 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.

## GLOSSARY

### -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.

Adopted Budget – Revenues and appropriations approved by the City Commissions for the next fiscal year.

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.

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.

Annual Comprehensive 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.

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.

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 equal the total appropriations for expenditures and reserves.

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 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) 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.

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.

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.

-C-

Capital Asset – Acquired asset having a unit cost of at least \$5,000 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.

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.

Click2Gov – Software that facilitates on-line payments for customers of the City.

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 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 – 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.

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.

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 Florida state government 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.

Dependent Special District – A special taxing district whose governing body and budget is established by the City Commissioners.

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.

-E-

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.

Escheated Lots – Unclaimed property taken ownership by the City of North Port. This commonly occurs when an individual dies without an heir or will.

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-

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 Emergency Management Agency – This federal agency provides assistance during emergencies, and provides grant funding for emergencies, including emergency food and shelter.

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.

Fiduciary Fund – A fund used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs.

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 wastewater 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.

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-**

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.

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.

Goal – A broad statement of intended accomplishments or a description of a general condition deemed desirable.

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 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.

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-

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 the buyer is unable to make payment on the purchase, the bank will be required to cover the full or remaining amount of the purchase.

Letter of Transmittal – A general discussion of the proposed budget as presented in writing by the City Manager to the City Commission.

Levy – The act of imposing taxes, special assessments or service charges for the support of city activities.

Licenses and Permits – Revenues derived from the issuance of local licenses and permits including professional and occupational licenses, building permits and other miscellaneous permits.

Line Items – The classification of objects of expenditure (object codes) by major expense category.

Local Option Gas Tax – The Local Option Gas Tax is a 30-year tax, begun in 1983 to fund transportation related improvements in the City.

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.

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 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.

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

Objective – Desired output-oriented accomplishments that can be measured and achieved within a given time frame.

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-

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.

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.

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.

-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.

## ACRONYMS

ACFR	Annual Comprehensive Financial Report
ACH	Automated Clearing House
ADA	Americans with Disabilities Act
AED	Automated External Defibrillator
AFSME	American Federation of State, County and Municipal Employees
ALPR	Automatic License Plate Readers
ALS	Advanced Life Support
ARPA	American Rescue Plan Act of 2021
ASR	Aquifer, Storage, and Recover
ATV	All-Terrain Vehicle
BEA	Bureau of Economic Analysis
BEBR	Bureau of Economics & Business Research
BLS	Basic Life Support
CAD	Computer Aided Dispatch Software System
CAPRA	Commission for Accreditation of Park and Recreation Agencies
CARES	Coronavirus Aid, Relief, and Economic Security Act
CDBG	Community Development Block Grant
CEDAB	Community and Economic Development Advisory Board
CIE	Capital Improvement Element
CIP	Capital Improvement Program
CM	City Manager
COLA	Cost of Living Adjustment
CPI	Consumer Price Index
CPR	Cardiopulmonary Resuscitation
DEP	Department of Environmental Protection
DOT	Department of Transportation
DWP	Dallas White Park
EDC	Economic Development Council
EHEAP	Emergency Home Energy Assistance for the Elderly Program
EKG	Electrocardiogram
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EOC	Emergency Operation Center
EPL	Employment Practices Liability
ESRI	Environmental Systems Research Institute, Inc.
FDIC	Federal Deposit Insurance Corporation
FDLE	Florida Department of Law Enforcement
FDOT	Florida Department of Transportation
FEMA	Federal Emergency Management Agency
FFCB	Federal Farm Credit Bank
FFEA	Florida Festival & Event Association
FGCU	Florida Gulf Coast University
FHLB	Federal Home Loan Bank
FICA	Federal Insurance Contributions Act

FNMA	Federal National Mortgage Association
FPL	Florida Power & Light
FRPA	Florida Recreation & Park Association
FRS	Florida Retirement System
FTE	Full-Time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GDC	General Development Corporation
GDP	Gross Domestic Product
GFOA	Government Finance Officers Association
GIS	Geographic Information System
GPS	Global Positioning System
HDPE	High-Density Polyethylene
HMGP	Hazard Mitigation Grant Program
HR	Human Resources
HVAC	Heating, Ventilation, and Air Conditioning
IAFF	International Association of Fire Fighters
ISO	Insurance Services Office, Inc.
IT	Information Technology
LAP	Local Agency Program
LIHEAP	Low Income Home Energy Assistance Program
LOC	Letter of Credit
MCO	Managed Care Organization
MCWTP	Myakkahatchee Creek Water Treatment Plant
MGD	Million Gallons per Day
MPO	Metropolitan Planning Organization
MRU	Maintenance and Repair Units
MSA	Metropolitan Statistical Area
MSTU	Municipal Service Taxing Unit
NDS	Neighborhood Development Services
NRPA	National Recreation & Parks Association
PBA	Florida Police Benevolence Association
PD	Police Department
PEMT	Public Emergency Medical Transportation
POL	Public Officials Liability
R&R	Replacement & Renewal
RDD	Road and Drainage District
RFP	Request for Proposal
ROI	Return of Investment
SAN	Storage Area Network
SBA	State Board of Administration
SCBA	Self-Contained Breathing Apparatus
SHPO	State Historic Preservation Offices
SIB	State Infrastructure Bank
SLA	Service Level Adjustment



STC	Suncoast Technical College
SWFWMD	Southwest Florida Water Management District
TDS	Total Dissolved Solids
TPA	Third-Party Administrator
TRIM	Truth in Millage
UCR	Uniform Crime Reporting
UEBSS	Emergency Breathing Safety Systems on Self-Contained Breathing Apparatus
ULDC	Unified Land Development Code
USF	University of South Florida
WCS	Water Control Structure
WTP	Water Treatment Plant
WVID	West Villages Improvement District
WWTP	Wastewater Treatment Plant

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